

NORTHERN NEW MEXICO COLLEGE



**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS
SPECIAL MEETING
JANUARY 25, 2024**

NORTHERN New Mexico College



NOTICE

The Board of Regents of Northern New Mexico College will hold a regular meeting on **Thursday, January 25, 2024 at 9:00AM**, Via Zoom and in person at Northern New Mexico College, Board Room, Española Campus, Española, New Mexico.

Join Zoom Meeting

<https://nmmc.zoom.us/j/93884181987>

Meeting ID: 938 8418 1987

One tap mobile

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FINAL AGENDA

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. PUBLIC INPUT**
- IV. COMMENTS FROM THE BOARD**
 - A. Board of Regents Subcommittee Reports
 - 1. Housing Committee – Informational
 - 2. Audit, Finance, Facilities Committee – Informational
 - 3. Academic and Student Affairs Committee – Informational
 - 4. Board Assessment Committee – Informational
 - 5. Open Meetings Resolution – Action Required
 - 6. Recognition of Frank Anthony Serrano, III – Informational
 - 7. Presidential Review Date - Informational
- V. APPROVAL OF MINUTES**
- VI. PRESIDENT’S REPORT AND ANNOUNCEMENTS**
 - A. Celebrate Northern – Informational
 - B. CUP/NMICC Report – Informational
 - C. NNMC Foundation – Informational
 - D. Introduction of Staff and Faculty – Informational
 - E. College Updates – Informational
- VII. FACULTY SENATE PRESIDENT REPORT**
- VIII. STUDENT SENATE PRESIDENT REPORT**

IX. STAFF REPORTS

- A. Vice President for Finance & Administration
 - 1. Flexible Work Policy – Action Required
 - 2. Fiscal Watch Reports – Action Required

XI. EXECUTIVE SESSION

- (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee;
 - a. No items
- (2) Bargaining strategy preliminary to collective bargaining
 - a. No items
- (3) Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and
 - a. No items
- (4) Real estate acquisition or disposal.
 - a. No items

XII. POSSIBLE ACTION ON EXECUTIVE SESSION

XIII. ADJOURNMENT

In accordance with the Americans with Disabilities Act (ADA), physically challenged individuals who require special accommodations should contact the President's Office at 505-747-2140 at least one week prior to the meeting or as soon as possible.

NORTHERN New Mexico College



Memorandum

To: Board of Regents, Northern New Mexico College
From: Michael Martin, Board President
Date: January 25, 2023
Re: 2023 Board Self-Assessment Survey; Next Steps

Fellow Regents, as you are aware, the Board conducted a self-assessment using the Association of Governing Board's self-assessment survey tool, the results of which were presented at the October 27, 2023 meeting, with a full copy of the survey results and an executive summary presented by General Counsel Matt Baca at the December 15, 2023 meeting.

As was discussed at the October 27, 2023 meeting, because the survey's sample size and number of responses are low, in considering the range of outcomes of some the results, it is difficult to draw a meaningful conclusion from the data. However, using the data that has been collected, it can be observed that the following are areas the Board may want to discuss for further development, based on at least one board member having submitted a response of "Poor" relative to the board's performance.

1. Review Mission
 - a. Academic and Student Affairs; Review Annually
2. Chief Executive Compensation
 - a. Review Annually; Board Meeting before June 30, 2024
3. Sustainability of Current Financial
 - a. Model and Endowment Performance
 - b. Audit, Financial, and Facilities
 - c. Annual Review
4. Board Orientation
 - a. HERC presentation at 4/23 HERC meeting by Patricia Salazar Ives
 - b. Input from Regents to Matt Baca; Deadline June 30, 2024
5. Assess Board Members and Chairman
 - a. Set meeting date on January 25.

Board Members may also have their own ideas or conclusions from the survey prompts that warrant further consideration or discussion.

**BOARD OF REGENTS
OF
NORTHERN NEW MEXICO COLLEGE**

2024 OPEN MEETINGS ACT NOTICE RESOLUTION

WHEREAS, Section NMSA 1978, Section 10-15-1(B) of the Open Meetings Act states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Board of Regents of Northern New Mexico College to determine at least annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, be it resolved this 25th day of January, 2024, by the Board of Regents of Northern New Mexico College that:

1. Regular meetings shall be held monthly and shall begin at 9:00AM, unless otherwise specified. Meetings will be held on either the Espanola or El Rito Campus as specifically indicated in the meeting notice, unless otherwise specified. The Board's schedule of regular meetings will be posted on the Northern New Mexico College Website within 10 calendar days of the Board's determination of its regular meeting schedule. If any regular meeting is rescheduled, notice shall be given of such reschedule meeting pursuant to the requirements for giving notice of special meetings.
2. While telephonic participation in meetings is permitted by law and this resolution for board members when it is difficult or impossible to attend, the board strongly encourages physical presence at all board meetings, unless there are extenuating circumstances. Each member participating telephonically must be able to be identified when speaking, all meeting participants must be able to hear each other at the same time, and members of the public must be able to hear all members participating.

3. Notice of a regular meeting and an agenda containing a list of specific items of business to be discussed or transacted at the meeting shall be posted at least seventy-two (72) hours in advance of any regular meeting.
4. Notice of a special meeting and an agenda containing a list of specific items of business to be discussed or transacted at the meeting shall be given at least seventy-two (72) hours in advance of any special meeting called by the Chairman.
5. An Emergency meeting may be called within seventy-two (72) hours of the emergency meeting in accordance with the requirements of the Open Meetings Act. If possible, notice shall be given at least twenty-four (24) hours in advance of any emergency meeting. This Board will avoid emergency meetings whenever possible. Within ten days of taking action on an emergency matter, the public body shall report to the attorney general's office the action taken and the circumstances creating the emergency; provided that the requirement to report to the attorney general is waived upon the declaration of a state or national emergency.
6. Notices and agendas as set forth in Section 2, 3, and 4 of this resolution shall state the date, time and place of the meeting and shall be disseminated by email or other means to local media seeking copies, and the College Community. Notices and agendas shall be posted in publicly accessible areas on the El Rito Campus and on the Espanola Campus. Digital copies shall be posted in the Board of Regents section of the Northern New Mexico College Website: www.nnmc.edu. Copies of the written notice shall be provided to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation in the state that have made a written request for notice of public meetings.
7. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the President's Office at (505) 747-2140 at least one week prior to the meeting or as soon thereafter as possible.
8. The Board may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
 - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board taken during the open meeting. The vote shall be taken by roll call. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meetings.

- (b) If a closed meeting is conducted when the Board is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.
 - (c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
 - (d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Board in an open public meeting.
9. Publication. A digital copy of this resolution shall also be posted in the Board of Regents section of the Northern New Mexico College website: www.nnmc.edu.

This resolution was adopted by the Board of Regents of Northern New Mexico College at a regular Board Meeting on _____.

BOARD OF REGENTS OF NORTHERN NEW MEXICO COLLEGE

Date:

President, Board of Regents

Attest:

Date:

Secretary Board of Regents

NORTHERN New Mexico College



NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS MINUTES
DECEMBER 15, 2023

A Regular Meeting of the Board of Regents of northern New Mexico College was held on Friday, December 15, 2023, in person and Via Zoom in the Board Room of Northern New Mexico College, Espanola. Regents Present in person and Viz Zoom: Michael A. Martin, Porter Swentzell, Casandra Batista Daus, Regent Archuleta and Regent Velarde.

Northern New Mexico College Staff Present: President Hector Balderas, JD, CFE, Ivan Lopez Hurtado, PhD, Provost & Vice President for Academic Affairs, Larry Guerrero, Associate Vice President for Student Affairs, Theresa Storey, Chief Financial Officer/Compliance Officer, Denise Montoya, Chief of Staff and Vice President for Finance, Matthew Baca, General Counsel, Scott Stokes, Chief Information Officer, Rishi Poudal, Institutional Research Assistant, Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs, Sandy Krolick, Creative Director, Communications & Marketing, Haylie Baca, Test Coordinator, Arin McKenna, Staff Writer/Reporter Communications & Marketing, Analise Lopez, IT, Joshua Lopez, Dual Credit Outreach Specialist, Chris Trujillo, IT, Cindy Martinez, Human Resources Admin/HR Tech, Kristy Alton, Title V Project Director, Rishi Poudyal, Institutional Research Analyst, Donna Jaramillo, Interim Director of EOC, Patrice J. Trujillo, Health and Safety Manager, Deborah Trujillo, IT, Frank Loera, Carmella Sanchez, Director, Institutional Research, Maria Cedillo, IT, Janice Baca, Registrar, Jessica Ortiz, Associate Registrar, Vince Lithgow, Accountant III, Ann-Marie Draeger, Grant Writer and Amy Peña, Executive Office Director.

