



LOS ALAMOS

Advisory Board Meeting

Monday, September 8, 2025 | 5:30pm – 7:00pm

Lecture Hall, Building 2



UNM-LA Advisory Board Members

Kristin Henderson

Conner Tharp

David Hampton

John Pawlak

David Hanson





Advisory Board Meeting

Monday, September 8, 2025 | 5:30pm – 7:00pm | Lecture Hall, Building 2

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Advisory Board Meeting

Monday, May 12, 2025 | 5:30pm – 7:00pm | Lecture Hall, Building 2

DRAFT MINUTES

1. **Call to Order & Confirmation of a Quorum**

Chair Kristin Henderson called the meeting to order at 5:30 pm on Monday, May 12, 2025. The Board members present included Kristin Henderson, David Hanson, John Pawlak, and David Hampton. UNM-LA staff present included Mike Holtzclaw, Chancellor; Irina Alvestad, Interim Dean of Instruction; Crystal Gonzales, Director of Business Operations; and Pam Nussbaumer, Executive Assistant.

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

The agenda was adopted by a unanimous vote. The Advisory Board Meeting Minutes for January 13, 2025 and the Advisory Board Meeting Minutes for April 7, 2025 were adopted by a unanimous vote.

3. **Public Comment** - none

4. **Introduction of Visitors** – Pam Nussbaumer, Executive Assistant, UNM-LA

5. **Comments from the Chair**

Chair Henderson asked Board members to attend graduation on 5/16/25. David Hampton stated he will attend.

Chair Henderson reminded the Board members that there will be an election for open seats in the fall. She encouraged everyone to run again. There will be a public announcement with filing deadlines.

Chair Henderson requested that an agenda item titled “Future Agenda Items” be added to the agenda going forward. She requested that Board members share their future agenda items and David Hanson stated that he would like the Board to look at the operating agreement to see how it correlates to the bylaws and Chancellor Holtclaw announced that the UNM Provost will be visiting the UNM-LA campus in September.

6. Board Business

ByLaws: Chair Henderson reviewed the bylaws line by line and the Board members approved all edits.

Zoom meetings: David Hampton moved to table the discussion and put it on the agenda for the September meeting. This was unanimously approved by the Board members.

7. Presentations by the Executive Team

Chancellor Holtzclaw reported the following:

- The candidates for the Dean of Instruction will be on campus for interviews on May 13 and May 15.
- He will be requesting funding at the next legislative session and a chart showing the disproportionate funding received by UNM-LA was included in the Board Packet. A state-hired consulting firm is working on adjusting the amount of funding received by UNM-LA.

Irina Alvestad reported on enrollment numbers, faculty activities, partnerships with UNM and activities with LANL.

Information regarding Student Services was included in the Board Packet.

Crystal Gonzales reported on Human Resources job postings and hiring activities, IT updates, facility maintenance and budget.

8. Future Agenda Items for Advisory Board Meetings – Zoom meetings

9. Next Meeting - September 8, 2025 at 5:30 in UNM-LA Lecture Hall, Bldg. 2

10. Adjournment – The meeting adjourned at 7:35pm.

\$1,500,000
UNM LOS ALAMOS BRANCH COMMUNITY COLLEGE DISTRICT
LOS ALAMOS COUNTY, NEW MEXICO
GENERAL OBLIGATION (LIMITED TAX) BONDS
SERIES 2025

SALE CERTIFICATE

The undersigned is the duly qualified Chancellor of UNM Los Alamos Branch Community College(the “Delegate”) and is executing this Sale Certificate pursuant to the resolution adopted by the Advisory Board (the “Board”) of UNM Los Alamos Branch Community College District (the “District”) as the governing board of the District on March 10, 2025 (the “Authorizing Resolution”) and Section 6-14-10.2, NMSA 1978 related to the issuance of the District’s general obligation (limited tax) bonds. All terms not defined herein shall have the meanings given them in the Authorizing Resolution.

