

NORTHERN New Mexico College



NNMC BOARD OF REGENTS REGULAR MEETING FEBRUARY 1, 2023

The Board of Regents of Northern New Mexico College held a Regular Board Meeting on Wednesday, February 1, 2023. Board Members in attendance were Board President Michael A. Martin, Regent Porter Swentzell, Regent Erica Velarde, Regent Ruben Archuleta, Regent Evelyn Juarez.

Staff Present: Hector Balderas, JD, CFE President, Ivan Lopez Hurtado, Ph.D., Provost and Vice President for Academic Affairs, C. Vince Lithgow, III, Vice President for Finance & Administration, Bruno Guedes, Coordinator of Student Life, Janice Baca, Registrar, Jessica Archuleta, Associate Registrar, Deborah Trujillo, IT, John Martinez, Recruiter Specialist, Arin McKenna, Staff Writer, Communications and Marketing, Chris Trujillo, IT, Patrice Trujillo, Health & Safety Manager, Jessica Ortiz, Accountant III, Kristy Alton, Title V CASSA Project Director, Elaine Struthers, Coordinator of Community Engagement and Partnerships, Julianna Barbee, SBDC Director, Courtney Bruch, Director of Assessment and Accreditation, Higinia Padilla, Administrative Coordinator, Title III and Title V, Joshua Lopez, CAMP, Cindy Martinez, Human Resources. Admin., Sandy Krolick, Creative Director, Communications & Marketing, Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs, Sara McCormick, Career Services, Juan Gallegos, IT, Judith Pepper, Major Gifts Officer and Amy Pena, Executive Office Director.

Faculty Present: Ashish Nandy, PhD, Sneha Chakradhar, Robert Bashara, PhD, Johanna Case-Hofmeister, Joaquin Gallegos, Ellen Trabka

Others Present: Barbara Medina, PhD, Ryan Cordova, Dorothy Ochoa, Jake Arnold, Kathy Keith, LAN Community Programs Office, Samantha Chavez, Warren Finch, Dolores Gurule, Student Senate President, Tim Crone, Geno Zamora, Ortiz & Zamora

I. CALL TO ORDER

Board President Martin 1:33pm

II. APPROVAL OF AGENDA

Board President Martin entertained a motion to approve the agenda.

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

III. PRESENTATION TO BARBARA M. MEDINA, Ph.D.

Board President Martin stated there is a presentation from the Board to thank Dr. Medina for all her efforts last year and turned it over to Regent Swentzell. Regent Swentzell stated in recognition of the service that Dr. Medina (inaudible) to the college and the Northern New Mexico community, Regent Swentzell presented a gift to President Medina.

IV. PRESENTATION BY SMSI, LLC

Board President Martin stated Grace Martinez approached President Balderas and Board President Martin at a Men's basketball game, Ms. Martinez is the wife of Security and Safety Staff, Orlando Martinez. She approached President Martin and President Balderas at the last Board Meeting at the basketball game and stated she would like to make a donation to the Men's Basketball team. Ms. Martinez stated she works for SMSI and they have been doing business with the labs for over 20 years and part of their program is to give donations and they would like to give the Men's Athletic team \$1,000.00.

V. PUBLIC INPUT

None.

VI. COMMENTS FROM THE BOARD

A. Board of Regents Subcommittee Reports

1. Housing Committee

Regent Archuleta had a meeting with Leo, they looked at the property and they are expecting to meet again soon. (inaudible)

2. Audit, Finance, Facilities Committee

Regent Velarde stated they had a great meeting and went over many months of report and will hear more from Mr. Lithgow and team. Regent Archuleta stated it was a great meeting as always.

3. Academic and Student Affairs Committee – Informational

Regent Swentzell stated unfortunately a situation arose at the school and he was not able to attend. Regent Juarez was in attendance and Regent Swentzell deferred to Regent Juarez. Regent Juarez stated it was a productive meeting on January 25, 2023 and they discussed proposals for academic programs which will be discussed by Dr. Lopez later on in the agenda.

B. 2023 Open Meetings Act Resolution

Mr. Zamora presented the Resolution to the Board of Regents. Mr. Zamora stated is required by law to be adopted by the Board on an annual basis and it lays out the process for the Board's compliance with the Open Meetings Act. The only he highlights is in paragraph one, it is recommended the Board adopt a regular meeting schedule for the year. Once adopted, per the resolution it stated it will be posted within 10 days of adoption on the website. This being a new administration, they did not put the regular schedule in page one but we will put it and it should be on the website for the regular meeting schedule on the website so the public knows, has advanced notice of the regular meeting scheduled. This resolution has been updated for modern practices including post-COVID practices which continue to involve Zoom attendance by board members. Mr. Zamora recommends approval of the resolution.

Board President Martin entertained a motion to approve.

Regent Swentzell moved to approve the 2023 Open Meetings Act Resolution. Second – Regent Juarez. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Swentzell – yes, Regent Juarez - yes. Motion passed unanimously.

C. College President's Job Description

Board President Martin stated when the contract was put together Dr. Wueste stated that the Board defer to a later time for the job description.

Mr. Zamora stated as President Martin stated under the contract with President Balderas, the job description is a description that is co-developed with the Regents and President to serve as the baseline for the role of the President during the President's term. The document in the packet is a combination of the job description that was developed and posted by the search committee, adapted from this is what we want to see in a candidate to these are the expectations of the President and this is the job description with updates and feedback through circulation to Regents Martin and Swentzell. There is also an opportunity for feedback from the President to develop this job description. What we have is the job description in its current form. It is listed on the agenda for adoption if it is acceptable by the President and the Board of Regents. There is time for additional revision as necessary. You have the current form and if acceptable it can be adopted today.

