



College Council Meeting
Tuesday, May 2, 2023
9:00 am- 10:30 am
UNM-LA Lecture Hall, Building 2
Zoom
DRAFT

MINUTES

1. Call to Order, Confirmation of a Quorum

Coco Rae called the meeting to order at 9:02 a.m.

Council Members Present

Cindy Budge (Zoom)

Coco Rae

Grace Willerton

Ivette Jimenez (Zoom)

Peninah Wolpo (Zoom)

2. Routine Business- Council Action Items

- a. Adoption of Agenda
 - i. Motion made by Coco Rae to approve the agenda. Motion passed.
- b. Approval of College Council Meeting Minutes—April 4, 2023
 - i. Motion made by Coco Rae to approve the minutes. Motion passed.

3. Announcements

- a. Gayle Burns discussed in detail the F&A (facilities and administrative) grants distribution.
- b. Grace Willerton announced that the April 13th annual job fair was a success. Received great feedback from businesses. Candidates were interviewed and hired on the spot.
- c. Lori Tepley announced Commencement will be held May 11, 2023 at Crossroads Bible Church at 6:00 pm. Graduates and families will be arriving around 5:00 pm and anyone participating in ceremony should arrive before then. Faculty and staff are highly encouraged to attend.
- d. Mike Holtzclaw discussed the transition to a more consistent schedule of operations on campus. In effort of serving students and community, we are moving towards a remote work day on Friday.
- e. Mike Holtzclaw introduced our new Director of Development, Karen Williams.

- f. Kathryn Vigil raised awareness of health incidents and emergencies among students, staff, and faculty on campus and urged people to call 911 in an emergency situation as the response time is critical.
- g. Anne Jarrett provided an update on community college survey. Results from survey should align with the beginning of our strategic plan and understanding how students feel from the survey should help us to move forward.
- h. Bob Harmon advised staff to do an analysis if they oversee indices. If there is a problem, send request to Gayle Burns through Asset Essentials to have corrected by June 1, 2023. Deadline to make a purchase through Asset Essentials is May 12, 2023. The FY24 budget was submitted. Construction due to begin in a couple of weeks.
- i. Cindy Leyba introduced Fiscal Services Tech, Stephanie Herrera and Title V Grant Marketing Outreach Coordinator, Tracy Bailey.
- j. Brittany Carpenter announced CIC graduation for our interns is Tuesday, May 9, 2023 at 4:00 p.m. at SALA Event Center.

4. New Business

- a. Employee and Organizational Development (EOD) Strategic Planning Kickoff
 - i. Kate Williams and Bonnie Minkus Holms from EOD presented Strategic Planning UNM- Los Alamos. The EOD team partners with teams across the state to support professional development, coaching, and strategic planning.
 - ii. Support development and implementation of UNM 2040.
 - iii. Detailed the process overview; data collection, collaborative visioning, iterative writing, and custom tools.
 - iv. Presented timeline of specific exemplary actionable items to be completed through the fall and winter 2023.
 - v. Provided contact information at conclusion of presentation.
- b. Online Learning Success Subcommittee
 - i. Coco Rae explained purpose of subcommittee is to address concerns of student struggles with online coursework by exploring initiatives happening on campus, concerns faculty are seeing, and creating a broad-based discussion group to look at resources available. Purpose is to bring stakeholders together for a shared discussion in what challenges our students are facing and how we can work together to coordinate across campus to improve student success.
 - ii. If interested in participating, email Coco by May 12, 2023.
 - iii. Initial survey of desired outcomes.
 - iv. Subcommittee will determine meeting times/ frequency and report back to College Council.
- c. Higher Learning Commission Update
 - i. Mike Holtzclaw announced the Higher Learning Commission visit took place on April 24, 2023 by Paul Tikalsky at UNM- Los Alamos.
 - ii. Primary focus was on aligning with UNM 2040 vision.

- iii. Discussion surrounding how to align with the UNM 2040 vision.

5. Council Request for Future Agenda Items

- a. Reminder to email appropriate constituents with requests for future agenda items.

6. Next Meeting

- a. September is the inaugural meeting for 2023-2024
Day and Time TBD, UNM-LA Lecture Hall, Building 2

7. Adjournment

10:19 a.m.