

NORTHERN NEW MEXICO COLLEGE



BOARD OF REGENTS MEETING

SEPTEMBER 24, 2021

NORTHERN New Mexico College



NOTICE

The Board of Regents of Northern New Mexico College will hold a regular meeting on **Friday, September 24, 2021, at 9:00AM, Via Zoom** and in person at **Northern New Mexico College El Rito Campus, El Rito, New Mexico.**

Join Zoom Meeting

<https://nmc.zoom.us/j/95809712157?pwd=ampvSHlvTjRvTS8wUEoxT3dtTGRBZz09>

Meeting ID: 958 0971 2157

Passcode: 533340

One tap mobile

+12532158782,,95809712157# US (Tacoma)

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Dial by your location

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Meeting ID: 958 0971 2157

Find your local number: <https://nmc.zoom.us/u/affrrrA5o>

FINAL AGENDA

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. STUDENT SENATE PRESIDENT REPORT**
 1. Introduction of Student Senate
- IV. COMMENTS FROM THE BOARD**
 - A. Board of Regents Subcommittee Reports
 1. Alumni Association - Informational
 2. Audit/Finance/Facilities Committee – Informational
 3. Academic/Student Affairs Committee – Informational
 4. President’s Evaluation Committee – Informational and Action Required
 5. HERC – Informational
 6. Audit Entrance Report – Informational
 7. Governor Michelle Lujan’s Roundtable – Informational
 8. Audit Entrance Conference – Informational
 9. Vaccination Policy – Informational

- V. **APPROVAL OF MINUTES**
- VI. **PRESIDENT’S REPORT AND ANNOUNCEMENTS**
 - A. Celebrate Northern – Informational
 - B. CUP/NMICC Report – Informational
 - C. NNMC Foundation – Informational
 - D. Eagle Corporation Update – Informational
- VII. **FACULTY SENATE PRESIDENT REPORT**
- VIII. **STAFF REPORTS**
 - A. Provost & Vice President for Academic Affairs
 - 1. Student Complaint Process Guidelines – Informational
 - 2. Title III Grant - Informational
 - B. Vice President for Finance & Administration
 - 1. Fiscal Watch Reports – Action Required
 - 2. Budget Adjustment Requests (BARs) – Action Required
 - 3. Nursing Fees – Action Required
 - 4. RPSPs – Action Required
 - 5. Report of Actuals – Action Required
- IX. **DEEP DIVE**
 - 1. Student Housing
- X. **PUBLIC INPUT**
- XI. **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. No items
 - (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
- XII. **TOUR OF CAMPUS FACILITIES - Informational**
- XIII. **ADJOURNMENT**

If you have completed the COVID Vaccination Protocol and wish to attend in person, please contact Amy Peña (amy.pena@nnmc.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.

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

Presidential Evaluation During the Pandemic

WHEREAS the Northern New Mexico College Board of Regents (the Board) has undertaken a professional and conscientious approach to the evaluation of the President since his hiring through Board training and the development of a presidential evaluation policy, and;

WHEREAS during the 2020 – 2021 evaluation period the Covid-19 pandemic significantly overwhelmed normal operating procedures to the extent that evaluation processes prescribed by the evaluation policy were not completed, and;

WHEREAS the Board holds a positive assessment of the President's leadership of the College's response to the pandemic, and;

WHEREAS the Board intends to adhere to the evaluation policy during the 2021 – 2022 evaluation period,

NOW THEREFORE, BE IT RESOLVED that the Board formally suspends the presidential evaluation policy for the period of June 1, 2020 through June 30, 2021 and acknowledges that the Board will implement the policy effectively beginning July 1, 2021 for the 2021 – 2022 academic year

Approved this 24th day of September 2021

Michael Martin
President Board of Regents

Erica Velarde, PE
Vice President Board of Regents

Porter Swentzell, Ph.D.
Secretary/Treasurer Board of Regents

Ruben Archuleta
Regent

Evelyn Juarez
Regent

Office of the President

NORTHERN New Mexico College



MEMORANDUM

To: Board of Regents,
Northern New Mexico College

From: Richard J. Bailey, Jr., Ph.D.
President

Date: September 24, 2021

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 June 25, 2021 and August 12, 2021 as submitted or if applicable, as amended.

