

NORTHERN NEW MEXICO COLLEGE



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

NOVEMBER 17, 2022

NORTHERN New Mexico College



NOTICE

The Board of Regents of Northern New Mexico College will hold a regular meeting on **Thursday, November 17, 2022 at 5:00PM**, Via Zoom and in person at Northern New Mexico College, Espanola Campus, Board Room, Espanola, New Mexico.

Join Zoom Meeting

<https://nmmc.zoom.us/j/91413869089>

Meeting ID: 914 1386 9089

One tap mobile

+13462487799,,91413869089# US (Houston)

+16694449171,,91413869089# US

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 564 217 2000 US

+1 646 931 3860 US

Meeting ID: 914 1386 9089

Find your local number: <https://nmmc.zoom.us/j/91413869089>

FINAL AGENDA

- I. **CALL TO ORDER**
- II. **APPROVAL OF AGENDA**
- III. **PUBLIC INPUT**
- IV. **COMMENTS FROM THE BOARD**
 - A. Board of Regents Subcommittee Reports
 1. Housing Committee – Informational
 2. Presidential Selection Committee – Informational

- B. El Rito Water Rights Transaction with El Rito Mutual Domestic Water Consumers Association – Action Required
- V. **APPROVAL OF MINUTES**
- VI. **PRESIDENT’S REPORT AND ANNOUNCEMENTS**
 - A. Celebrate Northern – Informational
 - B. CUP/NMICC Report – Informational
 - C. NNMC Foundation – Informational
 - D. Introduction of Staff and Faculty – Informational
 - E. Website Schemes - Informational
- VII. **FACULTY SENATE PRESIDENT REPORT**
- VIII. **STUDENT SENATE PRESIDENT REPORT**
- IX. **STAFF REPORTS**
 - A. Provost & Vice President for Academic Affairs
 - 1. Policy on Chair Appointments – Action Required
- X. **EXECUTIVE SESSION**
 - (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee;
 - a. Discussion of NNMC Presidential Finalists
 - (2) Bargaining strategy preliminary to collective bargaining
 - a. No items
 - (3) Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and
 - a. No items
 - (4) Real estate acquisition or disposal.
 - a. No items
- XI. **POSSIBLE ACTION ON EXECUTIVE SESSION**
 - (1) Action regarding selection of permanent NNMC President
- XII. **ADJOURNMENT**

If you have completed the COVID Vaccination Protocol and wish to attend in person, please contact Amy Peña (amy.pena@nmmc.edu). Proof of vaccination will be required prior to entering Board of Regents Meeting.

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

*Office of the President***NORTHERN New Mexico College****Northern New Mexico College (NNMC) - El Rito Campus Water Rights Executive Summary**

The Northern New Mexico College El Rito campus has been asked to permanently transfer a portion of its water rights to El Rito Regional Water & Wastewater Association. The college is a founding member of the Regional Association and receives its potable water through the association's public water system. The association has only one well to service to more than 100 subscribers, the college, the U.S. Forest Service, El Rito Elementary and Las Clinicas del Norte. A moratorium on new hookups has been in effect for several years.

To accommodate growth and to insure against failure of the system's single water source, the Regional Association plans to dig another well. However, the Association has insufficient water rights to obtain approval for the project from the New Mexico Office of the State Engineer or to qualify for grant and private funding to finance the project.

El Rito Regional Water has asked each of its subscribers to permanently transfer one-quarter-acre-feet of their water rights to the association. We do not know if the Association has asked the Forest Service, El Rito Elementary and Las Clinicas del Norte to permanently transfer water rights. NNMC has been asked to permanently transfer half of its 65.56 water rights (32.7-acre-feet) to the Association. The college currently makes a limited transfer of 36.5-acre-feet of water rights to the Association in order to connect to the ERRWWA's regional water system.

History

The El Rito Regional Water & Wastewater Association was organized to respond to the health and safety needs of the regional El Rito community for a safe and reliable domestic water supply and for the construction of a single regional water utility system.

The association originally included Northern New Mexico College and three predecessor domestic water associations: El Rito Canyon Mutual Domestic Water Consumers Association, Placitas Mutual Domestic Water Consumers Association and El Rito Domestic Water Consumers Association. The El Rito Canyon MDWCA has since withdrawn from the Association and the Placitas well has become contaminated, resulting in one functioning well to serve the entire community.

Prior to joining the Association, NNMC had its own independent water system from a surface spring source developed with infiltration galleries. The Board of Regents decided it would be in the college's best interest to join the Regional Association and utilize a system that drew from wells regulated by the New Mexico Department of Environment – Drinking Water Bureau and the Office of the State Engineer. In 2003 the College entered into a Memorandum of Understanding with the Association to implement a regional water system and in 2009 the "Memorandum of Understanding on the Limited Transfer and Assignment of Water Rights Between the Board of Regents of Northern New Mexico College and the El Rito Regional Water & Waste Water Association" MOU was signed by Michael Branch, former President of the NNMC Board of Regents, Juan Garcia, Board President of the Association and the secretaries of both organizations, but for some reason the parties never legalized this temporary transfer through OSE approval of an application.

NNMC entered the MOU with 65.56-acre-feet of water rights, located and shown on the El Rito Hydrographic Survey Map Sheet No. 10, Tract 29.1. Those water rights were affirmed by a consent order filed in 1989 in United States District Court Cause no. 7941 and on a license issued by the Office of the State Engineer in 1931 (OSE file no. 1950, Sub-file 29.1). That settlement allocated 16.21-acre-feet of underground resources to the Placitas Mutual Domestic Water Consumers and Mutual Sewage Works Association, 32.00-acre-feet to the El Rito Mutual Domestic Water Consumers Association and 65.56-acre-feet to what is now El Rito Branch Community College, as well as allotments for several community acequias.

When NNMC entered into the MOU, its estimated water use was 36.5-acre-feet per annum. The MOU states that “The College will make a limited transfer and assignment of the 36.5-acre-feet of water rights to the Association in order to connect to the ERRWWA's regional water system. This limited transfer and assignment shall be qualified as follows:

- a) The College will remain the sole owner of the water rights of this transaction at all times. For purposes of this transfer, the College will be the "transferor/ assignor".
- b) The Regional Association will be the "transferee / assignee" of the water rights of this transaction for the term of this MOU.
- c) The parties will comply with all administrative requirements of the Office of the State Engineer in giving effect to this limited transfer and assignment.

The College agreed to temporarily transfer and assign the above water rights to the Association for the term of the MOU. The MOU further states that “The balance of the College's water rights, 29.06-acre-feet, will be retained for the exclusive use of the College on its El Rito Campus.”

The MOU has a maximum term of 40 years, with the option for either party to terminate with a minimum 180-day notice (longer if “the health, safety and welfare of the parties cannot be assured within the termination period of 180 days”) or to renew for an additional period of time upon the mutual written agreement of the parties. The MOU can also be amended upon mutual written agreement. The MOU calls for the transfer of rights back to the college upon termination of the MOU.

