



**Advisory Board Meeting
Monday, March 11, 2024
5:30 pm, Wallace Hall, Building 5**

MINUTES

1. Call to Order

Chuck McCullough called the meeting to order at 5:30 pm

Confirmation of a Quorum

Board Members Present:

Chuck McCullough

John Pawlak

David Hanson

UNM-LA Staff Present:

Mike Holtzclaw, Chancellor

Kathryn Vigil, Director of Student Affairs

Bob Harmon, Director of Business Operations

Visitors Present:

David Hampton

Brent Collom

2. Routine Business – *Board Action Items*

a. Adoption of Agenda

i. Motion made by John Pawlak to adopt agenda. Seconded by David Hanson. Motion passed.

b. Approval of Advisory Board Meeting Minutes-January 8, 2024 (Attachment A)

i. Motion made by John Pawlak to approve minutes. Seconded by David Hanson. Motion passed.

3. Public Comment

None

4. Introduction of Visitors

David Hampton

Brent Collom

5. New Business—*Board Action Items*

a. Bylaws Revision Discussion

i. Chuck McCullough projected a document with suggested changes to the UNM-LA bylaws for the board members to review and discuss. Formal action and approval of the revision of bylaws will take place at a future meeting.

ii. Advisory Board members specifically discussed the following bylaws; 1120, 1130, 1220, 1230, 1320. Will resume discussion of bylaws revision in the May meeting.

6. Information for the Board

a. Future Board Meetings Structure

7. Presentations by the Executive Team

a. Chancellor (Attachment B)

i. Mike Holtzclaw informed the board that Bob Harmon, Director of Business Operations, will be retiring at the end of April, 2024. In addition, Sarah Jimenez, Marketing Representative, has resigned.

ii. Shared with the board that they are close to hiring a new Director of Student Affairs.

iii. Described in detail the results of the legislative session, the money we were granted with the support of our local legislators, our I&G appropriation from the state, the process of the funding formula and how our numbers compare to similarly sized branch colleges across the state.

iv. Discussed that he has been working to address our base-funding issues and how these inequities inhibit our ability to serve the community.

b. Office of Instruction (Attachment C)

i. Paul Allen not in attendance. His report is included in the board packet.

c. Student Services (Attachment D)

i. Kathryn Vigil announced that the branch recruitment specialist position has been filled.

- ii. Reported there is curriculum related to financial literacy that has been implemented campus-wide and is available to students and the community.
 - iii. Announced that Jef Bateman, Sr. Student Success Specialist, will be presenting a workshop at the National Academic Advising Association.
 - iv. Informed the board that there will be a job fair taking place on UNM-LA campus on April 4, 2024 and the UNM-LA graduation will take place on May 9, 2024 at Crossroads Bible Church.
- d. Business Operations (Attachment E)
- i. Bob Harmon reported on current job postings, new hires, and resignations.
 - ii. Informed the board that FY24 end of year project spending has been completed and projected revenues will exceed projected expenditures.
 - iii. Discussed the possibility of using money in the reserves to create and fill new positions on UNM-LA campus.
 - iv. Reported legislation proposes an increase in state appropriations and a compensation increase of 3% across the board.
 - v. Provided capital project updates for building 6 and building 2

8. Next Meeting

- a. Special Budget Meeting, April 8, 2024, UNM-LA Lecture Hall, Building 2

9. Adjournment

7:18 pm