



**Advisory Board Meeting  
Monday, January 13, 2020  
5:30 pm, Lecture Hall, Building 2**

<b>MINUTES</b>
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**1. Call to Order, Confirmation of a Quorum**

Stephen Boerigter called the meeting to order at 5:35 pm. Five board members were present.

**Board Members Present:**

Stephen Boerigter  
David Sutton  
Michelle Hall  
Sheila Schiferl  
Laura Burrows

**UNM LA Staff Present:**

Cynthia Rooney, Chancellor  
Sharon Hurley, Dean of Instruction  
Bob Harmon, Director Business Operations  
Kathryn Vigil, Director of Student Affairs  
Tony Gallegos, Student Success Manager  
Laci Taylor, Executive Assistant to the Chancellor

**Visitors Present:** David Hampton

**2. Installation of Recently Elected Board Members**

a. Judge Elizabeth Allen conducted the ceremony to swear in the two recently elected board members: Stephen Boerigter and Laura Burrows.

**3. Routine Business – *Board Action Items***

- a. Adoption of Agenda
- i. Motion made by Michelle Hall to approve the agenda. Seconded by David Sutton, motion passed by unanimous vote.
- b. Approval of Advisory Board Meeting Minutes-November 4, 2019 (Attachment A)
- ii. Motion made by David Sutton to approve minutes. Seconded by Michelle Hall. Motion passed by unanimous vote.

**4. Public Comment**

a. There was no public comment.

**5. Introduction of Visitors**

a. Tony Gallegos and David Hampton were introduced.

6. **New Business – Board Action Items**
  - a. Election of Officers
    - i. Stephen Boerigter reviewed the responsibilities of the Chair and Secretary.
    - ii. Stephen Boerigter was re-elected as the Chair and David Sutton was re-elected as the Secretary.
7. **Information for the Board**
  - a. Advisory Board Resource Materials
    - i. Updated copies of the Advisory Board Resource Materials were distributed to each Advisory Board member. Cynthia Rooney gave a brief overview of the material.
  - b. Community Internship Collaboration (CIC) Update (Attachment B)
    - i. Sharon Hurley highlighted the fall CIC program. The program will be funded internally this spring.
8. **Presentations by the Executive Team**
  - a. Chancellor (Attachment C)
    - i. The 2019 Year in Review was distributed to the Advisory Board Members.
    - ii. The Legislative Session this year is a 30 day session focused primarily on budget issues for the state. Dr. Rooney provided information on the proposed Opportunity Scholarship, formula funding, and capital outlay requests.
    - iii. UNM-LA is working on two grant proposals, one for a Title V grant and the other for a DOE/NNSA Minority Serving Institutions solicitation.
    - iv. Parking is an ongoing concern. The Advisory Board engaged in a discussion regarding parking issues. One possible solution that was recommended is coordination with Atomic City Transit.
  - b. Dean of Instruction (Attachment D)
    - i. The hiring of additional continuing faculty will be completed within the next few months. The total number of core faculty will be 23. A Program Coordinator for Community Education has also been hired.
    - ii. UNM-LA will participate in UNM Day at the New Mexico Legislature on January 27, 2020.
    - iii. The Academic Student Affairs and Research Committee have approved the Radiation Control Technology Certificate, the Waste Operator Technician Certificate, and the Nuclear Enterprise Science and Technology Certificate and Associate Degree proposals.
  - c. Director of Student Services (Attachment E)
    - i. Enrollment and Student Credit Hours are currently up for the spring semester.
    - ii. Student Services is now fully staffed with a strong team.
    - iii. Two Phi Theta Kappa students were selected to represent UNM-LA on the New Mexico All-State Academic Team.
    - iv. Graduation will take place on Thursday, May 14, 2020 at 6:00 p.m. at the Duane Smith Auditorium.
  - d. Director of Business Operations (Attachment F)
    - i. UNM-LA has been selected to be included in the FY 2020 audit by UNM internal audit.
    - ii. An architectural and engineering firm has been selected for the Library Project.
    - iii. Bob Harmon provided a financial update for the FY20 year.
    - iv. Initial discussions for next year's budget indicate no plans for an increase in tuition and fees.
9. **Board Requested Action or Discussion**
  - a. Stephen Boerigter requested members email Dr. Rooney topics for future meetings.
10. **Next Meeting**
  - a. The Advisory Board voted to move the March meeting from March 9th to March 2nd to make recommendations for tuition and fees prior to UNM-LA presenting to main campus on March 6th.
  - b. Next Regular Meeting: March 2, 2020, 5:30p.m., UNM-LA Lecture Hall
11. **Adjournment:** 7:05 p.m.