To finally effectuate the MOU, on October 11, 2022, NNMC and El Rito submitted an application for the latter’s lease of this 36.5-acre-feet per annum for ten years, i.e., to November 1, 2032. However, the Office of the State Engineer raised concerns about a temporary transfer, which include:

- A temporary transfer could only be approved for 10 years without a 40-year water plan (which would allow for a 40-year lease), which NNMC does not have. A new lease would have to be approved every 10 years.
- A temporary transfer may impede El Rito’s ability to receive OSE approval for a permanently expanded service area.

The current situation

Northern New Mexico College supports the association’s plans to expand their system, which will help meet the college’s future needs and insure a safe and reliable water supply. Daniel R. Rubin, Senior Associate, Ortiz & Zamora, L.L.C., has researched the issue and recommended that “NNMC should file a joint application with El Rito to permanently transfer 36.5 acre-feet per year from its adjudicated total right of 65.56 acre-feet at its spring.”

NNMC values its collaboration with the Regional Association and believes continued cooperation works to the mutual benefit of both entities. If the Northern New Mexico College Board of Regents approves this recommendation, Northern New Mexico College will agree to permanently transfer 36.5 acre-feet per year to El Rito Regional Water & Wastewater Association.

NNMC will continue to provide water for fire suppression to the El Rito community through its non-potable hydrant system and storage tank. NNMC has also applied for a Congressionally Directed Spending grant to improve both the water system and sewage treatment facilities.

Upon approval by the Board of Regents, NNMC and El Rito will file an application for transfer with the New Mexico Office of the State Engineer, which will set in motion a period for public comment. Provided there are no insurmountable objections from the Board of Regents or the public, the transfer could be executed early in 2023.

We look forward to a mutually beneficial resolution to this issue and the continuance of our successful partnership with the El Rito Regional Water & Wastewater Association.

Office of the President

NORTHERN New Mexico College



INTRODUCTION TO NEW EMPLOYEES NOVEMBER, 2022

Ursula Atencio
Accountant III

Dr. Roselyn Carroll
Residency Program Coordinator

My formal name is Roselyn Carroll and my common name is Roz Carroll. Most recently I earned my professional name which is Dr. Roselyn Carroll-Trujillo. However, my preference is Dr. Roz Carroll-Trujillo or Roz Carroll which most of my colleagues and close friends know me by.

The Teacher Residency Program is in its first semester of the grant that was awarded to establish this program. As the new Teacher Residency Coordinator, I am honored to have the privilege of working with a team of professional educators to set this “grow your own” teacher program in partnership with school districts and schools.

I have worked within the field of education in various capacities for approximately 41 years and have found it to be very rewarding. My greatest reward was assisting with the development of the New Mexico Indian Education Act and coordinating the New Mexico Native American Language and Culture Act with the New Mexico Public Education Division/Indian Education Department, 22 New Mexico Tribal Governments and former New Mexico Legislators, Senator Leonard Tsosie and Representative Ray Begaye.

On a personal level, I enjoy watching the Seahawks games, collecting unusual made antique dolls and entering them into the New Mexico State Fair.

Mark Lopez
Assistant Director of Facilities

Justina Martinez
Safety and Security Officer

Marcia Martinez
Senior Facility/Project Administrative Assistant

Miranda Martinez
Temporary worker

Victoria Nuss
STEM Instructional Designer

It is my pleasure to join Northern New Mexico College in the role of STEM Instructional Designer. I look forward to serving the STEM faculty by assisting with online course development, providing Blackboard support and creating professional development opportunities.

Before joining Northern, I taught high school for over 12 years. During that time, I also served as an adjunct instructor at the University of Central Florida where I taught an online graduate-level course for current and future educators on integrating technology into learning environments. Before teaching, I worked as a Course Writer and Editor at an e-learning development company that created online courses and training for a variety of clients—many of which were in higher education. I have a Master of Arts degree in Instructional Technology/Media. My doctorate is in Education (with a specialization in e-Learning) and my dissertation allowed me to explore teacher perceptions and concerns regarding the usage of a learning management system in a K-12 public school. Thank you for this wonderful opportunity to continue my journey and extend my help to yet another campus.

Jessica Ortiz
Accountant III

Joseph Padilla
Grant Coordinator for El Rito Campus

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.

Elaine Jean Struthers, Ph.D., OTR/L
Community Outreach

Dr. Elaine Struthers is an anthropologist and pediatric occupational therapist with multiple years of experience in Southwestern ethnohistory, federal compliance issues and advocacy. Professionally she has specialized in accessibility issues.

Dr. Struthers has worked on projects related to federal mandates under the NAGPRA, the ADA /IDEA and the AWA, including working as an inside sponsor with the Native American Club on AIRFA access at Southern New Mexico Correctional Facility. She designed environments to promote the psychological wellbeing of primates in her role as Director of Behavioral Science at the Coulston Foundation in Alamogordo, New Mexico. She has participated in accessibility projects and research as an occupational therapist/ applied anthropologist. She owned and designed sensory integration therapy clinic sites in the United States and Bulgaria.

She is a disability advocate licensed in occupational therapy and has provided evaluation and treatment planning for school-based performance of children with disabilities, Autism, learning challenges and developmental delays. Dr. Struthers has served as faculty in the United States and Bulgaria. She is an honorary member of the Bulgarian Occupational Therapy Association (ABET), and makes regular visits to Bulgaria where she participates in community development projects and community based participatory research related to accessibility. She has experience in synchronous and asynchronous online/ remote formats for therapy and teaching. Dr. Struthers has lived and worked in New Mexico and Colorado throughout her career.

Tamela Uzzetta
Simulation Lab Coordinator

We also want to welcome four new members of our custodial staff:

Devon Archuleta
Custodian

Antonio Martinez
Custodian

Brandon Alire
Custodian

Andrew Martinez
Custodian

Promotions/Transfers

We want to congratulate **Jessica Archuleta on her promotion to Associate Registrar**. Jessica has been with Northern five years as an Administrative Assistant with the Department of Nursing and Health Sciences. Jessica is an NNMC alumni. She recently received a bachelor's degree in Business & Project Management from Northern, after earning an Associate Degree in Business Administration.

Jessica is excited to start a new journey with NNMC as the new Associate Registrar, where she will be working directly with the registrar in order to provide effective support for students, faculty and staff. She will make sure every student has the opportunity to reach their education dreams and achievements.

Jessica was born and raised in Alcalde and is currently the first in her family to receive bachelor's degree. She and her life partner have 3 beautiful children, two sons and daughter who are amazing, strong, incredible children.

