



**Advisory Board Meeting
Monday, January 9, 2023
5:30 pm, Lecture Hall, Building 2**

MINUTES

- 1. Call to Order**
Stephen Boerigter called the meeting to order 5:32 p.m.

- 2. Confirmation of a Quorum**

- 3. Routine Business – Board Action Items**
 - a. Adoption of Agenda
 - i. Motion made by Laura Burrows to approve agenda. Seconded by Alissa Grissom. Motion passed.

 - b. Approval of Advisory Board Meeting Minutes-November 7, 2022 (Attachment A)
 - i. Motion made by Laura Burrows to approve minutes. Seconded by Alissa Grissom. Motion passed.

- 4. Public Comment**
 - i. Dee-Dee Madsen is a parent of a student in the Los Alamos Early College and Career Academy (LAECCA) program. Parent expressed concerns that the coursework needed to earn the Robotics Certificate was no longer available and believes there are systemic issues that need to be addressed in regard to coursework availability.
 - ii. Ronald Long and Celina Long are parents of a student also looking to obtain the Robotics Certificate and are frustrated that the coursework needed to finish, is no longer available.

- 5. Introduction of Visitors**

Dee-Dee Madsen
Alan Madsen
David Hampton
Marie O’Neill
Celina Long
Ron Long

6. New Business – Board Action Items

a. Election of Officers

- i. Stephen Boerigter nominated Chuck McCollough for chair position. All in favor. Chuck McCollough elected for chair. Motion passed.
- ii. David Hanson nominated Alissa Grissom for secretary position. All in favor. Alissa Grissom elected for secretary. Motion passed.

b. Tuition and Fees Proposal for 2023-24 (Attachment B)

- i. UNM Central campus wanted decision about what UNM Los Alamos campus was going to do about tuition. Our recommendation based on current enrollment and anticipated positions, we propose we do not increase tuition. Concerns were raised about the political cost of raising tuition, and how it's not in the best interest of our students. Formal action was made in concurrence with recommendation; Chuck motioned for No change in tuition and fees. Alissa and Laura second motioned. Motion passed.

7. Presentations by the Executive Team

a. Chancellor (Attachment C)

- i. Discussion of the board's vision and involvement at the macro level. Facilities are outdated for the types of activities that take place in higher education and our facilities are an elementary school by scale and design. Currently trying to fix ADA standards so that they are up to date in terms of facility. Updated facility will encourage students to stay on campus and collaborate and will have an impact on student learning. Dr. Holtzclaw plans to speak to our legislature about this in upcoming sessions held in Santa Fe.
- ii. Planning to put out bond in 2024 in alignment with Los Alamos county and Los Alamos public school district. Must provide 25% match which is increasingly difficult due to budget constraints and limitations for funds. Requesting board members to be ambassadors for bond campaign.
- iii. UNM-LA is actively working with UNM central campus to come up with conceptual designs of how campus will look 20 years from now and will be presenting to the community what and why certain upgrades are needed. UNM will create an overall strategic plan with community engagement.

b. Dean of Instruction (Attachment D)

- i. Hiring is making progress and the turn over rate is at 10% among faculty.
- ii. Continuing education classes are continuing to build and we are starting to see revenue coming in from those.
- iii. In partnership with UNM Albuquerque we are working on a grant that has been tentatively awarded to us to develop a coding academy for Apple coding.
- iv. UNM-LA is continuing to move forward with a new agreement with Los Alamos High School that will include the revision with the LAECCA

program to provide better course sequencing as well as stronger student sets of cohorts throughout programs.

- v. There have been cohort meetings in humanities and engineering. The engineering cohort was a rousing success with 30 current and prospective students in attendance and receiving scholarships with funding from Los Alamos National Laboratory.

c. Director of Student Affairs (Attachment E)

- i. Current position related to enrollment. Down between 60-70 students as a result of our staff and the timing of registering dual credit students. There are appointments at the high school in the upcoming weeks to increase enrollment.
- ii. Student outcomes is a point of study and focus. There are conversations of how to serve students individually and supporting students through scholarships and FAFSA.
- iii. Added context around CIC internship. Proud of students being offered full time employment from their mentors and their presentation to the public at graduation.
- iv. Graduation will be at Crossroads this year on Thursday, May 11.
- v. Ongoing discussion about recruitment and how that balances with marketing.

d. Director of Business Operations (Attachment F)

- i. IT department is fully staffed. Tech analyst hired.
- ii. FY23 spending activity will begin this week.
- iii. There has been a decline in enrollment and revenue due to the timing of property taxes, and last year's budget being exceeded. Need to be conservative with budget.
- iv. There are 3 capital projects that will all begin this semester. The process of these projects include gathering our ideas, attending summer hearings, gaining voter approval, allocating funds, and generating construction drawings. The contractor has been identified and we have an idea of the scope of events with construction beginning in March and April and completion in the Fall of 2023.

8. Board requests for future agenda items

None

9. Next Meeting- Send to Chuck

- a. March 13, 2023, 5:30, UNM-LA Lecture Hall, Bldg. 2

10. Adjournment

6:53 p.m.