Board President Martin asked if this has to be done by the end of April. Mr. Zamora stated per the terms of the contract with President Balderas, it has a range of time it has to be completed in and that is the final day of April to complete the job description which then forms the basis of the evaluation tool. Once you have a job description then you can develop an evaluation tool to then measure the President's performance. Board President asked the Board of Regents if they had questions.

Regent Velarde asked if this is being negotiated between President Balderas and the team or between attorneys. Board President Martin stated they have the document to discuss in open session and Board President Martin has no concerns with it and if Regent Velarde does not, we will see what the rest of the Board of Regents has and then we will see what President Balderas has to say. Regent Swentzell stated he appreciates the effort to put in to shift from a search aspect to a description. If the Regents are ok with it, he is amenable to moving forward. Regent Archuleta stated he is good with it if the President is good with it. Regent Juarez stated it is a well put together document.

President Balderas stated some anecdotes, this really reflects a document that first attracted him to apply for this position because it highlights the areas of priority and focus of this region and the critical issues facing our educators and students every day on a daily basis. It is a little bit awkward for President Balderas because in where we are going is building a tool to evaluate how well he attacks those priorities for the Board of Regents. President Balderas is very proud of this institution because he has compared this job description, these priorities, to past administrations and you are setting a high bar for whoever is running it toward that direction of priorities with a real aggressive of urgency. Where he thinks the real rubber will meet the road is he will run ferociously in these directions and he glad it is more a constitution for all the faculty and staff to see where it is that we all need to be working toward together. The question he has that we will get more into is the

contract and this job description, how is it that you want to measure how well he ran into those directions. President Balderas stated he thinks this is a great document, very proud in terms of stewardship. It really being very clear with how you want the President to lead and that is the Board is being clear on how you want the President to lead and that is the most valuable purpose of this document because President Balderas cannot do it without the Board of Regents direction and he thinks this job description communicates to the academic community, the constituent community and to all of us that the Board of Regents selected somebody with key priorities in mind and not leaving it just to the President. We are already working like a team in terms of this job description. He is looking forward to working towards an evaluation tool because this is really how the Board of Regents is going to judge whether he has been effective on this. This is not an HR matter this is a blueprint of where the Board of Regents wants President Balderas to priorities and areas like fundraising performance. President Balderas will commit more feedback in his report that he is already doing a lot of these things and he is already assessing these priorities on the ground in the last three weeks.

Board Martin stated if there are no concerns, we will approve the job description and then move forward with the evaluation procedure. Board President Martin entertained a motion to approve the job description.

Regent Swentzell moved to approve NNMC President job description as presented. Regent Archuleta – second. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Swentzell – yes, Regent Juarez - yes. Motion passed unanimously.

D. Discussion of Goals and Timelines for Audit Compliance, Strategic Planning, and Board Communication

Board President Martin stated he reached out to Mr. Zamora, our former President, President Bailey and President Medina had a weekly update that he did for the Board of Regents and it kept the Board of Regents more connected to what was going on instead of just a once-a-month meeting. President Medina followed that up with a what you think you need to know that is coming up at the College week by week and asked President Balderas if that was agreeable to him. President Balderas asked who this should go to. Board President Martin stated President Bailey sent that out to everyone and asked that President Balderas work with Ms. Peña regarding the list and see what he thinks. It is mainly to just keep the Board of Regents apprised but it got even bigger.

Board President Martin stated they would also like to discuss the big task of the Strategic Plan which was discussed when they first interviewed President Balderas with the search committee. They would like to have that in the headlights as to where President Balderas thinking is on this and how we can get our audit up to being on time.

President Balderas stated he could address that now or in one of his reports later in the agenda. Board President Martin stated one of his reports is fine.

Regent Velarde asked if we could do a full day meeting and strategy analysis insight maybe in late March to start that. Regent Velarde stated when she started on the Board of Regents, they had a little meeting in El Rito where we had training, we had Dr. Prather there to talk about even personalities between each other, how they all work together. Something maybe not so in depth in

that manner but where we can start the discussions of the strategic plan and maybe create just a frame for it so we can have an idea of where we are going. Since we are in February when we think about where the session ends, maybe late March or early April. Board President Martin stated this sounds great and President Balderas stated yes, he was going to jump into this later but some of the challenges, he needs direction on finance and policy from the Board of Regents. One of the things they were thinking about was putting together an agenda that deals that how is it we want to interact and be effective around the strategic planning tool but also to make sure President Balderas brought the Board of Regents, after his assessments, some improvements or changes around finance and policy that will go to operational excellence and improving student outcome. President Balderas is ready to jump into a retreat format. They were going to give the Board of Regents two or three stylistic options but also be very respectful of the Board of Regents time and their effectiveness of an oversight body. We want to make sure we came in with an A game. If the Board of Regents wants to jump into the planning, he does not mind the Board of Regents feedback as quick as the Board of Regents want to start providing it. President Balderas will give the Board of Regents a few options. If they want to start in the next month or two. President Balderas stated he cannot be clearer, we all need a Strategic Plan, this campus needs to have one. However, the Board of Regents wants to get to the quickest way to produce one, he is open to feedback and style of the Board of Regents. Board President Martin stated we will put this on the radar, when the legislative session is over, we will get together and work that out.