WHEREAS, on March 10, 2025, the Board adopted the Authorizing Resolution authorizing the issuance of up to \$1,800,000 UNM Los Alamos Branch Community College District General Obligation (Limited Tax) Bonds, Series 2025 (the “Bonds”) and delegating authority to the Chairperson of the Board and the Chancellor of the District as authorized by Section 6-14-10.2, NMSA 1978 to determine the final terms of the Bonds, subject to the parameters of the Authorizing Resolution; and

WHEREAS, the Chancellor of the District, as Delegate, in consultation with the District’s Municipal Advisor, determined that it was in the best interest of the District to proceed with the sale of the Bonds on May 29, 2025, pursuant to a private placement with the New Mexico Finance Authority (the “Purchaser”) as authorized by the Authorizing Resolution; and

NOW THEREFORE, the undersigned hereby certifies as follows:

1. Sale of the Bonds. In consultation with the District’s financial advisor, the Delegate determined that it was in the best interest of the District to sell the Bonds pursuant to private placement with the Purchaser on May 29, 2025, as authorized by the Board. The Bonds in the aggregate principal amount of \$1,500,000 are hereby awarded to the Purchaser at a purchase price of \$1,500,000, being the par amount of the Bonds. The sale price for the Bonds is not less than one hundred percent (100%) of the aggregate original principal amount of the Bonds.

2. Details of the Bonds. The Bonds are awarded to the Purchaser in the aggregate principal amount of \$1,500,000 will be dated their date of issuance and delivery to the Purchaser, will bear interest from the date of delivery, at the rates described below, payable semiannually on February 1 and August 1 of each year until maturity, commencing February 1, 2026, and shall mature on August 1 in each of the designated amounts and years as set forth below:

<u>Maturity Date</u> <u>August 1</u>	<u>Amount</u>	<u>Interest Rate</u>
2026	\$465,000	3.01%
2027	495,000	3.02%
2028	200,000	3.04%
2029	65,000	3.09%
2030	65,000	3.15%
2031	70,000	3.23%
2032	70,000	3.32%
2033	70,000	3.40%

The par amount of the Bonds of \$1,500,000 is less than the maximum par amount of the Bonds permitted by the Authorizing Resolution of \$1,800,000. The final maturity of the Bonds of August 1, 2033 is less than the maximum final maturity of the Bonds permitted by the Authorizing Resolution of August 1, 2044 (or a maximum twenty years from the date of issuance).

3. Voter Authorization. The purchase price of \$1,500,000 received from the sale of the Bonds is allocated to the voter authorization of the November 5, 2024 election. After the issuance of the Bonds, there will be \$1,500,000 remaining authorized but unissued bonds authorized by voters at the November 5, 2024 election.

4. Sources and Uses. The proceeds of the Bonds shall be used for the purpose of financing the Improvement Project and paying the costs of issuance of the Bonds as follows:

Sources:

Principal amount of Bonds	<u>\$1,500,000.00</u>
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Total Sources:	<u>\$1,500,000.00</u>
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Uses:

Deposit to Acquisition Fund held pursuant to the Capital Projects Escrow Agreement (including \$62,287.50 for costs of issuance)	<u>1,500,000.00</u>
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Total Uses:	<u>\$1,500,000.00</u>
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5. No Optional Redemption. The Bonds are not subject to redemption prior to their scheduled maturities.

6. Net Effective Interest Rate. The net effective interest rate on the Bonds is 3.142975%, which is less than 10.00% permitted by the Authorizing Resolution.

7. Purchaser's Discount. The Purchaser's discount on the Bonds is \$0 of the aggregate principal amount of the Bonds which is less than the 2% maximum underwriting discount provided in the Authorizing Resolution.

8. Continuing Disclosure. Pursuant to Section 17 of the Authorizing Resolution, the District shall provide such continuing disclosure to the Purchaser, as the Purchaser may reasonably require, that shall include, but not be limited to: annual audits, operational data required to update information in any disclosure documents used to assign or securitize debt service on the Bonds by

issuance of bonds by the Purchaser pursuant to the Indenture, as defined below, and notification of any event reasonably deemed material by the Purchaser. The Purchaser has not required the District to enter a Continuing Disclosure Undertaking pursuant to Securities and Exchange Commission Rule 15c2-12.

9. Terms of Bonds within Parameters of Authorizing Resolution. It is hereby found and determined that the above terms established for the Bonds are within the parameters established by the Authorizing Resolution.


