

The Governing Board of Central New Mexico Community College convened for a regular meeting on July 20, 2010, at 5 p.m. in the Smith Brasher Hall auditorium, 717 University Boulevard SE, Albuquerque, New Mexico.

Mr. Matteucci called the meeting to order at 5 p.m. and stated notice of the meeting had been posted in accordance with the Open Meetings Act. Diana Chavez, clerk of the Board, called roll.

Present: Robert P. Matteucci, Chair
 Penelope S. Holbrook, Vice Chair
 John B. Mondragon, Secretary
 Michael D. DeWitte
 Blair L. Kaufman
 Deborah L. Moore
 Carmie Lynn Toulouse

APPROVAL OF THE AGENDA

Mr. Matteucci introduced for consideration approval of the agenda. Mr. Kaufman made and Mr. DeWitte seconded a motion to approve the agenda as written. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

ITEMS OF GENERAL CONSENT

Minutes of the June 8, 2010, meeting; Resolution 2010-37, Employment of Personnel; and Resolution 2010-38, Deletion of Inventory

Mr. Matteucci introduced for consideration approval of the minutes of the June 8, 2010, meeting (see pages 26238-26240), Resolution 2010-37, employment of personnel (see pages 26266-26267) and Resolution 2010-38, deletion of inventory (see pages 26268-26275). Mr. Kaufman made and Dr. Mondragon seconded a motion to approve the items jointly. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

President's Report

President Katharine W. Winograd was pleased to report that the 2009-2010 fiscal year ended June 30 with the highest enrollments in CNM history, no layoffs or furloughs, and the elimination of the nursing program wait list (see pages 26276-26277). She recognized CNM students who participated in the National SkillsUSA Championships. They won numerous medals at the event. She stated that early enrollment for the fall 2010 term was at 12,844 students, compared to 9,847 on the same date last year. The early trend, she said, indicates another enrollment record on the way. She also reported that 450 students had registered at the Rio Rancho Campus—scheduled to open Fall 2010. Dr. Winograd stated grand opening ceremonies would take place August 27 with an open house scheduled for August 28. She welcomed Ben Wakashige, the new Director of Libraries and Educational Resources, and congratulated Richard Gorman, instructor, for conducting a presentation at the European Psychology and Teaching Conference at Edinburgh Napier University in Scotland. President Winograd announced that the fall convocation would take place on September 17 on Main Campus. She congratulated Board Member DeWitte for being featured in a recent article in the Albuquerque Journal business section.

Governing Board Committee Reports

Ms. Holbrook, Audit Committee chair, stated the committee had met on June 17. She said the committee approved agenda item 7—Internal Audit Report 2010-03 Overtime and Shift Differential Payroll Audit, and also discussed changes to the Audit Charter. She stated the next meeting was scheduled for July 21.

Mr. Kaufman, Capital Outlay Committee chair, stated the committee met on June 22 and approved agenda item 9—Five-Year Capital Plan and agenda item 10—award of bid for the Max Salazar Hall elevator replacement project.

Ms. Toulouse, Finance Committee chair, stated the committee met on June 24. She stated the committee reviewed the Workforce Training Center budget, a peer institution report containing budget and enrollment comparisons, and approved agenda item 8—a revision to the 2010-2011 Employee Compensation Plan. She stated the next meeting was scheduled for July 22.

Dr. Mondragon, Planning Committee chair, stated the committee had not met since the last Board meeting.

Mr. Matteucci, Executive Committee chair, stated the committee had met on July 29 and adopted the agenda for the Board meeting.

RESOLUTION 2010-39, APPOINTMENT OF MANAGEMENT MEMBER TO THE CNM LABOR RELATIONS BOARD

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-39, appointment of management member to the CNM Labor Relations Board (see page 26278). Robert Brown, vice president for Administrative Services, requested approval for the reappointment of Wayne Bingham as the Labor Relations Board Management representative. He said Mr. Bingham had served in that role for over seven years. Ms. Toulouse made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

RESOLUTION 2010-40, INTERNAL AUDIT REPORT 2010-03, OVERTIME & SHIFT DIFFERENTIAL PAYROLL AUDIT

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-40, Internal Audit Report 2010-03 Overtime and Shift Differential Payroll Audit (see pages 26279-26297). Ms. Holbrook stated that the audit had been requested by administration. Mark Lovato, senior staff auditor, presented the resolution, stating that overtime expenses had been kept to a minimum of only two percent of the gross wages for the 2009-2010 fiscal year. He reported seven findings. Ms. Holbrook made and Dr. Mondragon seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

RESOLUTION 2010-41, REVISION TO THE 2010-2011 EMPLOYEE COMPENSATION PLAN

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-41, revision to the 2010-2011 Employee Compensation Plan (see pages 26298-26300). Loretta Montoya, interim executive director for Planning, Budget and Institutional Research, presented the resolution and explained the original plan had been approved in April 2010. She stated the revision included an increase to the shift differential rate for nonunion employees and it incorporated language to allow for a nonrecurring pay increase for employees should fund balances be available later in the year. Mr. DeWitte made and Mr. Kaufman seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

RESOLUTION 2010-42, FIVE-YEAR CAPITAL PLAN

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-42, Five-Year Capital Plan (see pages 26301-26305). Luis Campos, executive director of the Physical Plant, presented the resolution, stating the New Mexico Higher Education Department requires annual submission of CNM's Five-Year Facilities Master Plan following Governing Board approval. He stated that no new funds would be requested this year. Mr. Kaufman stated the Capital Outlay Committee had a lengthy discussion on the plan and adjusted some project timelines. Mr. Kaufman made and Dr. Mondragon seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

RESOLUTION 2010-43, AWARD OF BID FOR THE MAX SALAZAR HALL ELEVATOR REPLACEMENT PROJECT

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-43, Award of Bid for the Max Salazar Hall Elevator Replacement Project (see pages 26306-26309). Mr. Campos presented the resolution, stating the results of a study conducted on the elevators showed that they were at the end of their life cycle and continued problems warranted their replacement. He stated Kone Inc., was the apparent low bidder with a construction cost of \$349,531 and total project cost of \$569,752. Mr. Kaufman made and Ms. Toulouse seconded a motion to approve the resolution. The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

RESOLUTION 2010-44, SIGNATURE AUTHORITY

Mr. Matteucci introduced for consideration Governing Board Resolution 2010-44, Signature Authority (see pages 26310-26311). Ms. Montoya stated approval of the resolution would update the list of personnel who would have signature and wire transfer authority. Mr. DeWitte made and Ms. Holbrook seconded a motion to approve the resolution.

The vote on the motion was: Mr. Matteucci—yes; Ms. Holbrook—yes; Dr. Mondragon—yes; Mr. DeWitte—yes; Mr. Kaufman—yes; Ms. Moore—yes; Ms. Toulouse—yes. Motion carried.

PUBLIC COMMENT

No requests for public comment were submitted.

BOARD COMMENT

Ms. Holbrook recognized internal audit staff Mark Lovato and Lisa Archuleta for passing the Certified Internal Auditor Exam.

NEXT MEETING ANNOUNCEMENT

Mr. Matteucci announced that the next regular meeting of the Governing Board would be Tuesday, August 10, 2010, at 5 p.m. in the Smith Brasher Hall auditorium, 717 University Blvd. SE, Albuquerque, New Mexico. He also announced items to be considered for the August agenda should be submitted to the Board Chair, the President's Office or the Marketing and Communications Office by July 26.

Mr. Matteucci adjourned the meeting at 5:30 p.m.

APPROVED:

Chair

ATTEST:

Secretary