Faculty Present: Ana X Gutierrez Sisneros, Scott Braley, Frank Loera

Others Present: Jake Arnold, Samantha Chavez, Jennifer Garcia, Bill Boas, Jake Arnold

President Balderas introduced and recognized the apprentice students to the Board of Regents.

I. CALL TO ORDER

Board President Martin called the meeting to order at 9:07AM

II. APPROVAL OF AGENDA

Board President Martin entertained a motion to approve the agenda.

Regent Batista-Dauz moved to approve the agenda. Second – Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes. Motion passed unanimously.

III. PUBLIC INPUT

None.

IV. COMMENTS FROM THE BOARD

A. Board of Regents Subcommittee Reports

1. Housing Committee

Regent Archuleta stated he, President Balderas and Shawn Madrid attended a meeting at and tour of San Juan College. It was a nice trip; they were really friendly with them. They were able to give them a lot of information, not just on the dorm part but the academic and fundraising part. They got some good ideas and are going to meet with them again and they had lots of information for us. President Balderas and Regent Archuleta would like to send executive staff to get ideas. It was very informational and a very nice trip.

President Balderas stated they were specifically visiting a most recent completed dormitory. It was a \$15M job and what was more impressive is they built it around respect for Native American Culture. There was various pieces and they consulted with tribal communities. We are going to use it as a blueprint to do further research San Juan started with public/private and ended up self-financing and there were pros and cons and they will keep the Board apprised as they do more research.

2. Audit, Finance, Facilities Committee

Regent Velarde stated there was not a meeting this month because they had one item that is pretty cut and dry. The Board will review that later on.

3. Academic and Student Affairs Committee

Regent Swentzell stated the committee met yesterday and there are two items on the agenda as action items and they will be discussed.

4. Board Assessment Committee

Board President Martin reviewed the documents that counsel put together and there are five or six categories that received poor. Board President Martin would like to assign these to the Board committees at the January meeting. Board President Martin asked if the Board had anything to address. Board President Martin asked the Board of Regents if they have anything else to address. Regent Velarde – nothing, Regent Swentzell – nothing, Regent Batista Daut – nothing. Regent Archuleta – no response. Board President Martin stated the outcomes were from the self-survey the Board of Regents Received. What he did is he went through and picked out the categories that had poor and the Board will address those first. Regent Archuleta stated this sounds good.

5. Recognition of Dr. Ivan Lopez Hurtado, PhD

Board President Martin stated it is now time for the sad part. We have to well, sad and happy. We want to recognize Dr. Lopez who is leaving us and thank him for his vision and leadership over all the years and all the improvements he has helped facilitate here at Northern. He is going to be missed but we want to wish him the best in the future and thank you for all your time you spent at Northern over the years.

Dr. Lopez thanked the Board of Regents. It has been an honor, a pleasure to serve this awesome institution. Thank you to the Board for its leadership and he will be always grateful to this institution. Years ago, he will be always grateful for this institution. He told President Balderas if they need something he will always be there. He will never forget this institution. All that institution has done for him and his family. He is a US citizen because of this institution, they opened the doors for him to stay in this country and it learning after learning. He is leaving with a heart full of gratitude for this institution. Thank you to President Balderas because he really helped Dr. Lopez with this transition and he allowed him to leave with dignity. He never wanted to leave in the middle of the academic year but this opportunity was not going to wait and he thinks this institution is ready for new vision, fresh ideas, new leadership. He wishes the best to Dr. Guerrero in his transition as an Interim. He has seen him work already and he is going to be able to accomplish what he hasn't been able. He is coming with a lot of fresh ideas and energy and he really believes the best for Northern are coming.

Regent Velarde thanked Dr. Lopez for his dedication not only to this institution but to our students more than anything. Dr. Lopez is willing to go above and beyond for our students, his daughter, every time she is on a meeting she goes, oh my God is that Ivan, she loved hi, she thought he was awesome and she knows there are so many students who feel the same so thank you for your dedication and your vision that you brought here and helping us get out of that hole that Northern was in and not giving up on us. He could have many times but he didn't, so thank you for continuing to being dedicated to us even as you go to your next phase. Thank you so much. Dr. Lopez thanked Regent Velarde.

Regent Swentzell stated he was on the Student and Academic Affairs Committee meeting and thought this was our last time and he shed some words in that meeting. It has been a real pleasure and before being a Regent, Dr. Lopez face was very familiar on campus and student leader, seeing his work. He has seen a lot of things happen at Northern during his tenure here. He has made big differences, contributions and continue (inaudible) to where it is at now. He really enjoyed their conversations in the committee and the Board and other places. It is really good as a humanities person to get an engineer's insight. That makes for great conversation. Regent Swentzell wished Dr. Lopez Godspeed and good luck in his new position. He will be routing for Dr. Lopez. Dr. Lopez thanked Regent Swentzell.

Regent Batista Dauz thanked Dr. Lopez for everything he has done. Every student she talks to about him sings his praises. They never have a negative thing to say. He has always been there for Regent Batista Dauz when she has a question, even if it is a small thing, he always gives her a good explanation a good answer to the question and she appreciates that so much. She appreciates everything he has done for her and students appreciate everything he has done. Dr. Lopez thanked Regent Batista Dauz.

When Regent Archuleta first became a Regent, Dr. Lopez reached out to him and immediately out to him answered questions that he had and answered questions that he had. He was very helpful when he was a new Regent. He appreciated anything with students at the high school or his own kids, he was always helpful and answer questions and get the right help for him. Regent Archuleta wished Dr. Lopez good luck and wished him the best. Dr. Lopez thanked Regent Archuleta.

The Board of Regents presented Dr. Lopez with a token of appreciation.

V. APPROVAL OF MINUTES

Board President Martin entertained a motion to approve the minutes of October 27, 2023.

Regent Velarde moved to approve the minutes of October 27, 2023. Second – Regent Batista Dauz. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes. Motion passed unanimously.

VI. PRESIDENT'S REPORT AND ANNOUNCEMENTS

A. Celebrate Northern

President Balderas reported the following:

President Balderas stated he did want to remind everyone we are having our wonderful unveiling of the park at 4:00PM this afternoon and feeding the community. We would like to invite everyone to attend.

We were proud that the UA Local 412 Plumbers and Pipefitters and Northern New Mexico Workforce Integration Network chose Northern to host the launch of their WIN Mobile Training Unit, which will travel to seven Northern New Mexico counties over the next two years offering three-week Skilled Training Camps to get unemployed and under-employed adults' apprenticeship ready. We're the first to host this, and class members demonstrated the skills they're learning during the launch.

At the mobile unit launch we also signed an MOU with the Local 412 for a joint educational venture to offer an Associate's Degree and a Certificate Program in Technical Trades (Plumbing) to participants of the Local 412 Apprenticeship Program. As part of our collaboration, the union has agreed to make strategic investments in equipment, facilities renovations and other campus infrastructure improvements to benefit programs served by this collaborative. Both the WIN program and this new collaboration demonstrate Northern's commitment to the technical trades and to provide our students with marketable skills.

President Balderas met with Butch Clark in Gunnison, Colorado. President Bailey was instrumental in starting this relationship. Butch has been a generous supporter of our tech trades program, donating a mobile lab van and equipment for plumbing and electric teaching labs. President Balderas wanted to thank him for his generous support of our programs and to discuss future plans for the Trades Programs at the college.

President Balderas stated he hopes many of you were able to attend the "Century Bank Classic" Tournament last weekend. I want to thank Thomas Martinez and Century Bank for their generous donation to fund this event. I was pleased to join Mr. Martinez at halftime last Friday to honor Lincoln Coach Gary Payton, a legendary former NBA player who is in the Hall of Fame, and Northern's own Coach Terry Tyler, who played 15 years in the NBA.

Northern got some great coverage from Assistant Basketball Coach Tj Stukes participation in Netflix' "Squid Game: The Challenge." Tj was featured in numerous articles about the show, and all but a couple of them identified him as an Assistant Coach here at Northern. Some of the articles even focused on Tj's wife Samantha Stukes, our Women's Basketball Head Coach. I don't want to give any spoilers for those of you who haven't watched yet, but I will say that Tj really represented us well.

Congratulations to Northern alumni David Chaloupka, who was just promoted to Senior Banker at Bank of America. David graduated with a BBA in Management in May 2022, the same month he began his career at B of A as a Relationship Banker.

Congratulations our students Madelyn Martinez and Savannah Schaum from the Cell Biology Laboratory, who presented their work at the Annual Biomedical Research Conference for Minoritized Scientists Nov 18. The research was funded by New Mexico INBRE and the virtual conference attendance for the students was made possible by Title III.

