



**Advisory Board Meeting  
Monday, April 11, 2022  
5:30 pm, Lecture Hall, Building 2**

**MINUTES**

**1. Call to Order**

**2. Confirmation of a Quorum**

Stephen Boerigter called the meeting to order at 5:31 p.m.

**Board Members Present:**

Stephen Boerigter  
Charles McCullough  
Laura Burrows  
Alissa Grissom  
David Hanson (Zoom)

**UNM LA Staff Present:**

Cynthia Rooney, Chancellor (Zoom)  
Paul Allen, Dean of Instruction (Zoom)  
Bob Harmon, Director Business Operations  
Kathryn Vigil, Director of Student Affairs  
Irina Alvestad, Associate Dean of Instruction (Zoom)  
Laci Taylor, Executive Assistant to the Chancellor

**Visitors Present:** David Hampton

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

- a. Adoption of Agenda
  - i. Motion made by Laura Burrows to approve the Agenda. Seconded by Charles McCullough, motion passed.
- b. Approval of Advisory Board Meeting Minutes – February 28, 2022 (Attachment A)
  - i. Motion made by Laura Burrows to approve the minutes. Seconded by Alissa Grissom, motion passed.

**4. Public Comment - None**

**5. Introduction of Visitors - None**

**6. Information for the Board**

- a. Update on the UNM-LA Chancellor Search
  - i. The UNM-LA Chancellor Search Committee is scheduled to interview six semi-finalist candidates this Thursday and Friday.
  - ii. The search committee will meet with the Provost on Friday after the interviews and select the finalist.

**7. New Business**

(Highlights of items detailed more completely in the Appendices)

- a. Overview of FY23 Budget Process (Attachment B)
  - i. An overview of the UNM-LA budget process was presented.

- ii. This year the legislature passed compensation increases of 3% beginning April 1 and 4% beginning July 1. The increases were partially funded. A key priority during the budgeting process was to fully fund the compensation increases.
  - iii. Priorities for the FY23 year include: revitalization of the website and a reorganization of faculty and staff to allow additional positions.
  - iv. The additional positions for increased FTE include: Registrar, Maintenance, Fiscal Service Tech, Contracts and Grants Administrator, Learning Resource Center Director, and Education Support Coordinator.
- b. FY23 Operating Budget (Attachment C)
- i. The FY23 Operating Budget, as documented in Attachment C was presented to the Advisory Board.
  - ii. Bob Harmon reviewed in detail the process for preparing the FY23 budget.
  - iii. The proposed total unrestricted revenues show an increase of \$458,490 and the overall Instructional and General net revenue increased \$479,372.
  - iv. The fees that have built up over the years will be used to replace the computers in the Mac lab.
  - v. There was discussion about the receipt of funds for the Mil Levy and the importance of budgeting conservatively.
  - vi. The largest increase in expenditures relates to the salary increases and benefits. The amount for faculty increases is held in a separate account number until everything is ratified and approved by the union.
  - vii. Other discussion topics included: student salaries, professional development, funding of FY23 priorities and diversification of revenue streams.

**8. Budget – Board Action Items**

- a. Approval of FY23 Operating Budget
  - i. Motion made by Charles McCullough to approve the FY23 Operating Budget, seconded by Laura Burrows. Motion passed by unanimous vote.

**9. Status Updates**

- a. The EMT and Welding equipment from the Triad grant has been ordered. Some of the equipment has arrived with the rest expected within the month.
- b. The \$20,000 for the food pantry will be sent to UNM-LA once the document has been approved by UNM and signed.
- c. Kathryn Vigil provided an overview of the professional clothing closet and food pantry.
- d. Student Services recently saw a proposal for mental health support and will be submitting a request for proposal.

**10. Next Meeting**

- a. May 9, 2022 at 5:30 pm, UNM-LA Lecture Hall, Building 2
  - i. David Hanson proposed an agenda item for a future Advisory Board meeting. Should the UNM-LA Board request that the Chancellor's office explore the practicality of issuing an assessment of student success?
  - ii. Stephen Boerigter proposed working with the new Chancellor to update this concept in the UNM-LA strategic plan.
  - iii. There was discussion on the process and timeframe for proposing agenda items to the Advisory Board Chair and Chancellor.

**11. Adjournment: 6:30 p.m.**