

# NORTHERN NEW MEXICO COLLEGE

## BOARD OF REGENTS MEETING

AUGUST 27, 2015

### **I. CALL TO ORDER**

A regular meeting of the Board of Regents of Northern New Mexico College was held on Thursday, August 27, 2015 in the Boardroom of Northern New Mexico College, Espanola Campus. Regents present: Rosario (Chayo) Garcia, Damian L. Martinez, Esq., Kevin F. Powers and Melinda DeHerrera. Board President Rosario (Chayo) Garcia called the meeting to order at 8:33am.

Northern New Mexico College staff present: President Nancy “Rusty” Barceló, Ph.D.; Ricky Serna, Vice President for Institutional Advancement; Pedro Martinez, Ph.D. Provost/Vice President for Academic Affairs; Domingo Sanchez, Vice President for Finance and Administration; Bernie Padilla, Director of Human Resources; Chris Trujillo, IT; Sally Martinez, Executive Assistant to the Provost and Vice President for Academic Affairs; Jimi Montoya, IT Director; Henrietta Trujillo, Director of Financial Services; Brandi Cordova, Executive Assistant to the Vice President for Finance and Administration; Ryan Cordova, Athletic Director and Men’s Basketball Coach; Carmella Sanchez Director of Institutional Research; Alex Williams Senior Financial Analyst; Kathleen Sena, Registrar; Ryan Barrera, Human Resources Administrative Assistant; Stephen Beaty, IT Technician; Jacob Pacheco, Director of Financial Aid; Joshua Romero, Production Artist, Communications and Marketing; Regina Robbins, Program Developer, AVANCE Project; John Waters, Director of Security and Amy Pena, Executive Assistant to the President and Recording Secretary. Northern New Mexico College faculty present: Dr. David Torres; Dr. Joaquin Vila, Regina Robbins, Dr. Ivan Lopez, Dr. Lori Baca, Ellen Trabka, Anna Gutierrez-Sisneros, Teresa Beaty, Joaquin Gallegos, Lucas Gonzales and Teresa Lopez. Others present: Tim Crone and Jake Arnold.

### **II. APPROVAL OF AGENDA**

**President Barcelo requested the Vice President for Advancement Report under Staff Reports be placed as the first order of business. Regent Garcia moved for approval of Agenda as amended. Motion passed unanimously.**

### **III. COMMENTS FROM THE BOARD**

#### 1. Audit/Finance Facilities Committee

Regent Powers stated the Audit/Finance/Facilities Committee met and reviewed the financial reports for July and reviewed the RPSP requests as well, which are also items on the Agenda. Regents Powers stated when the Board of Regents sees all the numbers for July to keep in mind this is the first month of the fiscal year which does not mean a lot at this point because the College is just on the first month of the fiscal year so there are a lot of things the College can do if it needs to make the numbers work. Everything looks good and the action items for the Board of Regents will be presented by Vice President Sanchez.

#### 2. Academic Affairs/Student Affairs Committee

Regent DeHerrera stated the Committee did not meeting in August but will have a report in September.

#### **IV. PRESIDENT'S REPORT AND ANNOUNCEMENTS**

President Barcelo stated the College has gone through an exciting two weeks as classes have begun. The week prior to classes, Staff and Faculty participated in a number of workshops and trainings totaling over 60 hours that have addressed areas the College has collectively identified as priorities from the Clery Act to Customer Service, etc. Many of the workshops were mandatory for all staff and faculty. The College has prepared a survey and the results of the survey are still being compiled. What President Barcelo has learned is that 100% of Faculty participated in all the workshops. The initial feedback most importantly indicates this year's Development Week was the best in years. President Barcelo will share the information with the Board of Regents when it is compiled. President Barcelo stated some of the workshops were offered throughout the year to capture staff and faculty that were not able to attend. The College would like to continue to move in this model. During this week, the College also had the Student Orientation Program which saw the largest number of student participate in an orientation program than ever before. They created a new model that reached out to the students in new and exciting ways and the feedback received from students has been positive. On Wednesday, August 19 2015, the campus came together to celebrate Convocation. This is the second year the College has celebrated Convocation as a single event where faculty, staff and students come together to kick off the academic year. It was a festive day and President Barcelo was please Regent DeHerrera was able to attend. This year the College added a procession from the Gymnasium to the Convocation site (Commons Area) and President was hoping for 50 people to march but in fact more than 200 staff, faculty and students participated in the march. President Barcelo was pleased to see that the Valley Post had pictures in their August 20th edition. Ultimately, more than 350 people participated in Convocation. There was also representation from the County Commission and City.

President Barcelo stated on August 22, 2015 the Normal New Mexico School Alumni Association held their annual gathering in El Rito. Both Regent Garcia and Regent DeHerrera participated with 80 Alumni. The gathering was significant because it combined with the unveiling of the El Portal Memorial which was a partnership with the College. Pictures of the Portal will be forwarded to the Board of Regents.

President Barcelo stated the College has received a \$50,000 Grant from LANL Community Programs Office to establish a STEM Academy. President Barcelo stated at the Foundation Board Meeting, a Board Member indicated that her son participated in the summer STEM Academy Program and at another one at another institution and he said the quality and everything about the STEM Academy at the College was superior to the other institution. This is testimony to the faculty and staff who work on it to make it possible. The Academy will begin fall 2015 and runs through 2016. This is collaboration between the College of Education and the Environmental Science Program and will focus on addressing gender disparities of science achievement among linguistically and culturally diverse populations. President Barcelo has spoken with Provost Martinez about this as it could well be a pilot project for something in the future and going after bigger dollars. What is important about this Academy is the emphasis will be on recruiting women into the STEM fields. The College has a good model given that most of the students in Engineering are female.

President Barcelo introduced Anna Gutierrez Sisneros who presented an Automatic Electronic Defibrillator (AED) to the College. Anna has been work for a year to get this for the College and gave the Board of Regents a demonstration and presented the AED to the Board of Regents. Anna thanked Student Senate for donating T-Shirts for the students to sell and raise money for the purchase. President Barcelo stated this is also an example of how students come together, see a need and address the needs.

#### **V. APPROVAL OF MINUTES**

**Regent Martinez moved to approve the minutes as presented. Motion passed unanimously.**

## **VI. INTRODUCTIONS**

President Barceló introduced:

1. Ryan Barrera, Administrative Assistant (Bookstore, Cafeteria, HR)
2. Stephen Hopkins, IT Technician
3. Teresa Beaty, Interim Visiting Faculty
4. Camille Rendal, Interim Visiting Faculty (introduced but not available to attend meeting)

President Barcelo stated Jimi Montoya, IT Director has not been with the College long but during the short time he has been here working with the staff, IT has been turned around in very positive ways.

## **VII. FACULTY SENATE PRESIDENT'S REPORT**

Dr. David Torres, Faculty Senate President stated Faculty Senate will meet on Friday and will be discussing sick bank as well as all changes to the faculty constitution. Basically looking at the name Faculty Association versus Faculty Senate.

## **VIII. STAFF REPORTS**

### **A. Provost and Vice President Report**

#### **1. Academic Initiatives**

Dr. Pedro Martinez, Provost and Vice President for Academic Affairs stated he will not be reporting on AQIP for this meeting. The College is on target and has done everything is could. Dr. Martinez stated the Board of Regents approved the Electromechanical Engineering and the College has heard from HLC Change Panel that it has been approved and it is going to be recommended for their next meeting on September 16, 2015.