Office of the President

NORTHERN New Mexico College



MEMORANDUM

To: Board of Regents,
Northern New Mexico College

From: Bárbara M. Medina, Ph.D.
President

Date: November 17, 2022

Re: Board of Regents Meeting Minutes

Issue

Northern New Mexico College (NNMC) provides, on a monthly basis, Board of Regents Minutes from the previous month for approval.

Recommendation

Staff recommends that the Board of Regents approve the attached Board of Regents Minutes for September 22, 2022, October 20, 2022, October 31, 2022, November 3, 2022 and November 10, 2022 as submitted or if applicable, as amended.

NORTHERN New Mexico College



NORTHERN NEW MEXICO COLLEGE BOARD OF REGENTS MEETING MINUTES SEPTEMBER 22, 2022

The Board of Regents of Northern New Mexico College held a regular Board Meeting on Thursday, September 22, 2022. Board Members in attendance were Board President Michael A. Martin, Regent Porter Swentzell, Regent Erica Velarde, Regent Ruben Archuleta, Regent Evelyn Juarez.

Staff Present: Bárbara M. Medina, Ph.D., President, Ivan Lopez Hurtado, Ph.D., Provost and Vice President for Academic Affairs, C. Vince Lithgow, III, Vice President for Finance & Administration and Amy Peña, Executive Office Director

Faculty Present: Joaquin Gallegos

Others Present: Jake Arnold, Geno Zamora, Rio Grande Sun, Mayor John Ramon Vigil, Tim Crone and Jacob Torres

I. CALL TO ORDER

Board President Martin called the meeting to order at 2:00PM.

II. MOMENT OF SILENCE FOR CYPRESS GARCIA

Board President Martin requested a moment of silence for Cypress Garcia. Board President Martin stated he would like to relate his story about Mr. Garcia. Board President Martin stated he received a call from Jacob Torres back in the spring saying he had a young man that needed some help from us getting into our college. Board President Martin reached out to President Medina and she was working with Dr. Appiarius and Ms. Levine. We have been working with Cypress and Board President Martin invited Mr. Torres and the family to join the Board of Regents meeting today so we could express our condolences to them. Board President Martin was glad to see Mr. Torres made it, he was nice enough to be our keynote speaker for both of our graduations in May and they broke bread together and Board President Martin thanked Mr. Torres. Board President Martin turned it over to Mr. Torres. Mr. Torres thanked everyone for having the moment of silence for Cypress, he appreciates it. Mr. Torres stated he was calling in from the plant lab at Kennedy Space Center in Florida. Mr. Torres stated it was a very difficult thing that happened to Cypress, the Northern team, all of them worked so hard to try to bring him into school. It was one of his last wishes that he would go to college. Mr. Torres stated he knows that it was slow moving but he expressed his desire to Mr. Torres that that was what he really really wanted. In the end, he was working at Lotaburger that day so he could ultimately have taxes so they could apply for federal financial aid and that was his purpose for being there. We didn't get him in though, Mr. Torres stated he thinks there are still family and friends still here and would really love to go to school as well and he thinks that at least on his part he transfers his focus to them and will also share this moment of silence in time for them the family as well. Mr. Torres thanked everyone for having him at the Board of Regents meeting and he is honored to be there. Board President Martin thanked Mr. Torres.

III. APPROVAL OF AGENDA

Board President Martin entertained a motion for approval of the agenda.

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

IV. MAYOR JOHN RAMON VIGIL, CITY OF ESPAÑOLA

Board President Martin stated he has the honor of introducing Mayor John Ramon Vigil from the City of Espanola. Mayor Vigil approached Board President Martin at the Juneteenth Celebration and said he would like to come and address the Board and this is the first time our schedules coincided. Board President Martin welcomed Mayor Vigil. Mayor Vigil thanked the Board of Regents for having him today. Mayor Vigil stated he got his first exposure to public service as a regent at New Mexico Highland's University and he knows the hard work that Regents work to work in their background of higher education, working (inaudible). It is no easy task for any university and he thinks a lot of people don't realize the aspect that regents play in day-to-day affairs and they have a lot of power and stamina that is imposed in you to make sure that you are looking out for the best interests of the State as well as the students and the future of the communities that you serve. This is why Mayor Vigil is here today. Mayor Vigil stated he is honored to be at the Board of Regents speaking on behalf of the City of Espanola just trying to establish a relationship with the City of Espanola and the Northern New Mexico College. Mayor Vigil stated he served on the City Council for four years prior to his election as Mayor. In his aspect, he saw a disconnect between NNMC and the City of Espanola. He sees it for a lack of terms in opportunities for economic development. Mayor Vigil believes wholeheartedly, he ran on this campaign platform that he believes Espanola can one day become a college community or at least foster a college atmosphere where individuals are coming here from across the country that having access to housing, nice eateries and establishments that are within walking distance from campus and creating that culture that you see in other communities like Portales, Las Vegas, Silver City, Western, Eastern and Highlands. Mayor Vigil stated that is why he is at the Board of Regents Meeting primarily to talk about their initiatives for economic development. The city has recently retained a retail coach, it is a professional recruiting firm that is nationally accredited in the aspect of recruiting and bringing national retailers to your communities that they contract with. They work with bringing clothing stores, fast food restaurants, dining establishments, national retailers, stores that everyone realizes that Espanola is missing out on because the retail leakage to Santa Fe. They recognize the potential of growth for the community is going to be limited on our north and south boundary because of the pueblos, but we recognize opportunities for infill, economic development infill which includes a lot of growth on the westside of the river, primarily around the college area. They are hoping to foster dialogue. Mayor Vigil knows the College has been talking about housing initiatives for many years for the campus student housing, staff and faculty. The City of Espanola, they are down the same rabbit hole because they have the same lack of access to housing for the labs, just in general, for laboratory employees in general. It has created a big shortfall for housing opportunities in Northern New Mexico. The city is working is working their best to attract developers here to our community not just to provide opportunities for lab employees but for people that are from Espanola, for staff and faculty here at the College is constantly reaching out to bringing. Mayor Vigil stated he knows housing is a critical issue that a lot of faculty and staff travels to Santa Fe day in and day out. The City wants to establish dialogue to see what they can do. Unfortunately, because the way developers work, they are looking for

