



**Advisory Board Meeting**  
**Wednesday, April 14, 2021**  
**5:30 pm, Zoom Meeting**

<b>MINUTES</b>
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1. **Call to Order**
2. **Confirmation of a Quorum**

Stephen Boerigter called the meeting to order at 5:35 pm.

**Board Members Present:**  
Stephen Boerigter  
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:**  
David Hampton
3. **Routine Business – *Board Action Items***
  - a. Adoption of Agenda
    - i. Motion made by Sheila Schiferl to approve the Agenda. Seconded by Laura Burrows, motion passed.
  - b. Approval of Advisory Board Meeting Minutes-March 8, 2021 (Attachment A)
    - i. Motion passed by unanimous vote.
4. **Public Comment**
  - a. There was no public comment.
5. **Introduction of Visitors**
  - a. There were no visitors.
6. **Old Business**
  - a. Confirmation of Email Approval for Budget Adjustment Request (BAR) for FY21 (Attachment B)
    - i. Laci Taylor confirmed that email approval was received from all five board members.

**7. New Business**

a. Overview of FY22 Budget Process (Attachment C)

- i. The budget process was open and inclusive. Budget shells were distributed in early February and an overview of the budget process was presented at an open forum. Follow up meetings were held with the Executive Team, Executive Council and Faculty Operations Committee.
- ii. The legislature approved a 1.5% increase in salaries, which was not fully funded.
- iii. UNM Albuquerque has approved an increase in tuition and fees for main campus. The branch campuses will not be increasing tuition or fees for FY22.

b. FY22 Operating Budget (Attachment D)

- i. Bob Harmon presented the Revenue and Expenditure Summaries.
- ii. Proposed FY22 total unrestricted revenues of \$4,961,011 show a decrease of \$157,990 in comparison to the FY21 total revenues of \$5,119,001.
- iii. Instructional and General Revenue decreased \$965,519. The decrease is due to a reduction in state appropriations and a large transfer to Building Renewal and Replacement (BR&R) for capital project matching.
- iv. Other Revenues decreased by \$74,739. The first reduction occurred during the rescission and then again through this year's budget process.
- v. Restricted funding more than doubled to maintain budget authority due to new grants received in FY21. The grants included in the funding are Adult Basic Education, Small Business Development Center, Title V, NEST, and other grants.
- vi. Changes to expenditures include decreases in faculty and salary detail, salary adjustments, payroll benefits, travel and capital expenditures. Supplies, services, maintenance, utilities, and other expenses have increased budgets.
- vii. There was discussion about the decrease in budget and how it will impact UNM-LA.
- viii. There was discussion about creating housing for students.

**8. Budget – Board Action Items**

a. Approval of FY22 Operating Budget

- i. Motion made by Sheila Schiferl to approve the FY22 Operating Budget, seconded by Laura Burrows. Motion passed by unanimous vote.

**9. Next Meeting**

a. May 10, 2021 at 5:30 p.m. UNM-LA Lecture Hall (Zoom meeting)

b. Graduation

- i. Kathryn Vigil shared Graduation plans with the Advisory Board.
- ii. A virtual pre-recorded ceremony will be available on the UNM-LA website, Friday, May 14.
- iii. Thursday, May 13, UNM-LA will host a walk through diploma hand off event by appointment. Students have the opportunity to receive their certificate and have a photo with the Chancellor and Dean. This event must be in compliance with the county color code two weeks prior to the event.

**10. Adjournment: 6:02 p.m.**