

The Governing Board of Central New Mexico Community College convened for a regular meeting on July 9, 2013, at 5 p.m., at the South Valley Campus, Room SV-10, 5816 Isleta Blvd. SW, Albuquerque, New Mexico.

Mr. DeWitte, Chair, called the meeting to order at 5:01 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: Michael D. DeWitte, Chair
 Mark D. Armijo, Vice Chair
 Pauline J. Garcia
 Penelope S. Holbrook
 Blair L. Kaufman
 Robert P. Matteucci, Jr.

Absent: Deborah L. Moore, Secretary

PUBLIC COMMENT

There were no requests for public comment.

STATEMENT OF CLOSED MEETING

Mr. DeWitte stated that the Governing Board met in closed session on June 11 and June 24, 2013, to discuss collective bargaining and personnel matters. The meetings were closed pursuant to Sections 10-15-1 (H)(5); 10-15-1 (I)(2), and 10-15-1 (H)(2) New Mexico Statutes Annotated 1978 (2011 Cumulative Supplement). The meeting related only to those matters listed on the notice of meeting and no action was taken.

APPROVAL OF THE AGENDA

Mr. DeWitte introduced for consideration approval of the agenda and asked that item 7d be presented prior to item 7c. Mr. Matteucci made and Ms. Holbrook seconded a motion to approve the agenda with the adjustment. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

ITEMS OF GENERAL CONSENT

Minutes of the June 11, 2013, meeting and Resolution 2013-34, Employment of Personnel

Mr. DeWitte introduced for consideration approval of the minutes of the June 11, 2013, meeting (see pages 28566-28568), and Resolution 2013-34, employment of personnel (see pages 28599-28600). Mr. Kaufman made and Ms. Holbrook seconded a motion to approve the items jointly. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

President's Report

President Katharine Winograd began her report by thanking the South Valley Campus staff for hosting the meeting (see pages 28601-28602). She presented the CNM Candy Dish Award to Julianne Ziter and Audrey Troche for their work on the Systems Portfolio for the Higher Learning Commission. She reported that two CNM students won medals at the National Skills USA Championships in June and 10 CNM students placed in the top 10 in their respective categories. Dr. Winograd stated they would be invited to a future Board meeting to be personally recognized. She announced that the newly renovated Jeannette Stromberg Hall was awarded LEED Gold Certification by the U.S. Green Building Council. She also announced that the new College & Career High School would be opening on August 26 on Main Campus. Lastly, President Winograd stated the annual CNM Foundation Donor Dinner was scheduled on July 18 at Hotel Albuquerque.

Board Committee Reports

Mr. Kaufman, Audit Committee chair, stated the committee had met on June 27 and approved agenda item 8) Follow-up Audit 2013-02; and agenda item 9) 2013-14 Audit Plan; for full Board consideration.

Mr. Armijo, Capital Outlay Committee chair, stated the committee had met on July 2 and approved agenda item 12) Construction Manager at Risk for L Building Project; and agenda item 13) Master Plan Out-of-Cycle Collaborative Workspace Project; for full Board consideration.

Mr. DeWitte on behalf of Ms. Moore, Finance Committee chair, stated the committee had met on June 27 and discussed the Peer Comparison—Key Financial Measure report, and also heard a funding formula update.

Mr. DeWitte, Planning Committee chair, stated the committee had not met in June.

Mr. DeWitte, Executive Committee chair, stated the committee had met on June 26 to approve the Board agenda and also to consider agenda item 10) Smoke-Free Policy.

CNM Foundation Report

Diane Harrison-Ogawa, executive director of the PNM Resources Foundation and president of the CNM Foundation Board, began her report by stating the Foundation Board had worked to increase the endowment pool last year and focused on increasing the amount of accessible funding for students this year. She stated the “silent phase” of the funding campaign has netted \$1,000,000. Ms. Harrison-Ogawa recognized several donors and how their donations supported the college. She introduced Robin Brulé of New Mexico Educators’ Federal Credit Union. Ms. Brulé recognized CNM for its outstanding student support and community involvement, and announced that a \$200,000 donation from the Credit Union would support the Student Resource Center Mall at Main Campus. Ms. Harrison-Ogawa stated that the donors had agreed to host events throughout the year to increase the number of donors giving to CNM. Mr. DeWitte and President Winograd thanked PNM and New Mexico Educators’ Federal Credit Union for their continued support.

South Valley Campus Report

Peggy Marquez-Garcia, campus director, began her report by welcoming the Board members and guests to the campus. She presented the campus report that included campus demographics, enrollment data, program offerings and activities on campus. She stated that the CNM Connect Campus Council comprised of faculty, staff and students were focusing efforts on student outreach and marketing the services they offer to students. Ms. Marquez-Garcia stated that a technical/administrative support staff member was hired to support the program directors and faculty on campus. She stated that technology, network and furniture upgrades are planned for the campus. She discussed various community partnerships and responded to questions.