E. AGB Membership – Action Required

Board President Martin stated we have been approached again by AGB. We were members in 2020. Regent Velarde and Regent Martinez at that time were going to go to the conference and then COVID hit and it was cancelled. We have approached by AGB about having a membership. They are the group that conducted the search for President Balderas. Regent Velarde has mentioned she would like to go to the conference and Board Regent Archuleta would also like to attend the conference. Regent Velarde would like to learn more of what they would have to offer us. The first couple of years when they were members, we really didn't take advantage of it the way we should or could of would like to get the most bang for our buck and Zoom conferences. Board President Martin stated he is sure they will reach out to us once we become members for all they have available to us. Board President Martin did attend one Zoom meeting with President Bailey that AGB put on during the pandemic and it was really good.

Board President Martin entertained a motion to approve the AGB membership

Regent Archuleta moved to the AGB membership. Second – Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Swentzell – yes, Regent Juarez - yes. Motion passed unanimously.

VII. APPROVAL OF MINUTES

Board President Martin entertained a motion to approve the minutes of November 17, 2023.

Regent Swentzell – moved to approve the minutes of November 17, 2023. Second – Regent Juarez. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Swentzell – yes, Regent Juarez - yes. Motion passed unanimously.

Board President Martin moved to approve the minutes of December 8, 2023.

Regent Swentzell moved to approve the minutes of December 8, 2023. Thank you to Amy Peña for all of these. Second – Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Swentzell – yes, Regent Juarez – yes. Motion passed unanimously.

VIII. PRESIDENT'S REPORT AND ANNOUNCEMENTS

A. Celebrate Northern

President Balderas presented the following items to the Board of Regents:

Dr. Rhiannon West and two of our students, Jazmyn Gutierrez (Biology) and Vincent Benavidez (Environmental Science), spent their Winter Break working on research at the University of the Bahamas. They examined the behavior of fish indigenous to the area and took samples to investigate the immune system genetics, fish gut microbiome, and fish species diversity. In the following months, our students will work on these samples in Dr. West's laboratory here at Northern and with our collaborators at Los Alamos National Laboratory.

Northern's Arts & Human Sciences Chair, Dr. Robert Beshara, had a screening of his film "*Alchemy in Hyde Park*" at the Jean Cocteau Cinema. Dr. Beshara wrote, produced and directed the film. President Balderas stated Dr. Beshara is in attendance and would like to recognize him. Dr. Beshara thanked President Balderas for the recognition.

Mateo Frazier, Associate Professor/Arts & Humanities and Cannabis & Hemp Enterprises (CHE) was featured in the inaugural broadcast of the Leaf Brief Podcast with Santa Fe Reporter staff writer Andy Lyman for his work with rural water systems and cannabis.

<https://www.sfreporter.com/news/leaf-brief-podcast/2023/01/16/leaf-brief-podcast-episode-1/>

NNMC'S literary journal, *Trickster 2022, New Mexico Food and Gardens*, published in December. Faculty advisor Dr. Heather Winterer, Connie Martinez (Contributing Editor-in-Chief), Sandy Krolick (Art Director/Designer), Lori Franklin, Rachel Begay, Jade Pachero (Editor) and Rebecca Chavez created a beautiful publication with over 59 poems, prose, and photographs. Dr. Winterer and her team are planning on a live presentation of this edition and the prior two years' editions (which did not have a live presentation because of Covid). Copies can be purchased for \$8 (or \$6 for contributors) by contacting either [Dr. Heather Winterer](#) (Office AD 135) or [Ms. Rachel Begay](#). President Balderas stated this is a great development considering COVID and lockdown and a lot of these wonderful activities and asked Sandy Krolick for a few seconds and context. Ms. Krolick stated this is one of the most wonderful projects of the year and they do it with students, student editors (inaudible) and certainly not student editors. They are getting started on the issue for 2023 (inaudible).

Congratulations to Dr. Rachel Meiklejohn, Assistant Professor in the Language and Letters Department, for completing her doctoral degree last month.

NNMC student Hope Lopez and alumni Jonathan Madrid attended the 2022 Society for Advancement of Chicanos/Hispanics & Native Americans National Diversity in STEM Conference in Puerto Rico. Hope also attended SACNAS' Chapter Officer Leader October Retreat and Jonathon presented undergraduate research he had done with Dr. Rhiannon West. NNMC Associate Professor in Chemistry Dr. Brenda Linnell was one of the Mentoring Judges in the conference's Chemistry division.

NNMC alumni Brenda Atencio, whose stage name is G Precious, won a Native American Music Award Song of the Year for "Unforgettable."

Congratulations to all our students whose hard work earned them a place on our Fall 2022 semester Dean's List.

Board President Martin stated he would like to thank the people that worked at the Humane Society for Martin Luther King Day. President Balderas stated this is another wonderful

and he also went with the students and some of our leadership. He is blown away how our students presented but they want to save rescue dogs lives and they were immediately thrust into that. It was a great reflection in our community that we got such young likeminded public servants and kind students.

B. CUP/NMICC Report – Informational

President Balderas stated this is a dynamic group. They are so special because we are not only a Jr. College but a 4-year college and President Balderas gets to work with and engage all the two-year presidents and four years Presidents. Our institutions are very connected to the policy and staff at the Council of University Presidents. We are continuing the great work that Dr. Medina and Dr. Bailey heavily relied upon CUP. President Balderas is the 6th man on the bench listening and learning. There are several issues that the Board of Regents should be aware of. We are in a battle, unfortunately, between two good ideas. First, there is a heavy investment in the Hope Scholarship (used to be the Lottery Scholarship). The legislature wants to invest \$30M-\$40M. The governor would like to put in over \$100M in the scholarship. The University Presidents are taking a very, not resistant, position to the infusion of new scholarships, CUP has complex position that giving free money could potentially cost the universities some capital. President Balderas is trying to navigate literally between Northern's position that we are one of the few institutions that is not raising tuition at the level that other universities are. There is a philosophical battle between the Governor, CUP and the Legislature. It will impact the Board of Regents decision making soon but at this point there is nothing yet to be decided. He is leveraging some of these policy concern. The second thing he is keeping his eye on is President Balderas believes that we have been capital starved in infrastructure, roof, ceilings and bathrooms. There is a lot of capital at the legislature but we are being pitted against other universities. CUP is very good but he thinks there are some things he thinks we need to break away and go fight for our own capital infrastructure and he will be looking for leadership and guidance, not today, but as we go forward, what are the policy positions that this Board of Regents supports as it relates to finance and access to education and funding. At this point (inaudible). They have embraced President Balderas well and CUP is a wonderful partner in higher education. Nothing has blown up yet at the legislature so he will keep the Board of Regents posted.