President Balderas stated we also had several notable events:

The Española Chamber of Commerce held their first Enchanted Fall Festival on campus October 28. There were nearly 2,000 attendees, 50 vendors, several food trucks and lowriders from the Española Lowrider Association. It's great to see these kinds of successful collaborations that bring the community to campus. Thanks to Tammy Winston for her work organizing that from our end and for putting on Student Life's Spooktacular Halloween Costume and Door Decorating Contest the following week.

We had a wonderful Native American Heritage Month celebration on November 15. President Balderas thanked all our Native American faculty and staff who helped organize the event and provided a wonderful luncheon with traditional foods. I also want to thank the Ohkay Owingeh Community School Dance Group, The Aguino Dance Group and all the Native American artists who participated. A special shout out to our Library Director, Martin Shupla, for his help with this event and for scheduling a screening of the film "Fighting Over Sioux" and panel discussion the following day.

At the invitation of Dr. Ana X, Adam Baca from Counseling and Student Support Services, our Sostenga Farm Manager Jose Luis Ortiz, Matt Baca and President Balderas visited the HOY Recovery Program on November 15. Executive Director JR. Sandoval gave us an overview of their program followed by a tour of their farm. Northern hopes to strengthen partnerships with community organizations such as HOY, and in particular we hope to work on an Adult Education GED endeavor with HOY and to post job openings at their residential center in Velarde, NM, for our students.

NNMC's Counseling & Student Support Center hosted a Hunger & Homelessness Awareness event and a Suicide Prevention Training. We appreciate all the work you do to support our students.

NNMC's Health & Safety Officer, Joleen Trujillo, provided us with a De-escalation Training earlier this month. Trainings like this are important for helping to keep our community safe.

President Balderas stated he would like to give Kudos to Northern's Student Nurses Association for hosting a blood drive October 30.

B. CUP/NMICC Report

With the historic President Balderas stated with the historic economic growth from oil and gas revenue Northern is well positioned to potentially secure increase investment in capital funding for renovations of classrooms, cultural arts center, campus beautification. However, there are some risks and also, we are fighting hard for potentially increased salary increases. Those look all well positions with the legislative session starting mid-January. Some of our priorities we are asking for on the front end are to continue dual credit funding, a technology enhancement fund, workforce training, campus safety equipment, cybersecurity initiatives, we will keep the Board of Regents apprised as the session starts. Many of the Presidents and Community Colleges are gearing up to begin to testify in early January.

Board President Martin asked what CUP recommended as a salary increase. President Balderas stated between their request and LFC there is a projection of about 5%-6% is what it is right now. President Balderas would encourage all of us to develop an advocacy. If we want to argue for more, we can try to help that or make sure that we defend that they don't receive any less than that.

Regent Swentzell stated regarding the advocacy; he knows one of the issues was those increases in the past have been across the board rather than having the flexibility to bring up some of the lowest paid. President Balderas stated he would defer to the Vice President or CFO to add any color to that. Dr. Montoya stated she thinks they are having some average language in there which allows the flexibility of getting between zero and 5% or 6%, however, in her experience, it has always changed at the very end. Even though that is what we are going in to ask for, it could be changed. The other thing is they are also going to be proposing 3% for faculty in a way that gives flexibility to the institution to use that 3% specifically for faculty in a way that is helpful to that institution. It gives lots of flexibility if we get that funding as well.

Regent Velarde asked if there is any support from CUP to increase funding to wrap around services and she knows that is something that HERC has been advocating for a long time. Dr. Montoya stated yes, there is a request for student services that NMICC/CUP and the third institution have put together as a request for bulk funding. If we get that bulk funding then it will be divided into every school, using some formula. Student Services was one of those asks. Regent Velarde asked if this is access to counseling, those types of wrap around services and if it is included in there. Dr. Montoya stated, yes, it is student services and that would give us the flexibility. It says, student support initiatives are asking for \$15.8M for all the institutions and there are three organizations coordinating this. It includes tutoring, advising, behavioral health and wrap around services. Because the language is loose it would allow us should be funded, to use it as we deem fit.

Board President Martin asked Dr. Montoya to refresh her memory, when they offer a salary increase it is for the fully time employees not for the adjuncts. Dr. Montoya stated what they are asking for. Board President Martin stated he is asking if we are going to have money to increase our adjuncts this year. Dr. Montoya stated potentially yes. What the specific ask is that is united for all the institutions in New Mexico is a 6% increase with the flexibility to budget an average increase so institutions can address pay inequities for some of the lowest paid employees and successfully employ and retain qualified faculty. They are also asking for an additional 3% for targeted faculty compensation increases to retain and attract full and part time faculty. We would have the flexibility to use it as we wish. We only get 80% of this increase funded from the State and our budget has to incur the additional 20% that we provide to our employees.

Board President Martin stated last year we did not receive any funding for adjuncts so we had to come up with the increase that we gave the adjuncts. Dr. Montoya stated this is correct.

Board President Martin asked if there were any questions. Regent Archuleta - none. President Balderas stated we are going to have a very aggressive lobbying effort and we will come with a legislative plan.

C. NNMC Foundation

President Balderas reported the following to the Board of Regents:

- 1. FY24 Northern Scholarship \$60,000 Campaign**
\$65,925 raised to date.

2. N3B Dennis Huddleston and Danny Nichols Memorial Scholarship awards \$18,000 to NNMC.

NNMC Students Jade Madrid and Felicia Rodriguez, each received a \$9000 from N3B, and an all-expense paid attendance to the annual Waste Management Conference held in Phoenix, AZ in Feb, 2024.

N3B established this scholarship in 2019 and has since provided \$64,000 in awards to NNMC students. The scholarship is available to all AA and BA seeking students pursuing STEM degrees to enter the radioactive waste management, environmental remediation or energy industries.

3. NNMC Technical Trades Program

Ralph E. "Butch" Clark donated \$50,000 to assist with the creation of a Trades laboratory on the Espanola Campus and the development of new courses in areas such as Welding, HVAC, Carpentry, and enhancement of the existing curriculum for Plumbing and Electrical Technology.

4. Escala Angel Completion Scholarship Fund is Established

Dr. Melissa Salazar, principal of Escala Educational Services, Inc., has pledged \$25,000, beginning Dec. 2023 to Dec. 2027, with \$5000 annually for 5 years, to fund an innovative concept for Completion Scholarships. It will provide financial assistance to students who are within 15-30 hours to graduate but have unpaid debt to NNMC and are ineligible to enroll until debt is paid in full. The Fund will provide up to \$2000.00 for an eligible student. The award will help the student complete their academic requirements for graduation.

D. Introduction of Staff and Faculty

President Balderas introduced the following staff and faculty:

**Larry Guerrero, EdD
Interim Provost/Vice President for Student Affairs**

I'm pleased to announce that I have appointed Dr. Larry Guerrero as interim Provost and Vice-President for Academic Affairs. Dr. Guerrero joined us in November as Associate Vice President for Student Success. He has almost 30 years of experience in higher education, most recently serving as Dean of the Health Sciences Division at Kilgore College in Texas. His career includes Vice President of Academic Affairs at Seminole State College in Oklahoma, Vice President of Academic Affairs and Provost at the University of the Southwest in Hobbs and Dean of the College of Professional Studies at Sul Ross State University in Texas. He has led prior institutions through their accreditation process and

instituted student success initiatives. Dr. Guerrero earned a Doctor of Education in Applied Educational Studies at Oklahoma State University.

Melissa Herrera, M.S.

Holistic Retention Counselor, Counseling & Student Support Center (CASSC)

Melissa is a lifelong resident of the Española Valley and joins Northern New Mexico College as a Holistic Retention Counselor with the Counseling & Student Support Center. Melissa previously worked at RAC STOP and the TA Detention Center. She joins us after retirement from New Mexico State Government Adult Protective Services, where she was the NE Region Supervisor of Investigative Case Workers. She has taught Psychology and Sociology courses for several years at Northern and UNM as Adjunct Faculty. Melissa was a student at Northern and graduated from Grand Canyon University with her Masters in Addiction Counseling.

Maria Romero

Data Technician, Continuing Education/Adult Education

Maria Romero is the new Data Technician in our Adult Education Program. Melissa also grew up in Española. She has a master's degree in biomedical engineering from the University of New Mexico and received her bachelor's degree in biology from Northern New Mexico College. As an alumnus of NNMC, she is excited to work with students of the Española Valley and help others reach their goals.

