

The Governing Board of Central New Mexico Community College (CNM) convened for a regular meeting on October 8, 2019, at 5 p.m. at the South Valley Campus, SV I, Room 104, 5816 Isleta Boulevard, Albuquerque, New Mexico.

Ms. Garcia, Chair, 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.

Erin Bradshaw, clerk of the Board, called roll.

Present: Pauline J. Garcia, Madam Chair  
Tom Swisstack, Vice Chair  
Virginia M. Trujillo, Secretary  
Nancy Baca  
James A. Chavez  
Annette Chavez y De La Cruz  
Michael Glennon

#### STATEMENTS OF CLOSED MEETING

Ms. Garcia stated that the Governing Board met on September 30, 2019, and October 4, 2019, to discuss personnel matters. The personnel discussion was closed pursuant to Section 10-15-1 (H)(2) was closed pursuant to Section 10-15-1 (H)(7), New Mexico Statutes Annotated 1978 (2005 Cumulative Supplement). She stated no action was taken.

#### PUBLIC COMMENT

There were no requests for public comment.

#### APPROVAL OF THE AGENDA

Ms. Garcia introduced for consideration approval of the agenda. Ms. Garcia requested to move item 8 to item 7 on the agenda. Mr. Swisstack made and Ms. Trujillo seconded a motion to approve the agenda with the change. The vote on the motion was unanimous. Motion carried.

#### ITEMS OF GENERAL CONSENT

##### Minutes of the September 10, 2019 Meeting; and Resolution 2019-59, Employment of Personnel

Ms. Garcia introduced for consideration approval of the minutes of the September 10, 2019, meeting, (see pages 34316-34320) and Resolution 2019-59, Employment of Personnel (see pages 34359-34360). Mr. Swisstack made and Ms. Trujillo seconded a motion to approve the items jointly. The vote on the motion was unanimous. Motion carried.

##### Presentation of the Certificate of Achievement for Excellence in Financial Reporting

Jamie Wall, Village of Fort Sumner Clerk Treasurer and the President for the New Mexico Government Finance Officers Association, presented the Certificate of Achievement for Excellence in Financial Reporting to CNM employee Wanda Helms, comptroller. Ms. Garcia thanked Ms. Wall for attending the Governing Board meeting and presenting the award to CNM. Ms. Garcia and Dr. Winograd recognized that this was the third year in a row that CNM had earned this award and thanked the staff for their hard work.

#### President's Report

President Winograd began her report by thanking Julie Avitia, South Valley Campus manager, and the South Valley Campus for hosting the Governing Board meeting. (see pages 34361-34362) She expressed her appreciation to all of the CNM employees who contributed their time to the CNM Foundation Donor Dinner and Convocation. Dr. Winograd reviewed the dates of the Open Forums for the Presidential Finalists taking place in October. Next, she announced that CNM Ingenuity's Deep Dive Coding Program won the Excellence in Workforce Development Award for CNMI's role in workforce readiness through training and education. More than 400 students have completed Deep Dive Coding boot camps since beginning in 2014. President Winograd reminded everyone of the open house taking place for the student-built, eco-friendly home located next to Main Campus. This home design and structure was a collaboration between UNM architecture and CNM trades students, and was funded by a \$200,000 grant from PNM. She stated that the NMSU transfer fair would take place on October 17 from 10 a.m. to 2 p.m. at Montoya Campus. Dr. Winograd encouraged everyone to vote on the CNM Bond, which would be on the ballot for the Local Election on November 5. Lastly, she stated that the grand opening of the Education Collaborative Building would take place on October 10 at 1 p.m.

#### Presentation – Investment Activity Report

Wanda Helms, comptroller, presented the FY19 Investment Activity Report and stated that CNM's short-term investments were located in the New Mexico State Treasurer's Local Government Investment Pool (LGIP) and long-term investments were made with the State Investment Council (SIC). (see pages 34363-34367) She summarized the charts and graphs that identified the investment activity, deposits, earnings and ending balances for the LGIP and SIC investments. Ms. Helms stated that the rate of return for funds invested in the LGIP were 2.24 percent, approximately a one percent increase from 2017-18 year. She confirmed that the total investment earnings in LGIP was \$2.3 million for the year. Ms. Helms reported that the SIC fund rate of return was 6.72 percent, or \$105,000 for the year. She provided graphs that reported monthly investment fund activity, and monthly average treasury market yields vs. monthly average for LGIP short-term yields. Ms. Helms confirmed that the short-term accounts were managed on a daily basis and the Wells Fargo checking account is a non-interest bearing and no fee account.