C. NNMC Foundation

President Balderas stated one of the blessings and amazing experiences he has gone through in the last thirty days since this Board made the decision to really invest in him and take a chance on him are the amazing leaders and individuals within Northern's leadership community. One of them that he has come to work with is Judith Pepper, who is our fundraiser, she was here and took off on President Balderas. He has a report that she has done amazing fundraising work with what President Balderas determine to not having all the tradition tools in the toolbox that a traditional fundraiser has. It is a Catch 22 that Northern is absolutely so lucky to have Judith Pepper raising money but she doesn't have all the tools that other institutions have. The Foundation is not active and one of President Balderas goals is to activate the Foundation so that donors can feel comfortable that the Foundation is managing and distributing their donor intent. Could you image us asking for money as an institution but we are doing it with a (inaudible) rather than a portfolio. It is mindboggling but President Balderas wanted to recognize Ms. Pepper. We have in total donations for 2022 and 2023 \$415,000 that she was able to raise during COVID, an amazing amount of cash donation of \$229,000, \$186,000 from ECMC. The fact that we were shut down, she doesn't have a Foundation, she doesn't have a full staff and the Board of Regents was trying to identify new leadership, he thinks that is very commendable in the 2022-2023 scholarship campaign, for fall of 2022, Northern was able to give out 87 \$1,000 scholarships. That goes to opening doors for young students. NNMC also allocated \$50,000 for fifty awards and then also we provided \$37,000 for 37 awards. Also, we received a \$1,000 donation November 26, 2022 and are working a \$50,000 donation from Mr. Clark for the Trades Program. That was received on December 15, 2022. President Balderas stated he is not sure what our perception of the numbers are to the numbers of our audit to the Board of Regents. Point number one, the fundraising is very hard and the fact that these numbers were obtained, she should be commended. Ms. Pepper joined the meeting. President Balderas stated to Ms. Pepper that he was looking for her because he wanted her to be part of this report. He updated the Board of Regents as far as the volume and numbers that were raised but he was more importantly commending Ms. Pepper on the environment that she doesn't have a lot of tools and that we need to work together to get her some of these tools and secondly, she was raising this money in a COVID environment. President Balderas gave Ms. Pepper the floor for a few minutes.

Ms. Pepper thanked President Balderas and the Board of Regents and stated it is her pleasure to use the talents and experiences she has gained over many years for this College. The potential, there is so much more potential. We have done really well, the administration, the community and corporate partners like LANL and SMSI, Longenecker, Century Bank, Zia Credit Union, there are so many to recognize and the community people recognize the value and what it does for the students. There is so much more to do with President Balderas leadership. It is her pleasure to be a part of this and it is very grand.

Board President Martin stated at one point we had a gala and is there potential for that again. Ms. Pepper stated when the Foundation is operational that could be developed. She thinks there are other kinds of fundraising events, not on such a large scale, smaller events with current donors, particularly to meet President Balderas and some students. On a smaller scale so it is more personal, a thank you opportunity versus an asking opportunity.

Board President Martin asked if there were any questions for Ms. Pepper.

D. Introduction of Staff and Faculty

President Balderas presented the following new staff and faculty to the Board of Regents:

**George Ackerman,
Lecturer, Criminal Justice**

Dr. George Ackerman is a professor of criminal justice, business and the law. He received his Ph.D. from the School of Public Service Leadership, Capella University, a J.D. from the Shepard Broad Law Center, Nova Southeastern University, and Police certification from Miami-Dade College School of Justice. His current research focuses on the underserved population of family members of homicide victims. Outside of the classroom I enjoy running charity 5K's, basketball, family time and volunteering for <https://www.togetherforsharon.com/> which I founded in memory of my mother, Sharon Riff Ackerman for Parkinson's Awareness & hope for a cure.

**Haylie Baca,
Test Examiner**

I am from Santa Clara Pueblo, NM. I am a recent graduate of Fort Lewis College with a bachelor's degree in Educational Studies with an endorsement in Teaching English to Speakers of Other Languages. I recently complete an internship with NNMC working closely with Admissions, Advisement, and partly with Financial Aid. Upon completion of my internship, I have been given the opportunity to continue working at NNMC alongside the advisement team as the new Testing Coordinator. I am excited to start this journey working with students and staff. I also look forward to working with closely with the High School Equivalency Program, Adult Education and Dual Credit. In my free time, I enjoy reading and taking pictures of my many random adventures. I can't wait to get to know more of faculty and staff as I embark on this new adventure as Test Coordinator.

