

The Governing Board of Central New Mexico Community College (CNM) convened for a regular meeting on October 12, 2021, at 5 p.m., Main Campus, Smith Brasher Hall, Room 101, 717 University Boulevard SE, Albuquerque, New Mexico.

Mr. Swisstack, 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: Tom Swisstack, Chairman
Annette Chavez y De La Cruz, Vice Chair
Virginia M. Trujillo, Secretary
James A. Chavez
Pauline J. Garcia
Robert Schoenfelder

Absent: Nancy Baca

PUBLIC COMMENT

There were no requests for public comment.

STATEMENT OF CLOSED MEETING 10/6/21

Mr. Swisstack stated that the Governing Board met on October 6, 2021, to discuss personnel matters. 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). He stated the meeting was related only to those matters listed in the notice and no action was taken.

APPROVAL OF THE AGENDA

Mr. Swisstack introduced for consideration approval of the agenda. Ms. Trujillo made a motion and Mr. Chavez seconded a motion to approve the agenda. Ms. Garcia made a motion to table item #15, Director of Internal Audit Contract. Ms. Chavez y De La Cruz made and Ms. Trujillo seconded a motion to approve the tabled item #15, Internal Audit Contract. The vote on the motion was unanimous. Motion carried.

ITEMS OF GENERAL CONSENT

MINUTES OF THE SEPTEMBER 14, 2021 MEETING AND RESOLUTION 2021-66, EMPLOYMENT OF PERSONNEL

Mr. Swisstack introduced for consideration approval of the minutes of the September 14, 2021 (see pages 36142-36146), and Resolution 2021-66, Employment of Personnel (see pages 36103-36107). Ms. Garcia made and Mr. Schoenfelder seconded a motion to approve the items with one amendment to the minutes. The vote on the motion was unanimous. Motion carried.

PRESIDENT'S REPORT

Tracy Hartzler, President, began her report, with an announcement of reorganization efforts across the College as the institution aligns efforts to enhance student success and prioritize staff and faculty. She announced: the hiring of Dr. Nireata Seals as vice president of Enrollment Management & Student Success; the launch of the new Division of Workforce & Community Success; and the reimagining of Academic Affairs under Dr. Sydney Gunthorpe, vice president for Academic Affairs.

Ms. Hartzler stated that in addition to reorganization of the Institution, CNM continues to promote leadership development opportunities and introduced the new Executive Leadership Year (ELY) cohort. Next, President Hartzler reported that CNM completed Phase 1 of Reimagining the Trades initiative where many community partners and stakeholders participated. She noted that five key priorities were identified in the reimagining process: 1. remain nimble and agile with growing market trends through intentional employer collaboration and public-private partnerships that provide relevant, industry-led training and insight; 2. support an entrepreneurial pathway that leverages critical thinking and business skill training, this will help reframe the trades path as a lucrative and life-long learning opportunity with a core skills-based foundation; 3. create clear, dynamic, and inclusive pathways from K-12 through job placement. This will start with middle school and high school integration that involves dual-credit opportunities, valuable certificate and licensing work, and earn-while-you-learn apprenticeships and internships; 4. establish CNM as a critical resource for relevant up-skill training in the skilled trades, technology, business, management, and problem-solving; 5. develop a program that breaks down the silos of traditional trades education, focusing on a more collaborative and cross-skill approach that truly represents a diverse and connected industry. Lastly, Ms. Hartzler gave an update on the Collaborative for Higher Education Shared Services (CHESS). She reported that CNM and CHESS partners would begin the implementation phase of the Enterprise Resource Planning project on November 1. She thanked everyone involved in this initiative and announced that Luna Community College and Mesalands Community College would be joining CHESS. Chair Swisstack thanked President Hartzler for her presentation to the New Mexico Higher Education Department for the \$15 million C2 funding request for CHESS technology.