Henry Trujillo

Director of Safety & Security

Henry Trujillo is our new Director of Safety & Security. Henry has spent over 23 years in the field of public safety, including serving in the United States Marine Corps. He is retired from the New Mexico State Police, where he was the Sergeant in Governor Security for Governor Gary Johnson's administration. He was promoted to Lieutenant and assigned as an Internal Affairs Investigator and assisted with the Research and Development unit. He was selected to attend an Executive Level Leadership Fellows Program with the DOJ/FBI at the FBI Academy in Quantico, Virginia, where he instructed new FBI Agents, FBI National Academy Law Enforcement Executives, Latin Law Enforcement Executives from all over South America and at the International Law Enforcement Academy (ILEA) in Budapest, Hungary. He has also worked as a State Police sub-district Commander in Socorro, New Mexico and as the State Police Hazardous Materials Commander/Coordinator for the state of New Mexico at the Department of Homeland Security and Emergency Management. He was an MPA from the University of New Mexico.

President Balderas also welcomed two new members of our Custodial staff, Leonard Atencio and Cesar Lopez

E. College Updates

President Balderas stated the purpose of this report is to highlight some of the work that we are undertaking that aligns with the Soaring to New Heights Strategic Plan 2028 strategic pillars (SP) and presented the following:

SP1: Transformational student experience

Hired an Associate Vice President for Student Success. Dr. Larry Guerrero started on November 6th and has ample experience from several institutions and roles. Transitioned his role to serve as the Interim Provost/Vice President for Academic Affairs starting in January 2024.

On December 10th, Northern is sending a team of faculty and staff to attend the Complete College America (CCA) Annual Forum. Northern is part of a cohort of institutions selected by HED that will start implementing research-based practices under a project with CCA funded by the Bill & Melinda Gates Foundation to improve student success.

SP2: Academic Excellence

Hosted a Plumbers and Pipefitters mobile unit to introduce prospective students, partners, and the communities to trades educational programs. Nine students participated in the 3-week program.

Renovations of the Barbering and Cosmetology facilities allow the program to restart face-to-face instruction.

NNMC hired the CFA and Events Coordinator, Mr. TJ Hilton who will start on January 2nd, 2024.

SP3: Organizational Excellence

Hired a Safety and Security Director with Law Enforcement Recruitment Funds. NNMC was able to apply for and acquire close to \$4K funding extended over three years. Henry "Geno" Trujillo, for State of New Mexico Police Commander, starts on December 4, 2023.

One-stop shop renovations and moves continue anticipating a student services section completed prior to the 2023 Spring semester start.

Coordinated a campus-wide De-Escalation training to provide participants training on increasing awareness of physical responses to situations where you feel threatened; techniques to calm yourself; and how to succeed at de-escalation.

Created a Flexible Work Policy for the College; requested feedback College-wide. Will provide a final draft for Board review and approval at the upcoming board meeting.

Building and housing facilities assessment in El Rito campus will begin on December 15, 2023, to determine how to maximize \$700,000 Casa Connection Grant funds.

Hosted the kickoff meeting on December 5, 2023, that included management and union representatives.

SP4: Strategic Partnerships

Attended the Department of Energy to the People Conference in California to memorialize the Mentor/Protege partnership Northern New Mexico College has with Los Alamos National Laboratory (LANL). This is the first partnership nationally intended to enhance collaboration between the College and LANL.

The Higher Learning Commission approved the request for an additional location at the Espanola Valley High School. This approval allows NNMC to offer full degrees at the high school, thus promoting access and enrollment. We have high ambitions and hope for this. Since this is the third location for Northern, the institution can add more without seeking approval from HLC but only by notifying them. Thank you, Dr. Lopez, for your leadership in this effort.

Board President Martin asked how the renovation is going with the CFA, did we get the roof done. Dr. Montoya stated the CFA is now completed and we have done a few remediations for the building. We are also going to request additional funding for renovations and improvements in the building. They are in the middle of the conversation of moving back to the CFA.

Regent Velarde stated Kit Carson Electric was given a grant to build out a true microgrid. El Rito campus is going to be part of this with two other locations. We are starting those conversations. We will start looking at what it will look like for the El Rito Campus and community. It will be one of the first in the state. President Balderas stated the significance of the microgrid project, this is a partnership that will provide backup generation to the elder population if there was a national blackout. This is high level public safety plan. As we draw down fund, we could offer up El Rito as an emergency planning center, this would be a central hub to prepare from blackouts due to climate crisis, forest fires, blackouts. This would also potentially give some to our trades program

as well. They want us to trade the students to manage the microgrid. This grant is for energy and fire engagement. President Balderas stated to all the Amy's and Sally's who try to heat the place and Board President Martin who advocate and see the buildings decaying. We are asking Kit Carson to commit to the electrification of the old buildings. We would try to build transfer possibilities so that solar grid would not only serve backup generation for our community but we could heat some of the buildings with the solar panels and that would be the fourth benefit. Because some of those buildings are so inefficient and that is part of why they shut them down because we had propane bills of over \$200,000. There is a potential of all of that. There is a lot of work to be done next year in the planning and assessment phases. Thank you, Regent Velarde, for setting up that meeting and pushing for that partnership.

VII. FACULTY SENATE PRESIDENT REPORT

Faculty Senate President Braley stated they had two senate meetings this past month. A lot of the committees report out at the end of the fall semester. They had a lot of program changes and recommendation will come to the Board of Regents. They also wanted to honor Dr. Lopez and presented him with a gift. The next regular meeting will be in February. The January timeslot is reserved for the Faculty Association Meeting.

VIII. STUDENT SENATE PRESIDENT REPORT

Vice President Olivas stated she is going to present the report on behalf of Student Senate President Gurule. Vice President Olivas stated student senate would like to express their sincere gratitude to those who signed up to be donors. They would also like to express their gratitude to those who donated warm clothing during the winter drive. They will be distributing the clothing between campus, homeless shelters and (inaudible). They would also like to give an honorable mention to Amy Pena who has been an integral part of the holiday giving tree process and organization. Thank you, Amy, for all you do for Student Senate and Northern. They are also happy to announce (inaudible). They have also have a backup person to be trained for Secretary, two people for treasurer and a backup person for (inaudible). Both the Vice President and Secretary are being cross trained for Vice President. On November 8, Student Life participated in the Career Day Event. Students participated in the First-Generation Event. (inaudible). The event was a success. There was a total 80 students and staff participating. The Hunger Awareness Event on November 8th had many resources for our students and staff. On November 15, 2023, Student Life was asked to partner with Northern New Mexico Native American Committee to celebrate Native Americans and staff and students at Northern. (inaudible). We had a total of 100 students at the event. With another semester completed, Student Life was kind enough to offer students donuts, hot chocolate and coffee for a very stressful week. Khiana Seaboy, offered students Yoga event for students to help with the stress. They are happy to announce that Student Life was asked to help with this year's

holiday pot luck for staff and students who provided a tasty dish. The President's Office gave a \$250.00 stipend to students to help pay for books for students. Thank you.

Board President Martin thanked Student Senate for all their work. They are rock stars. Regent Velarde thanked Student Senate. Regent Swentzell thanked them and told them to keep up the good work.

Regent Batista Dauz stated she is with them every day and they know how she feels, they help students and they are doing incredible. They have helped her personally, she is always there for guidance, they help her destress. Finals week is stressful, the donuts were amazing to have breakfast on campus, they weren't healthy but it was breakfast. Thank you and Ms. Olivas did a great job presenting.

President Balderas stated he has seen the campus is booming because of all their leadership. He has seen them at Balloon Fiesta, all over, thank you for what you are doing for other students. This region deserves to have all the fun, the student opportunities and student life. It was beautiful to see students and some of administration serving at the Thanksgiving Dinner. They made it a huge success. Thank you.

Regent Archuleta thanked Student Senate for all they do.

President Balderas stated he knows the leadership will be very important to the type of Native American Student Center that is developed. He forgot to report that we just had the acceptance of DezBaa who will be the Native American Student Center Director and is a former adjunct and has already had a successful career in film and television.

IX. STAFF REPORTS

A. Provost & Vice President

1. Approval of the Academic Calendar

Dr. Lopez stated the first item (page 53) was presented to the Board of Regents. Approval of the Academic Calendar. There will be two years in advance to approve. This document was submitted for comments to the union. They had a question but no more comments. They do not have to approve but can express comments. Dr. Lopez asked if there were questions of the Board. No questions from the Board of Regents.

Board President Martin entertained a motion to approve the Academic Calendar for 2024-2025 and 2025-2026.

Regent Swentzell moved to approve the proposed 2024-2025 and 2025-2026. Second – Regent Batista Daus. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Batista Daus – yes. Motion passed unanimously.