**Lorraine Bowman
Visiting Professor, Mathematics**

I am excited to start as visiting professor for math and astronomy. I grew up in France and in Germany and got my first degrees in Earth Sciences and geophysics. After working as a geophysicist in France for a little while, I decided to go back to school and got an astrophysics masters at the Paris Observatory. The next year I moved to Socorro, NM and got an all-but-dissertation PhD in astrophysics at NMT. Of all the various jobs and research projects I had, I realized that I enjoyed university life and teaching the best, so that's what I have been doing since! In my last position at NMHU I coordinated the math tutoring program and was adjunct faculty. My favorite teaching topics are astronomy, physics, math and geology.

**Wesley Colgan III
Assistant Professor of Biology**

Wes Colgan III has over 25 years of higher education experience in a wide variety of life science and natural resources subjects. With a bachelor's degree in Biology from Sonoma State University and Ph.D. in Forest Ecology from Oregon State University, Wes has been an adjunct instructor and research professor at Northern since Aug 2018. Wes is very pleased to join the BCES department in a full-time capacity. He has received many awards and commendations for his work in academia and in industry. A highlight was being recognized as "Educator of the Year" in 2014 by the Faculty for Undergraduate Neuroscience for his work training fellow educators. Originally from Northern California, Wes now calls Glorieta NM Home with his wife Erin, rescue dogs Abby and Ally, eleven chickens and rather large vegetable garden.

Kiersten Figurski
Lecturer, Psychology

I began working with Northern as a Visiting Professor for Psychology in January 2018. In 2020 I was hired as an Assistant Professor of Psychology at Northern. I chose to continue at Northern but leave my full-time position in order to accommodate my growing private psychotherapy practice. I could not imagine leaving the students and community at Northern and therefore remained as an adjunct. I have now accepted the position of full-time lecturer. I deeply enjoy working with the faculty, administration, and students of Northern. The combination of academia and private practice feels perfectly complementary, and each experience enhances my work with either students or clients.

Monica Guinn
Purchasing Agent

Alonso Martinez-Lopez
Administrative Assistant, Art & Human Sciences

My name is Alonso Lopez, and I am the Administrative Assistant for the Arts & Human Sciences department. I was born and raised in Espanola, NM and am a first generation American. I attended the NNMC HEP program and received my GED in 2013. Before working at NNMC I worked 13 years in retail and customer service. When I am not working, I enjoy playing video games, practicing bass guitar, taking care of my snakes and spending time with my fiancé.

Quaye Oblie
Interim Administrative Assistant, Nursing

Hi, I'm Quaye. I'm the current lab assistant for the nursing department. I moved here from Virginia about 4 months ago and my experience here has been nice.

Caitlin Scott
Receptionist

I am excited to start my journey with NNMC as the new college receptionist. I look forward to learning more about the inner workings of NNMC and assisting Admissions. My last position was Store Manager at GameStop in Espanola, New Mexico, where I helped the company grow E-Commerce sales in rural communities by over 40 percent. I enjoyed working with technology and assisting fellow video game enthusiasts. I am from Dixon, New Mexico. I received my bachelor's in Business Administration in Management as well as my certificate in E-Commerce and Website Building from the University of New Mexico. In my free time, I enjoy reading, writing, playing video games, and learning new languages.

Tammy Uzzetta
Simulation Coordinator

Tammy Uzzetta has been a nurse since 1983. Prior to beginning her career in nursing, she served in the Air Force as a computer operator and was the Data Processing Manager for a telecommunications company. As a nurse she has worked in critical care, long-term care, administration, quality improvement, case management and both pre-licensure and professional development nursing education. She was a founding member of a new cardiac-surgical unit and, while her critical care experience is diverse, her heart is for hearts. Her teaching interests include critical care nursing, nursing simulation, literature, informatics and creative writing. Her research interests include healthcare dialogues as intertextual communication, the use of poetry as a cultural lens and the intersectionality of musicality and lexicon limitation in the translated poetic voice.

Promotions/Transfers

Alicia Naranjo, who has been serving as Recruitment Specialist for Admissions, has just joined the EOC program as an Educational Advisor.

President Balderas stated he would like to address a couple of questions earlier stated involving strategic planning. It has been nearly 31 days for President Balderas and he will give the Board a 100-day assessment, observations, critical findings of meetings and reviews that he is conducting just as a CEO. He is anxious and excited to present some challenges he has encountered and opportunities that will compliment both his job performance tool but also will fire up the Board of Regents up around developing a strategic plan. He is maximizing his learning of Northern and will bring a constructive report at 100 days. He is 30 days into the 100 days but there are like Judith there are opportunities to work and grow for the benefit of faculty and students. One area is fundraising. As you can tell we do not have a Foundation to give tools necessary for the campus. The second, our technology and our backbone here and the lack of integration between technology and computing and data management, he doesn't have an ability to limit access to protect students and faculty and staff with a modern key fob process. This campus is so wide open and we don't even have security integrated, we don't protect our data from donors to student data. Technology is going to be a focus for leadership from the Board of Regents to empower President Balderas to improve technology and bring some tools that students and faculty should have had years ago. The other area of strategic concern that he has already identified is our infrastructure, our buildings, we have too many roofs that leak, too many windows that are subpar, the President's house is not ready. President Balderas is not blaming anybody but there is great opportunity to improve the campus and infrastructure, he is ready to ask the legislature to pay their fair share. The third one is operational excellence; it is a fancy way to say how do we pay our bills and how do we get our students quickly paid up and into the classroom in a rapid time. We need to improve we give customer service faculty, student and staff service and improve student service all over campus. Students can Netflix all over the world and can order food anywhere. In bringing forth the challenges we are going to be able to attack problems and be able to compete with large campuses very soon if we can get the operational efficiencies, the technology in the classrooms that our faculty deserve up to speed. Technology will also better regulate even how we deploy energy and pay our bills. Those three areas, technology, capital infrastructure and improving optimization, how we service our faculty and student, President Balderas thinks we can compete. He is looking forward to bringing to the Board of Regents the 100-day report and he was going to suggest even speeding up the 100-day report so the Board of Regents have the report and we could go up into the mountains and devise a strategic plan that will have us all driving in the same vehicle very soon. President Balderas has already asked Dr. Lopez to start pulling strategic reports from small colleges, the best colleges in the country. He wants to bring a set of challenges but he wants all of the Board of Regents to feel comfortable in setting the bar very high and he thinks they already have, the job description, the Board of Regents have put a lot on his plate but that is what our students and faculty need.