Dr. Martinez stated part of the equation when looking at the College's processes and protocols is how the College can internally help students. The College is looking at a number of possibilities from Blackboard; multiple communication systems to be able to contact students and being able notify students of changes. Dr. Martinez stated the College had extensive talks with Deans, Chairs, Director and the President's Cabinet and the College is looking at processes. What the College is trying to do is determine what the ownership the College has and what is its role in terms of being able to communicate with students and being able to provide services including to the extent that students are able to sign up for a plan immediately when they register for classes. Dr. Martinez stated this particular year, the reason there are high number of students early on in terms of enrollment was because the College's efforts to register students earlier worked. Therefore, the College is showing those high numbers.

Dr. Martinez introduced Carmella Sanchez, Director of Institutional Research. Ms. Sanchez stated the Professional Development Week was approached as a result of the AQIP action project. There were a number of surveys done to collect people's needs and the College determined what was mandatory, developed the schedule and the College held the Professional Development Week. There were 205 participants, 34 faculty members and 171 staff members. The College also disseminated evaluations, received the results and shared them with the presenters. The presenters were asked to provide the College with 2-3 areas that they see that will improve their workshop for the next time. The College has also sent out a survey asking the College community how it went for them, was the timing right, the technology and facilities. The results will be used and the Committee will be reconvened and anything seen with loose ends

will be developed in a schedule to provide additional professional development throughout the academic year and the project will be closed out. Dr. Martinez stated for clarification there were 38 faculty members, 100% attendance at the Developmental Workshops. Staff was also able to respond and many of the staff members decided to participate in workshops that are thought to be for faculty. President Barcelo had a debriefing for this event to see what can be improved and there is a list of recommendation for this next year.

Ms. Sanchez acknowledged Dr. Regina Robbins who is involved in these efforts. The schedule is posted online on the Professional Development page and the presenters were asked for their presentations so they could be posted online for those wishing to access them.

Dr. Martinez stated the College received \$50,000 for STEM Academy. President Barcelo initiated this initiative through Carole Rutten with Los Alamos National Labs. The College is already moving on this initiative and Dr. Vila has found items in which the College may be able to enhance its resources from this project.

## 2. Approval of faculty request for leave without compensation

Dr. Martinez requested approval for the Leave of Absence for Professor Lucas Gonzales (attached). Professor Gonzales has provided a number of services to that College in terms of accreditation and has great student reviews. Professor Gonzales is very committed and the College wants him back. President Barcelo stated this is something she would strongly support, not only in terms of the contributions he has made but also the future contributions he will make. The College and the Deans feel they have made an investment in Professor Gonzales and they would like to keep their good people on board. He is going away on behalf of his spouse who is going to complete an academic requirement at NMSU and it would be for one year.

**Regent Martinez moved for approval the Leave Absence for Professor Gonzales as presented. Motion passed unanimously.**

## B. Vice President for Finance & Administration

### 1. Fiscal Watch

Domingo Martinez, Vice President for Finance and Administration stated the College is in the month of July and not a lot of activity that has taken place. Regarding the Statement of Net Assets as the end of July, the College had almost \$700,000 in cash and the unrestricted fund balance was negative \$425,000 which compares to a year ago when it was a negative \$1.86M. The College has made a lot of headway and not a lot has changed for the fiscal watch report. The College ended much better than it thought it would.

Mr. Sanchez reviewed the report for all the funds for the College (attached) and there is very little activity. The College has had \$1.2M in revenue come in which is only approximately 5% of the overall budget for the year. The College starts out slow, picks up in August and when the College presents the fiscal watch reports for August the Board of Regents will see the activity start to climb. The good thing is, the Board of Regents will also see the fund balance with all the tuition revenue go positive and then it will come back down by the end of the semester, there will be another shot in December and it will go back down at the end of the year as the College is getting ready to close. Expenditures are minimal at approximately \$1M; the College will end with the \$413,000.

Mr. Sanchez reviewed comparisons July to July and revenues are almost the same this time of year. Expenditures are slightly below what they were last year. Regarding Capital Outlay, the College had slightly more expenditures or amounts available, there were very little or none in July.

Mr. Sanchez reviewed the pots (page 35-37) that make up the overall fiscal watch reports. Revenue wise for the month of July is slightly higher, it was at \$1M last year and this year \$972,000, expenditures last year were \$835,000 for the month of July and this year \$804,000. When looking at the net fund balance last year, the College was at a negative \$800,000 the same time last year and the College is now at a negative \$250,000 for the unrestricted portion. The College is at a good spot in terms of the end of the year, the College still has the challenges of working through enrollments and watching expenditures. The College did have vacancy savings in the Operating Budget that needs to accrue towards the course of the year to ensure the College lives within the Operating Budget. The College is looking at these issues and in Executive discussions will be held regarding tweaking that needs to take place to put in place between now and September. Enrollments are down and revenue was not as bad as it could have been but it is still down.

Regent Garcia asked Mr. Sanchez if next year the parenthesis will be off. Mr. Sanchez stated his hope is that it will be better and his hope it they will be off. The challenge is that the College has squeezed its operating budgets quite a bit so there are not a lot of dollars to mine in terms of savings. If it is managed right, the College might be able to do so. There is a year of unknowns and Mr. Sanchez is often surprised with a big invoices.

Mr. Sanchez reviewed Athletics and Auxiliaries. Revenues are down approximately \$10,000 and expenditures approximately \$20,000. Last year the fund balance was at a negative \$322,000 fund balance and currently at \$120,000. The College has made headway.

Mr. Sanchez reviewed Grants. Activity is about the same, \$200,000 last year in revenue and \$185,000 this year. Expenditures are down but there is no negative or positive fund balance at the end of the month. Regarding Student Aid, revenues are up, \$37,000 this year compared to \$20,000 last year. Expenditures are up because if you give out more money you have more expense. Regarding Plant Funds, the College brought in \$312, compared to last year when nothing was brought in.

Regent Powers stated the College is on track and the College knows what it needs to do to try to get to that goal of zeroing out. When last fiscal year was started the College was at \$2M in the hole and now it is at the end of the year, subject to final approvals, probably \$500,000 to \$600,000 in the hole. But this \$500,000 to \$600,000 is going to be harder to get through than the previous \$1.2M or \$1.3M. The College is committed to getting there and will do what it can to make it happen.

**Regent Powers moved for approval of the Fiscal Watch Reports as presented. Motion passed unanimously.**

2. Budget Adjustment Requests (BARs)
3. Disposition of College Property

Mr. Sanchez stated there are no BARs for the month of July and there is no Disposition of College Property for July. They are both standing items on the Agenda.

Mr. Sanchez stated regarding Capital Projects, the College submitted the request to HED for a hearing on September 9, 2015 for \$2M. Once this hearing process is concluded, Mr. Sanchez will speak with the Board of Regents regarding Capital Projects.

C. Vice President for Advancement

1. Enrollment Management Report

Ricky Serna, Vice President for Advancement reviewed the Enrollment Report for the Board of Regents (attached). Mr. Serna stated he would like to remind the Board of Regents that all of the fall 2015 numbers at this point are frozen in time. All of the other numbers are what is called census data. Census data is what can be called the official number in the books data. All of the 2015 numbers in the report are a snapshot frozen in time for the most part up until Tuesday, August 25, 2015. Mr. Serna thanked Carmella Sanchez for her work on providing a lot of the data that gets put up and analyzed ultimately.