2. Suspension of the Associate of Arts in Substance Abuse

Dr. Lopez presented the Suspension of the Associate of Arts in Substance Abuse Counseling. This was terminated by the Board of Regents in March of this year. When the motion passed, Dr. Lopez asked not to terminate this program, there was an action to terminate four programs, because they were going to be replaced by an associate degree in integrated studies which would include the four degrees. Dr. Lopez has asked that they would be terminated with the caveat that they would be approved by HED. Dr. Lopez stated unfortunately, HED who was going to look at this program in April has some reservations and unfortunately someone passed away at HED and This meeting was delayed until late August. Unfortunately, when they considered the program, the program was not approved. The associate in integrated studies. This means this was not terminated. The Board passed the policy on elimination of programs. We now have a new policy that just passed. Dr. Lopez went with the book and followed the new policy on the elimination of programs. They sent the programs to this committees are integrated by leadership in academic affairs, members of the faculty senate and student affairs. They reviewed these programs and they recommended was the suspension of this particular program. They didn't recommend the suspension of the other associate degrees. They feel that we have the capacity to enhance those programs without additional money. That was not the consideration for this particular one. This program is deficient according to the program review process done a year ago. We do not have the faculty members to teach this program to put it at the level that we would consider to be high quality and therefore the recommendation is suspension. The difference is suspension prevents new students to be enrolled and it allows us to teach out the 6 students currently enrolled in the program. However, if the conditions of the institution improve in the years to come and there is a desire to bring back the program, we don't have to go through all the external approvals with the HLC. We spoke with the HLC and they recommended the number of years to go under suspension. The faculty did not recommend the number of years. HLC recommended 3 years. That is why we have that recommendation and in 3 years we can see if we want to go all the way to termination or have the resources.

Regent Velarde asked if the 6 students could finish their path out and it is not going to inhibit that. Dr. Lopez stated that is true and it is policy. It is part of the accreditation assumed practices. The institution must teach out the 6 students.

Board President Martin asked where students would go to get this class in the next few years. Dr. Lopez stated he does not have a good answer of who is offering this program right now but he will get the information for him.

Board President Martin asked if there were questions.

Regent Velarde moved to approve the Suspension of the Associate of Arts in Substance Abuse. Second – Regent Batista Daux. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Batista Daux - yes. Motion passed unanimously.

B. Vice President for Finance & Administration

1. T-Mobile lease agreement

Dr. Montoya stated there is one action item for Theresa Storey to present. Ms. Storey presented the T-Mobile Lease Agreement for approval to the Board of Regents. It is five terms of five months each. Regent Velarde stated we should be asking for

Regent Martin asked about those kinds of funds remaining in El Rito to improve things in El Rito and we will continue to have conversations of how those funds will be used. President Balderas stated we are having those conversations and will have something for the Board of Regents in the spring.

Board President Martin entertained a motion for approval of the T-Mobile Lease Agreement.

Regent Swentzell moved to approve the T-Mobile Lease Agreement. Second – Regent Batista Daux. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Batista Daux - yes. Motion passed unanimously.

X. EXECUTIVE SESSION

None.

XI. POSSIBLE ACTION ON EXECUTIVE SESSION

None.

XII. ADJOURNMENT

Regent Batista Dاوز moved to adjourn. Second – Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Batista Dاوز - yes. Motion passed unanimously.

The Board of Regents adjourned at 10:13AM.

Approved:

Michael A. Martin
Board President

Erica Velarde
Vice President

*Office of the President***NORTHERN New Mexico College**

NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS MINUTES
JANUARY 5, 2024

A Special Meeting of the Board of Regents of northern New Mexico College was held on Friday, January 5, 2024, Via Zoom in the Board Room of Northern New Mexico College, Espanola. Regents Present: Michael A. Martin, Porter Swentzell, Casandra Batista Dauz, Ruben Archuleta and Erica Velarde.

Northern New Mexico College Staff Present: President Hector Balderas, JD, CFE, Larry Guerrero, Interim Provost & Vice President for Academic Affairs, Theresa Storey, Chief Financial Officer/Compliance Officer, Denise Montoya, Chief of Staff and Vice President for Finance, Theresa Storey, Chief Financial Officer/Compliance Officer, Matthew Baca, General Counsel, Scott Stokes, Chief Information Officer, Henry Trujillo, Safety & Security Director, Patrice Trujillo, Health and Safety Manager, Janice Baca, Registrar, Shawn Madrid, Facilities Director, Deborah Trujillo, IT, Sandy Krolick, Creative Director, Communications & Marketing, Juan Gallegos, IT, Arin McKenna, Communications & Marketing, Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs,

Faculty Present: Scott Braley, David Lindblom

I. CALL TO ORDER

Board President Martin called the meeting to order at 9:06AM

II. APPROVAL OF AGENDA

Board President Martin entertained a motion to approve the agenda.

Regent Velarde moved to approve the agenda. Second – Regent Batista Dauz. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Batista Dauz – yes. Motion passed unanimously.

IX. STAFF REPORTS

A. Vice President for Finance & Administration

1. Capital Outlay for Española Parking Lot

Dr. Montoya stated we have two items on the agenda. One is requesting approval and second is information. The first is the request to put forward to HED for review and approval as well as the State Board of Finance, \$321,250 to help fund the drain and infrastructure improvements. We were provided \$2.5M and we need to encumber those funds before June 30th. We have a quote to make improvements for the first phase of the project to renew the parking services to accommodate parking for all programs for the Northern New Mexico Espanola Campus. This work will include the resurfacing of our parking lot, it will also include restriping the surfaces as well as becoming ADA compliant for the parking. After the Board reviews and approves it will then be taken to HED, State Board of Finance and then we can begin the work this spring. Dr. Montoya asked if there were questions of the Board.

Board President Martin asked if this was the first request of the \$2.5M. Dr. Montoya stated yes, we will have \$2.2M that we will still need to request. We are in the middle of requesting quotes from vendors to do resurface and drainage work on the Espanola Campus. Board President Martin thanked Dr. Montoya and asked the Board if they had questions.

Regent Velarde asked when this money was appropriated to the College. Dr. Montoya stated she did not know but we need to get it encumbered by June 30th to use those funds. Regent Velarde stated it was more than likely two years ago. Regent Velarde kind of remembers this.

President Balderas stated for the Regents and general public, we are really in a dynamic time. This will be one of many drawdowns. His intention is to be aggressive with some of the money that has been idle pre the new administration. This is the effort that we are kind of doing two things in a parallel manner. Ideally as we get more money in, we want to make it part of the five-year infrastructure plan, we want community involvement in how we are using the funding. This, like the roof initiative, we have about 5 roofs we are going to benefit from repairs. It had been previous idle money. President Balderas stated we are doing the bureaucratic process but he wants to let the Board know it is out intent to maximize all those old dollars and at the same time, this is the only first drawdown, we are still meeting with engineers. He event has grand visions that if there is any trails or beautification or ability to integrate this project with other needs of the faculty and students, we will do that. We are trying to do all that and we appreciate the Board's flexibility to do this on a whim. We are not complaining, this is not ideal but we want but we want to make sure we take full advantage. The fluidity of the faculty helps us because at the same time we are making pitches to the legislature we have grander visions and that we need

additional capital outlay. We will have more time to plan those investments to make sure they are sustainable into decades. President Balderas wanted to be clear we will be tapping the Regents approvals throughout this spring.

Regent Swentzell, Regent Archuleta and Regent Batista Daus had no questions.

Board President Martin entertained a motion to approve the Capital Outlay for Espanola [parking lot].

Board President Martin entertained a motion to approve the request.

Regent Velarde moved to approve the Capital Outlay Request for the Española Parking Lot. Second Regent Swentzell. A roll call vote was taken. Board President Martin – yes, Regent Velarde - yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Batista Daus – yes. Motion passed unanimously.

2. NNMC, CUP and NMICC Legislative Priorities

President Balderas stated that at the executive level it should be noted that CUP is changing its organizational structure. Before they operated as a fiscal agent under NMHU. They have expressed interest to go into a 501(c)(4) which will impact how they advocate. This may give the CUP more flexibility to work with the Regents across the State and how they communicate and how they advocate and how they collaborate together. We recently signed onto the transition on how this is structured. Also, in the NMICC organization, they recently changed Executive Staffing has also changed. There is a little bit of changes but President Balderas is excited to work with them because we are coming now to the legislative session and both organizations will be crucial as well as collaborating with Regents across the State. President Balderas turned the presentation over to Dr. Montoya.