Regent Velarde – no questions. Regent Swentzell – no questions, thank you. Regent Archuleta asked if we are up to par with our audit. Mr. Balderas stated we are not and asked Vince Lithgow can give more detail. President Balderas is very concerned with the fiscal watch status and has requested a report from the Secretary of Higher Education to give him a briefing immediately to give him a roadmap to shake the history of being on fiscal watch. Secondly, his plan as an executive is going to be to try to get us caught up on the audit. We currently don't have, a late audit

and not in compliance. Board President Balderas asked Mr. Lithgow to address the Board of Regents on what is causing the late audit. To President Balderas stated this is unacceptable and is something we need to fix. Regent Archuleta stated the reason he asked is because he was at an online conference for the School Board and he sits on a National Board and they were talking about the importance of an audit, being audited on time, it is important and it is only fairness to your constituents that we get audits in on time. Board President Martin stated he has been in entrance and exit interviews for the last four years. We were doing really good and CHES came along. He can't overemphasize how much work CHES has been for this institution. We only have so many staff and we have to get CHES done and the audit suffered because of that and asked Mr. Lithgow if this was correct. Mr. Lithgow stated yes, this is correct, we had a target date of November 1 and we were kind of on track and unfortunately with the demands on both ends we were not able to meet that audit deadline. We did bring on some additional staff and resources were limited and personally and professionally Mr. Lithgow does not want to be late on the audit. He knows we made a big transition the last four or five years but we still have a way to go. The plan last year at this time, if we hadn't had CHES, he imagines we would have been on time. Board President Martin asked if the workload for CHES, will it go down. Mr. Lithgow stated the workload will go down but it is going to take two to three months after system implementation. Everyone is still learning the system; just simple processes have since changed. It is a more modern touch and we are learning the system as well. Once that goes down, staff are chomping at the bit to get down to the trenches to do what they are hired to do. Board President Martin asked if we need additional staff for CHES. Mr. Lithgow stated we need additional IT staff, student side is going to need, the Provost is going to need additional staff based on how the ERP was implemented. Basically, it took their full day with ERP and having to do work, evenings, weekends, lunches, 60-80 hours a week for the last year and a half. Board President Martin asked if there were people working over the vacation break. Mr. Lithgow stated we had people working when we were closed. Board President Martin asked just to deal with CHES. Mr. Lithgow stated just to deal with CHES. Board President Martin asked if it is implemented now. Mr. Lithgow stated yes.

Regent Velarde stated in order for us to be taken seriously with all the powers that be that we need money from and capital, that is the first step. Until we get ourselves in that position, they are not going to take us seriously and they are not going to be as giving as they should be. It is really important, even if you hire the support to hire more people, this is something that should be a priority. Regent Velarde wishes, when they drowning in CHES maybe they could have said something and more people could have been hired more people in that moment. Regent Velarde knows it is hard to even hire for the little things much less for the specialized things. In order to go to LFC, HED, DFA and all of them, they are going to throw that back at us, always.

President Balderas stated this is a great point. He is already jumping on planning for next year's audit. He will be riding heard himself, in terms of engaging the State Auditor's Office, evaluating the audit firm. President Balderas wants to defend our teams if our audit firm was also contributing to the delay. President Balderas will be starting now in January and February asking those questions. We know the audit season is coming up in the fall but he thinks there are lessons that we can learn from this past fall that we cannot be repeating. President Balderas is going to do everything we can to get the audit in on time.

Regent Juarez – no questions, thank you President Balderas for the wonderful report and congratulations to the students that were recognized and welcome the new hires. Shout out to Dr. Colgan, her class was one of her favorite undergrad classes. Thank you, President Balderas, for acknowledging Judith Pepper and for bringing up other areas that are in need of our attentions and that should be prioritized. Thank you.

IX. FACULTY SENATE PRESIDENT REPORT

Faculty Senate had a meeting on December 2nd and thank President Medina who provided them with legislative ask updates which were informative for the faculty. Thank you to Dr. Lopez for providing information on the transition from Banner to Workday.

Nomination was held through honors committee for honorary degree. That individual was moved forward and on to Dr. Lopez office.

Faculty Senate has accepted curriculum for a certificate in phlebotomy and an associate in integrated studies.

Faculty Senate talked about the spirit of place; professional development Regent Swentzell was going to provide. It was cancelled and there was quite a bit of interest and he is going to work with Nathana Bird to reschedule either in the semester or during convocation.

X. STUDENT SENATE PRESIDENT REPORT

President Gurule stated on behalf of the Senate she would like to thank Board President Martin, Regent Swentzell and Regent Juarez, faculty, staff and administration at Northern as well as employees of DNCU who signed up to be part of the Giving Tree for 2022. Board President Martin sponsored ten children, thank you Board President Martin, and he was still willing to take on more when we were falling short in the end. Thank you again Board President Martin. Student Senate prepared a short video of thank you's to everyone and it was sent to all the donors. It was a representation of the impact the gifts made to the students.