opportunities with developmental infill where they have access to utilities and developing properties that already have access to utilities. Developing roads and utilities after the fact, they think will come after. It is going to take one development first to generate a first growth in terms of housing for the community. Mayor Vigil talked with Dr. Medina and the College has some available land and if they have a developer, they would like to bring them to the table and entertain that discussion with the College and ultimately it has to do with the overall campus master plan and what the College's plan and concept it. The city, the County and the College can agree we have a strong need for housing in the valley. It is really slimming our growth and again it also comes back to the retail approach as well. The mayor has believed in an economic development. Again, it comes to that retail coach as well when they are bringing retailers and such, the city wants to have a great dialogue with the College where their new Community Development Department, which is economic development. One of Mayor Vigil's forefronts when he took office is he always believed in an economic development department that sells Espanola, sells who we are as a community, has demographics and such. He didn't like the term economic because he does not think it is holistic, he doesn't think it embracive of who we are in growth. They named their office the community development office and it has been open for 6 months and have worked on businesses, housing opportunities and would like a good conduit from their office to the College so they have these dialogues of communication so if they have a developer who is interested in working with the College properties, they can send them to the College. Mayor Vigil thinks this is really important for us to be successful in the valley, there is strength in unity. He believes this when you have two counties, two pueblos, everyone says they think it's a nightmare, Mayor Vigil thinks it is ability for strength. There is strength in unity and the ability for all of us to work collaboratively. Mayor Vigil thinks back to the 1970's when they, the campus at NNMC, Mayor Vigil is not sure if anyone is aware, the City of Espanola is actually the entity that put up the loan for the College to buy the original property here. The College need \$20,000 from the Vigil family and the city put up that loan and the College paid it back afterward. The city saw at the time the opportunity for growth and expansion was going to occur with Northern New Mexico College coming. Mayor Vigil would like to create that dialogue again and wants to rebuild that, any sort of aspect, he wants to foster development with the two entities. He would like to create the dialogue again and rebuild. He would like to foster development with the two entities. Northern has always been an economic opportunities for Northern New Mexico but it pays a big role in the lives of the Espanola valley and Mayor Vigil thanked the Board of Regents and stood for questions.

Board President Martin stated Regent Archuleta is the chair of the housing committee and will reach out to the city when we have a better idea of what we are thinking of doing. Board President Martin asked Regent Archuleta his plan. Regent Archuleta stated the plan is he met with a few developers also, he is going to meet with Mr. Valdez to look over the plans and have started the process. LANL also wants to help out, maybe housing students in the summer. There are a couple of entities coming across and we will decide who best fits the needs of the College. The preliminary plan is having a student dorm and the second part of the plans is having family housing and then housing for faculty or staff. When they are ready, they will bring it to the Board of Regents. Board President Martin stated at that point we can loop the city in so they know what the plans are. Board President Martin asked if this is alright with Regent Archuleta. Regent Archuleta stated it is. Board President Martin asked if this was alright with Mayor Vigil. Mayor Vigil stated it does. Board President Martin stated he would also like to tell the mayor we also have our Small Business Development Center here and anything they can do to help, and Board President Martin stated they have helped a lot of people in the past.

Board President Martin asked if there were questions for Mayor Vigil. Regent Velarde thanked the mayor and thanked him for the history lesson. Regent Swentzell thanked the mayor Vigil for coming to the board meeting and it is a natural fit that we should be working together and some of those resources will help Northern and help the Espanola Valley get stronger. Regent Archuleta had no questions. Regent Juarez thanked the mayor for his time and insight and us as an institution students are ready for housing. It will take tons of collaboration and having worked in the philanthropy world for a while, she is excited to be able to support this project with the connections she has made throughout her work journey. Regent Juarez thanked Mayor Vigil for his time and stated it was nice to hear from him. Board President Martin thanked Mayor Vigil.

V. PUBLIC INPUT

Board President Martin called upon Tim Crone for public input.

Mr. Crone stated there were two union meetings the second Friday in September and one was full time faculty and the other unit was staff and individuals in both meetings stated some dismay about the active shooter training provided during Convocation. That it really wasn't a training it was more the presenter's concerted views about guns and those sorts of things. All of them stated it was his personal opinion rather than anything that was helpful. Mr. Crone has served on the NMSIA Board since the early 2000's and NMSIA provide all sorts of things. Here at the College, they are the provider of the benefits to the employees. There is also a risk committee and risk element to NMSIA and they do provide various trainings. We have available to us a retired police officer who has taking extensive training with the FBI but he does very good presentation and helps an institution with plans and concepts even with infrastructure. Things we can do to protect all of you and me, especially the students. As you all know, recent history, the students are the ones most likely targeted. The faculty particularly asked that perhaps at the next convocation in the spring if we could have James Lochner and Judith Garcia, if they could do training as part of the convocation schedule. Mr. Crone printed out the agenda for the training. Mr. Crone asked if there were any questions. Board President Martin asked if this was the first active shooter training. Mr. Crone stated he believes this was the first one. Mr. Lithgow stated we had one in January, 2019. Board President Martin asked if it is probably something we will have every convocation from now on most likely. Mr. Lithgow stated yes. Board President Martin stated we will look into it and thanked Mr. Crone.

Jake Arnold stated his comment has to do with a plea agreement hearing in the Henrietta Trujillo case which is in Judge Lydyard court on September 29. He believes the Regents discussed this in Executive session a few meetings ago and he is not sure how that worked out because the college is not a litigant but a victim as are people of the community. The Santa Fe New Mexican had a story a few weeks ago indicating that the that the position of the Board of Regents was that any plea agreement with restitution was positive thing and that the College would support that but that the College did not take a position in any time in prison for any time for the defendant as part of a plea deal. Two attempts to reach a plea deal was rejected by Judge Lydyard over the years and this takes place back to 2014 when the alleged embezzlement did occur. It was discovered in 2016 when Colonel Bailey came on as the President. The situation is that whether or not a plea deal that does not have prison time is really appropriate. Perhaps the Regents after Mr. Arnold finishes speaking in the comment period, in the matters from the Regents might want to speak to this issue. A number of people in our organization, La Sociedad Venseslao Jaramillo believe prison time would be appropriate and in talking to the prosecutor in this case Doug Wood who has been open to our concerns states that the defendant will not agree to any prison time. and then this case otta

go to trial. If it does go to trial, we will learn a whole lot more about what was going on. Mr. Arnold stated he should remind everyone that at the time of the alleged embezzlement, three of the Vice Presidents and the President who were in office have since left the College under very dubious circumstances. This is just what Mr. Arnold is going to offer. Perhaps somebody from the Board of Regents might want to be up at the hearing next week in TA to express what the College, what the position of the College is, not only on the proposed plea deal but whether or not it is appropriate given all the circumstances.

Board President Martin stated as he understands it pursuant to the OMA, we cannot discuss items not posted on the agenda and asked if this is correct. Mr. Zamora stated this is correct, the public needs reasonable notice of topics to be discussed on the agenda. Board President Martin stated we will take Mr. Arnolds comments into consideration but will not speak on them at this time. Mr. Arnold stated he would suggest comments from the regents that given a response to what he has to say that the Board of Regents may be able to discuss this. they He realizes it is not on the agenda, it is an avenue where they can at least respond to his topic. Board President Martin asked Mr. Zamora for his advice. Mr. Zamora stated on today's agenda there is not a broad comment from the board. Under comments from the board, it is articulated out and it would have need to possible be Item 6 to follow within the rules of the Open Meetings Act. Board President Martin thanked Mr. Zamora.