Dr. Montoya stated she thinks this going to be another exciting year for higher education. Dr. Montoya stated we are unique at Northern in which we are represented and our advocacy comes from two institutions. No other institution has that. One is the Council of University Presidents and the other is New Mexico Independent Community Colleges. They work together to come with legislative priorities working with the Presidents of these institutions statewide as well as the Board of Regents statewide. What they have come is are requests to the legislature and the Governor for specific asks and what we are asking for in higher education is a unified instruction and general increase that focuses on helping to fund the increases the institutions have experienced in general operations, student support initiatives, campus safety services and employee benefit funding increases. Those are the focus areas. What they do is go out and ask for specific dollar amount and based on what we get, should we get it, its distributed with some formula amongst the institutions that are represented in higher education. In addition to the CUP and legislative priorities, we are asking for a 6% increase for all employee's compensation and an additional 3% for targeted increase

for faculty that gives institutions flexibility on how they can potentially use that. In addition to those increases we are also asking for increases to support the higher education endowment funds, dual credit funding, the technology enhancement fund, the workforce training, campus safety, building renewal and replacement and general equipment renewal and replacement. Those are the funds we are asking for CUP and NMICC for institutions statewide. In addition to that, President Balderas and his executive team have come up with specific asks to support Northern outside of what we are asking for as a unified approach with institutions statewide.

Dr. Montoya stated Northern's focus is to ask for expansion funding through our RPSPs which is the teacher pipeline services, athletics, Native American student center, operations of the small demonstration farm which is the Sostenga farm. We are already receiving RPSP funds for those and are asking for additional funds. However, please note, that the RPSP process is being looked at differently through the legislature in which they are wanting to combine some of our RPSPs into our I&G and do away from that separation. We will see how that falls out during the legislative session. In addition to that we have asked for new funding through RPSPs for some programs we would like to launch in the following year for cybersecurity, more support for our student success achievement shop and our one stop shop initiative. In addition to that we are asking for recurring funds in our I&G to support an implementation of a compensation study that will allow us to compare ourselves through a professional consultant with other institutions in regards to how we pay. We are also asking for adjunct faculty salary increases, safety and security expansion, enterprise software conversion and foundation staffing and infrastructure to help bolster our foundation efforts to fundraise for the institution. We are also asking for nonrecurring funds for instruction and general to support implementation of this compensation study, athletics facilities renovation and equipment, campus safety and cybersecurity technologies, rural transportation initiatives which will help us with our vehicles for athletics and to support our staff on business travel and for CFA improvement and marketing. (inaudible).

Dr. Montoya stated the last couple of categories that we are asking for additional funding include special appropriations for a business and student information system. We have a lot of remediation work because of our roof leaks that was unanticipated. We had to use funds that were unanticipated which causes other projects to be bumped back. We are asking for remediation for our mold concerns and issues. Also, we are asking for emergency repairs that some of these water leaks have caused campuswide, specifically on the Espanola campus. We have also put forth two capital outlay priorities. One for classroom and space renovation for workforce development and a campuswide green energy modernization upgrade. Those are the additional funds we are asking for as a college in addition to CUP and NMICC legislative priority requests as well. Dr. Montoya asked if there were questions from the Board. This was really just an informational item to make sure we keep the Board of Regents well informed of what we are going to be proposing for requests to help support student success at Northern.

Board President Martin asked on the salary increase; will that be 6% for everyone and then an additional 3% for faculty so that would be 9% for them. He asked if this correct. Dr. Montoya stated not necessarily. It would be 6% and the 3% she is not sure how they are going to calculate that salary increase. If it is adjunct faculty or it is tenured and adjunct. We will have to see what that formula is in that 3%. She is not sure it is going total that 9% for all faculty.

Board President Martin stated he understood in the paper that the Governor is going to recommend a 3% for all public employees. He asked what HED recommends. Dr. Montoya stated we just got those numbers yesterday and she has not reviewed them. They came in late yesterday evening. She is happy to follow up and get Board President Martin that information. Board President Martin stated he is very encouraged about the adjunct faculty salary increases and asked what that would bring our adjunct faculty salaries up to for credit hour. Dr. Montoya stated for 6%. Board President Martin stated the \$400,000 that we are asking for our adjuncts. Dr. Montoya stated yes, we have not done the calculation on that. She is happy to do that as well. It is dependent on the adjunct faculty that we have in place at the time. Board President Martin stated he appreciates that and asked was it 2% last year and asked Regent Swentzell. Regent Swentzell stated he can't remember the exact number from last time. Board President Martin stated that was from our own funds, that wasn't from the legislature and asked President Balderas if this was correct. President Balderas stated that was the previous President who pulled some money out of the past budgets to find the money. We are asking for a supplemental to offset. It is still his intent to scrape our budget but he would rather the legislature invest in the adjuncts as well. Board President Martin thanked President Balderas and stated he appreciates them doing this.

Board President Martin asked if there were questions from the Board of Regents.

Regent Velarde - no questions. Thank you for the information.

Regent Swentzell stated Board President Martin asked all his questions and he would like to thank the Executive Team for pulling this together and it is an important step to make sure our faculty and staff are paid a fair wage and battling on their behalf to be competitive as an institution in hiring these very skilled and knowledgeable positions.

Regent Archuleta and Regent Batista Daus had no questions.

President Balderas stated we are anticipating the legislative recommendation coming down today and as soon as they do, we will do the qualitative studies and email them to the Board of Regents. This entire request is built to try to, the reqs are only a forecast. The real hard work will begin, and Dr. Montoya mentioned we are asking over and above the higher education requests and we are also going to be talking to individual legislators. On the 29th or 30th President Balderas will invite the Regents to the legislative floor to try to initiate film production, trades production on the El Rito

Campus and hopefully bringing in some Hollywood actors who will support those initiatives that Northern should be a pipeline into the trades, into the arts and into the film production, even though we do not qualify the studio credits. Those are the kind of initiatives we are hoping to put the faces to some of our aggressive requests. Hopefully, as we get the reqs today we are going to try to advocate for additional dollars. President Balderas is excited because he got confirmation yesterday that there will be some Hollywood actors coming in to accompany the Board to really advance our mission. That we really do believe in our programming with faculty and students. That is in development and these are the exciting things coming down.

XIII. ADJOURNMENT

Board President Martin entertained a motion to adjourn.

Regent Velarde moved to adjourn. Second – Regent Swentzell. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Batista Daus – yes. Motion passed unanimously.

The Board of Regents adjourned at 9:29AM.

Approved:

Michael A. Martin
Board President

Erica Velarde
Vice President

NORTHERN New Mexico College



MEMORANDUM

TO: Board of Regents
Northern New Mexico College

FROM: Karen Baker-Jepsen, Human Resources Director

THRU: Hector Balderas, President
Denise Montoya, PhD, Chief of Staff/Vice President for Finance and Administration

DATE: January 25, 2024

RE: Flexible Work Policy – Approval Request

Background:

Northern New Mexico College (the College) does not currently have a Flexible Work Policy. While guidance has been in place and an Agreement does exist, to best ensure flexible work arrangements options that prioritize the educational and service needs of our students, a complete and robust policy and supporting documents have been developed and reviewed by the campus community.

Overview:

The College strives to develop and implement policies that reflect the mission, vision, and values of the College. The College recognizes that policies should be clear, succinct, and reflect the intent of the policy stakeholders. Furthermore, the College strives to be a competitive employer through offering benefits that recruit and retain the best talent. The College considers flexible work arrangements as part of a recruitment and retention strategy by promoting flexible work arrangements when appropriate for a position and when both the employee and the job description align for such an arrangement.

The College has historically allowed flexible work arrangements, especially during and after the COVID-19 pandemic. The College will continue to prioritize the educational and service needs of our students and offer a flexible work arrangement. At present, the College has a document entitled “Guidelines Remote Work” and the “Remote Work Plan and Agreement Form.” A Flexible Work Policy does not currently exist.

The newly created Flexible Work Policy ensures that both the employee and supervisor have a shared understanding of the work plan. The supplemental materials developed for the policy include the Flexible Work Agreement, Flexible Work Guidance, and Best Practices for Video Conferencing to ensure accountability for employees, supervisors, and policy stakeholders. The Flexible Work Policy, Flexible Work Agreement, Flexible Work Guidance, and Best Practices for Video Conferencing will replace the “Guidelines Remote Work” document and the Remote Work Plan and Agreement Form.

NORTHERN New Mexico College



On November 08, 2023, the proposed policy and supplemental documents were posted on the College website for public review and comment. During these 15 days, faculty and staff members provided feedback. This feedback was thoughtfully considered, and changes were made because of public comments.

Recommendation:

Staff recommends that the Board of Regents review and approve the Flexible Work Policy. Thank you for your consideration.