Mr. Serna stated the first slide (attached) is a snapshot of unduplicated headcount which includes the total number of actual people enrolled at the College, not including their credit hours. Same time last week the College was approximately 1,350 and the College is now at 1,055 total students enrolled at the College. Mr. Serna stated he would walk the Board of Regents through the PowerPoint (attached) by going from overall to some smaller subgroups and he showed the Board of Regents where the decreases exist. Mr. Serna stated the second slide (attached) is the same slide but with raw numbers and the Board of Regents can see where the major declines are taking place. They happen to be primarily in transfer students, dual credit and returning students. The smallest decreases which are continuing and first time any college students (FTAC) is always good to hear because continuing students is a measure of retention. Those are students who are enrolled in the spring and are coming back and the FTAC are first time any college students meaning those coming directly out of high school or those that are coming to college for the very first time, even having been out of high school for some time.

Mr. Serna stated there is benefit to why the major decline is in dual credit, pros and cons, if looking at the 22% total decline in unduplicated headcount, half of it belongs to dual credit students. This means, the institution in terms of fundable credit hours, half of that is fundable credit hours, meaning that the overall decline to credit hours is about 10%.

Regent Martinez asked Mr. Serna to clarify the difference between continuing and returning. Mr. Serna stated continuing student is someone that is going to enroll for the next consecutive semesters; they were at the College in the spring and are coming back in the fall. A returning student is someone who had been enrolled at the College and stopped out for a semester and is returning. The returning students do not include dual credit. Because they came as dual credit does not mean they are coming back as a returning. They would still be considered FTAC.

Mr. Serna stated the third slide (attached) is the Student Credit Hours which is more important with regards to funding. The same time last year the College was at approximately 13,000 credit hours and currently the College is at about 10,7000. The fourth slide (attached) is a breakdown of those credit hours in raw numbers. There is a difference of about 18% in the credit hours. Even though the College is down in unduplicated headcount, the Credit hours are down 18%. One of the things the College watches is average student credit hour per student, the College would like this number to go up. Part of the tuition promise program incentivized students to take more credit hours and now they are taking on average half a credit more than they were in the fall. The College will be watching that more closely to see what the impact is. Once the fall census data comes in, the College will be looking to see the difference in the number of students who took 12 or more hours last year, the year before and this semester. The FTE now is 718 compared to 874. The credit hours and FTE is an 18% difference from last year.

Mr. Serna stated the fifth slide (attached) is a breakdown to talk about student credit hours by fundable type. Part of what the College is trying to do with enrollment and the Business Office is to try to anticipate what the impact to enrollment is going to be on the budget. When the College built the FY16 Budget, the College put a 10% decline buffer into the estimates. Mr. Serna stated he wanted to drill down so the College does not just say enrollment is down a certain percent so the tuition and fees revenue is going to be down the same percent. This is not necessarily the case. With dual credit there is a steady decline from 1,400 to 652 and the College always asks the question as to why this is happening. The College learned at the Council of University Presidents Retreat (CUP) what is happening with dual credit is the accrediting agencies are starting to become a little bit more aware of what is happening with dual credit. When dual credit hit the market several years ago, a lot of renditions of what it is supposed to look like started taking place. One of them was adjuncting high school teachers teaching all of the courses on the high school sides. Accrediting agencies are now starting to hone in on whether or not these adjunct faculty meet the requirements to be teaching these courses. What the College did this year, the College does not have any adjunct faculty in any of the high schools teaching the dual credit classes. This is the reason why the Board of Regents sees the decline. The College has, under the Provost leadership, pulled back to really measure the quality of these courses. If the College has an instructor in Dulce, Chama, Tierra Amarilla, Penasco, Mesa Vista High, the College has to know how to ensure that their academic credentials lend themselves to what the College would otherwise hire for an adjunct faculty at the College and that the College is ensuring the instructional quality on campus. This is one of the major reasons that is driving the decline and it is not necessarily a bad thing. The College needs to make sure the instruction students are getting are really preparing them for what is waiting at the College or at any other College.

Regent Powers asked what the State position is on this (Higher Education of Public Education). Regent Powers stated it seems the intention of having the dual credit, where there is a requirement that could take either AP or Dual Credit, the intention was to get the students out of high school and get them into a College environment to give them a taste of what it is going to be like before they go into it for real. Regent Powers stated it seems to have a high school teacher teach a college course in the high school does not come close to accomplishing this. Mr. Serna stated a year ago the College did a presentation to the LESC on dual credit and the implications at the institution. It was not necessarily received well because many of the people of the LESC were the authors of dual credit rules and policies and procedures. In effect, the College was saying these are things they did not take into consideration. There were things the College put on the table they had concerns with. One is the rules are not clear about what grades are eligible. There was a big communication spoof that took place two years ago and the HED told everyone only 11th and 12th graders were eligible. Then a bunch of school districts cited the statute and said this is not true, it says anyone in high school. Currently, if anyone from grade 9-12 wants to take dual credit classes, they can do so. There are some issues that a lot of institutions are having with that. One is having a 9th grader on College campus is a liability for a lot of institutions with a lot of high school students, it was discussed about scaling that back. Two is dual credit statute does not indicate that the classes have to take place on a College campus or by someone other than the high school teacher and this is something that needs to be addressed as well. Two months ago, CUP had a discussion, and the College, Western, Highlands and Easter have been raising this as a major policy issue for the last two years, but it was not a big issue for the research institutions. As it turns out, it is becoming a big issue for the research institutions and they are engaged in the discussion now and have asked that Ricardo Rael (NMSU) and Mr. Serna work on a white paper that will go to the legislators this fall explaining on how the policy is allowing for so many deviations that they are major funding implications for the institutions. Mr. Rael and Mr. Serna will site some institutions that essentially are adjuncting 80% or 90% of their dual credit teachers in local high schools to provide those services. In the current funding formula, the benefit to those institutions is that the enrollment numbers look good and the credit hour completions look good.

President Barcelo asked Mr. Serna to talk about how some of the courses are not counting toward their degree and how it has become a huge issue. Mr. Serna stated one of the other issues is the College oftentimes interacts with a number of Superintendents, especially when making changes to El Rito, who have requested the College provide facilities for a lot of courses, primarily the trades programs. A lot of the school districts want to pull these courses in and they see the benefit is they are taking a class that is a skill and earning college credit. What is happening is they are using those classes as high school electives and the College is providing and paying for them, because about 8 years ago, the thing that the College realized is when budgets got tight statewide is a lot of schools started killing these programs (art, band, etc.). The College would provide the electives. If a student at a high school earns 18 hours in woodworking, when they come to the institution to become a business major, those hours are not going to count for anything. The student and parent will come and ask where those hours are going to count. The College will say for the most part, they don't count. Also, something is happening to their Financial Aid. When Title IV Financial Aid says the College will give the student 150% of the credit hours it takes to earn a degree and then stop giving aid, those hours the student earned are counting towards the 150%. There are effectively shaving 18 hours off their financial aid to take those courses in the high school as electives. The research institutions are now paying attention. For example, Governor Carruthers is pulling in students who took dual credit at Dona Ana and are coming into NMSU with 40 and 50 credit hours of electives from Dona Ana Community College and NMSU is not able to use the majority of those credits into any kind of degree plan. Highlands is also coming into the conversation saying they are admitting students with 40 and 50 credit hours they have earned over the course of their high school year and maybe able to transfer 12 of them into a meaningful program. On top of that all of those hours are taking away from their financial aid on the back end. The College needs to be sure this does not become a disservice to the high school students and the parents who believe they are advancing towards a degree when sometimes with the type of advisement they are getting or the type of courses available to them, they are not. If the College keeps let the students into the type of courses that are not meaningful, it hurts the College because they are running out of financial aid with 12 hours left on their program, etc.

