

The Governing Board of Central New Mexico Community College convened for a regular meeting on April 12, 2016, at 5 p.m., at the Main Campus, Richard Barr Board Room, SRC 204, 835 Buena Vista Dr. SE, Albuquerque, New Mexico.

Ms. Moore, 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: Deborah L. Moore, Chair  
 Pauline J. Garcia, Vice Chair  
 Blair L. Kaufman, Secretary  
 Melissa D. Armijo  
 Michael D. DeWitte  
 Robert P. Matteucci, Jr.  
 Virginia M. Trujillo

#### PUBLIC COMMENT

There were no requests for public comment.

#### STATEMENT OF CLOSED MEETING

Ms. Moore stated the Governing Board met in closed session on March 28, 2016, to discuss collective bargaining and personnel matters. The collective bargaining discussion was closed pursuant to Sections 10-15-1 (H)(5) and 10-15-1 (I)(2); and the personnel discussion was closed pursuant to Section 10-15-1 (H)(2) and 10-15-1 (I)(2) New Mexico Statutes Annotated 1978 (2005 Cumulative Supplement). She stated no action was taken.

#### APPROVAL OF THE AGENDA

Ms. Moore introduced for consideration approval of the agenda. Ms. Garcia made and Mr. Kaufman seconded a motion to approve the agenda. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

#### ITEMS OF GENERAL CONSENT

##### Minutes of the March 8, 2016, Meeting and Resolution 2016-23, Employment of Personnel

Ms. Moore introduced for consideration approval of the minutes of the March 8, 2016 meeting (see pages 31130-31133) and Resolution 2016-23, employment of personnel (see pages 31210-31211). Mr. Kaufman made and Mr. Matteucci seconded a motion to approve the items jointly. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

##### President's Report

Katharine Winograd, President, began her report by presenting the CNM Candy Dish Awards to faculty members Michael Shannon and Kyle Cole for their coordination of the recent mock emergency exercise for students in the School of Health, Wellness & Public Safety disciplines (see pages 31212-31213). She also presented an award to Maggie Sumruld for her extra efforts in helping finalize CNM's course catalog. She stated CNM students received 13 gold medals and 23 medals overall at the recent New Mexico SkillsUSA Competition. The gold medal winners will represent New Mexico in June at the National SkillsUSA Competition in Louisville, Kentucky. Dr. Winograd stated that the CNM STEMulus Center's Fusemaker Space was officially opened on April 9 and provides students and community members access to the high-tech manufacturing equipment. She announced that applications are still being accepted for the College & Career High School's 2016-17 academic year. She also announced that the Tax Help New Mexico offices will be open until April 18 for those eligible for assistance with tax

preparations. Lastly, President Winograd announced that a CNM team recently placed second in the Business Accelerator Program competition at the University of New Mexico.

#### Reports of Standing Committees

Ms. Moore stated the Audit Committee did not meet in March.

Ms. Garcia, Capital Outlay Committee Chair, stated the Committee had met on March 21 and reviewed and approved agenda items 10, 11 and 12 including the Master Plan for 2017. She stated the next meeting was scheduled for April 18.

Mr. Matteucci, Finance Committee member, stated the Committee had met on March 24 and approved agenda items 17, 18, 19 and 20 that all relate to the College's budget for 2017 and the final budget adjustment request for 2016. He stated the next meeting was scheduled for April 26.

Mr. DeWitte, Planning Committee Chair, stated the Committee had met on March 23, 2016, and also reviewed and approved the Master Plan for 2017. He stated the Committee also approved agenda items 14 and 15—new program proposals and agenda item 16 which is the overall program offerings for the college for the 2016-17 academic year. The next meeting was set for April 19.

Ms. Garcia, Executive Committee member, stated the committee had met on March 22, 2016, and approved agenda item 13, CNM's Discretionary Contribution Plan, and also approved the Governing Board meeting agenda. She stated the next meeting was scheduled for April 27.