CNM INGENUITY PRESENTATION

Kyle Lee, chief executive officer of CNM Ingenuity, began his report by thanking the CNM Governing Board for their support of CNM Ingenuity. (see pages 36150-36159) He stated that CNM Ingenuity is a 501C3 non-profit formed under the New Mexico Research Park Act and was created to establish relationships between educational institutions, businesses, industries, and government. Mr. Lee noted that in FY21 5,722 people received training, with 2,000 of those at one event. He confirmed Ingenuity was able to provide a location for the New Mexico State Bar testing requirement and delivered online training for K-12 teachers during the pandemic. He reported revenues were up and expected the trend to continue. Mr. Lee highlighted several Ingenuity programs including: Job Training Albuquerque (JTA), Early Childhood Education and Care Department (ECECD); Deep Dive Coding licensing program; Space Solutions; Film Prop rental. He noted that although academic enrollment had decreased in credit course offerings, the non-credit sector had not seen a decrease and he anticipates a 32% increase on non-credit enrollment for the adult working learner. Member Trujillo asked if Ingenuity is working with Bernalillo County and offered to reach out to connect folks. She also asked if people were able to come on campus during covid for the programs offered by Ingenuity. Mr. Lee stated that it was a challenge to run some programs during COVID and noted that when it was safe, CNM brought the Commercial Drivers License program and Internet of Things Bootcamp back on campus. Mr. Lee briefly discussed the crossover ability for students moving from non-credit to credit pathways and confirmed the pathway goes in both directions. Member Garcia stated that she was on the CNM Governing Board when Ingenuity was created and approved. She said she has enjoyed watching the organization grow and succeed. Ms. Garcia thanked Mr. Lee, President Hartzler and the Governing Board Members for their vision and support of CNM Ingenuity. Member Chavez y De La Cruz asked for an update on other programs that Ingenuity offered and asked if administration had considered offering an ACT/SAT Prep program. Mr. Lee highlighted some additional programs including the Hyperspace Challenge and noted that he would look into ACT/SAT prep offerings. Member Swisstack asked if the students that are given

scholarships are students in the field already and Mr. Lee stated that most of the students are new to the field of study. Mr. Swisstack asked how non-credit certification affects a person's salary and mobility. Mr. Lee indicated that the world is changing and traditional continuing education is changing. Mr. Lee said that individuals can use non-credit for professional skills and certifications that are industry recognized, and that is what the team provides.

REPORTS OF STANDING COMMITTEES

Ms. Garcia, Audit Committee chair, stated that the Audit Committee met on September 21. She said Mark Lovato presented the Fleet Practices Audit and gave the Board members an update on the director for Internal Audit hiring process. The next Audit Committee meets October 29 at 10 a.m.

Mr. Chavez, Capital Outlay Committee member, reported the Capital Outlay Committee met September 23 and Marvin Martinez presented a request to increase the Fume Extraction Master Plan Project. Mr. Chavez stated that Jordan Slotkin requested an increase to Master Plan Project, enterprise Data Warehouse, and Gerri Becker presented the Vendor Selection for abatement, demolition, and remediation of the UNM Housing Property. Lastly, he said Ms. Becker presented the Vendor Selection for Attend Anywhere and the next Capital Outlay Committee would meet October 28 at 4 pm.

Mr. Swisstack, Executive Committee chair, said the Executive Committee met on August 23. He noted that Michael Anaya gave an update on the vaccination policy implementation and Nick Jones, faculty from the School of Business & Information Technology presented a request to add vaccine equity to the October Board meeting. Mr. Swisstack said the Committee reviewed and approved the October Governing Board meeting agenda and the next meeting was scheduled for October 22.

Ms. Chavez y De La Cruz, Finance Committee chair, said the Finance Committee met September 27 and Christine Duncan presented the FY21 Fixed Asset Certification. Olivia Padilla-Jackson gave an Investment Activity Report and Misty Ortiz gave an overview of the CARES Federal Relief Funds Act. Ms. Chavez y De La Cruz said that Ms. Padilla-Jackson introduced the tuition and fee model review and noted the team would provide a recommendation to the Board at the beginning of 2022. She said the next Finance Committee meeting was scheduled for October 25.

Ms. Trujillo, Planning Committee chair, noted the Planning Committee met September 20 and Kristen Ferris and the Student Success Team gave an update that provided objectives to help increase student success. She said Andrew Jacobson presented the FY22 Master Plan Amendment and the next meeting would be October 18 at 4 p.m.

CONSIDERATION OF GOVERNING BOARD RESOLUTION 2021-67: AUDIT 2021-03 FLEET PRACTICES AUDIT

Mr. Swisstack introduced for consideration Resolution 2021-67: 2021-03, Fleet Practices Audit. (see pages 36160-36182) Mark Lovato, interim director of Internal Audit, presented the Fleet Services Audit and noted the audit focused on CNM's fleet vehicles and the School of Applied Technologies' Truck Driving program. He stated that the audit was performed to ensure that CNM Fleet vehicles and Applied Technologies Truck Driving program vehicles were safe and maintained for employees and students in the Truck Driving program. Mr. Lovato confirmed that during the audit, CNM owned 237 vehicles in the Fleet Services that were used for shipping and receiving, transport, employee use and various other reasons. The Audit documented eight findings along with corresponding management responses. Mr. Lovato said College management and stakeholders would meet to prioritize the findings and solutions. He stated the findings would be resolved with staff training and automated software. A follow-up audit would be included in the 2023 Audit Plan.

Ms. Garcia made and Mr. Schoenfelder seconded a motion to approve the Fleet Practices Audit. The vote on the motion was unanimous. Motion carried.