Mr. Serna reviewed slide six (attached) which is fundable versus non-fundable credit hours. This is the part of discussion with Domingo Sanchez, Vice President for Finance and his staff regarding the implications to enrollment. The majority of enrollment declines are taking place with dual credit students. In fall 2013, 1400 credit hours in the fall were dual credit students which represented 9% of the total student credit hours and that is estimated to have cost \$170,000 (credit hour x credits). In fall 2014, it fell to 1399 but they represented 11% of the Colleges total fundable credit hours. This was major and it amounted because tuition did not go up to about \$160,000. In fall 2015, dual credit hours only represent about 6% of the total credit hours but the credit hour cost went up (approximately \$81,000). What the College is noticing is even though there is a major decline in those credit hours; the impact to the funding for tuition and fees is minimal and this is what it suggests is going to happen. In 2013, the fundable credit hours changed 13%. What is happening based on the dual credit enrollment is even though the fundable credit hours is decreasing by 13%, the estimated impact to the tuition and fees revenue is only estimated to be about 5%. This is happening because of timing, dual credit enrollment is decreasing at a high rate than it ever has and at a higher rate than the rest of the enrollment but then you notice the College increased the cost of tuition by 9%. With tuition and fees enrollment, even though enrollment is down the College estimates the impact to tuition and fees to be less. This is good news but the College needs to see how it pans out. This is what the College is showing to be the case in terms of data.

Mr. Serna reviewed slide seven (attached) which is full time enrollment. The HED requires that the Colleges full time enrollment is essentially a simple math problem of dividing the total credit hours by 15. This does not represent the total number of students who are taking 12 or more hours.

Mr. Serna stated Regent Martinez and Regent Powers at the Audit/Finance/Facilities Committee Meeting were interested Enrollment by College (slide eight attached). Mr. Serna stated at a glance the Board of Regents can raise some questions about the Arts and Sciences and Health Sciences programs about what is happening. Mr. Serna stated as expected because enrollment is declining as whole for the institution, it is going to be declining for all of the programs as well. What is more important to look at is what percentage of the total enrollment is being represented by each College. In 2013, these were the enrollments for each of the Colleges and this was the piece of the enrollment pie they held. In Arts and Sciences even though the total enrollment went down 27 students, their piece of the enrollment pie went up 3%. The same is true for almost everyone except Business. Business which is the College has identified as the fastest growing department along with Education have seen an increase, a slight one, but one nonetheless. For Education, their piece of the pie stays relatively the same, from 7% to 9%. For Engineering, it stays pretty flat, even though their enrollment goes down by 19; their portion of total enrollment goes up 1%. Nursing and Health Sciences also went up 1% even though their enrollment declined.

Regent Powers asked where would or does the dual credit enrollment show up. Mr. Serna stated this is the nondegree students. As expected, in 2015, the number is increasing in the negative because the enrollment in dual credit is going down fast. They only represent 22% of enrollment.

Regent Martinez stated he was looking at the numbers and since 2012 the College has had a 43% decline in students. Of that, Regent Martinez understands dual credit, of that in the same time period there is a 40% in continuing students, a 41% decline in FTAC and a 46% decline in transfer students. Those are the Colleges most important populations. Regent Martinez asked what the College is doing to try to identify that and Regent Martinez stated the Board of Regents needs the President to give the Board of Regents a report on this at some point because if you run a business and in four years you lose 40% profit, you are going out of business next year. These are the numbers most important to Regent Martinez. Mr. Serna stated they are extremely important and second importance is this slide because enrollment is key but slide nine tells the Board of Regents, because enrollment is driving tuition and fees revenue, this slide is driving funding formula. Mr. Serna stated he is not ignoring the question and will answer it, especially at the end of the presentation. The slide is total awards. The way the funding formula is set up now, the College can sustain 40% declines in enrollment. Regent Martinez stated not on an every four year basis. Mr. Serna stated not on a four year basis but if this slide goes up even 20% relative to that 40% because the funding formula awards raw numbers in terms of awards. Even though the Colleges enrollment is low, it can still triple the number of awards and that would help the College on the funding formula but this is not what is happening. Even though the classes are getting smaller, the number of awards, the raw number of awards is going down. That is a major concern in addition to enrollment because this number drives the funding formula. What the funding formula does it is takes three years of awards data and it takes the average and compares that average to the current year and if you have more then you get more money. It is actually pretty simple. In addition to the declines in credit hours and unduplicated headcount, this number is also alarming.

Mr. Serna stated to answer Regent Martinez question, what is the College doing? In April, Mr. Serna stated he assumed oversight for Admissions and Recruitment. It has been five months of assessing what has been going on. This year, in particular, the lowest declines happen to be in retention and high school graduates. Last year, the College significantly increased retention from fall to spring. In fact, it is among the highest in the State, this is major. What also happened is the fall to fall retention had taken a plummet and the College was really concerned about that. The College is watching it every single day. Currently, the College is showing a 55% fall to fall retention. It has gone up by about 15%, this is major and significant and it drew the attention of LFC and other departments. Regent Martinez asked if this was for one year. Mr. Serna stated this is for one year. Regent Martinez stated statistically one year is not a great thing to look at. If you look over four years and continue at 40% declines, in four years, the College will have 421.6 students total. Mr. Serna stated this is correct.

Mr. Serna stated the first thing is answering the question, why did it go down? The College has had a lot of discussions about this. It is not just the cost but the cost is a major factor. The College is right in between three two year institutions whose tuition are about 1/3 of the Colleges because they are branch campuses. If you look 30 miles in three directions to Taos, Los Alamos and Santa Fe, students can get a credit hour at about \$46.00 because they are two year Community Colleges and branch campuses. When students are coming out of high school and looking for a place to either get what they identify to be their basics or their first two years of their degree done so they can transfer out and making a financial assessment where they can get that in the most affordable way, they will pick branch campus and community college. That is a real issue. When talking to high school counselors, that is second priority for them, it is affordability. The other issue the College is at a point now because of enrollment that course cancellations are plaguing the College significantly. Because of where the College is with enrollment, it is finding a lot of classes that are essential with 7 or 8 students in them. The College had a meeting last week to review the course cancellation because just because the enrollment is down 40% doesn't mean the College did not have students ready to go but they couldn't because the College cancelled their courses. This is a major issue. The College is fixing this.

Mr. Serna stated regarding affordability, the College talks about it all the time that it is the most affordable four year institution in Western United States except for one in Montana. When the College starts talking about where they are going to come and where they are going to stay to come over here, there are roadblocks. Five weeks ago Regent Garcia came to a meeting with the Athletic Director because the College had to find housing for 40 athletes that had already committed to coming to the institution that did not have homes, that all came from outside Northern New Mexico. Mr. Serna stated he is not saying there is not a single empty bed in the valley as much as he is saying how do you actively go out of Northern New Mexico and say come to the College because we have a place for you to say because it cannot be guaranteed.

Mr. Serna stated 85% of all of the freshman since 2000 and 19 whatever have come from regional high schools. Mr. Serna asked why are they not coming again, why do they not believe the College is the place to go when four years ago they believed the College was the place to go. Mr. Serna stated you get back into the conversation of (1) you are twice and three times you were as a four year institution; and (2) if you are born and raised here and you go to school for 12 years in your home town and someone walks into your classroom as a senior and you tell them to come to the College, they are thinking all they want to do is go somewhere else. It is not necessarily that they want to go to another college as much as they want to go somewhere else. The College is battling this in the high schools now in a sense that a lot of students want to leave the area so they can understand what it is to be on their own.