#### Reports of Standing Committees

Mr. Swisstack, Audit Committee chair, said that the Audit Committee did not meet in September and the next meeting was scheduled for October 28 at 3 p.m.

Ms. Trujillo, Capital Outlay Committee chair, reported that the Committee did not meet in September and the next meeting was scheduled for October 15 at 4 p.m.

Ms. Garcia, Executive Committee chair, announced that the Executive Committee met on September 25 and said that the committee reviewed and approved the agenda for the October Governing Board meeting. She announced the next Committee meeting was scheduled for October 25 at 11 a.m.

Mr. Glennon, Finance Committee chair, reported that the Finance Committee met on September 23 and stated that Sydney Gunthorpe presented the Spring 2020 Program Fees. Wanda Helms presented the FY19 Fixed Asset Certification and the Investment Activity Report. He said that Lee Frische presented a Risk and Property update. Mr. Glennon stated that the next meeting would be October 28 at 4 p.m.

Ms. Baca, Planning Committee chair, said that the Planning Committee met September 16 and Linda Martin presented the Student Enrollment, Retention, and Graduation Update. She said that Sydney Gunthorpe presented the new Business Manager Certificate of Completion and the next meeting would be October 21 at 4 p.m.

**RESOLUTION 2019-60: NEW CERTIFICATE OF COMPLETION OFFERING FOR THE SCHOOL OF BUSINESS & INFORMATION TECHNOLOGY**

Ms. Garcia introduced for consideration Resolution 2019-60: New Certificate of Completion Offering for the School of Business & Information Technology. (see pages 34368-34371) Sydney Gunthorpe, vice president for Academic Affairs, presented the new Business Manager Certificate of Completion that would be offered online. Member Trujillo thanked the faculty and staff for implementing this plan so quickly. Member Chavez y De La Cruz also thanked the staff for providing this program. Member Chavez asked if this program would be implemented using existing faculty. Dr. Gunthorpe confirmed that existing faculty would be used for the program and only one new course would be added. Ms. Trujillo made and Ms. Chavez y De La Cruz seconded a motion to approve the Business Manager Program. The vote on the motion was unanimous. Motion carried.

**RESOLUTION 2019-61: PROGRAM FEES**

Ms. Garcia introduced for consideration Resolution 2019-61: Program Fees. (see pages 34372-34383) Dr. Gunthorpe stated that twice a year, the Academic Affairs Department reviews program fees that are associated with CNM courses. He noted that all program fees included a physical item, such as a tool required for a course. Member Trujillo confirmed that the fees were eligible for financial aid. Ms. Trujillo made and Ms. Chavez y De La Cruz seconded a motion to approve the Program Fees. The vote on the motion was unanimous. Motion carried.

**RESOLUTION 2019-62: FY19 FIXED ASSET CERTIFICATION**

Ms. Garcia introduced for consideration Resolution 2019-54: FY19 Fixed Asset Certification. (see pages 34384-34396) Wanda Helms, comptroller, reported that the New Mexico General Services Department requires Governing Board approval of the Annual Fixed Asset Certification. She reported that CNM's capital assets as of June 30, 2019, were \$455 million, a 6% increase from FY18. Ms. Helms noted that the change resulted from an increase in building and improvements, and construction in progress; and a decrease in furniture and equipment, and library materials. Mr. Swisstack made and Ms. Trujillo seconded a motion to approve the FY19 Fixed Asset Certification. The vote on the motion was unanimous. Motion carried.

**RESOLUTION 2019-63: AMENDMENT TO PRESIDENTIAL SEARCH PROCESS**

Ms. Garcia introduced for consideration Resolution 2019-63: Amendment to Presidential Search Process. (see pages 34397-34399) Chair Garcia stated that new language in the Presidential Search process would state that all semi-finalist candidates were required to interview online in a video conference. Mr. Swisstack made and Mr. Glennon seconded a motion to the Amendment to the Presidential Search Process. The vote on the motion was unanimous. Motion carried.

**BOARD COMMENT**

Member Swisstack congratulated the staff and faculty for continuing to look forward and improve the College. Member Trujillo announced that she hears wonderful comments about CNM from the public and asked CNM supervisors at the meeting to share that information with their employees. Member Chavez y De La Cruz thanked Julie Avitia for 24 years of service at the South Valley Campus.

NEXT MEETING ANNOUNCEMENT

Ms. Garcia announced that the next regular meeting of the Governing Board would be Tuesday, November 12, 2019, at 5 p.m. at the Main Campus, Smith Brasher Hall, Room 101, 717 University Boulevard SE, Albuquerque, New Mexico.

ADJOURNMENT

The meeting adjourned at 5:36 p.m.

APPROVED:

ATTEST:

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Chair

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Secretary