10. Approval of Documents. The form, terms and provisions of the Capital Projects Escrow Agreement relating to the Bonds are in all respects approved, authorized and confirmed, and are consistent with the parameters set forth in the Authorizing Resolution. The terms of the Bond Purchase Agreement are within the parameters set forth in the Authorizing Resolution, and the Delegate hereby approves the Bond Purchase Agreement.

11. Presentation of Sale Certificate. Pursuant to the Supplemental Public Securities Act, the Delegate shall present this Sale Certificate to the Board in a timely manner, before or after delivery of the Bonds, at a regularly scheduled public meeting of the Board.

[Signature Page to Follow]

WITNESS my hand this 29th day of May, 2025.

UNM LOS ALAMOS BRANCH
COMMUNITY COLLEGE DISTRICT

By 
Mike Holtzclaw, Chancellor

**OPERATING AGREEMENT
BETWEEN
THE REGENTS OF THE UNIVERSITY OF NEW MEXICO
AND
THE LOCAL BOARD OF THE LOS ALAMOS CAMPUS OF THE
UNIVERSITY OF NEW MEXICO**

This agreement between the Regents of the University of New Mexico ("Board of Regents" and "UNM", respectively) and the UNM-Los Alamos Advisory Board (hereinafter, "Advisory Board") is founded on the recognition of the need and opportunity for the parties to partner together to provide quality educational services through a cooperative, coordinated effort.

Recitals:

WHEREAS, the New Mexico legislature authorized the Board of Regents to create an off-campus instructional center in Los Alamos county via Section 21-7-32, NMSA 1978, now commonly known as the UNM-Los Alamos Campus;

WHEREAS, this Agreement expresses the commitment of the Board of Regents to foster full 4-year and (2 plus 2) degree programs, as well as Career Technical Education and Adult Education, tailored to the specific needs and priorities of the UNM-Los Alamos Campus and its community;

WHEREAS, this Agreement strives to protect UNM's interest in a coherent academic mission consistent with the UNM 2040 Opportunity Defined goals, in particular, Goal Five: One University; and

WHEREAS, the purpose of this Agreement is also to support healthy enrollment at each UNM campus by streamlining the student's interface with, and experience at, UNM.

NOW, THEREFORE, the Parties agree as follows:

I. Duties and Responsibilities of the Parties.

A. Both Parties.

1. The Board of Regents, or their designee, and the Advisory Board, or their designee, will meet at least once a year or more often as needed to foster and sustain communication between the UNM-Los Alamos Campus (hereinafter, "Branch Campus") and the UNM Albuquerque Campus (hereinafter, "UNM-ABQ"). The UNM Provost is delegated as the representative of the Board of Regents (*see* VIII below), but the board will endeavor to hold meetings at the branches when possible.

B. Advisory Board. Pursuant to New Mexico law, the specific duties and responsibilities of the Advisory Board in relation to the operation of the Branch Campus include the following:

1. Enter into a written agreement with the Board of Regents, subject to biennial review, and review and commentary by the New Mexico higher education department.

2. Act in an advisory capacity to the Board of Regents or their designee in all matters pertaining to the conduct of the Branch Campus.
3. Approve an annual budget for the Branch Campus for recommendation to the Board of Regents for final approval.
4. Certify the tax levy, as required by state law, to the Los Alamos County Commission.
5. Conduct the election for tax levies for the Branch Campus, after approval by the Board of Regents.
6. Call Elections for the Advisory Board positions pursuant to the Branch Community College Act, Section 21-14-2.1 to 21-14-2.3, NMSA 1978.
7. Ensure all actions of the Advisory Board and policies and procedures adopted by the Branch Campus are consistent with UNM policies and procedures and applicable state and federal laws and regulations.

C. The Board of Regents.

1. The Board of Regents, or their designee, shall have full authority and responsibility in relation to all matters of the Branch Campus.
2. The Board of Regents, or their designee, shall consult with the Advisory Board on matters concerning the conduct of the Branch Campus.