VI. COMMENTS FROM THE BOARD

A. Board of Regents Subcommittee Reports

1. Housing Committee

Regent Archuleta stated they had a meeting last week but had to postpone because of unforeseen circumstances. They are working on meeting again.

2. Presidential Selection Committee

Board President Martin asked Regent Swentzell to take that. Regent Swentzell stated the search committee has selected 8 semi-finalists, very strong candidates, both men and women that they will be interviewing before the end of the month and the search committee will relay the three finalists to the Board of Regents. We have it scheduled to bring the three finalists to both campuses the week of October 17th. They are going to set it up once they select the three finalists, their letter of application and CVs will be listed on the website. We will have an email address just as we did with the Interim President so people can give us their input while we are working on picking the finalist for our school. Board President Martin asked Regent Swentzell if he had anything else to add. Regent Swentzell stated he did a good job of summarizing where we are at in the process and it is coming to a head within the next month or so we should have a pretty good idea of who the next President will be. Board President Martin stated he hopes to have someone selected by the end of October and they will enter into negotiations to become the next President of the institution.

3. Audit, Finance, Facilities Committee

Regent Velarde stated they had a really good meeting yesterday, a lot to cover and go over and they did a great job, a lot of work in getting this done and they will go over it later on in this meeting. Thank you, Evette and team because it was a lot of work. Regent Archuleta thanked the staff for all the hard work.

4. Academic and Student Affairs Committee

Regent Swentzell stated they met on Monday of this week and Provost Lopez gave a good reminder of where we are at. It was a short informational meeting and there will be information coming to the Board at a later time. Board President Martin asked Regent Juarez if she had anything to add. Regent Juarez thanked Dr. Lopez for all his work. It was a wonderful meeting and always super enjoyable.

5. El Rito Domestic Water Association - Informational

Board President Martin stated it came to his attention that back in 2009 the College had signed a Memorandum of Understanding with the El Rito Domestic Water Association to lease them 40-acre feet of water in return for us hooking up to their water system to provide portable water to the El Rito Campus and that was never followed through on as far as transferring the water rights at the State Engineer's Office. Thanks to President Medina and Arin McKenna from her office who researched this and Daniel Rubin, the water expert with Ortiz & Zamora and so looks like within the next month there will be a notice in the Rio Grande Sun stating that we will be leasing the water rights to the Domestic Water Association so they can continue to grow their system and continue to provide us water. Board President Martin wanted to bring the Regents up to date on this so when they open the Sun and see that and say what is this about. Board President Martin asked if there were any questions.

VII. APPROVAL OF MINUTES

Board President Martin entertained motion to approve the minutes of July 28, 2022.

Regent Swentzell moved to approve the minutes of July 28, 2022. Second – Juarez. Motion passed. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Juarez – yes. Regent Archuleta did not respond. Motion passed unanimously.

VIII. PRESIDENT'S REPORT AND ANNOUNCEMENTS

President Medina thanked everyone for participation in the re-grand opening of the American Indian Center. In the packet the Board will see the Northern Celebrations. And she has a few others she would like to mention.

A. Celebrate Northern

1. Congratulations to Aaron Lopez, Alum – appointed as public relations coordinator at New Mexico Indian Affairs Department.

2. NNMC Student Chris Perez and student Natalia Maestas – live united insurance, performed duties for United Way of Northern New Mexico
3. Jessica Corrales Quidos, Associate Degree in Nursing Student – awarded Mana Del Norte Scholarship at the banquet which was held at NNMC
4. Website Redesign project – Northern’s Web Governance Team has completed the first stage research and discovery and hope to have the launch of fall 2023 for a redesigned website
5. American Indian Center - today’s event was a culmination of different people and different ideas. Thank you everyone for your assistance. All the people who planted the seeds along the way. We are looking forward to increasing our American Indian Student Enrollment

B. CUP/NMICC Report

1. Weekly meetings – President Medina provided the Board of Regents with the CUP Budget Priorities and Northern is in line with these. We will have to go to the legislature to increase funding for things like dual credit, those kinds of certificates is a discussion. President Medina was not able to attend the LFC meeting but has all the notes. CUP is a really valuable membership for Northern given our size and ability to attend all the functions.
2. NMICC – They met this morning at 7:30AM and discussed some of the outcomes from the LFC meetings. They are discussing issues, the workforce issues and the money coming from the federal government and how to prepare to meet the training needs. President Medina has invited everyone to the meeting in October for Workforce Development.

C. NNMC Foundation

President Medina stated the Foundation has met and have challenged them trying to increase their membership. President Medina thinks Regent Martin would be a great member on the Foundation Board. They did have a productive meeting have some good news. The endowments for teacher education and nursing will be deposited into our Foundation records, they will be kept separate. We go from a \$4.1M Foundation to almost a \$10M Foundation with that \$5M award. We are really excited about that. A number of good things can happen when your Foundation gets to that level.

D. Eagle Corporation Update

President Medina stated we are finished.

E. Introduction of Staff and Faculty

President Medina introduced the new staff and faculty (attached) and welcomed them to Northern. President Medina has charged human resources for onboarding where we to a 30, 60 and 90 check in. We need to focus on staff and check in with them to ensure they know how to do purchasing forms and so forth. Stephanie in human resources is assistant with that. We have a few openings where we have offers out. Director Madrid has done two jobs for two years and it is time for us to give him the support we need in facilities with an Assistant Director.

F. Philanthropy Update

President Medina stated this is in the binder (see attached). Through Ms. Pepper's work we have exceeded the \$100,000 goal we set for ourselves and President Medina thinks we have hit the \$112,000, \$116,000 since May of this year to add to our coffers. Of course, that goes to the Eagle Fund in supporting students with scholarships. We are thrilled that our community during these difficult times has been so generous.

G. 2023 Legislative Priorities

President Medina stated the 2020 priorities are in the Board packet (attached). One of the difficulties in New Mexico is the variety of gas and oil and the income goes in and out. President Medina thinks Northern is still recovering from the 2008 cuts and that is when American Indian Center was first cut, 2008-2009 when they cut our programs. We are still recovering and even though things look good one of the points Dr. Medina wants to make is we still have inflation to contend with and so coupled with inflation and money given to us the last few years, we are still catching up. We haven't made those, been able to pick up from that but President Medina's advice will give the Board more information on the fiscal status.

H. NMHED Hearing Brief

President Medina stated the Higher Education Brief is in the packet and we have been lucky with what we have been able to get. We were awarded \$50,000 for the food pantry and \$68,000 for dual credit. It is not recurring but it is hopeful that the legislature will consider giving institutions of higher education funds for dual credit because as of now we don't receive anything. One of the things that is a challenge in rural America and especially rural Northern New Mexico is you may not have a chemistry teacher in Mesa Vista or a physics teacher at Coronado. It is really important these high school kids come to campus and engage in courses where they can get advanced study while they are still in high school and they don't have to travel and worry about a teacher going to six different campuses.

