



**Advisory Board Meeting
Monday, November 9, 2020
5:30 pm, Zoom Meeting**

MINUTES

1. Call to Order, Confirmation of a Quorum

Stephen Boerigter called the meeting to order at 5:32 pm.

Board Members Present:

Stephen Boerigter

David Sutton

Sheila Schiferl

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:

David Hampton

2. Routine Business – *Board Action Items*

a. Adoption of Agenda

i. Motion made by David Sutton to approve the Agenda. Seconded by Sheila Schiferl, motion passed.

b. Approval of Advisory Board Meeting Minutes-September 14, 2020 (Attachment A)

i. Motion made by David Sutton to approve the minutes. Motion passed by unanimous vote.

3. Public Comment

a. There was no public comment.

4. Introduction of Visitors

a. David Hampton was introduced.

5. Information for the Board

a. Update on Current Operations Related to the COVID-19 Pandemic (Attachment B)

i. There have been no reports of individuals associated with UNM-LA on our campus with a positive COVID test.

ii. The spring semester will look similar to the fall semester with 80% of classes online and 20% of classes a combination of hybrid and face to face.

iii. Attendance rates and drop rates for students appear to be similar to prior semesters.

- b. UNM-LA Priorities (Attachment C)
 - i. The UNM-LA priorities for 2020-2021 support the overarching categories from the strategic plan: achieving student excellence, achieving community excellence, and achieving institutional excellence.
 - ii. Cynthia Rooney reviewed the eight priorities and their action points.
 - iii. Steve Boerigter noted that all of the priorities and activities lead toward increasing enrollment.

6. Presentations by the Executive Team

- a. Chancellor (Attachment D)
 - i. The revised Operating Agreement has been signed by the Advisory Board chair and submitted to UNM. The final version changed the campus leader's title to Chancellor and revised the dates to reflect an extension of two additional years. The current agreement expires on June 30, 2022.
 - ii. Irina Alvestad has been appointed Interim Dean until June 30. A diverse and representative search committee has been established to select a new Dean of Instruction.
 - iii. Upcoming grant activities include GEER Fund and the NSF Project Vision Program. Progress continues on finalizing documents, developing plans and hiring a Project Director for the Title V grant.
 - iv. The next LFC meeting for Rightsizing and Reimagining Higher Education will be in December.
- b. Interim Dean of Instruction (Attachment E)
 - i. Eleven late-start courses were offered this semester, with average enrollment of 17.
 - ii. The spring 2021 schedule of courses has been developed. Approximately 145 courses will be offered with the same approach in teaching modalities as the fall semester.
 - iii. Two additional faculty have completed the Quality Matters Online Teaching Certification.
 - iv. UNM-LA has obtained funding for the Perkins grant that provides support for an expansion of the dual credit program with LAPS to include CNA and welding.
- c. Director of Student Services (Attachment F)
 - i. Students who have indicated challenges with mental health have been provided resources both locally and through UNM.
 - ii. Student Services is evaluating records of students who attended UNM-LA and did not complete a certificate or program. Students within 20 credits of finishing their degree will be contacted and encouraged to come back and complete their degree. The program will provide financial assistance through a new scholarship called "Back to the Pack."
 - iii. Student Services has seen success in recruiting high school students utilizing Zoom sessions with individuals and class groups.
 - iv. Scholarship recipients will be recognized through an event posted on the UNM-LA website.
- d. Director of Business Operations (Attachment G)
 - i. The FY20 year-end process has been completed.
 - ii. 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.
 - iii. The FY20 report of actuals was submitted on September 15. Revenues were over budget by \$65,485 and expenditures were under budget by \$357,726.
 - iv. Revenues for the first quarter are at 26% of the total revised budgeted annual revenues and expenditures are at 21% of the revised total budgeted annual expenditures.

7. Next Meeting

- a. January 11, 2021 at 5:30 p.m. UNM-LA Lecture Hall, Zoom

8. Adjournment: 6:23 p.m.