RESOLUTION 2013-35, FOLLOW-UP AUDIT 2013-02: OVERTIME AND SHIFT DIFFERENTIAL PAYROLL AUDIT

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-35, Follow-up Audit 2013-02: Overtime and Shift Differential Payroll Audit (see pages 28603-28618). Mark Lovato, senior staff auditor, presented the resolution and stated that the original audit contained seven findings and 17 sub-findings. He stated four findings had been resolved and administration provided feedback on how all findings were being addressed. Mr. Lovato stated an additional audit follow-up was scheduled to assure all findings would be resolved. Mr. Kaufman made and Mr. Matteucci seconded a motion to approve the resolution. Following discussion, the vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2013-36, 2013-14 INTERNAL AUDIT PLAN

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-36, 2013-14 Internal Audit Plan (see pages 28619-28635). Allen Leatherwood, director of internal audit, stated five audits and four follow-up audits were added to the 2013-14 Audit Plan. He stated work continued on three audits from the 2012-13 Audit Plan. He stated the plan documents 5,800 employee hours and he responded to

questions. Mr. Kaufman noted a date error on page nine of the Audit Plan that would be corrected. Mr. Armijo made and Ms. Holbrook seconded a motion to approve the resolution with the correction noted. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2013-37, ADDITION TO THE GOVERNING BOARD HANDBOOK: SMOKE-FREE CAMPUS POLICY

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-37, addition to the Governing Board Handbook: Smoke-Free Campus Policy (see pages 28636-28637). Samantha Sengel, chief communications and government relations officer, presented the resolution and stated that a committee comprised of smokers and non-smokers recommended a smoke-free campus policy with designated smoking areas. She stated an implementation plan had been developed that would include signage, a smoking cessation program and outfitting designated smoking areas. Ms. Sengel stated the policy exceeded recommendations from the Dee Johnson Clean Air Act. Mr. Matteucci made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2013-38, REVISIONS TO THE EMPLOYEE HANDBOOK

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-38, revisions to the Employee Handbook (see pages 28638-28643). Ms. Sengel presented the resolution and stated the recommended changes would clarify language as the result of the above mentioned internal audit, the smoke-free policy, and parking citations. Ms. Sengel responded to questions that Ms. Garcia presented regarding approval of emergency overtime and annual leave granted to exempt employees that would allow them to work a different position on campus. President Winograd clarified that it is common practice in higher education for exempt employees to use annual leave to teach a class with supervisor approval. Ms. Holbrook made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2013-39, CONSTRUCTION MANAGER AT RISK FOR L BUILDING ADDITION AND RENOVATION

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-39, Construction Manager at Risk for L Building Addition and Renovation (see pages 28644-28681). Charlotte Gensler, director of Purchasing, presented the resolution and stated the three-part construction manager at risk method was chosen for this project that included a request for proposal, a price proposal and interviews with the responsive firms. She stated that four proposals were received, with only three presenting price proposals. Ms. Gensler reported the three firms were interviewed and the selection committee recommended Flintco LLC., as the top ranking firm. Mr. Kaufman made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

RESOLUTION 2013-40, MASTER PLAN OUT-OF-CYCLE COLLABORATIVE WORKSPACE PROJECT

Mr. DeWitte introduced for consideration Governing Board Resolution 2013-40, Master Plan Out-of-Cycle Collaborative Workspace Project (see pages 28682-28690). Luis Campos, executive director for the Physical Plant, requested approval of the project that was recommended by members of the Executive Leadership Year (ELY) program that would create a living lab/collaborative workspace for faculty and staff displaced as the result of renovation projects on campus or for special projects. He stated the project was not originally included on the master plan and estimated the cost of the renovation project at \$931, 505. Mr. Armijo made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. DeWitte—yes; Mr. Armijo—yes; Ms. Garcia—yes; Ms. Holbrook—yes; Mr. Kaufman—yes; Mr. Matteucci—yes. Motion carried.

BOARD COMMENT

Mr. Kaufman remembered former Governor and Governing Board Member David Cargo who recently passed away. Mr. DeWitte thanked Ms. Garcia-Marquez and the South Valley Campus staff for their work at the Campus.

NEXT MEETING ANNOUNCEMENT

Mr. DeWitte announced that the next regular meeting of the Governing Board would be Tuesday, August 13, 2013, at 5 p.m., at Main Campus, Richard Barr Board Room, 835 Buena Vista Dr. 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 22.

ADJOURNMENT

The meeting adjourned at 5:52 p.m.

APPROVED:

ATTEST:

Chair

Secretary