We had over 250 students on campus yesterday, we had 50 colleges represented yesterday. Thank you to our new EOC director for their work yesterday. The high school students were here to learn about Northern but also to shop around. We welcome them to Northern but want them to know what is out there in the world. Eastern, NMSU, UNM, Western, Military Recruiters were here, all sister institutions were here and it was great for everyone to be together. We don't compete in the sense of pulling students, we want to make sure they have the opportunity to go on to higher education.

I. GO Bond Resolution

President Medina stated the GO Bond Resolution, President Medina has flyers for the Board, it is on the ballot, there were some issues, it is actually Bond 3. President Medina and students are creating some radio PDA's and talking about support for the bond issue. It is a capital improvement and hopefully it will be on the ballot and hopefully you can support New Mexico Colleges for that effort. President Medina stood for questions. Board President Martin asked if there were any questions for President Medina. Board President Martin asked what the CUP recommendation is

on the salary increases. President Medina stated she would have look back at the briefing but she believes it is 10%. Board President Martin asked 10% on average. President Medina stated yes.

President Medina stated she would like to share, the parade, Board President Martin and President Medina are getting really good at this. They got the Polaris decorated in El Rito and they had over 150 people for the El Rito Alumni Association on Saturday. They had just the joy, she doesn't know if she can describe, the friendships that have been around for 50-60 years and the joy they bring back to El Rito is something you have to see. They had presentations, several of them are authors, they had three book presentations, former President Sigfredo Maestas has a new book out about Northern and it will be in the Library and President Medina has a copy. In the parade they threw candy and tried not to hit anybody but do not have good aim. What they will be sharing with the Alumni and the El Rito community is they took the really massive strategic plan, several pages the Board of Regents received, they put it in a brochure form with just the priorities and the levels. It will be going out to the community to share where we are with the revitalization of the El Rito Campus. President Medina stated it was rocking and a lively place on Saturday. They had a car show and thank you to Leo Valdez, they had 21 cars and it was a beautiful day in New Mexico.

President Medina stated she would like to comment that they are hearing things like there is no one on campus and our enrollment. We are 1097, just short of 1100 we had pre-COVID and this is a good thing for a college of our size and especially after what we have all been through the last two years so we are all thrilled to have that. President Medina stated she believes we have 213 classes here, face to face. Dr. Lopez stated he doesn't have a report for this but in his bi-weekly report he submitted all this. We are hearing this rumor that we are still online and that is not true. As of today, what we are seeing and this has been the distribution probably for the last six years is that there are more students enrolled in online courses than in face to face. If you pick any course randomly, you are going to see on average 8.3 students in a face-to-face class and you are going to see between 13-14 in an online class. Students do have a preference for online classes, especially students that are in their second, third and fourth year. Typically, students in their freshman year will prefer courses that are face to face. As of today, remember these are the courses we are offer at 16 weeks or in the first term of 8-week classes, we are going to offer another set of courses in the second 8-week course, this is mid-October, right now we have 116 courses that are face to face. Fully online, we have 86 courses and 33 courses are hybrid. Something that has happened is that many new courses that we didn't have before, ex., the trades, are not happening here so they are happening in El Rito or in our remote locations like Los Alamos or Albuquerque. What has been happening is that we are centralizing the offerings of courses and that may create a perception that we don't have students here. The reality is that 116 which is the majority of our courses are offered face to face. If you go and do it by student credit hour, it might be different because we have many students taking, you may have more students taking online than face to face. It really depends how we view enrollment. We are offering many courses face to face. Dr. Lopez asked the Board of Regents if they have any questions in terms of enrollment.

Board President Martin stated it seems like the students are utilizing the form that they wish to utilize and so to try to force them into utilizing the form that the do not, we are just going to lose them. Dr. Lopez stated that is very true. When we ran surveys back in 2021, 70% of our students told us that they preferred online education, why, because we have to remember we have a lot of non-traditional students. The flexibility of the asynchronous courses or the courses that are not real time is really beneficial. We do understand that when we ran the survey the students who prefer face to face courses were already coming because we were in the middle of the pandemic and everything was online. We knew there was some bias in the survey. Still now that we have the

courses face to face you can see an online course has 60% more students than a face to face. It is true what Board President Martin's perception is. We are open and our services are there and they are online. Tutoring centers offers services for the online students as well as for our face-to-face students. We are open.

Board President Martin asked Faculty Senate Gallegos to give the Board of Regents his input as a faculty member, where does he see us going as far as having students in the seats versus online. Faculty Senate President Gallegos stated they were having an active discussion on this and if you talk to any faculty member on campus you will have a different opinion from each of them. He thinks we have to wait and see and really start to gather some data because there may be some data that shows in terms of persistence, in terms of success rate. Board President Martin asked if the classes he offers, how he presents them. Faculty Senate President Gallegos stated both and it is probably subject specific. In the sciences they are looking at having a strong on campus presence in terms of labs. Engineering is very similar and some of the other subject matters, liberal arts or social sciences it is a lot more conducive for online. They may be pointing in that direction; it may be a blending of the two. Once again, Faculty Senate President Gallegos it is a wait and see to a certain degree what our students want and need. They may be two different things as well. Board President Martin thanked Faculty Senate President Gallegos.

President Medina stated she would like to mention we also have some grants come in and expecting more and since July we have received over \$6M in grants to the college and different projects and proposals. Zeke Parra has been very busy. The Resilient El Rito was granted \$243,000 by the EMNRD and that will help us continue to work on the energy questions and issues at the legacy campus. We have gathered all the resources we can and will keep proceeding. Board President Martin thanked President Medina for her report.

Regent Swentzell asked in the GO Bond Resolution listed under the President's Report, if it is going to be done now. Board President Martin asked if action is required. President Medina stated we need the Board of Regents to approve a resolution but it could be in the business section. Regent Swentzell asked if there has to be an actual vote, we will but. President Medina stated not in their report but in their business section.

IX. FACULTY SENATE PRESIDENT REPORT

Faculty Senate President Gallegos stated the faculty senate met on September 2 and had an agenda that included various different topics. The main highlights from what they had on the agenda are the committee reports. Academic standards are looking into students who challenged their grades from spring semester that is actively continuing and they are gathering information on that. Education Policy is working on developing a program deletion or termination policy which will eventually make it to administration and then to the Board of Regents. The Undergraduate Curriculum Committee made some modifications to the Certificate in Practical Nursing which will make some of the students who fail a certain class able to apply to graduate with their Certificate in Practical Nursing which allows them to work while completing their RN. Also course some course creation in terms of cancer cell biology and we are very happy within the sciences area that we are getting high levels of specialization in terms of faculty. We are looking at offering some of these courses online to offer to UNM or NMSU students who would like to obtain niche knowledge. They had a meeting on September 9th with the Executive Team which was a productive meeting in which they talked about campus and some of the realities of post COVID conditions on campus.