II. Administrative Support.

1. UNM-ABQ shall provide administrative support to the Branch Campus in exchange for a fee (the "Administrative Services Fee"). The Administrative Services Fee payable by the Branch Campus to the Board of Regents shall be 3.6% of total actual expenditures incurred by the Branch Campus during the prior fiscal year.
2. The Administrative Services Fee shall remain in effect until a new rate is negotiated by the parties, or their designees, during the biennial review of this Agreement.
3. The Administrative Services Fee is intended to cover the Branch Campus' share of the costs attributable to the use of all management systems utilized by UNM-ABQ in support of the Branch Campus operations. The management systems include, but are not limited to, the following: financial services, risk services, enrollment services, advisement services, legal services, library services, enterprise systems, data services, research services, learning management systems, grants and contracts, planning and campus development, faculty contracts, human resources and labor relations, and compliance.
4. The Branch Campus is not assessed a foundation surcharge. The UNM Foundation provides development, coordination and implementation of the fund-raising activities for the Branch Campus consistent with the MOA between the UNM Foundation and UNM. Nothing in this agreement prohibits the Branch Campus from accepting gifts made by donors through a trust,

donor advised funds, or any other entity or organization, in coordination with the UNM Foundation.

5. The Branch Campus may, at its discretion, contract with other UNM administrative divisions for other services not identified above. Service Level Agreements shall be negotiated and documented between the relevant administrative division(s) and the Branch Campus.
6. It is understood that the Branch Campus may, at its discretion, and consistent with applicable procurement laws and University policies and procedures, enter into contracts with non-UNM vendors for certain services not otherwise reserved to UNM-ABQ. Examples of services reserved to UNM-ABQ include, but are not limited to, services involving the management of university records identified above, lobbying activities, and management or control of University property. Nothing in this provision excludes the Branch Campus from holding a membership in the New Mexico Association of Community Colleges ("NMACC") or participating in the lobbying activities of NMACC to the extent such activities are done in coordination with the UNM Office of Government Relations and consistent with UNM policies and procedures.

III. Selection and Performance of Chancellor.

1. The Advisory Board and the Board of Regents, or their designee, shall jointly conduct a search for qualified candidates for Chancellor of the Branch Campus. The Board of Regents, or their designee, after consultation with the Advisory Board, shall select the Chancellor for the Branch Campus.
2. The Chancellor reports to the UNM Provost, who will conduct his or her annual performance review. Input on the Chancellor's performance will be sought from the Advisory Board, and the outcome of the review will be shared with the Advisory Board.
3. The UNM Provost has authority to remove or retain the Chancellor, after consultation with the President of UNM and the Advisory Board.
4. Authority for all other contract decisions applicable to the Chancellor, including salary, working conditions, and performance improvement plans, rest with the UNM Provost.
5. In the event of a vacancy in the office of the Chancellor, authority to appoint an interim Chancellor rests with the UNM Provost.

IV. Curriculum of Branch Campus and Credit Recognition

1. The Board of Regents through their designee shall have full authority and responsibility in relation to all academic matters of the Branch Campus.
2. The Branch Campus will propose the curricula to be offered by the Branch Campus, subject to the approval of the UNM Office of the Provost. Course offerings shall be drawn from UNM lower division courses and technical courses to meet local needs.

3. UNM shall honor credits earned by students at the Branch Campus, as follows:
 - a. Credits earned in lower division courses that have been approved by the UNM Faculty Senate and Office of the Provost shall carry residence credit and be applicable to all UNM baccalaureate programs.
 - b. Credits earned in lower division technical courses offered by the Branch Campus that have been approved by the Office of the Provost, may count towards degree programs offered by the same Branch Campus and may transfer to UNM baccalaureate programs without explicit articulation agreements or exceptions defined in the UNM Faculty Handbook policy F80.
4. *Right of First Refusal:* In the event the Branch Campus identifies the need to offer upper division or graduate course(s) or program(s) to meet a 2 plus 2 model or a community need, the Branch Campus may seek approval, in writing, from the Office of the Provost to offer such courses. The Provost or his/her designee will review the request and respond within thirty (30) days of receiving the request. The Office of the Provost will work with the appropriate main campus academic unit and the requesting party to confirm the need and viability of the request. If approval and delivery of the course(s)/programs(s) by UNM-ABQ is not granted, the Branch Campus has the option to enter into an agreement for a cohort model with another provider under conditions stipulated by UNM Academic Affairs (as the unit holding oversight of the entire University's academic mission). Such stipulations will include the option for the Office of the Provost to review programs being delivered at any time after two years in the event UNM-ABQ elects to provide the program.
5. In order to successfully implement this arrangement and foster thriving 4-year degree and 2 plus 2 offerings at the branches, the Branch Campus agrees to collaborate with the Office of the Provost in identifying high-priority degree programs and assessing their enrollment viability.
6. Degree and certificate programs offered at any other UNM branch campus shall be available to all other branch campuses subject to any accreditation requirements.

