UNM LOS ALAMOS

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Advisory Board Meeting
Monday, March 7, 2016
5:30 p.m., Lecture Hall, Building 2

Minutes

1. **Call to Order; Confirmation of Quorum** (5 Board Members present)
Chairman Steve Boerigter called the meeting to order at 5:39 pm.

Board Members Present:
Stephen Boerigter
Micheline Devaurs
Michael DiRosa
Michelle Hall
David Sutton

UNM Staff Present:
Cynthia Rooney, Chief Executive Director
Kay Willerton, Dean of Instruction
Lisa Wismer, Director, Business Operations
Kathryn Vigil, Student Enrollment Director
Valida Dushdurova, Research and Information Manager
Alex Zubelewicz, Event Coordinator
Cindy Leyba, Extended Learning
Gabriel Baca, Adult Basic Education
Kateri Morris, Administrative Assistant to the Dean

2. **Routine Business-** ***Board Action Items***
   a. **Adoption of Agenda**
   b. **Approval of Minutes from January 11, 2016 Meeting:** Michelle Hall motioned to approve the minutes. Seconded by David Sutton. Passed.

3. **Public Comment**
No public comment.

4. **Introduction of Visitors**
   - Jerry Dominguez, UNM Vice Provost and Branch Liaison
   - Tris DeRoma, LA Monitor
   - Community Member, Ed (last name unavailable)

5. **Old Business:**
   a. **Proposed Tuition Increase-***Board Action Item***:**
      i. Comparison of surrounding institutions.
      ii. Proposing a 5 to 7% increase.
      iii. Reasons:
         1. Decreased state funding.
         2. $250K shortfall because grants are expiring.
         3. Would rather increase tuition by small increments per year, instead of raising it substantially once every few years.

iv. Potential uses: Restore staff positions in Student Services, IT, or the Academic Student Center; all areas that serve the entire student body.

v. Jerry mentioned that branch campus tuition increase recommendations have generally been accepted by the Regents at main campus. However, if a unit had a lot of reserves, the regents might question why an increase was needed. This is not a concern for UNM-LA.

vi. Michelle Hall moved in favor of the 7% increase. Motioned to approve. Seconded by Micheline Devaurs. All in favor. None opposed.

6. New Business:

a. Announcement:

i. Steve Boerigter announced that the decision has been made by the UNM Provost to remove the title of "Interim" from Cindy Rooney's title.

b. Plan to fill Advisory Board Vacancy:

i. Michael DiRosa will be moving to Washington, D.C. This will leave a vacancy on the Advisory Board. According to the bylaws, this position will be filled by selection of remaining advisor board members. The bylaws do not indicate a particular process.

ii. Suggestions:

1. Refer to those who ran along Michael in the last election.

2. Find someone who can help with a better Mil Levy campaign. What talents or perspectives they bring in?

3. Find old candidates, new candidates from the public, conduct interviews.

4. Collect names, contact them, ask for letters of interest.

iii. Solution: Vacancy announcement to the public, request a letter of interest, request attendance at April Advisory Board meeting.

iv. Additional info: Remaining term is 3 years.

c. Proposal for Mil Levy-*Board Action Item***:**

i. Options: Include on the ballot in the next General Election in Nov) or wait for the next school election (Jan/Feb).

ii. Jerry Dominguez has notified the Provost about the effort.

iii. Valida shared that from prior mil levy elections (2010 & 2013) the larger the turn out, the worse the results for the mil levy. Tends to draw in more people who are not in support of a tax increase. School elections show more success because they target the people who have kids in school.

iv. GO bond will be on the next general election and may add competition to the Mil Levy.

v. The general election will provide a larger turnout

vi. Discussion of Focus groups, Dual credit students, Action committee, and Involvement of LAPS

vii. Perhaps for property taxes, the county should find a "lessening impact" for low income residents

viii. After the last failed Mil Levy election, several positions on campus were reduced and/or eliminated. Fees & tuition have increase significantly since then. Yet, tuition does not pay for all college costs.

ix. Lisa Wismer explained that UNM-LA got caught in the "soft landing" and formula change, which has hurt our campus.

x. Michelle Hall noted that it comes down to our message, why UNM-LA is critical to our community. Keep it simple enough for then general public to understand.

xi. Cindy Rooney noted that regardless of whether a mil levy potentially passes in November 2016 or early 2017, funds would be received in 2018.

xii. Action: Steven Boerigter is in favor of the November election; Seconded by Micheline Devaurs. All in favor. None opposed.

7. Reports:

a. Chief Executive Officer:

- **i.** Spring Enrollment: 10.4% increase in head count from last spring. In the Spring, 53% of student credit hours have a face-to-face component.
- **ii.** NMHED Secretary Barbara Damron and Deputy Secretary Andrew Jacobson will visit UNM-LA on Tuesday, March 8th. Meetings with UNM-LA Leadership team, Advisory Board members, LANL, Faculty Senate, faculty, and students.
- **iii.** Leadership Los Alamos: Held on February 26th at UNM-LA. Coordinated by Cindy Rooney and Kay Willerton. NM PED Secretary Skandera, LAPS Superintendent Kurt Steinhaus, LAPS Advisory board member and UNM-LA Advisory Board member, LAPS and UNM-LA teachers, and others participated.
- **iv.** Housing: Efforts are ongoing with a partnership for future housing opportunities.
- **v.** Community Internship Collaboration: The first CIC graduation will be held on March 8th in Wallace Hall. Three interns have completed their internships.
- **vi.** Grant Activity: Hired a consultant to provide assistance in writing an HSI Title III-Stem grant proposal.

b. Dean of Instruction:

- **i.** Summer and Fall 2016 Schedules have been completed. Ready for print.
- **ii.** Working on the budget for the FY17.
- **iii.** Academic Program Review for each academic department is underway. Data collection, assessment of programs.
- **iv.** Professional Development conferences attended by: Dr. Mickey Marsee, Dr. Sharon Hurley Johns, Dr. Irina Alvestad, and Dennis Davies-Wilson.

c. Student Services:

- **i.** Study nights before finals week. David Sutton suggested getting tutors from the community.
- **ii.** David Sutton suggest that we recruit student campaigners for the Mil Levy
- **iii.** May 12th Graduation, please plan to attend.

d. Business Operations:

- **i.** NM State Legislature recognized the UNM-LA SBDC Success Client for 2015
- **ii.** EMS Renovation on schedule. Remediate drainage issues. Project to be completed by June 1st. Open house this summer.
- **iii.** UNM-LA monument sign to be done by May.

8. Next Meeting: Special Budget Meeting- April 4, 2016, 5:30 pm UNM-LA Lecture Hall

9. Adjournment: Meeting adjourned at 7:20 pm