Board President Martin thanked Faculty Senate President Gallegos and asked if there were any question.

X. STUDENT SENATE PRESIDENT REPORT

Student Senate Sanchez stated there was an election which went well and they only have two more executive positions to fill. They have 5 new applications. She is here to present the Student Senate President's Report. She is happy to announce they have five new members on the Student Senate. Mr. Bruno Guedes, Student Senate Advisor and Student Senate President Sanchez will monitor service and dedication and will see if there is a best fit for Vice President and Reporter positions at that time Ms. Sanchez will assign them. They had the new senate orientation yesterday and scheduled their inauguration day for next Friday at 3:00PM with the first official meeting to follow. Board President Martin thanked Student Senate President Sanchez.

XI. STAFF REPORTS

A. Vice President for Finance & Administration

1. Fiscal Watch Reports

Vice President Lithgow presented the Fiscal Watch Reports to the Board of Regents (attached).

Board President Martin entertained a motion to approve the Fiscal Watch Report.

Regent Swentzell moved to approve the Fiscal Watch Report for the period ending June 30, 2022. Regent Velarde – second. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes. Motion passed unanimously.

2. RPSPs

Vice President Lithgow reviewed the RPSPs for the Board of Regents (attached).

Board President Martin entertained a motion to approve the RPSPs as presented.

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

3. Report of Actuals

Ms. Abeyta presented the Report of Actuals for the Board of Regents (attached).

Board President Martin entertained a motion to approve the Report of Actuals as presented.

Regent Swentzell moved to approve the Report of Actuals as presented. Second – Regent Juarez. A roll call vote was taken. Board President Martin – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes. Motion passed unanimously. Regent Velarde did not vote.

4. Deletion and Disposition of Assets

Vice President Lithgow presented the deletion and disposition of assets to the Board of Regents (attached).

Board President Martin entertained a motion to approve the deletion and disposition of assets.

Regent Juarez moved to approve the deletion and disposition of assets as presented. Second – Regent Archuleta. A roll call vote was taken. Board President Martin – yes. Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes. Motion passed unanimously.

6. GO Bond Resolution

President Medina recommended board approve the resolution supporting the 2022 GO Bond 3.

Regent Swentzell moved to approve a resolution supporting the 2022 General Obligation Bond 3. Second – Regent Velarde. A roll call vote was taken. Board President Martin – yes. Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes. Motion passed unanimously.

XII. EXECUTIVE SESSION

None.

XIII. POSSIBLE ACTION ON EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

Board President Martin entertained a motion to adjourn.

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

The Board of Regents adjourned at 3:42PM.

Michael A. Martin
Board President

Erica Velarde
Board Vice President

NORTHERN New Mexico College



NORTHERN NEW MEXICO COLLEGE BOARD OF REGENTS MEETING MINUTES OCTOBER 20, 2022

The Board of Regents of Northern New Mexico College met in Executive Session on Thursday, October 20, 2022 in person and Via Zoom. Board Members in attendance were Board President Michael A. Martin, Regent Porter Swentzell, Regent Erica Velarde, Regent Ruben Archuleta, Regent Evelyn Juarez.

Staff Present: Amy Peña, Executive Office Director and Juan Gallegos, Windows Systems/Information Security Administrator.

Others Present: Hector Balderas, Attorney General

I. CALL TO ORDER

Board President Martin called the meeting to order at 6:45PM.

II. EXECUTIVE SESSION

Board President Martin entertained a motion to enter into Executive Session.

Regent Swentzell moved to enter into Executive Session for limited personnel matters related to the hiring of the Northern New Mexico College President, Board of Regents interviews of College President finalists. Second Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents entered into Executive Session at 6:47pm.

Board President Martin entered a motion to return from Executive Session.

Regent Swentzell moved to return from Executive Session and affirmatively stated only those items listed on the agenda were discussed. Second Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents returned from Executive Session at 8:02PM.

III. ADJOURNMENT

Board President Martin entertained a motion to adjourn.

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

The Board of Regents adjourned at 8:04PM.

Michael A. Martin
Board President

Erica Velarde
Board Vice President

NORTHERN New Mexico College



NORTHERN NEW MEXICO COLLEGE BOARD OF REGENTS MEETING MINUTES OCTOBER 31, 2022

The Board of Regents of Northern New Mexico College met in Executive Session on Monday, October 31, 2022 in person and Via Zoom. Board Members in attendance were Board President Michael A. Martin, Regent Porter Swentzell, Regent Erica Velarde, Regent Ruben Archuleta, Regent Evelyn Juarez.

Staff Present: Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs and Juan Gallegos, Windows Systems/Information Security Administrator.

Others Present: Dr. Bruno Hicks

I. CALL TO ORDER

Board President Martin called the meeting to order at 6:45PM.

II. EXECUTIVE SESSION

Board President Martin entertained a motion to enter into Executive Session.

Regent Swentzell moved to enter into Executive Session for limited personnel matters related to the hiring of the Northern New Mexico College President, Board of Regents interviews of College President finalists. Second Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents entered into Executive Session at 6:55pm.

Board President Martin entered a motion to return from Executive Session.

Regent Swentzell moved to return from Executive Session and stated only those items listed on the agenda were discussed. Second Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents returned from Executive Session.

III. ADJOURNMENT

Board President Martin entertained a motion to adjourn.

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

The Board of Regents adjourned at 8:01pm.

Michael A. Martin
Board President

Erica Velarde
Board Vice President

NORTHERN New Mexico College



NORTHERN NEW MEXICO COLLEGE BOARD OF REGENTS MEETING MINUTES NOVEMBER 3, 2022

The Board of Regents of Northern New Mexico College met in Executive Session on Thursday, November 3, 2022 in person and Via Zoom. Board Members in attendance were Board President Michael A. Martin, Regent Porter Swentzell, Regent Erica Velarde, Regent Ruben Archuleta, Regent Evelyn Juarez.

Staff Present: Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs and Juan Gallegos, Windows Systems/Information Security Administrator.

Others Present: Dr. Patricia Trujillo

I. CALL TO ORDER

Board President Martin called the meeting to order at 6:45PM.

II. EXECUTIVE SESSION

Board President Martin entertained a motion to enter into Executive Session.

Regent Swentzell moved to enter into Executive Session for limited personnel matters related to the hiring of the Northern New Mexico College President, Board of Regents interviews of College President finalists. Second Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents entered into Executive Session at 6:55pm.

Board President Martin entered a motion to return from Executive Session.

Regent Swentzell moved to return from Executive Session and stated only those items listed on the agenda were discussed. Second Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents returned from Executive Session.

III. ADJOURNMENT

Board President Martin entertained a motion to adjourn.

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

The Board of Regents adjourned at 8:05pm.

