



**Advisory Board Meeting**  
**Monday, May 11, 2020**  
**5:30 pm, Zoom Meeting**

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

Stephen Boerigter called the meeting to order at 5:33 pm. All Board members were present on the Zoom video conference meeting. Michelle Hall arrived at 5:40 p.m.

**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  
Irina Alvestad, Associate Dean  
Nancy Coombs, Marketing Representative  
Laci Taylor, Executive Assistant to the Chancellor

**Visitors Present:**

Dr. James Holloway, UNM Provost and Executive Vice President for Academic Affairs  
Tris DeRoma, Reporter for the Los Alamos Monitor

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

- a. Adoption of Agenda
  - i. Motion made by David Sutton to approve the agenda. Seconded by Laura Burrows, motion passed by unanimous vote.
- b. Approval of Advisory Board Meeting Minutes-April 8, 2020 (Attachment A)
  - i. Motion made by David Sutton to approve the minutes. Seconded by Sheila Schiferl, motion passed by unanimous vote.

**3. Public Comment**

- a. There was no public comment.

**4. Introduction of Visitors**

- a. Dr. James Holloway and Tris DeRoma were introduced.

**5. Information for the Board**

- a. Remarks by Provost Holloway
  - i. Dr. James Holloway updated the Advisory Board on the priorities UNM is focusing on during COVID-19.
  - ii. There was discussion about the three phase plan that HED has submitted to the Governor.
- b. HED document on “Reopening Campuses” (Attachment B)
  - i. Dr. Cynthia Rooney presented a PowerPoint presentation about Reopening Campuses in New Mexico.
  - ii. There was discussion of the Statewide Gating Criteria and the three phases for reopening.
  - iii. Budget concerns and impact to the UNM-LA campus were also discussed.

**6. Presentations by the Executive Team**

- a. Chancellor (Attachment C)
  - i. UNM-LA is securing the needed supplies for reopening and is in the process of ordering 50 additional laptops to loan to students, faculty and staff as needed for the summer and fall semesters.
  - ii. The first wave of CARES funding has been distributed and UNM-LA students received \$58,643.
  - iii. Nine students have successfully completed the CIC program. A virtual graduation ceremony will be posted online on May 18, 2020.
  - iv. The UNM-LA Endowment Account has grown and it was recommended that the \$1,400 distribution this year be spent toward the purchase of the 50 laptops mentioned earlier.
- b. Dean of Instruction
  - i. The Nuclear Enterprise Science and Technology (NEST) AAS degree was approved and will be added to the Fall 2020 catalog.
  - ii. Summer classes have been scheduled and will be online.
  - iii. Fall classes will be a mix of online and face to face. Most of the Fall classes will be online. There will be some face to face and hybrid classes. All face to face classes will be web-enhanced.
  - iv. Professional development training will be offered to faculty over the summer to support teaching online and hybrid models.
- c. Director of Student Services (Attachment E)
  - i. Enrollment for Summer has been steady with a 13% increase. Fall enrollment is down as compared to this time last year.
  - ii. Student Services continues to recruit new students remotely. There has been success with the phone campaign and mailed recruitment letters.
  - iii. A web page to honor graduates will be online, Thursday, May 14. A new tradition of lighting farolitos will begin this year in honor of UNM-LA graduates.
- d. Director of Business Operations (Attachment F)
  - i. The hiring process is complete for the Fiscal Services Tech.
  - ii. The results of the recent UNM-LA audit were shared with the Advisory Board.
  - iii. DFA has placed a freeze on capital outlay spending.
  - iv. Revenues and expenditures are in line for the FY20 period.

**7. Next Meeting**

- a. September 14, 2020 at 5:30 p.m. UNM-LA Lecture Hall

**8. Adjournment:** 6:55 p.m.