President Barcelo stated there is another issue to think about in terms of the five year review. When President Barcelo came to the College in 2010, the College was not recruiting; the primary students were not coming out of the high school directly. The average age was 32 or 33. In fact, President Barcelo was concerned the College was not recruiting aggressively in the high schools and this became an emphasis and the numbers began to go down. What happened is that many of those nontraditional students were taking one class and may not have qualified for financial aid and when the tuition went up, that is why the College went to the \$100 credit hour. There is multiple factors that the College has to look at, that it is looking at, but those are questions the College has also been asking, why the decline. The number now in terms of average age is 22 and because it didn't have a history of high school students, directly out of high school.

Mr. Serna stated one of other things that he has learned in his assessment over the last five months in overseeing the Recruitment and Admissions Offices, one of the first things he asked is where the recruiters are going to be over the next four or five months, because the fall is the primary recruiting. That schedule included six major recruitment fairs, including Gallup, Grants, Farmington and Albuquerque. There is no reason for the College to focus its efforts there when the percentage of students who are coming from Rio Arriba County has gone down 5% in the last year. The College cannot provide housing and only one of the

College's programs is almost completely online. That is an AA Program in the Business Department. The College was making a lot of recruitment mistakes. The College is not at a state of emergency with strategies because it has not employed some basic strategies that should have been employed. The College is now drafting MOUs with seven school districts in the area. That MOU is going to articulate every single recruitment, outreach and activity that the College wants them to be co-responsible for throughout the course of the year for 9-12 graders. What happens is the College goes to the high school and the counselors are busy and they let the College set up a table, go to the Library and classrooms and it is informal. The MOUs are going to be signed by the President of the College and the Superintendent. They are basically going to prescribe the involvement of a high school counselor and principal with regards to the Colleges access to them for recruitment, outreach, bringing them on campus, their responsibilities with dual credit, testing, placement, registration, etc. because part of the frustration recruiters have is they go to the high school and no one pays attention to them. The College wants them to prescribe their responsibilities in an MOU. Mr. Serna has had experience in doing this in the past when he worked with 27 school districts across the State and they were sub awarded millions of dollars but in the MOU it articulated every single activity that would take place, every single semester, every single month, what their responsibilities were, etc. The College also wants data sharing agreements with all of the high schools so it can get a better handle of where students are going.

Mr. Serna stated the College cancelled a combined \$108,000 of student credit hour courses. That was 192 students who were dropped from a course because of enrollments. The College needs to improve this because it needs to see how the College notifies them with secondary options for those courses, how the College plans for short term courses for those students because they couldn't start in August and maybe they can start in September, etc.

Mr. Serna stated the other issue with regards to affordable that will be put on the table is the cost of text books. Currently, the College does not allow students to charge the textbooks over the period of their payment plan and the College is going to start letting students do this. There are students paying upwards of \$400 and \$500 for one textbook. Up until this semester, the College used to tell them that it is their responsibility. The College is now going to let the students spread out their books over the course of three payments as part of their payment plan. If the College is going to let them finance their tuition and fees, the College is going to let them put the books in that plan as well so that way they can pay over the term of the semester.

Regent DeHerrera stated she jumped into a Spanish class at the last minute, 25 students in the class; all the Bookstore was able to order was 12 because of their funding. Regent DeHerrera stated she does not understand the funding point of that because if there are 25 students, you need 25 books. If they are not available, what is the other option? Mr. Serna stated the College is looking at this as well. The book adoptions are still getting fixed and the College needs to make sure the book adoption is happening at the department level and the College is being clean and clear about it. Currently, there are still some instances where the book adoption is taking place at the faculty and adjunct faculty, which the College cannot have. Meaning, there is not enough oversight for when books are being adopted, when they are being changed and how many are being adopted. The College needs to manage this because it is adding a burden. The College has a high school like Penasco who is investing in buying \$5,000 worth of books in one semester and the next semester they are hoping to use those books for another 12 or 13 students. IF the book is changed Penasco is going to say do I spend another \$3,000 or \$4,000 for the books or do I just not let them take the books. If they don't have the money, they can't afford to buy new books. The other issue is customer service, which was worked on during faculty development week. How does the College eliminate procedures that create roadblocks that discourage students from coming back? This is a major retention issue. The College is trying to address this from greeting them in Business Office from handing them off from one department to the next and how the College promotes the institution when not walking around the

halls. Some of the other things are the College wants to build the dual credit because the con to the decline in dual credit enrollment is it is a major recruitment tool. The College does not want dual credit enrollment to go down but it wants it to go up with those students taking classes on campus and the College wants their experience to be positive. These are issues that need to be rectified and the College cannot have. Mr. Serna stated the College is treating this with vigilance.

Regent Garcia stated she is concerned about the cancelled classes and asked how the students making up the hours. Mr. Serna stated there are a couple of ways, one is the Department Chairs will come together, if it is a program specific course, and say they can either merge some courses, find an alternative course the student can take immediately so they don't miss out on the credit hours but the course is meaningful towards their program completion and the College is looking at a lineup of short term courses that the College can offer to students beginning in September around midterms. This way, even though they may not be enrolled in 12 hours now in August, they are going to ultimately end with 12, 15 or 17 hours by the time they end. One of the things the College is trying to promote, in terms of financial aid, they need to have those courses on their schedule fast. In order for financial aid to come in and say they are officially enrolled for this and it can fund them for them, they have to have the courses on their schedule by a week from Friday so the College can get them on their financial aid and they can get funded.

Dr. Martinez stated the notion that the College lost 192 students is not the correct picture, it is that 192 students were affected by the cancellation of courses. The majority of those courses with only one student in one class are not sustainable for the College. Many of the students were helped to be able to take other courses. The College has examples of how the College shifted some of those students to take courses that were also minimally or marginal in terms of the number of students. The College also reinstated classes with 8, 6 and 5 students also. If students are to graduate in the upper class courses and the College works with the Deans and Registrar to service these students.

Regent Garcia asked if the College dropped those classes, if they were able to return their books. Mr. Serna stated that for the most part is not being raised as a major issue. The Bookstore works with them on those issues. What that translates into is sometimes when students from one class go into another one and there might not be enough books. This might be one of the issues. A lot of students are moving away from the traditional book purchase process and buying their books online. Nationally what is happening is the cost of textbooks is going through the roof but the amount of revenue being spent nationally on books is going through the floor.

Regent Garcia stated obviously 4, 5 and 6 years ago the College was good at nontraditional students, good at keeping them, retaining them and bringing them back. Perhaps the College needs to rethink that instead of having the average age going down to 22, keep it up at 32 and just cater to the nontraditional students. Since the College was good at this, why is it changing something it was good at especially the teachers in continuing education. They are going to the other institutions because it is cheaper for them. They are teachers and can't afford the tuition and can't get the Lottery Scholarship. The College needs to rethink this and why it is going after the high school students when there are enough in the nontraditional.

Mr. Serna stated nontraditional can be a 19 year old in that they work all day long and they want to take classes only in the evening. When thinking about nontraditional, we think just outside of what we understand to be that typical college student who has made college their number one purpose in life at that point. What the College is trying to do and have had this discussion, accessibility to students who have to work and have to support their families throughout the day, how can they access a degree that is completely online and available to them when they have their downtime in the evenings and weekends? That is a major initiative Provost Martinez spoke about when he came to the College. With regards to continuing education, they are not included in any enrollment numbers the College has because they are not for credit courses so

the College does not generate credit hours on them. Mr. Serna will show the Board of Regents next month what the enrollments in them look like. The positive thing about continuing education as it relates to tuition is that they will pay the tuition rates. Students can take a continuing education class for as low as \$85.00 whereas even the Art rate for community members can be up to \$300. The College needs to work on the nontraditional student. Currently, the College has one program, AA in Business that is offered 99% online. That is valuable and will be even more valuable if the College can do this across the board where students can start saying they can get their degree online and they don't have to be on the main campus because they can't be on the main campus because they work all day long. This is something that is important for the College to move in this direction because every institution is moving in this direction.