300.3.1 Flexible Work Policy

Purpose:

The purpose of this policy is to maintain a productive flexible work environment. Northern New Mexico College (NNMC) will continue to prioritize the educational and service needs of our students and offer a flexible hybrid model of in-person and virtual instruction and services. The Flexible Work Policy ensures that both the employee and supervisor have a shared understanding of the work plan. This policy applies only to eligible staff employees.

Policy:

1. NNMC will consider flexible work arrangements as a viable work option when appropriate for a position and when both the employee and the job description align for such an arrangement. Flexible work arrangements may be appropriate for some employees and jobs, but not for others.
2. Flexible work arrangements include altered work schedules, remote work, and hybrid remote work. When evaluating a flexible work request, supervisors should consider the specific position requirements, the impact on the office or department, the employee's performance, and whether the employee can effectively perform the duties of the position on the flexible work arrangement.
3. Flexible work arrangements must not present an impediment for the College, staff, students, or faculty. For instance, additional work cannot be imposed upon others as a result of remote working arrangements for an individual. Flexible work arrangements are not an employee's right or benefit.
4. Expectations for timely completion of work and other performance criteria are the same for the employee, including those on a flexible work plan. Employees may be permitted to work flexible schedules if the Supervisor, Director, or Vice President/President approves the schedules in advance. For most departments at NNMC, regular hours of operation are 8:00 a.m. to 5:00 p.m., and appropriate coverage during this time frame is expected. Supervisors must approve each individual work schedule in advance. Supervisors are responsible for maintaining efficiency and continuity of operations, and this responsibility is the primary consideration in addressing flexible work schedules.
5. Flexible work arrangements will not be appropriate for every position at the College. All flexible work agreements will be made on a case-by-case basis. When appropriate, accommodations will be considered according to ADA standards for documented medical or disability needs. The employee, the Supervisor, and the Vice President/President must sign a formal Flexible Work Agreement in advance before beginning any flexible work arrangement.
6. When establishing flexible schedules for nonexempt employees, supervisors should consult with Human Resources to ensure compliance with the Fair Labor Standards Act (FLSA).
7. Employees engaged in flexible work arrangements must agree to comply with College rules, policies, practices, and instructions and understand that violation of such may result in the revocation of the flexible work arrangement or disciplinary action, up to and including termination. Employees engaged in a flexible work arrangement will be subject to all NNMC policies and procedures, including those relating to performance and productivity, impairment, conduct, information security, and data protection. In the event that College offices are closed

due to weather, or an emergency and work can proceed at Employee's remote site, employees are not excused from working.

8. For additional information regarding expected conduct for flexible arrangement workers and etiquette standards for virtual meetings, see the NNMC Best Practices for Video Conferencing and the Flexible Work Guidance document.

Chief of Staff / VP for Finance and Administration
NORTHERN New Mexico College



MEMORANDUM

TO: Board of Regents
Northern New Mexico College

FROM: Denise Montoya, PhD, Chief of Staff/Vice President for Finance and Administration

THRU: Hector Balderas, President

DATE: January 25, 2024

RE: Fiscal Watch Report

Issue:

On a monthly basis, Northern New Mexico College (NNMC) provides an institutional report for the Board of Regents (BOR) for review and approval.

Overview:

Monthly, the NNMC Chief Financial Officer, Theresa Storey, and the Business Office staff prepare a Fiscal Watch Report for review and discussion at the monthly Audit, Finance, and Facilities Committee (AF&F) meeting. The financial report provides an overview of the institution's financial condition for all unrestricted and restricted funds and grants throughout the College.

The Fiscal Watch Reports are presented in the format prescribed by the New Mexico Higher Education Department (NMHED) with titles that are located at the top of the page. An additional Fiscal Watch Report is included to provide an updated budget status report for all Budget Adjustment Requests processed through the time of monthly AF&F meeting.

In addition, the BOR also is provided an individual report for the following financial areas summarized in the monthly institution-wide Fiscal Watch Report:

- Unrestricted Funds
- Auxiliary Programs
- Institutional Grants
- Student Aid
- Plant Funds
- Capital Outlay Projects

Although the NMHED requires all higher education institutions to submit Fiscal Watch Reports on a quarterly basis, NNMC produces Fiscal Watch Reports monthly to ensure that the BOR is regularly informed about the current financial condition of the institution.

Recommendation:

Staff recommends that the BOR approves the Fiscal Watch Report for the period ending December 31, 2023.

Northern New Mexico College

Statement of Net Position

(Unaudited and Unadjusted)

December 31, 2023

Assets	
Current Assets:	
Cash and Cash Equivalents	9,556,488
Short-Term Investments	-
AR - Student	2,719,544
AR - Other than student	2,542,921
Inventories	77,669
Prepaid Expenses	14,951
Loans Receivable, net	801,851
Total Current Assets	15,713,424
Non-Current Assets	
Restricted Cash and Cash Equivalents	-
Restricted Short Term Investments	-
Investments Held by Others	-
Other Long-Term Investments	-
Prepaid Expenses	-
Capital Assets, net	36,216,140
Total Non-Current Assets	36,216,140
Total Assets	51,929,564
Deferred Outflows of Resources	
Pension & OPEB Related (6/30/22 balances)	19,180,544
Total Deferred Outflows of Resources	19,180,544
Liabilities	
Current Liabilities	
Accounts Payable	67,197
Other Accrued Liabilities	972,249
Deferred Income	2,840,797
LT Liabilities - Current Portion	-
Total Current Liabilities	3,880,243
Non-Current Liabilities	
Accrued Interest Payable	-
Accrued Benefit Reserves	-
Other LT Liabilities	97,208
Net Pension Liability	20,241,096
Net OPEB Liability	6,663,287
Total Non-Current Liabilities	27,001,591
Total Liabilities	30,881,834
Deferred Inflows of Resources	
Pension, OPEB and Leases Related (6/30/22 balances)	32,986,246
Total Deferred Inflows of Resources	32,986,246
Net Position	
Invested in Capital Assets, net of Related Debt	36,216,140
Restricted for:	
Nonexpendable:	
Endowments	-
Expendable:	
General Activities	(267,715)
Federal Student Loans	-
Term Endowments	-
Capital Projects	-
Debt Service	-
Related Entity Activities	-
Unrestricted	
Unrestricted without NFP	2,411,245
Net Fiduciary Position	-
Total Unrestricted (includes 6/30/20 NFP)	2,411,245
Total Net Position	38,359,670

Northern New Mexico College
Summary of Operating and Plant Funds
(Unadjusted and Unaudited)
Fiscal Year 2024

Operating Funds	FY 2024 Original Budget	FY 2024 Adjusted Budget	FY 2024 Actuals as of December 31, 2023	Percentage Earned/Spent
REVENUES				
Tuition & Misc Fees	\$ 4,548,299	\$ 4,548,299	\$ 3,916,748	86.1%
Federal Appropriations		-	-	-
State Appropriations	16,035,865	16,035,865	8,764,098	54.7%
Local Appropriations	2,420,583	2,420,583	709,769	29.3%
Gifts, Grants & Contracts	8,628,189	8,628,189	5,299,228	61.4%
Endowment/Land & Perm Inc	305,502	305,502	144,198	47.2%
Sales & Services	569,007	569,007	144,071	25.3%
Other	15,629	15,629	181,099	1158.7%
Total Revenue	32,523,074	32,523,074	19,159,210	58.9%
BEGINNING BALANCE	9,775,037	9,775,037	11,532,638	117.98%
TOTAL AVAILABLE	42,298,111	42,298,111	30,691,848	72.6%
EXPENDITURES				
Instruction & General	24,946,012	24,946,012	10,363,817	41.5%
Student Social & Cultural	111,538	111,538	30,260	27.1%
Research	55,138	55,138	121,301	220.0%
Public Service	898,818	898,818	400,205	44.5%
Internal Services	1,505,829	1,505,829	797,753	53.0%
Student Aid	4,850,935	4,850,935	3,779,033	77.9%
Auxiliary Enterprises	436,698	436,698	191,277	43.8%
Intercollegiate Athletics	668,695	668,695	348,739	52.2%
Independent Operations (NMDA)	-	-	-	-
Total Expenditures	33,473,663	33,473,663	16,032,385	47.9%
NET TRANSFERS OUT / (IN)	243,645	243,645	167,833	68.9%
TOTAL EXPENDITURES & TRANSFERS	33,717,308	33,717,308	16,200,218	48.0%
ENDING FUND BALANCE	\$ 8,580,803	\$ 8,580,803	14,491,630	