CONSIDERATION OF GOVERNING BOARD RESOLUTION 2021-68: FY22 MASTER PLAN AMENDMENT

Mr. Swisstack introduced for consideration the FY22 Master Plan Amendment. (see pages 36183-36184) Andrew Jacobson, associate vice president for Budget, Finance, & Planning, presented the request to amend the Master Plan. He said the Fiscal Year (FY) 22 Master Plan was approved in April 2021 and the amended plan would allow for the demolition and redmediation of the property purchased at 961 Buena Vista SE. He explained that the purchase price of the 13-acre land was \$1.5 million and the remediation and demolition project would cost \$4.85 million. Lastly, he confirmed the November 2021 start date and the timeline for completion would be November 2022. Ms. Trujillo made and Mr. Chavez seconded a motion to approve the FY22 Master Plan Amendment. The vote on the motion was unanimous. Motion carried.

CONSIDERATION OF GOVERNING BOARD RESOLUTION 2021-69: VENDOR SELECTION FOR DEMOLITION OF FORMER UNM FAMILY HOUSING PROPERTY

Mr. Swisstack introduced for consideration Resolution 2021-69: Vendor Selection for Demolition of Former UNM Family Housing Property. (see page 36185) Gerrie Becker, chief procurement officer, stated CNM entered into a contract with UNM to purchase the Student Family Housing property on 961 Buena Vista Dr. SE. She said prior to this agreement, UNM had issued a Request For Proposal (RFP) for demolition and remediation of the property. Ms. Becker stated that UNM scored and awarded the RFP but did not enter into a contract with the vendor as the decision to work with CNM for the sale was close to resolution. She said CNM was able to utilize this procurement pursuant to NMSA 13-1-117. There were four bidders that all met specification, and price became the final factor. Ms. Becker announced the selected vendor was Keers Remediation and the awarded amount was \$3,860,000.00 for the project. Mr. Chavez made and Mr. Schoenfelder seconded a motion to approve the Vendor Selection for Demolition of Former UNM Family Housing Property. The vote was unanimous. Motion carried.

CONSIDERATION OF GOVERNING BOARD RESOLUTION 2021-70: VENDOR SELECTION FOR ATTEND ANYWHERE

Mr. Swisstack introduced for consideration Resolution 2021-70: Vendor Selection for Attend Anywhere. (see pages 36186-36187) Gerrie Becker stated the Attend Anywhere Audio Video Equipment and Video project would upgrade the audio/video equipment in approximately 75 classrooms located at the following Central New Mexico Community College locations: Advanced Technology Center, Joseph M. Montoya Campus, Rio Rancho Campus, Westside Campus, Workforce Training Center, STEMulus Center, and Main Campus. The selected vendor would provide equipment, accessories, installation, training and support services. She said this project considers ease of use and maintenance, but also provides a positive impact on the educational environment by supplying modernized audio video technology. CNM Purchasing Department solicited quotes from vendors with existing contracts per NMSA 13-1-129 and 13-1-135 and received three responses. Ms. Becker stated Digital Video Networks was selected based on best price and requested approval to award this project to Digital Video Networks via their CES contract in the amount of \$839,064.15 including New Mexico Gross Receipts Tax (NMGRT). Mr. Chavez made and Ms. Trujillo seconded a motion to approve the Vendor Selection for Attend Anywhere. The vote on the motion was unanimous. Motion carried.

CONSIDERATION OF GOVERNING BOARD RESOLUTION 2021-71: FY21 FIXED ASSET CERTIFICATION

Mr. Swisstack introduced for consideration Resolution 2021-71: FY21 Fixed Asset Certification. (see pages 36188-36198) Christine Duncan, interim comptroller, reported CNM’s Capital Assets as of June 30, 2021, totaled \$514,716,500, a 3% increase in capital assets from FY20. Ms. Duncan noted the report identifies book values and did not reflect market value. Ms. Chavez y De La Cruz made and Ms. Trujillo seconded a motion to approve the FY21 Fixed Asset Certification. The vote on the motion was unanimous. Motion carried.

CONSIDERATION OF GOVERNING BOARD RESOLUTION 2021-72: DIRECTOR OF INTERNAL AUDIT DEPARTMENT CONTRACT

Ms. Chavez y De La Cruz made and Ms. Trujillo seconded a motion to take Director of Internal Audit Department Contract from the table. The vote on the motion was unanimous. Motion carried

BOARD COMMENT

Member Trujillo stated her appreciation for CNM Ingenuity, the work that was being done and for the opportunity for a pathway for students from non-credit to credit.

NEXT MEETING ANNOUNCEMENT

Mr. Swisstack announced that the next regular meeting of the Governing Board would be Tuesday, November 9, 2021, 5 p.m. at Main Campus, Smith Brasher Hall, Room 101, 717 University Boulevard SE, Albuquerque, New Mexico.

ADJOURNMENT

The meeting adjourned at 6:23 p.m.

APPROVED:

ATTEST:

Chair

Secretary