NORTHERN New Mexico College



NORTHERN NEW MEXICO COLLEGE BOARD OF REGENTS MINUTES JUNE 25, 2021

A Regular Meeting of the Board of Regents of Northern New Mexico College was held on June 25, 2021 Via Zoom and in person. Regents Present: Michael A. Martin (in person), Porter Swentzell (in person), Erica Velarde (Via Zoom), Maria Evelyn Juarez (Via Zoom), Ruben Archuleta (in person).

Northern New Mexico College Staff Present: President Richard J. Bailey, Jr., PhD (in person); Ivan Lopez Hurtado, PhD, Provost & Vice President for Academic Affairs (in person); Ricky A. Bejarano, CPA, CGMA, Vice President for Finance & Administration (in person); Vince Lithgow, Comptroller (Via Zoom), Shawn Madrid, Security/Facilities Director (Via Zoom); John Ussery, El Rito Campus Director; Juan Gallegos, IT (In Person); Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs (Via Zoom); Sandy Krolick, Creative Director, Communications & Marketing (Via Zoom) and Amy Peña, Executive Office Director (In Person).

Faculty Present: Ajit Ira,

Others Present: Robert Trapp, Rio Grande Sun (in person)

I. CALL TO ORDER

Board President Martin called the meeting to order at 9:07AM

II. APPROVAL OF AGENDA

Board President Martin entertained a motion to approve the agenda.

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

III. COMMENTS FROM THE BOARD

A. Board of Regents Subcommittee Reports

1. Audit/Finance/Facilities Committee – Informational

Regent Velarde stated they had a great meeting yesterday and she had some unrelated questions related to the report and thank you to every one for humoring her. Regent Archuleta stated it was a very informative meeting and thank you to the staff.

2. Academic/Student Affairs Committee – Informational

Regent Swentzell stated the committee met two days ago and the items for the meeting are action items and the items will be discussed later too be presented by the Provost and the Vice President for Finance & Administration. Regent Juarez stated it was a great meeting and Dr. Lopez is always thorough and she looks forward to hearing everyone's thoughts.

3. President's Evaluation Committee – Informational

Regent Velarde stated they have reached out to Dr. Hugh Prather who helped in 2019 and at the beginning of 2020 to get this completed. They will meet with him next week to discuss next steps. Regent Juarez stated she did not have anything to

4. HERC – Informational

Board President Martin stated HERC did not meet last month.

IV. APPROVAL OF MINUTES

Board President Martin entertained a motion to approve the minutes.

Regent Archuleta moved to approve the minutes. Second – Regent Juarez. Board President Martin, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes. Motion passed unanimously.

V. PRESIDENT'S REPORT AND ANNOUNCEMENTS

A. Celebrate Northern

President Bailey stated:

1. Juneteenth Event: NNMC hosted the 2nd Annual Juneteenth Event and thank you to the Board members who attended. The event went well and we had 60-70 people in attendance including US Senator Ben Ray Lujan, Board Members, Senators and Department of Veteran Services Secretary and many others. It was a beautiful gathering. The College has been a leader in our community in terms of Juneteenth, in honoring Pride Month, in honoring LGBTQ members. The message going forward is the College has been and continues to be a role model for respecting the dignity of all people. Thank you to every one for embracing and participating.