Plant Funds	FY 2024 Original Budget	FY 2024 Adjusted Budget	FY 2024 Actuals as of December 31, 2023	Percentage Earned/Spent
REVENUES AND TRANSFERS				
Required Student Fees				
Bond Proceeds				
Gifts, Grants and Contracts				
Interest Income				
State Appropriation	\$ 11,555,070	\$ 11,555,070	\$ (710,157)	-6.1%
Debt Service Transfers				
Other				
Total Revenues and Transfers	11,555,070	11,555,070	(710,157)	-6.1%
BEGINNING BALANCE	-	-	-	
TOTAL AVAILABLE	11,555,070	11,555,070	(710,157)	-6.1%
EXPENDITURES				
Capital Projects	10,950,000	10,950,000	710,157	6.5%
Building Renewal	605,070	605,070	426,971	70.6%
Internal Service Renewal/Replacement				
Auxiliary Renewal/Replacement				
Debt Retirement				
Total Expenditures	11,555,070	11,555,070	1,137,127	9.8%
NET TRANSFERS OUT / (IN)	(243,645)	(243,645)	(167,833)	68.9%
TOTAL EXPENDITURES & TRANSFERS	11,311,425	11,311,425	969,294	8.6%
ENDING FUND BALANCE	\$ 243,645	\$ 243,645	(1,679,451)	-689.3%

Northern New Mexico College
Summary of Operating and Plant Funds (Branch)
(Unadjusted and Unaudited)
Fiscal Year 2024

Operating Funds	FY 2024 Original Budget	FY 2024 Adjusted Budget	FY 2024 Actuals as of December 31, 2023	Percentage Earned/Spent
REVENUES				
Tuition & Misc Fees	\$ 21,905	\$ 21,905	\$ 68,424	312.4%
Local Appropriations	2,420,583	2,420,583	709,769	29.3%
Gifts, Grants & Contracts	80,000	80,000	181,074	226.3%
Other	-	-	-	
Total Revenue	2,522,488	2,522,488	959,267	38.0%
EXPENDITURES				
Instruction & General	2,081,103	2,081,103	879,386	42.3%
Student Social & Cultural	-	-	-	
Research	-	-	-	
Public Service	-	-	-	
Internal Services	142,103	142,103	7,411	5.2%
Student Aid	-	-	-	
Auxiliary Enterprises	-	-	-	
Intercollegiate Athletics	-	-	-	
Independent Operations (NMDA)	-	-	-	
Total Expenditures	2,223,206	2,223,206	886,797	39.9%
NET TRANSFERS OUT / (IN)	162,505	162,505		0.0%
TOTAL EXPENDITURES & TRANSFERS	2,385,711	2,385,711	886,797	37.2%
ENDING FUND BALANCE	\$ 136,777	\$ 136,777	72,470	

Plant Funds	FY 2024 Original Budget	FY 2024 Adjusted Budget	FY 2024 Actuals as of December 31, 2023	Percentage Earned/Spent
REVENUES AND TRANSFERS				
Required Student Fees				
Bond Proceeds				
Gifts, Grants and Contracts				
Interest Income				
State Appropriation	\$ 100,000	\$ 100,000	-	0.0%
Debt Service Transfers				
Other				
Total Revenues and Transfers	100,000	100,000	-	0.0%
EXPENDITURES				
Capital Projects	100,000	100,000	-	0.0%
Building Renewal	162,505	162,505	90,506	55.7%
Internal Service Renewal/Replacement				
Auxiliary Renewal/Replacement				
Debt Retirement				
Total Expenditures	262,505	262,505	90,506	34.5%
NET TRANSFERS OUT / (IN)	(162,505)	(162,505)	-	0.0%
TOTAL EXPENDITURES & TRANSFERS	100,000	100,000	90,506	90.5%
ENDING FUND BALANCE	\$ -	\$ -	(90,506)	

Northern New Mexico College
Comparison of Operating and Plant Funds
(Unadjusted and Unaudited)
Fiscal Year's 2024 and 2023

Operating Funds	FY 2024 Actuals as of December 31, 2023	FY 2023 Actuals as of December 31, 2022	Percentage Increase (Decrease)
REVENUES			
Tuition & Misc Fees	\$ 3,916,748	\$ 3,441,013	13.8%
Federal Appropriations	-	-	
State Appropriations	8,764,098	7,800,833	12.3%
Local Appropriations	709,769	915,884	-22.5%
Gifts, Grants & Contracts	5,299,228	5,815,186	-8.9%
Endowment/Land & Perm Inc	144,198	344,970	-58.2%
Sales & Services	144,071	177,712	-18.9%
Other	181,099	118,454	52.9%
Total Revenue	19,159,210	18,614,052	2.9%
BEGINNING BALANCE	11,532,638	9,775,037	18.0%
TOTAL AVAILABLE	30,691,848	28,389,089	8.1%
EXPENDITURES			
Instruction & General	10,363,817	10,049,489	3.1%
Student Social & Cultural	30,260	38,642	-21.7%
Research	121,301	52,556	130.8%
Public Service	400,205	195,035	105.2%
Internal Services	797,753	862,294	-7.5%
Student Aid	3,779,033	3,228,685	17.0%
Auxiliary Enterprises	191,277	134,469	42.2%
Intercollegiate Athletics	348,739	293,949	18.6%
Independent Operations (NMDA)	-	-	
Total Expenditures	16,032,385	14,855,119	7.9%
NET TRANSFERS OUT / (IN)	167,833	132,938	26.2%
TOTAL EXPENDITURES & TRANSFERS	16,200,218	14,988,057	8.1%
ENDING FUND BALANCE	\$ 14,491,630	\$ 13,401,032	8.1%

Plant Funds	FY 2024 Actuals as of December 31, 2023	FY 2023 Actuals as of December 31, 2022	Percentage Increase (Decrease)
REVENUES AND TRANSFERS			
Required Student Fees	\$ -	\$ -	0.0%
Bond Proceeds	-	-	0.0%
Gifts, Grants and Contracts	-	-	0.0%
Interest Income	-	-	0.0%
State Appropriation	(710,157)	26,578	-2772.0%
Debt Service Transfers	-	-	0.0%
Other	-	-	0.0%
Total Revenues and Transfers	(710,157)	26,578	-2772.0%
BEGINNING BALANCE	-	-	
TOTAL AVAILABLE	(710,157)	26,578	-2772.0%
EXPENDITURES			
Capital Projects	710,157	26,578	2572.0%
Building Renewal	426,971	36,724	1062.6%
Internal Service Renewal/Replacement	-	-	0.0%
Auxiliary Renewal/Replacement	-	-	0.0%
Debt Retirement	-	-	0.0%
Total Expenditures	1,137,127	63,302	1696.4%
NET TRANSFERS OUT / (IN)	(167,833)	(132,938)	26.2%
TOTAL EXPENDITURES AND TRANSFERS	969,294	(69,636)	-1491.9%
ENDING FUND BALANCE	\$ (1,679,451)	\$ 96,214	-1845.5%

Some revenues are reported on a seasonal basis or by semester and therefore may affect the Increase/(Decrease) to Fund Balance

Northern New Mexico College

Statement of Cash Flows

(Unaudited and Unadjusted)

December 31, 2023

Cash Flows from Operating Activities	
Receipts from student tuition and fees	\$ 3,916,748
Receipts from grants and contracts	5,299,228
Other receipts	-
Payments to or on behalf of employees	(8,980,092)
Payment to suppliers for goods and services	(9,240,669)
Receipts from Sales and Services	144,071
Payments for scholarships	(2,129,558)
Other Operating Revenue	181,099
Net cash (used) by operating activities	<u>(10,809,174)</u>
Cash Flows from Non-Capital Financing Activities	
State Appropriations	8,053,941
Mill Levy Distributions	709,769
Gifts for other than Capital Purposes	-
Private Gifts for Endowment	-
Other Non-operating Expense	-
Net Cash provided (used) for non-capital financing activities	<u>8,763,710</u>
Cash Flows from Capital and Related Financing Activities	
Proceeds from Capital Debt	-
Capital Gifts, Grants and contracts	-
Purchase/Construction/Renovation of Capital Assets	(1,137,127)
Principal Received/Paid on Capital Debt and Leases	-
Interest and Fees Paid on Capital Debt and Leases	-
Building Fees Received from Students	-
Net Cash provided (used) for capital financing activities	<u>(1,137,127)</u>
Cash Flows from Investing Activities	
Investment Earnings	144,198
Net Cash provided by Investing Activities	<u>144,198</u>
Increase (Decrease) in Cash and Cash Equivalents	(3,038,394)
Cash and Cash Equivalents- beginning of year	9,775,037
Cash and Cash Equivalents- end of reporting period	<u>\$ 6,736,643</u>