Students participated in the light parade in December. Coach Aragon was gracious enough to take Iggy out on the town and Reporter Deandra did a great job engaging with the crowd. There were also three students who helped in building of the float (Aaron, Cassandra and Diamond) and walking with Student Senate to give out candy. Student Senate is so grateful to everyone who helped with the parade.

Student Senate is going through their constitution piece by piece giving feedback and notes with recommended updates so they can represent for ratification before the end of their term. Treasurer Ram Khalsa has also been recruiting students to start engaging with the Student Senate Meetings and events to have more students to serve on Student Senate when they graduate.

Student Senate was thrilled to receive an invitation from President Balderas to a Finance Committee meeting in the legislative session as well as a tour of the capital and some meet and greets. Thank you, President Balderas.

Student President Gurule extended to everyone the Black History Month events on February 16th from 11AM-2:00PM

XI. STAFF REPORTS

A. Provost & Vice President for Academic Affairs

1. First Reading of the Proposal of New Academic Programs – Informational

Dr. Lopez stated this is the first reading for three new program proposals that different academic departments have spent a lot of time in preparing these proposals. Dr. Lopez presented these programs (attached) to the Board of Regents. Dr. Beshara reviewed the three programs for the Board of Regents (attached).

Board President Martin asked the Board of Regents if they had any questions.

Regent Swentzell gave kudos to this idea of course you have a lot of programs, spreading out of students and faculty. This draws more in line with the liberal studies associates degree. This sets them up to take a lot of different options. Regent Velarde thanked Dr. Bashara, her daughter is attending Northern and when she started her path, she wasn't sure what she wanted to do, this helps limit the amounts of credit you take that don't ever end up transferring to your Bachelor's Degree. She appreciates this. Dr. Bashara stated they came together as a department to build a degree as opposed to building so much and being de-focused. Regent Archuleta – no questions. Regent Juarez – no questions. Dr. Lopez thanked Dr. Beshara.

Dr. Lopez stated he wanted to emphasize this last item on the HLC, because of the fiscal constraints since 2020 we haven't been able to increase the number of full-time faculty time positions. What we decided is let's pay our current faculty better. A way to work with this formula with the HLC the program to faculty ratio is decreasing programs. This is very intelligent what the department is doing because we are still providing the skillsets in a consolidated way. This will help with the next accreditation visit.

The second program is a certificate in Engineering Drawing and computer aided design. This is a program that was developed by the Department of Engineering and Technology and the idea is we have a Bachelor Program in Electromechanical Engineering Technology and an Associate Degree in (inaudible). What we are discovering in these times is that a lot of potential students, they do not want or need to get a job necessarily with a Bachelor or a Master. Some of them want to get a short-term certificate. This is one of the responses of the department of Engineering students for something that could be completed in a couple of years. This program just like the prior one Dr. Beshara presented is not going require additional investing. The faculty members are here, the courses exist either as mandatory courses of the Engineering programs or as courses that are electives. That is really good because we do not have to put more money and then expect to see if we have the students. The courses already exist, the faculty is already here. It is just a way to sell the certificate. This is the second program, if this is approved by the Regents, it can be offered starting in the fall because certificates do not require the approval from NMHED and because this is already under the umbrella of our Engineering programs, we do not require approval from the HLC. This could be immediately offered in the fall. Dr. Lopez invited Dr. Ashish Nandy who is the brain behind this program and if the Board of Regents can ask any questions, they have for him.

Dr. Nandy stated he would like to say one thing, one course does not exist but Dr. Nandy is developing that course. Other than that, all the other courses exist right now and he offers some of them. One is a required course for the Bachelor program and the other is elective. Dr. Nandy stated he would like to say the impetus behind this proposal is not because we just want to do it. There is a big demand out there, especially at the labs and we have been approached by these entities, the labs, N3B, Department of Transportation and looking for professionals, engineering graduates with specific skills in these areas. The College is working with different groups to come up with a solid purpose and which is already there. They are already trying to improve on that. (inaudible)

Board President Martin asked if there were questions for Dr. Nandy. Regent Velarde had no questions. Regent Swentzell asked besides personnel and staffing and the build out there, what about the technological support, the equipment that is here, is it up to par. Mr. Nandy stated it is in the proposal but in short, we currently have a course that uses the same software, we have the licenses, it is up and running and we have access. It is an industry standard. It is easily available and we have the computers available that we need. We do not need any additional resources. What they will need eventually in four or five years is better computer and software. They will need that because of the existing program anyway. It will direct more revenue without really any additional costs. Regent Archuleta - no questions. Regent Juarez - no question. Dr. Lopez stated these types of programs are in high demand and high salaries.

Dr. Lopez stated last but not least on page 83, this is a program in the works for two years, this is a collaboration between the LAN Foundation, Española Valley High School, the Hospital and other partners and the Department of Nursing and Health Sciences. A certificate in phlebotomy. This certificate, like that in engineering, if approved by the Regents at the next meeting does not need to go to HLC and HED. Hopefully they can finish this certificate while they are in high school. It is a way to attract more students to the health sciences field. Dr. Lopez introduced Ellen Trabka, Chair, Department of Nursing and Health Sciences for comment.

Ms. Trabka stated with this program we are trying to provide increased opportunities for entry level employment for healthcare. This provides for entry level opportunities in the health field. This may also be a stepping stone if nursing is their focus. They need to start with an entry level certificate. We have a lot of support from the LANL Foundation, our partners. We have gotten several grants and have been able to hire a manager to manage the different entities in this partnership and the dual credit issues that come along. They have already hired an instructor for the prerequisite courses for this program. They are trying to build that momentum at the high school level and get students into the classes at the College. They have space in the nursing building, bought supplies and materials and are ready to implement this program. If approved, they are ready to start classes in the fall. They have created two tracks, one track is slower, dual credit and the college level courses, one semester certificate program, one semester of prerequisite and one semester of programs. Ms. Trabka asked if there were any questions.