#### RESOLUTION 2016-24, VENDOR SELECTION FOR FISCAL AGENT

Ms. Moore introduced for consideration Governing Board Resolution 2016-24, vendor selection for Fiscal Agent (see pages 31214-31215). Wanda Helms, executive director for Purchasing and Materials Management, presented the resolution, stating a request for proposals resulted in one response. She requested Wells Fargo Bank be awarded the eight-year contract for fiscal agent services. Ms. Garcia made and Mr. Matteucci seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

#### RESOLUTION 2016-25, NEW MEXICO STATE UNIVERSITY – CNM JOSEPH M. MONTOYA CAMPUS LEASE AGREEMENT

Ms. Moore introduced for consideration Governing Board Resolution 2016-25, New Mexico State University – CNM Joseph M. Montoya Campus Lease Agreement (see pages 31216-31217). Ms. Helms requested approval of a lease agreement with New Mexico State University for use of the K Building at the Montoya Campus. She stated the agreement benefits both entities and a 2 + 2 program benefiting CNM students is being developed as part of the agreement. She stated the New Mexico Higher Education Department and the Board of Finance would also need to approve the lease. Ms. Garcia made and Ms. Trujillo seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

#### RESOLUTION 2016-26, FISCAL YEAR 2017 MASTER PLAN PROJECTS

Ms. Moore introduced for consideration Governing Board Resolution 2016-26, Fiscal Year 2017 Master Plan Projects (see pages 31218-31223). Luis Campos, executive director for the Physical Plant Department, and Joe Gieri, executive director for Information Technology Services, presented the Master Plan. Mr. Campos stated the Plan included eight technology projects at an estimated cost of \$2,100,000 and nine facilities projects at an estimated cost of \$70,100,000. Ms. Garcia made and Mr. DeWitte seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried. Ms. Garcia acknowledged Mr. Campos for his work at the college as he prepares for retirement.

RESOLUTION 2016-27, CNM'S DISCRETIONARY CONTRIBUTION PLAN

Ms. Moore introduced for consideration Governing Board Resolution 2016-27, CNM's Discretionary Contribution Plan (see pages 31224-31313). Loretta Montoya, comptroller, stated the Internal Revenue Service requires periodic review of the plan to ensure compliance and CNM's legal firm had reviewed and confirmed compliance of the plan. Ms. Garcia made and Mr. Kaufman seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2016-28, NEW CERTIFICATES OF COMPLETION: EMERGENCY ROOM TECHNICIAN AND HEALTH, WELLNESS & PUBLIC SAFETY

Ms. Moore introduced for consideration Governing Board Resolution 2016-28, new Certificates of Completion: Emergency Room Technician and Health, Wellness & Public Safety (see pages 31314-31321). Tamra Mason, dean of the School of Health, Wellness & Public Safety, presented the resolution, and requested approval of two new certificates of completion for the School of Health, Wellness & Public Safety, including Emergency Room Technician and Health, Wellness and Public Safety offerings. Mr. DeWitte made and Ms. Trujillo seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2016-29, NEW POLYSOMNOGRAPHIC TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE

Ms. Moore introduced for consideration Governing Board Resolution 2016-29, new Polysomnographic Technology Associate of Applied Science (see pages 31322-31326). Ms. Mason requested approval of the new Polysomnographic Technology Associate of Applied Science Degree that focuses on sleep study. Mr. DeWitte made and Ms. Garcia seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2016-30, INSTRUCTIONAL PROGRAM OFFERINGS FOR 2016-2017

Ms. Moore introduced for consideration Governing Board Resolution 2016-30, Instructional Program Offerings for 2016-2017 (see pages 31327-31329). Sydney Gunthorpe, vice president for Academic Affairs, presented the resolution and stated it contained five new degrees and 12 new certificates for the 2016-17 academic year. He thanked the faculty, chairs, associate deans, deans and College Curriculum Committee for their work in creating and proposing the new programs. Mr. DeWitte made and Ms. Trujillo seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2016-31, TUITION & FEE PLAN FOR FISCAL YEAR 2017

Ms. Moore introduced for consideration Governing Board Resolution 2016-31, Tuition & Fee Plan for Fiscal Year 2017 (see pages 31330-31338). Tracy Hartzler, budget director, presented the resolution and stated the plan proposes an increase in tuition for academic transfer courses by \$1 per credit hour from \$51 to \$52; a tuition increase for CTE courses by \$6.50 with a new rate of \$32 per credit hour; and individual program fees had be adjusted as necessary. Dr. Winograd stated any increase in the tuition and fee schedule was difficult for administration to recommend and the Board to act on; however, administration and the Board did their best to keep tuition increases to a minimum. Mr. Matteucci made and Ms. Garcia seconded a motion to approve the resolution. Ms. Trujillo stated she was proud of the staff and administration for keeping the increase as low as possible for students. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2016-32, EMPLOYEE COMPENSATION PLAN FOR FISCAL YEAR 2017