Regent Martinez asked if of the 192 students affected by course cancellation expressed their displeasure or desire to leave the school because of course cancellation. Mr. Serna stated there have been a couple of students because the difficulty has been finding another class. More than anything the displeasure has been with regards to "I didn't know." What occurs when the course is cancelled there is an email sent to them automatically that the course has been cancelled. If you have more important things to do than look at your school email, on a very short window, you are not going to get that notification and you are going to show up to a sign or a classroom that is empty. Regent DeHerrera stated when you get that email it doesn't say what class is cancelled and you have to search to find out what class is cancelled. Regent Martinez stated this does not make sense. Provost Martinez stated it does not make sense and explained because the Banner System that the College purchased does not let you put anything extra unless you purchase it. The College has quite a number of communication problems: (1) whether or not the email to students is current; (2) the fact that the student, if they read the email, they will need to check on their own to see what class is cancelled. Some of these things the College need to be looking at. Therefore, there is the displeasure of the students that they are not being taken care of. Mr. Serna stated, in all honesty, the College can call 192 students in about an hour and a half. In one night, the College called 350 students in two hours. There are things the College has the luxury of being able to do that other schools cannot do. The College could have streamlined the process so that all the courses that needed to be cancelled were canceled on a Wednesday and the College was calling students on Wednesday night and Thursday morning to let them know the courses being cancelled and where they need to go to get advisement to pick up another one and what options are available to them. The College is reflecting and is not handcuffed, it is just planning ahead to curtail some of the things that are starting to happen in doing business the way it has always been done. Mr. Serna stated the Board of Regents deserve a plan on how it will be fixed and it will include all of the things that for the most part do not require money, don't require a tremendous amount of resource, they do require a change to the way business has been done in the past to take advantage of the fact that the College is working with small students. Mr. Serna stated 40% of students are not a lot of students. Regent Martinez stated it is for this school. Mr. Serna stated for this school but in terms of being able to reach out to every one of them is not a lot. That amounts to maybe only 20% at another larger institution. The College needs to be more personal with them, talk with them, have conversations with them about why they left and that what the Enrollment Management Plan needs to include, basic elementary recruitment, retention and outreach strategies that have not just been part of the way the College has conducted itself historically.

Regent Martinez noted that Mr. Serna stated it is cheaper for students in the region to go to some of the branch campuses and asked if any students have expressed, since the Board of Regents raised tuition that that was exact reason they didn't return to the school. Mr. Serna stated they did. Mr. Serna has all of the data and when the College reaches out to speak with students, it surveys everything they tell the College. The primary reasons were: (1) transferring out; and (2) affordability. For some of the students, the College will get the name of an institution, it is predominantly UNM and the second reason for all the students is affordability, they cannot afford to come back. For these instances, the College marks Financial Aid as a follow up and the student's names are sent to Financial Aid for follow up. Historically, the College has made these calls but only for the first time this fall, the College did an intake and has the data.

Dr. Martinez stated the College finds that many of the students in certain programs (ex., RN/BSN), they take the core courses here, but the other courses in terms of the courses they need that are cheaper, they will go to Santa Fe. The same thing happens with students in the Department of Education.

President Barcelo stated, in response to Regent Garcia's statement, President Barcelo has been concerned since she has been here, the night classes have dwindled. There are now very few courses being offered at night and one of the concerns the College has is often the night courses are just taught by adjuncts. The College must also evaluate the quality of the night courses because the regular faculty are already strapped during the day teaching a number of courses, are not inclined to teach the night courses. The College has to have a very serious conversation regarding the online and night courses. Provost Martinez presented to President Barcelo one year ago, a third and a third and a third in terms of how these courses will be scheduled. President Barcelo has asked the Provost about the status of that because the College really needs to move into that and this will also bring back the nontraditional students.

Provost Martinez stated the College does have adjuncts and they happen to be adjuncts at other colleges as well. What happens is the availability of them sometimes limits the College in terms of the offering in terms of having someone teach the course.

Regent Powers stated with respect to the affordability questions and comments regarding students attending two year schools elsewhere. One of the issues there is those two year schools, branch or independent, are receiving property tax income from the local districts. They are property tax supported which helps them keep tuitions lower. One of the issues here is the College is a constitutionally created institution that does not have taxing authority and cannot have taxing authority. With respect to that, the College will never be competitive with a two year school from a cost standpoint.

Regent Powers asked as he was looking at the numbers, especially the awards by College, there were declines in some colleges and asked if some of those declines might have been triggered by actions the Board of Regents took or the Administration took to eliminate some of the programs in place. Regent Powers believes some of this is the result of some of the things done last year in eliminating some of the programs. Regent Powers stated the Board of Regents needs to be fair about this and those decisions were made for specific reasons. They had an impact that is now showing up in some of the numbers. It is not necessarily bad from the financial standpoint because in some of those cases those programs were losing money for the institution. This has to be viewed in a balanced way. You cannot just take a set of numbers and look at them and say that is not good. Regent Powers stated you have to look at the picture and what the College is trying to do but the College has to make sure what it is trying to do is on target. Regent Powers stated if the College is not competitive in the lower level courses, it needs to focus on the higher level courses which Regent Powers believes the College is doing in some cases and some of the departments that are doing well become accredited and some of the positive things the College is doing may not show up for another year or two. It cannot be turned around overnight. Regent Powers stated the Board of Regents needs to be sure it does not jump to any conclusions about the numbers and looks at them holistically as opposed to just enrollment numbers.

Regent Martinez stated when people go away to UNM or another institution from high school, Regent Martinez 100% agrees with Mr. Serna they want to leave their small town and go see something else. There are a large percentage of those students who go to UNM who don't make it past the first or second semester and come back home, Highlands has a huge number of those students. Regent Martinez asked what the College does in terms of any programs or outreach or just getting out in the community to reach out to those students who still want to go to school but for whatever reason left their institution, what is the College doing to capture those students who still want an education to bring them back home and graduate from the College. Mr. Serna stated this is a good point and the College is looking at it. The College is getting a lot of

transfers and the College can tell the Board of Regents where they are coming from. Mr. Serna stated Regent Martinez is talking about a subgroup of transfers, those who were here, left and came back. The College is looking at their address and the percentage of credit hours they attempted and completed. Mr. Serna stated the College is looking at this now so it can see what the subgroup looks like so the College can develop, based on where that is happening most. Currently, the number one feeder was UNM. In addition to this, the College is looking at retention by every single group. Mr. Serna stated for some reason Pojoaque Valley High has the highest in and out rate of any high school the College is recruiting. The College is working on a campaign targeted to just them. If the College looks at every high school, the College is looking to see when the recruiter is sent out there, just like you would when recruiting for sports, going against someone that is going to stay. If the College knows that they are not staying, what it has to do to keep them here. The College is looking at every single piece of the data now. Mr. Serna stated the College is creating the culture of data collection. The College is creating the culture of looking at the bottom line of all the numbers. It is good enough to know it has gone 44% but within that 44% are subgroups of students and the College needs to know where they ended up.

Mr. Serna stated in September, Mr. Serna will show the Board of Regents the awards by program over a period of time. This way the Board of Regents can see if a program was cut what the number of awards was and how it is playing into the information. One of the things the Board of Regents will see is that number is really low because part of the reason those programs were cut was either for awards or for employability. Regent Powers stated he would like to see this information.

