



**Advisory Board Meeting
Monday, January 11, 2021
5:30 pm, Zoom Meeting**

MINUTES

1. Call to Order, Confirmation of a Quorum

Stephen Boerigter called the meeting to order at 5:30 pm.

Board Members Present:

Stephen Boerigter
Michelle Hall
Sheila Schiferl
Laura Burrows

UNM LA Staff Present:

Cynthia Rooney, Chancellor
Irina Alvestad, Interim Dean of Instruction
Bob Harmon, Director Business Operations
Kathryn Vigil, Director of Student Affairs
Laci Taylor, Executive Assistant to the Chancellor

Visitors Present:

Thomas Mason, James Holloway, Kathy Keith, Rebecca Estrada, Patrick Fitch, Nan Sauer, Bonnie Gordon, David Hampton, Erich Kuerschner, Susann McCarthy, David Moore, Katherine Shera, Suzie Schwartz

2. Routine Business – *Board Action Items*

- a. Adoption of Agenda
 - i. Motion made by Sheila Schiferl to approve the Agenda. Motion passed by unanimous vote.
- b. Approval of Advisory Board Meeting Minutes-November 9, 2020 (Attachment A)
 - i. Motion made by Michelle Hall to approve the minutes. Motion passed by unanimous vote.

3. Public Comment

- a. Katherine Shera and Erich Kuerschner participated with public comments.

4. Introduction of Visitors

- a. LANL Director Thom Mason was introduced as well as other LANL employees present at the meeting.

5. Information for the Board

- a. LANL Director Thom Mason
 - i. LANL played a leadership role in COVID-19 pandemic innovation.
 - ii. LANL has collaborated with Northern New Mexico College, Santa Fe Community College, UNM-LA, and Taos and Questa high schools with new pipeline programs to address critical skills for the growing workforce.
 - iii. Collaboration between LANL and UNM-LA include the Nuclear Enterprise Science and Technology (NEST) training program and a program for a Bachelor's of Science in Mechanical Engineering between LANL, UNM, and UNM-LA.

- b. UNM Provost & Executive Vice President James Holloway
 - i. UNM supports the branch campuses and their need to respond to the community through workforce development.
 - ii. The majority of spring classes at UNM will be taught remotely with approximately 20% having a face-to-face component.
 - iii. The COVID-19 dashboard for UNM and the branch campuses is available on the UNM website.

6. Presentations by the Executive Team

- a. Chancellor (Attachment B)
 - i. UNM-LA continues to build relationships with LANL and UNM to develop and implement programs that meet the needs of the students and the workforce.
 - ii. Remote operations continue as the spring semester begins based on guidance from the Governor, HED, and UNM.
 - iii. The search for a Dean of Instruction continues to make progress. Applications were reviewed last week for the Communications and Marketing Coordinator position.
 - iv. Preparation has begun for the 60 day New Mexico Legislative Session that will begin January 19.
- b. Interim Dean of Instruction (Attachment C)
 - i. Spring classes begin January 19. UNM-LA is offering 170 courses for the spring semester with a course mix of 85% online and the remaining 15% a combination of hybrid and face-to-face.
 - ii. Two welding instructors have been hired and will teach classes this spring semester.
 - iii. UNM-LA has submitted responses to the BSME LANL RFP and the NEST RFP released by LANL.
 - iv. A new PI, Erika Stupka, has been identified for the Perkins grant. She will also serve as the Dual Credit Faculty Coordinator.
- c. Director of Student Services (Attachment D)
 - i. Student Services has reviewed the average grades of students in online vs. face-to-face courses in 2019 compared to 2020 to explore the impact of the conversion to online instruction due to the pandemic. Results show that students who completed the courses received higher grades overall in 2020.
 - ii. Analysis by category indicated that non-degree students experienced the highest negative impact on their grades.
 - iii. UNM-LA is currently down 6% in enrollment. The spring census date is February 5.
 - iv. Student Services continues to find ways to provide targeted support to various populations of students.
- d. Director of Business Operations (Attachment E)
 - i. The Business Operations unit is preparing documents for the upcoming internal FY21 projected year-end spending activity and the FY22 upcoming budget process.
 - ii. UNM-LA has hired a company to produce a video highlighting the campus. The video will be used as a marketing and recruitment tool.
 - iii. Bob Harmon provided an update on the capital projects including the Library Renovation, Campus Wide Infrastructure and Improvements, Security System Upgrade, and the Solar Project.
 - iv. Revenues are at 51% of the total revised budgeted annual revenues. Expenditures are at 43% of the revised total budgeted annual expenditures.

7. Board Requested Action or Discussion

- a. None

8. Future Business

- a. Next Regular Meeting: March 8, 2021 at 5:30 p.m. UNM-LA Lecture Hall, Zoom

9. Adjournment: 7:01 p.m.