Ms. Moore introduced for consideration Governing Board Resolution 2016-32, Employee Compensation Plan for Fiscal Year 2017 (see pages 31339-31341). Ms. Hartzler stated no state funds were allocated for pay raises for higher education employees; therefore, no salary increases were recommended in the Compensation Plan for 2017. Mr. Matteucci made and Ms. Garcia seconded a motion to approve the resolution. Dr. Winograd stated this was also a difficult decision and praised staff and faculty for their continued hard work for the students and the College. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2016-33, FINAL BUDGET ADJUSTMENT REQUEST FOR FISCAL YEAR 2016

Ms. Moore introduced for consideration Governing Board Resolution 2016-33, Final Budget Adjustment Request (BAR) for Fiscal Year 2016 (see pages 31342-31350). Ms. Hartzler stated the Board approved a mid-year BAR in December 2015 and requested approval of the final BAR for fiscal year 2016. She stated that the ending budget was \$262,000,000 which was \$7,000,000 lower than the beginning budget. She noted the ending budget balance was \$19,800,000, approximately 14.8 percent of the overall budget and well within the 12-18 percent fund balance policy. Ms. Hartzler stated the final BAR was due to the Higher Education Department by May 2, 2016. Mr. Matteucci made and Ms. Garcia seconded a motion to approve the resolution. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

RESOLUTION 2016-34, BUDGET FOR FISCAL YEAR 2017

Ms. Moore introduced for consideration Governing Board Resolution 2016-34, Budget for Fiscal Year 2017 (see pages 31351-31458). Ms. Hartzler presented the resolution and stated the approved budget is due to the Higher Education Department by May 2, 2016. She stated the overall budget was \$277,000,000, which was a \$15,000,000 increase over 2016. She reviewed expected revenue and expenditures and thanked Rosalinda Montoya and Jan Nixon, budget office staff, and Loretta Montoya, comptroller, for their work on compiling all budget documents. Dr. Winograd thanked the Board for the time they spent reviewing all of the budget documents. Mr. Matteucci made and Mr. Kaufman seconded a motion to approve the resolution. Ms. Moore thanked the administration for their work on the budget and dedication to the success of all CNM students. Ms. Trujillo asked that those present express the Board's thanks for all of the hard work that faculty and staff put forth on behalf of the College. Ms. Garcia stated CNM is very well respected in the community and the state of New Mexico, and thanked everyone for their work. The vote on the motion was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

CLOSED SESSION

Mr. DeWitte made a motion to enter into closed session to discuss legal matters pursuant to Section 10-15-1 (H) (7), New Mexico Statutes Annotated 1978. Ms. Trujillo seconded the motion. Roll Call vote was: Ms. Moore—yes; Ms. Garcia—yes; Mr. Kaufman—yes; Ms. Armijo—yes; Mr. DeWitte—yes; Mr. Matteucci—yes; Ms. Trujillo—yes. Motion carried.

Closed session convened at 5:48 p.m.

Ms. Moore reconvened the meeting at 6:54 p.m. and stated the Governing Board met in closed session on April 12, 2016, to discuss legal matters pursuant to Section 10-15-1 (H) (7), New Mexico Statutes Annotated 1978. The meeting related only to the matter announced and no action was taken.

BOARD COMMENT

Mr. Kaufman stated he anticipated another two or three more difficult budget years and thanked President Winograd and CNM staff and faculty for continuing to keep the College solvent and doing a great job for students.

NEXT MEETING ANNOUNCEMENT

Ms. Moore announced that the next regular meeting of the Governing Board would be Tuesday, May 10, 2016, at 5 p.m., at the Rio Rancho Campus, Room 101, 2601 Campus Boulevard NE, Rio Rancho, New Mexico. She also announced items to be considered for the May 10 agenda should be submitted to the Board Chair, the President's Office or the Marketing and Communications Office by April 25.

ADJOURNMENT

The meeting adjourned at 6.57 p.m.

APPROVED:

ATTEST:

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Chair

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Secretary