V. Financing and Financial Control

1. Financial oversight of the Branch Campus shall be the responsibility of the Board of Regents in accordance with its established requirements and procedures and Section 21-14-5, NMSA 1978.
2. No funds of UNM-ABQ or any other UNM branch campus may be allocated or reallocated for the support of any other branch campus.
3. No funds of the Branch Campus may be reallocated to UNM-ABQ except for the payment of the Administrative Services Fee identified in Section II above. When required by accounting practices, laws or regulations, the write-off of bad debt related to unpaid tuition, fees or other payments due to the Branch Campus or services provided by or to the Branch Campus shall be charged against a Branch Campus index in the UNM accounting system. The parties shall

agree upon the proper index to charge for the write-off of bad debt attributable to the Branch Campus.

4. The Branch Campus must use the accounting and budget system designated by the UNM Controller to ensure proper record keeping of transactions and compliance reporting by UNM.

VI. Employment Matters

All employees of the Branch Campus are employees of the University of New Mexico and subject to the policies and procedures thereof, including annual performance reviews and performance management.

VII. Liability and Facilities

The Branch Campus shall have liability coverage managed by UNM Risk Services and provided under the public liability fund established under the New Mexico Tort Claims Act and administered by the New Mexico Risk Management Division. The liability of the Branch Campus will be subject in all cases to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1 *et seq.*, NMSA 1978, as amended.

The Branch Campus may use facilities other than public school facilities, subject to the approval of the UNM Provost. The parties agree to cooperate regarding the use of physical facilities and teaching staff in accordance with UNM policies and procedures and prior permission of the Provost.

VIII. Delegation of Rights and Responsibilities & Contract Authority

All rights and responsibilities of the Board of Regents in this Agreement not specifically delegated herein and not requiring Board of Regents approval by statute, regulation, or University policy, are hereby delegated to the UNM Provost, who may further delegate such rights and responsibilities consistent with UNM policies and procedures.

The authority of the Branch Campus to approve contracts and agreements with third parties is subject to UNM policies and procedures, including University Administrative Policy 2010.

IX. Resolution of Disputes.

1. Should negotiations regarding the renewal of this Agreement reach an impasse, the matters at issue will be negotiated by the Advisory Board Chair or their designee and the Board of Regents Chair or their designee.
2. Should the parties to this Agreement come to an impasse as to any disagreement regarding any matter addressed in this Agreement, including, but not limited to, the amount of the Administrative Services Fee, the matter may be referred to a mutually agreed upon mediator who will assist the parties in resolving the impasse. The Branch Campus and UNM-ABQ will share the cost of the mediator and related expenses, if any. In the event the parties are unable to resolve any disagreements via mediation, the parties agree that the matter will be decided by the Board of Regents as a whole and the decision will be binding.

X. ADDITIONAL STATUTORY REQUIREMENTS

1. All property acquired by or for the Branch Campus, including donations of cash or non-cash property made to or for the benefit of the Branch Campus, shall be held in the name of the Regents of the University of New Mexico.
2. All property acquired from the proceeds of a bond issue shall be taken in the name of the Regents of the University of New Mexico.
3. In the event this Agreement is terminated and an independent public college entity evolves from the Branch Campus, all property acquired from the proceeds of a bond issue and held in the name of the Regents of the University of New Mexico shall be transferred and conveyed to the governing board of the new independent public college entity, following the express approval of the New Mexico Higher Education Department, the successor entity to the board of educational finance.
4. This agreement shall be binding upon both the Board of Regents and the Advisory Board; however, it may be terminated by mutual consent or it may be terminated by either board upon six months' notice to the other party. If the branch community college has outstanding general obligation or revenue bonds, neither the Advisory Board nor the Board of Regents may terminate this Agreement until the outstanding bonds are retired, except as provided by Section 21-13-24.1, NMSA 1978.
5. The Board of Regents or their designee and the Advisory Board shall review this Agreement as they deem necessary, but at least biennially per statutory requirement. Any changes must be made in writing and be approved by both the Board of Regents and the Advisory Board and reviewed by the New Mexico Higher Education Department.