Provost Martinez stated the Board of Regents recently approved two programs the Electromechanical Engineering and Early Childhood. This is a perfect example of being able to add new degrees, of course, that takes time in order to recruit students and be able to include them. This is the first time since 2007 that the College has added new programs. It is quite accurate in terms of being able to look at the balance. In reference to the nontraditional students, the College has been looking at two specific programs. Lori Baca, Chair, Business Department has come up with a very program in terms of project management and the College is looking at putting that whole degree online. The other program that the College is looking at is in the Humanities where students can customize part of their degree, bring in 60 hours from anywhere and be able to continue and select within the humanities choices a degree with expertise in other areas by allowing 18 credit hours of their choice. A year ago, most of the faculty did not have access to Blackboard. Only instructors that used and delivered courses online were allowed to do so. This year the College has been very active in training faculty to be able to use Blackboard to continue to develop the skills. The College cannot teach a course online if the College does not have the people or the competencies to be able to teach those courses.

Regent DeHerrera stated it is great the College does this because she does have online courses and it is a big help to be able to communicate with the instructor through Blackboard. Provost Martinez stated every faculty member has to use Blackboard even as a management tool. The College is also going to move forward to use a tool called Collaborate which allows students and faculty to communicate in a virtual classroom.

Regent DeHerrera asked if first time students are allowed to have a different salary as opposed to the upper, for students coming out of high school and unfortunately to say it but Regent Herrera's daughter to come to school at the College but because she is required to take the 15 hours to get the Lottery Scholarship next semester she had to pay out of pocket because she does not qualify for financial aid. To find out it is cheaper somewhere else she went somewhere else for that specific reason. If there was a different salary range, cheaper and be able to hold her here she might have stayed. The main goal was because Regent DeHerrera had a payment plan and they were going to pay \$1,500 per month for three months and this was a lot. If this was possible, the College would be able to hold more local students. Mr. Serna stated with the differential

tuition model there was a mechanism where the rate could be reduced for 100 and 200 levels and 300 and 400 levels. This is the cleaner way to do it. A lot of students have inquired if they could pay less. This is a bad thing. If one student is coming in as a two year student and someone else as a four year, both in the same class, there is no reason one should pay more than the other because they are taking the same class. They could argue they could declare a two year and then when at a certain point change it to a four year and everybody will get the same cheaper rate. Doing it by division is also a possibility, a 100 and 200 level and it doesn't have to be through a single rate tuition model. It is something the College can look at and run an analysis of it, the implications would be big because 87% of the credit hours are 100 and 200 level so the College has to keep it in mind. The College could look at it to see if it would make up in volume. The other point Regent DeHerrera made is something to keep in mind when Regent Martinez asked about what the College is doing when students are going to other institutions. The new changes to the Lottery Scholarship require students at a two year and community college only to take 12 hours. At a four year institution the students are required to take 15. The new laws to the Lottery Scholarship will encourage a student. If a student wants to become Lottery eligible, they can to Santa Fe Community College, take 12 hours, pass them and get the GPA and the student is good to go and the student can then transfer to the College. If they come to the College they have to take 15 hours to remain eligible and that is a bit of a discouragement there. There are some things in the mix that say that Regent DeHerrera made a sound move because it does save money and she does not have to take as many hours.

## 2. Research Public Service Projects

Mr. Serna stated a month ago the Board of Regents approved one RPSP which was Student Success Services. Mr. Serna stated when the College initially called HED they said the new RPSPs were due in August and the existing ones were due in September. This is why one was pulled up before the others. An RPSP is a Research Service Projects and they are projects funded through the State Legislature and are part of the General Fund Appropriation and are often referred to as below the line funding. What isolates them from general fund appropriation is that they are always subject to the Governor's veto in the event the College needs to shave the general fund appropriation from the State as a whole. The College, over the past five years has grown RPSP funding from the legislature. The College has to submit two RPSPs every year as a formality to HED so they can be included in HED's recommendation to the LFC. This does not mean they will be included, meaning HED may not approve what the College wants but if the College goes to the Legislature not having gone through that process then oftentimes HED can say the College circumvented the process and did not go to them first. They will rarely say they don't think an institution should get the funding. Mr. Serna presented two RPSPs (attached) to the Board of Regents one for Athletics, the College has Athletics currently and what the College is proposing, which is typically does, is a \$75,000 increase to Athletic funding. As the Board of Regents knows in addition to the appropriation the College receives from the State for Athletics there is an I&G transfer to cover additional costs in Athletics. What the College likes to do every year is maintain expenditures in Athletics but reduce the I&G appropriation by increasing the overall funding from the Legislature. The funding request from Athletics this coming year is \$343,700, last year it was a \$268,700. Last year the House recommendation cut funding by \$20,000 and when it got to the Senate it was up by \$11,000. What happens if you ask for more, they give you less, and you are happy with what you have? It is better to get the same than less. The second RPSP is to sustain the Veteran Resource Center Funding which the first appropriation was received in 2014. The College had worked with Representatives Rodella and Salazar for a special appropriation for the Veterans Resource Center which the College inaugurated in November, 2014. This funding was at \$125,000 in the past and has always been shaved as part of the budget process to \$124,700 so essentially the College is asking for an extra \$300 because it is going in at \$125,000 flat again. These two RPSPs are to essentially to sustain the funding the College currently has with the exception of Athletics and that is to increase it by \$75,000. These will go to HED and will become a part of HEDs recommendation to the LFC and if the recommendation includes them

and the College will support them during the Legislature. If they are not make it, the College can work with Legislators to get the appropriations back in without having circumvent the process.

Regent Martinez asked why the College only asks for \$300 for Veterans Programs. Mr. Serna stated looking at page 60 (attached) because the funding was started in FY15; the College got underway and had a lot of work to do to get the Center up and running. The College had a fund balance of \$87,000 and the College was apprehensive about asking for more money when the College still had carry over. The budget this year is upwards of \$200,000. If the College had asked for more money, they might have said why you want more if you have fund balance that you have not spent. Regent Martinez asked if they might say if you didn't spend it we are not give you that much. Mr. Serna stated this is a risk. Regent Martinez stated then the College will be dealing with \$84,000. Mr. Serna stated this is only because it was year one. The College gets the appropriation; it is just like a Federal Grant. It is customary when you get a Federal Grant your first year of spending is always low because you are hiring staff and getting things up and running. The FY16 is a result of the College getting staffing and the office up and running. This information will be shared with legislators. On the reverse side, the College did not want to say give it more because it would be fodder for that kind of discussion.

Regent Powers asked that Ryan Cordova, Athletic Director speak about his RPSP. There is some interesting statistics in the RPSP and it would be good to be read into the record. Ryan Cordova, Athletic Director stated the numbers for Athletics have gone up. Enrollment numbers for Athletics have gone up and scholarships have been decreased this year. Even though the scholarships went down, students increased by over 20. There are over 120 student athletes participating in 9 sports. In 2011 there were just over 20 students. They were also housed off campus in Pojoaque. The College was spending quite a bit of money on 2 sports and since then the College has added 7 sports. The only two financial based sports are men's and women's basketball, the other sports are enrollment based sports and with those sports, the College had has to increase the staff in this area. Everyone is taking on additional responsibilities. Athletics keeps the amount of coaches very minimal. Athletics is allowed 6 full scholarships. The College competes against Cal State San Marcos, NAIA Division I who is allowed 12 full scholarships. Mr. Cordova is proud to say the College beat them with 1 and 1/2 scholarships. Athletics is taking and making the best with what is has. There was a housing issue of 40 students and the College is also going put it on the website. The College is going to update the housing information on the website so students that do live outside the 30 mile triangle can have access to housing and like student athletes drive down from Los Alamos. There is minimal housing in Los Alamos which will be added to the housing list. The College will find ways to make this work. When looking at the overall numbers, Athletes make up just over 14% of total Enrollment.