Board President Martin asked if there were any questions from the Board of Regents. Regent Velarde – no questions. She asked for other information before next meeting from Provost Lopez. Regent Swentzell asked about the budgeting for it, covering 36% of full time and 25% of adjuncts. It provides a partial year, year one for personnel, the total numbers in year two. Do those numbers allow us to be competitive? Can we retain quality instructors and keep them here? You can make a program but you if you can't get the people to stick with it, it makes tough, especially in a field where compensation is pretty good. Ms. Trabka stated it is always a challenge to get faculty to teach, that is an honest assessment. (inaudible). The grant funding, we have right now is 8% Carl

Perkins at the high school and 20% at the College and we have funding for an additional FTE in year 24. Right now, we are good for several years and later on we would have to institutionalize it with enrollment numbers.

Regent Juarez stated this is wonderful because it is such a high demand career. They could work literally anywhere. In the case students see it as a stepping stone, do any of these phlebotomy courses transfer into a nursing or biology degree in case they want to pursue medical school. Ms. Trabka stated they don't, one of the prerequisites is medical terminology which is not part of the curriculum and the other courses are phlebotomy theory and clinical experiences. They are imbedded in the allied health degree. They could earn the allied health degree with some other requirements but they do not transfer into biology. Board President Martin asked which high schools we are working with. Ms. Trabka stated we are working with Española Valley High Schools if it is successful. They would like to expand if it is successful to Pojoaque or Los Alamos. They are looking into a potential for medical assistant certificate as well. That has a lot of career interest.

Dr. Lopez stated part of his recommendation has to do with Regent Swentzell's observation. Dr. Lopez stated the next time when he recommends this for action, his recommendation will be to do a program review for enrollment at year three. This will start with grant funding but ultimately the only way to sustain this is through enrollment or new alliances or grants that we can bring. President Balderas is going to be very aggressive in this area and Dr. Lopez has a lot of hope for enrollment and sustaining. The recommendation is going to be let's approve this with the caveat that we review the program for enrollment. If we cannot sustain it, it means it is not attracting the students that we believe. At that point we need to be able to terminate the program to help the others. We are not a business but we need to have a balance between the programs that bringing money and the programs that are not. Right now, Dr. Lopez feels very confident that this, with grant money is good, it is going to help us attract more students. He has a lot of faith in Ms. Trabka and her faculty and staff.

1. Arts & Human Sciences:

B. Vice President for Finance & Administration

1. Fiscal Watch Reports – Action Required

Mr. Lithgow reviewed the Fiscal Watch Reports of July, August, September and October of 2022 (attached).

Regent Swentzell asked on student aid for October which is at 65% in comparison to normal at this point is it a little high. Spring semester, this is October. Mr. Lithgow stated this is because of the opportunity scholarship. Mr. Lithgow will give a better answer for next month. Board President Martin stated the student used to pay their tuition at the beginning of the semester and asked how it works now. Mr. Lithgow stated it is basically the same now and excess will be given to students for books, etc.

Board President Martin entertained a motion to approve the Fiscal Watch Reports for July 31, 2022.

Regent Swentzell moved to approve the Fiscal Watch Reports for July 31, 2022. Second – Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Swentzell – yes, Regent Juarez - yes. Motion passed unanimously.

Board President Martin entertained a motion to approve the Fiscal Watch Reports for August 31, 2022.

Regent Velarde to approve the Fiscal Watch Reports for August 31, 2022. Second Regent Juarez. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Swentzell – yes, Regent Juarez - yes. Motion passed unanimously.

Board President Martin entertained a motion to approve the Fiscal Watch Reports for October 31, 2022.

Regent Swentzell moved to approve the Fiscal Watch Reports for October 31, 2022. Second – Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Swentzell – yes, Regent Juarez - yes. Motion passed unanimously.

The September Fiscal Watch Report will be brought to the Board of Regents for approval in February of 2023.

Regent Archuleta was not in attendance for the Fiscal Watch Reports.

XII. DEEP DIVE

A. Mentor Protégé Agreement

Rebecca Estrada and Yvonne Gonzales, LANL Small Business Program Manager presented the Mentor Protégé Agreement to the Board of Regents (attached).

XIII. EXECUTIVE SESSION

None.

Board President Martin stated he would like to take a minute to thank everyone for patience with him over the past four years. Board President Martin gave Regent Juarez a moment to thank everyone. Regent Juarez stated we don't know if this is her last meeting and thank you everyone for their support. She feels blessed and so fortunate to have the opportunity to represent Northern as a student and now a medical student. She has learned so much while in this position and from the fellow Regents and she loves Northern and hopes to always be connected. She will still keep tabs on everyone and thank you for all you taught her. Board President Martin thanked Regent Juarez.

XIV. POSSIBLE ACTION ON EXECUTIVE SESSION

None

XV. ADJOURNMENT

Board President Martin entertained a motion to adjourn.

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

The Board of Regents adjourned at 3:50PM.



Michael A. Martin
Board President



Erica Rita Velarde (Feb 25, 2023 18:30 MST)

Erica Velarde
Board Vice President







1549_001

Final Audit Report

2023-02-26

Created:	2023-02-24
By:	Amy Pena (amy.pena@nnmc.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAA184AFHIwhgN9QRR4c5G1I6Lam5UG-cdf

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-  Signer erica.velarde@nnmc.edu entered name at signing as Erica Rita Velarde
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