This Agreement has been reviewed, accepted, and approved as follows:

For the Regents of
The University of New Mexico



Garnett S. Stokes
President, University of New Mexico

12/20/2024
Date Signed

For the Advisory Board of
The UNM-Los Alamos Campus



Kristin Mendoza
President, Advisory Board

11/20/2024
Date Signed

UNM-Los Alamos Advisory Board Report | Chancellor's Report

Staffing

Our new Dean of Instruction, Dr. Brent Pickett, started on August 4th. He was most recently at the University of Wyoming, Casper branch campus, so he has experience working at a branch campus.

Areas of focus for the coming year

UNM-LA was accepted into the Complete College America Accelerator program. We had a convening on campus in the spring, and we will begin to work on four areas – institutional research, guided pathways, leadership and culture, and digital learning. We have teams forming around each of these areas and we will have technical assistance from CCA. We think participation in CCA will help us create a better environment for our students and will result in better retention and completion.

Two other areas of focus this coming year are strategies on improving campus communication and building community.

Title V grant

We just learned that we received a no cost extension on our PASE grant. This will allow us an additional year to complete all the goals of the grant and spend the remaining money. This grant has been transformational for our campus and has improved multiple areas across the campus such as marketing, fundraising, technology, student support, etc. We also applied for a new Title V grant, and we should hear by the end of September whether we have been awarded this grant.

Construction updates

The front entry project is still in the works. It was supposed to be completed by the start of the fall semester but there were several issues that have caused delays. There were also delays with the construction of the new ceramics and arts studios, which are still under construction. We have not offered ceramics this fall as a result, but we were able to find another location on campus for the arts courses until the new studio is complete. The new schedule for completion is early October.

Over the summer we completed the stucco replacement, painting and a new roof on Building 3. In the last couple of years, we have replaced leaking roofs on Buildings 2, 3, and 6. Unfortunately, we have two other roofs that are in serious need of replacement on Buildings 1, 4, and 7. With the state predicting a flat budget in this coming legislative session, it will be a challenge to get funding. We are doing some patching on these buildings to see if the roofs can be stabilized until we have the money for new roofs.

Toward the end of 2025, or in early 2026, we will begin our Open Spaces Project, Phase 2, which will involve a complete remodel and update of the central courtyards as well as wayfinding from our north and west parking lots, new outdoor furniture, shade structures, new landscaping, lighting, and a new and reimagined hardscape. This will transform our courtyards from just a pass through from one building to the next to a place where students can study and collaborate as well as create an outdoor event space on our campus. The project should take about 10 months to complete.

UNM-Los Alamos Advisory Board Report | Academic Affairs Report

New Dean of Instruction

In order to learn UNM-LA staffing, policies, and procedures, the Dean has been meeting one-on-one with all the members of the Executive Cabinet, the Program Coordinators within Academic Affairs (AA), the Associate Dean, the Administrative Assistant to the Dean, the Adult Education Program Manager, and his other direct reports (the director of the UNM-LA Library and our Instructional Media Specialist).

Faculty/Staffing Changes

We had three new full-time faculty join us for fall:

- Dr. Gopinath Subramaniam, visiting lecturer in Mechanical Engineering.
- Derek Martinez, Biology lecturer II
- Dr. Robin Kelly, Chemistry lecturer III and Program Coordinator in Science and Healthcare.

We are launching four faculty searches this fall:

- Lecturer in Welding
- Tenure-track in Business
- Tenure-track in Art
- Tenure-track in Mechanical Engineering

Scheduling/Enrollments

- We have begun spring scheduling.
- As part of that effort, we have brought back a meeting between the AA Program Coordinators and the UNM-LA academic advising staff in order to reduce scheduling conflicts for students, ensure appropriate course rotation, etc.
- We have also met with Los Alamos High School (LAHS) personnel about how to increase our dual credit enrollments and are working to identify good courses that can be placed at 8 a.m., which LAHS colleagues believe is a promising time slot for their seniors in particular.

Curriculum

- The Fire Science associate degree is on moratorium effective this fall. We are now in a one-year teach-out plan.
- The Early Childhood Education associate degree is awaiting approval from the Higher Education Department.