Mr. Serna stated the athletes are all part of the tuition promise program because they all have to be enrolled in 12 hours. They all become part of the cohort of the tuition promise program that the Board of Regents approved. This will help the Athletic Department because they will be sustained at these tuition fees over the life of their career. Mr. Cordova stated he makes the athletes carry 15 hours. Student athletes generate just over \$400,000 in tuition and fees to the College. I&G helps the Athletic budget a little bit and puts some back in but it is not near \$400,000 that is put back into Athletics. The RPSP that is being requested can really help decrease the amount of I&G that is going back in there. The actions Administration is taking is to try to increase the enrollment based sports so the College limits the amount of money going out and increase the money coming in. Asking or the \$75,000 is basically to cover additional positions the College needs to fill in order to keep students participating in a healthy and make sure College is doing the report of 9 sports to the NAIA and making sure the facilities are in good shape to do those things.

Regent Powers stated this program attracts quality students and ones that perform above average. It is a worthy endeavor.

Mr. Serna stated what the College does and have done in the past is link arms with the Colleges with the other comprehensive institutions for this increase of funding every institution is in the same boat.

Mr. Cordova stated regarding Mr. Serna's presentation, student athletes made up just over 80 student athletes last year and there were 11 graduates last year. This was a good ratio. There are also a number of students on track to graduate this fall.

**Regent Powers moved for approval of both Research and Public Service Project submissions. Motion approved.**

**The Board of Regents took adjourned at 10:08am and reconvened at 10:20AM.**

**IX STUDENT SENATE PRESIDENT'S REPORT**

None. Regent DeHerrera spoke with the Student Senate President and let them know if they have items for the Board of Regents and they could not present, she would do so on their behalf.

**X. OLD BUSINESS**

None.

**XI. EXECUTIVE SESSION**

**Regent Martinez moved to enter into Executive Session pursuant to:**

- (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee;**
- (2) Bargaining strategy preliminary to collective bargaining;**
- (3) Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and**
- (4) Real estate acquisition or disposal.**

**Pursuant to provisions of NMSA 1978, Section 10-15-1(H) (2) (5) (7) & (8).**

**A Roll Call vote was taken and all Regents voted unanimously to enter into Executive Session (Regent DeHerrera – yes, Regent Garcia – yes, Regent Powers - yes). The Board of Regents entered into Executive Session at 11:38am.**

**XII. POSSIBLE ACTION ON EXECUTIVE SESSION**

**Regent Martinez moved the Board of Regents return from Executive Session. Discussions were conducted according to Section 10-15-1(H) (2) (5) (7) & (8) were discussed. Roll Call Vote was taken – Regent DeHerrera – yes, Regent Powers – yes, Regent Garcia – yes. The Board of Regents returned from Executive Session at 12:58pm and no decisions were made.**

### XIII. COMMENTS TO THE BOARD OF REGENTS

Regent Garcia introduced Mr. Jake Arnold and notified Mr. Arnold he would have three minutes to address the Board of Regents. Mr. Arnold thanked the Board of Regents for entertaining his comments. Mr. Arnold stated it has been a bit confusing about what the actual process is whether there is a Bylaw or Policy of the Board of Regents. Mr. Arnold did request to see any kind of policy that might have been adopted recently. Mr. Arnold stated he believed there was a 3-1 vote at a prior Board of Regents Meeting about public comment. Ms. Cordova who handles the IPRA requests was very cordial and Mr. Arnold complimented Ms. Cordova on the way she handled his request. Mr. Arnold stated he still does not understand what the policy is about a week in advance and who can agree to have somebody speak or not, though Mr. Arnold appreciated being allowed to speak to the Board of Regents.

Mr. Arnold stated he has two items, one has to do with what Mr. Arnold discovered in reviewing some Board Minutes and that was at the February 26th meeting, not everybody here today was necessarily on the Board at that time but the former Regent Michael Branch stated that Mr. Arnold somehow was involved and mentioned his name in the matter of the emails to and from former Board Member Donald Martinez. By implication that Mr. Arnold was part of the email chain among other people, Mr. Arnold stated he was not, he never exchanged any of the emails in question or quoted in this, Mr. Arnold never exchanged any emails with Donald Martinez or anybody else in the email chain about the matters at hand and Mr. Arnold wanted to go on the record with this because he thinks he is unfairly tagged when he says "this person Jake who is mentioned by somebody is obviously Jake Arnold." Mr. Arnold stated this was not him, Donald Martinez is a neighbor, he knows him, he has communicated with his email, but Mr. Arnold thinks with all the emails in the Boards possession that involve other people, the Board will say that there is no indication at all that Mr. Arnold was part of that email chain. Mr. Arnold stated he could go on about some other matters about that whole incident but it could be called water under the bridge. There is no point in trying to resurrect that.

Mr. Arnold stated the other issue is some First Amendment issues. Mr. Arnold has listened to the Regents Meetings with the some of the minutes about that and Mr. Arnold is very concerned about an incident where a member of the College staff, a Vice President used a technique to take down a website that is a website, it is called the Northern New Mexico College Study Group. The technique to do this was to go to the web hosting company and say there was copyright infringement, that the College owned copyrights on all the material at that website. The individual who did that is Mr. Serna, used the Digital Media Copyright Act which is a Federal Statute that was passed a deal with pirated materials such as music, games, videos, whatever. In quoting the DMCA, the webhosting company in this case was Webley, was required to shut down that site until the owner of that site could respond. There is a process for that. The owner of the site did respond, filed basically a legal brief of eight pages, Mr. Arnold will make that available to the Board of Regents. Mr. Arnold could tell the Board of Regents there was no such thing as a copyright on any public record. Everything on that site is a public record. That means anything that appears on the College's website is a public record, anything that appears anywhere else that is obtained by the IPRA is a public record, you cannot copyright it, no copyright claim by the College was ever filed with the Library of Congress which is a registry of copyrights. Mr. Arnold stated he thinks the College is looking at serious liability on suppression of First Amendment Rights.

Regent Garcia thanked Mr. Arnold for his comments.

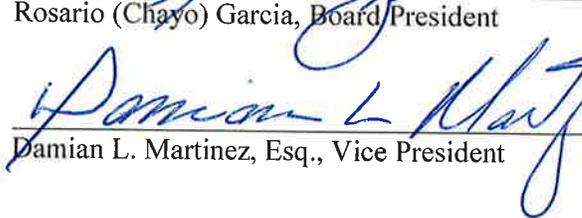
Mr. Arnold stated if the Board of Regents would like the documents, if they are important to the Board of Regents, he has them for the Board of Regents. Regent Martinez asked that Mr. Arnold leave them as part of the record. Mr. Arnold stated he can leave them at the staff table. That is the submission by Mr. Serna and the response by the publishers of the Northern New Mexico College Study Group site. Mr. Arnold stated this gets him to his three minutes and thanked for the Board of Regents for their time.

**XIV. ADJOURNMENT**

**Regent Powers moved to adjourn. Motion passed unanimously. The Board of Regents Meeting adjourned at 1:08pm.**

APPROVED:

  
Rosario (Chayo) Garcia, Board President

  
Damian L. Martinez, Esq., Vice President