Michael A. Martin
Board President

Erica Velarde
Board Vice President

NORTHERN New Mexico College



NORTHERN NEW MEXICO COLLEGE BOARD OF REGENTS MEETING MINUTES NOVEMBER 10, 2022

The Board of Regents of Northern New Mexico College met in Executive Session on Thursday, November 10, 2022 in person and Via Zoom. Board Members in attendance were Board President Michael A. Martin, Regent Porter Swentzell, Regent Erica Velarde, Regent Ruben Archuleta, Regent Evelyn Juarez.

Staff Present: Amy Peña, Executive Office Director and Juan Gallegos, Windows Systems/Information Security Administrator.

Others Present: Dr. E. Yueh-Ting “Y-T” Lee

I. CALL TO ORDER

Board President Martin called the meeting to order at 4:00PM.

II. EXECUTIVE SESSION

Board President Martin entertained a motion to enter into Executive Session.

Regent Swentzell moved to enter into Executive Session for limited personnel matters related to the hiring of the Northern New Mexico College President, Board of Regents interviews of College President finalists. Second Regent Juarez. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents entered into Executive Session at 6:47pm.

Board President Martin entered a motion to return from Executive Session.

Regent Swentzell moved to return from Executive Session and stated only those items listed on the agenda were discussed. Second Regent Velarde. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents returned from Executive Session at 7:55pm.

III. 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 Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes.

The Board of Regents adjourned at 7:55pm.

Michael A. Martin
Board President

Erica Velarde
Board Vice President

*Office of the Provost***NORTHERN New Mexico College****MEMORANDUM**

To: Board of Regents- Northern New Mexico College
 From: Ivan Lopez, Provost and VPAA
 Date: November 17, 2022
 Re: Academic Chairs Appointments Policy Approval

Issue:

Northern needs a policy to appoint Academic Chairs and to establish clear and transparent rules on how faculty could transition into the Chair position. This is important to allow faculty members to have the opportunity to learn and work in the role of the Chair. Right now, we have Chairs that have served for over a decade (or two) with no opportunity for others to gain the experience if they are interested since we don't have any established policy/process, which is what the proposed policy addresses.

Overview:

The new policy (below) provides the mechanism to transition Academic Chairs fairly by allowing faculty (full-time and adjunct) and staff to provide input on the Chair and have elections. Those mechanisms do not currently exist and make the institution vulnerable for a smooth continuity when there is a Chair change (like a resignation) since nobody else knows how to perform the duties of a Chair.

Since we are in the middle of the Academic Year, the voting process described will have a transition in its implementation (with potential deviations) until it can be adopted as presented. This policy has been reviewed by the Academic/Student Affairs Committee of the Board and by the legal team (Holcomb Law Office).

Recommendation: I recommend that the Board of Regents approve this policy.

Policy

Academic Chair Appointments

The Chair Appointments for an Academic Department will be for faculty members that are tenure-track or, preferably, a tenured member of the department's faculty. Although the Chair appointment is an at-will position according to NNMC's policy, the faculty position and rank held by the Chair are not. The duties of a Chair are described in the Faculty Handbook Section II.F.4. Chairs have faculty contracts but are not part of the bargaining unit. According to the Chair's job description, the expected skills are the following: a) Assertiveness; b) Coaching and Development; c) Communication; d) Conceptual Thinking; e) Conflict Resolution; f) Presentation Skills; g) Problem Solving; h) Training; i) Applied Learning; and j) Independence. Chairs will usually be appointed from the group of full-time faculty members within the department.

However, they may be appointed from another department or a new hire when the Dean and Provost determine such appointment is in the best interests of the department, when a new Department is created, or when no current faculty members are interested in the appointment. Department Chair appointments will last for five years. Chairs may be appointed by a simple majority vote (refer to the voting process) of the faculty and staff members of the Department and the approval of the Dean of the School and the Provost. In the case where the Dean or the Provost does not approve a faculty member selected through voting, all members of the Academic Department will be informed in writing of the rationale of the decision no later than fifteen business days after the vote, and a new vote will take place.

In the case where no faculty members in the department have been nominated (including self-nominated) to serve as a Chair or Interim Chair, the Dean may consult with specific faculty members in the department and appoint a Chair with the approval of the Provost. When the Provost determines funding is available, the Dean may start an open search for the Chair position. With the approval of the Provost, Chairs completing their five-year appointment can be re-appointed by the Dean for a three-year extension to the five-year cycle but will not serve for more than eight consecutive years. Since Chair appointments are at-will positions, their yearly continuation during the full five-year (or second three-year) cycle is subject to performance.

Interim Chairs may be non-tenure-track but may serve for a maximum of two academic years or four consecutive semesters (when the initial semester does not coincide with the beginning of the Academic Year). Interim Chairs may become regular Chairs, and the years served as an Interim will not be part of the five-year cycle. Interim Chairs may also be currently appointed Chairs from a different Academic Department.

Chair appointments typically start on July 1st, the first day of the Fiscal Year. If the position of the Dean is vacant for the department's School, the Provost will take the role of the Dean in the processes discussed above.

Approved by the Board of Regents on XX/XX/2022

Voting Process

1. Tenured or tenure-track full-time faculty members of the department will be nominated or can be nominated by November 30th to serve as a Chair for the following fiscal year. All faculty members of the department, full-time and adjuncts, and staff may participate in the nomination process. The nomination will be done through an electronic form set up by the Office of the Provost.
2. Between December 1st and January 23th, the Academic Department will hold a meeting, and all nominees will have an opportunity to provide their vision for the department.
3. The Provost will communicate to the Dean and the Chairs the list of eligible voters and receive feedback in case of inaccuracy. Human Resources will review this list, too. If there are cases of demonstrated ineligibility, the Dean will inform the Chair of the rationale, who will communicate to the individual affected. All full-time faculty members will be eligible to vote. Part-time faculty with at least 0.5 FTE are eligible to vote, but their vote will be equivalent to half a vote. Currently hired adjunct faculty that have taught more than four semesters, a minimum of 12 cumulative credits (even if they are not consecutive) will be eligible to vote, but their vote will be equivalent to half a vote. Full-time staff members of the department will be eligible to vote. Research professors are not eligible to vote. Students are not eligible to vote.
4. Voters who are not interested in participating will write this decision to the Chair no later than January 29th. The final list of eligible voters will be complete no later than January 31st.
5. The process for voting will begin at 8:00 am on the Monday of the second week of February, and the polls will be open until 5 pm on the following Wednesday. It will be done on an electronic system developed by the Office of the Provost. To avoid confusion among the votes, the specific dates and times when the polls are open will be announced, by email, by the Dean no later than January 31st to all the eligible voters.
6. The vote counting will be done by the Dean and can be verified at all times by any of the voters to verify that anyone votes more than once.
7. In case of a tie in the voting process, the Dean will break the tie to select a Chair with the approval of the Provost.