Partnerships and Initiatives

- LANL renewed our five year grant for the BS in Mechanical Engineering (\$875,000). A significant amount of the first grant was expended on equipment; our focus this time is more on support for instruction, providing research opportunities for students, and collaborating with Mechanical Engineering professional organizations.
- We are also putting together another Nuclear Engineering Science and Technology (NEST) cohort for LANL.
- The RDC awarded a \$26,000 contract for an EMT-Intermediate course. The grant supports instructional costs and the development of clinical placements.
- The RDC awarded a \$25,000 contract to explore a possible new associate degree in engineering technology to cover the costs of a needs assessment and curriculum development.
- Members of AA (led by Dr. Irina Alvestad) and others put together and submitted a Title V grant: *ASCEND: Advancing Skills & Careers through Education for the New Digital Age*.

UNM-Los Alamos Advisory Board Report | Student Affairs Report

Enrollment Update

The numbers below reflect the headcount and student credit hours for fall 2025 as of 08/30/2025, These are our unofficial census numbers.

Headcount: Our HC is 1,096, up 9.03% from fall 2024

Student Credit Hours: SCH shows that we are currently at 4,941, up 6.86% from fall 2024

Branch-only headcount: 327, down 6.57% from fall 2024

Events Update

Complete College America

- In July, a team of UNM-LA staff attended the Complete College America Data Days conference in Denver, CO. Data is critical to identify intertwined barriers and successful strategies to college completion. Understanding how to collect and analyze data is critical to CCA's mission and an emphasis was placed on helping us identify how we can better utilize data in our decision-making processes to improve student experience and completion rates.
- Next, a group from our campus will participate in the CCA Annual Convening in Baltimore, MD November 17-19. Themes for this convening include: Changemaking Coalitions, Coordinated Momentum, Data-Driven Strategies, and Scalable Solutions.

Fall 2025 Welcome Back Day

Student Services hosted our fall semester Welcome **Back Day** on Wednesday, September 3rd. Students were treated to snacks, t-shirts and other swag. This was an opportunity to welcome students to UNM LA, to connect them with the Student Services staff, and to introduce them to various campus resources. We had approximately 48 participants.

CIC Meet and Greet

CIC held its fall 2025 **Meet and Greet** on Wednesday, September 3rd. Local businesses set up tables with information about their respective companies and projects. It was an opportunity for students to learn about the participating businesses and their respective projects and allowed for both students and employers to get a "feel" for each other as they explore potential internship opportunities.

Of Note

Dual Credit New Student Orientation

Student Services launched an online New Student Orientation specifically for our dual credit students. There are various modules aimed at informing and educating dual credit students on various topics and resources. The goal is to provide additional support for this population of students and to ensure that they have easy access to information in various modalities.

Upcoming Outreach and Recruitment

- New Mexico State Fair on September 10th
- Espanola Valley High School Senior Day on September 15th
- Los Luceros Harvest Fest on September 21st

UNM-Los Alamos Advisory Board Report | Business Operations Report

Human Resources

Recent postings and hiring activity:

- Current job postings:
 - Program Manager: Reviewing matrix and will begin interview. 28 applicants
- New Hires:
 - Heather Berkovitz- Facilities Manager
- Resignations:
 - Joanne Kozuchowski- Accountant III
 - Russel Breault- retirement (remains on call)
- To be posted:
 - Facilities Technician
 - Admin II
 - Accountant III
 - Sr Fiscal Services Tech

IT Updates

AV PO approved \$250,000 on the Title IV grant

- Due to issues with tariffs and increasing pricing. Main campus has been slow to approve PO modifications. This upgrade will be delayed until November 2025.
- \$184,000 unexpected expense for IT switches

Facilities

Roof on Building 1 and 7. Temporary repair costs of \$72,000

Finance

- We are finished Categorization of Reserves. Our reserves index increased from \$3.2 million in FY 2025 to \$4.5 million in 2026.
- No cost extension approved for the Title IV grant for ~\$390,000
- New Title IV grant submitted for a request of \$3 million
- We are starting a new session of Budget Leadership Team with main campus and are looking at our asks for the next Legislative session.
- UNM LA is contracting with main campus on financial support until some finance positions can be replaced. The new tracking system summer is shown below.