



**Advisory Board Meeting
Monday, February 28, 2022
5:30 pm, Lecture Hall, Building 2**

MINUTES

1. Call to Order, Confirmation of a Quorum

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

Board Members Present:

Stephen Boerigter
Charles McCullough
Alissa Grissom
David Hanson (Zoom)

UNM LA Staff Present:

Cynthia Rooney, Chancellor
Paul Allen, Dean of Instruction
Bob Harmon, Director Business Operations
Kathryn Vigil, Director of Student Affairs
Irina Alvestad, Associate Dean of Instruction
Sandy Jones, Small Business Development Center Manager
Min Ro, Lecturer III Mathematics, ASC Coordinator
Susan Schauer, Division Chair, Science, CS, IT, Lecturer II Biology
Laci Taylor, Executive Assistant to the Chancellor

Visitors Present: Dylan Romero

2. Routine Business – Board Action Items

- a. Adoption of Agenda
 - i. Motion made by Charles McCullough to approve the Agenda. Seconded by Alissa Grissom, motion passed.
- b. Approval of Advisory Board Meeting Minutes - January 10, 2022 (Attachment A)
 - i. Motion made by Alissa Grissom to approve the minutes. Seconded by Charles McCullough, motion passed.

3. Public Comment - None

4. Introduction of Visitors

- a. Faculty members Min Ro, Irina Alvestad and Susan Schauer were introduced to the Advisory Board.
- b. Sandy Jones, the new Small Business Development Center Manager for UNM-Los Alamos was introduced to the Advisory Board. She began her position on February 1.

5. New Business – Board Action Items

- a. Budget Adjustment Request (BAR) for FY22 (Attachment B)
 - i. Bob Harmon reviewed the differences between the unrestricted and restricted Budget Adjustment Requests.
 - ii. There were three items on the unrestricted BAR that created differences between the original budget and final FY22 revised budget. There were no requests for budget revisions to the restricted funds for FY22.
 - iii. A Motion was made by Charles McCullough to approve the Budget Adjustment Requests. Seconded by Alissa Grissom, motion passed.

6. Information for the Board

- a. Update on the UNM-LA Chancellor Search
 - i. The search committee has met via Zoom with the search firm Isaacson Miller.

- ii. The statement of opportunities and challenges was presented to the search committee today with a deadline of March 3rd to submit feedback.
- iii. Several days have been set aside in April for reviewing candidates and interviewing the semi-finalists.
- b. Perspectives on the Impact of Covid-19 from Students and Faculty
 - i. Faculty members Susan Schauer and Min Ro presented the opportunities and challenges they faced as instructors during the Covid-19 pandemic.
 - ii. Dylan Romero a UNM-Los Alamos student shared his experience as he navigated online classes during the pandemic.
- c. Enrollment Trends (Attachment C)
 - i. Kathryn Vigil and Paul Allen presented the Enrollment Overview for spring 2022. Topics included headcount, credit hours, full-time and part time enrollment, types of students, enrollment in online classes and ethnicity and minority enrollment.

7. Presentations by the Executive Team

(Highlights of items detailed more completely in the Appendices)

- a. Chancellor (Attachment D)
 - i. The UNM system has elected to keep the mask mandate in place. UNM employees will receive notice prior to the mask mandate being removed.
 - ii. There was discussion about the Legislative session including the opportunity scholarship, raises for employees, minimum wage increase, and the new money that UNM-LA is scheduled to receive. The Governor has until March 9 to take action on the legislation.
 - iii. UNM-LA is currently budgeted to have a \$1.3 million dollar project for the GO bonds and received two smaller capital outlay recommendations of \$150,000 for workforce development classroom renovation and \$200,000 for a refresh of the Building 2 common areas.
 - iv. Nicole Lloyd-Ronning has set up workshops for students to prepare them for research internships with LANL mentors as part of a pilot program funded by the PASE grant.
- b. Office of Instruction (Attachment E)
 - i. Linda Barril was hired as the Instructional Media Specialist. There are currently 7-9 open faculty positions for the fall semester due to resignations and retirements.
 - ii. A dozen late start classes are being offered for students who qualify for the SEED scholarship. The SEED scholarship allows individuals working 20 hours a week or more the opportunity to take up to six credit hours a semester.
 - iii. UNM-LA is partnering with UNM-ABQ to renew and extend their Mellon Partnership Program grant to support the transfer of students to humanities.
 - iv. The Office of instruction received a TRIAD small grant of \$8,000 for the purchase of welding and EMT equipment.
- c. Student Services (Attachment F)
 - i. Two students were awarded the N3B Danny Nichols Scholarship of \$9,000 each and will attend the Waste Management Symposium in March.
 - ii. Taylor Terones was nominated for the Phi Theta Kappa All-USA Academic Team.
 - iii. UNM-LA received \$20,000 from the New Mexico Higher Education Department to start a food pantry and clothing closet on campus for students in need.
 - iv. Graduation is scheduled for Friday, May 13, 2022 at 6:00 pm at the Duane Smith Auditorium
- d. Business Operations (Attachment G)
 - i. The FY23 Budget process started in January and ends in May. There was discussion about the schedule included in the packet.
 - ii. Construction has been completed in the Learning Resource Center. The old furniture and book stacks will be moved back into the library until the new furniture arrives.
 - iii. There was discussion about the Board of Regents meeting scheduled to approve the tuition, fees and salary guidelines prior the UNM-LA Advisory Board special budget meeting.
 - iv. Advisory Board members were invited to meet individually with Cynthia Rooney and Bob Harmon about the FY23 budget prior to the April meeting, if desired.

8. Next Meeting

- a. Special Budget Meeting, April 11, 2022, UNM-LA Lecture Hall, Building 2 (tentative)

9. Adjournment: 7:11 p.m.