B. CUP/NMICC Report – Informational

President Bailey stated CUP and NMICC are very close with the NM CHES project. Everyone at Northern has been part of one or more work groups that have been studying the different vendors, looking at possibilities, making evaluation recommendations and we now have a front runner for the vendor that will be announced next month. It will be the Board who makes this official decision and the Boards at the other institutions that make this decision. We are really excited about moving forward and this is going to Northern a lot of money and a lot of headaches but there is going to be a lot of work in the next three years as we go into this implementation phase. Expect a special

board meeting, the idea might be that we time, in mid-August with this one item on the agenda and the goal is to time it with a special board meeting with all the other colleges so the idea is that the reveal all happens at the same time so that the public knows who the vendor is so all the Boards all make the decision at the same time. We already have that dollar figure we have prepared for but we owe the Board a final number of what that looks like.

1. NNMC Foundation

President Bailey stated for the NNMC Foundation the Board will meet next week to consider another Board Member, Damian Martinez who was a former Board Member and the other important news is the Foundation will be making a vote on some investment priorities and those investment priorities will now be part of the formal record so it helps the college in terms of the audit performance because we need to make sure that what our investors are investing in matches what the Foundation Board has directed it to invest in.

There is a potential for some very impressive donations coming in. President Bailey is excited about our philanthropy being taken to the next level. It is a testament to our faculty and staff and our student's, the reputation we have with the state. The philanthropy is now matching the effort.

2. Eagle Corporation Update

President Bailey stated we have not had a meeting since the last College Board Meeting but there are some interesting projects we are working on. One has to do with the land in El Vado and possible renewable energy. He is excited about the potential of this that would bring in a separate revenue stream for the College and Foundation that would be game changing. President Bailey will keep working behind the scenes on this.

V. FACULTY SENATE PRESIDENT REPORT

None.

VI. STUDENT SENATE PRESIDENT REPORT

Regent Juarez has nothing to report as the term concluded on May 7th and she is looking forward to supporting and working with the Student Senate in August.

VIII. STAFF REPORTS

A. Provost & Vice President for Academic Affairs

1. Addition of New Final Grades (NF" and WF")

Dr. Lopez stated this has been discussed with the two committees. Dr. Lopez stated the one item he has been discussed with the two committees. This Northern's response to a recommendation that we got two weeks ago from the USDOE, the USDOE visited Northern two weeks ago and it was a virtual visit, it was a three-day visit and at the end of the visit there was a recommendation that will simplify our processes. It is going to make it easier for us. It is a recommendation for Northern so that we can return Title IV funding, this is the Pell Grant in the easiest way and minimize the potential for error. Northern, we are an institution that is not required to take

attendance, we do not take attendance in our classes as Regent Juarez will know, we do not take attendance and we are trying to probably at some point to become an institution that will at least take attendance the first three week of classes. Therefore, at the end of the semester when we submit the failing grades, that means an F grade, at that point in time, for all failing grades we have to submit also the last date of attendance regardless of the type of failing that happened. Remember the student can fail a course because of poor academic performance, a student that didn't pass their exams, submit their homework, etc., that is academic performance and they might get an F for that reason. The other reason is they may have stopped attending classes so that is academic performance and they might get an F grade for that without withdrawing the class. They do not withdraw but they stopped attending the classes so the faculty has to submit an F grade. What the DOE is suggesting that we differentiate between and academic failure and a failure that is caused because a student just stopped attending classes. What they are suggesting is that we introduce two new grades, an NF and a WF, these are two grades that do not exist at Northern because these will clearly differentiate when a student failed because of lack of attendance compared to when their failed based on academic performance. This recommendation was reviewed by our Registrar and our Financial Aid Director and they agree with the DOE, they said this is indeed a best practice in other institution. Dr. Lopez stated he is bringing this to the Board of Regents for approval, for action. Dr. Lopez stated he failed when he said it was covered in the Finance Committee it was only covered in the Academic and Student Affairs Committee and he is open to questions. Basically, this is a response to a recommendation from the USDOE.

Board President Martin asked if there were questions. Regent Swentzell asked for clarification, the nonattendance taking institution is sort of a status of the DOE and doesn't prohibit in any way that faculty will be taking attendance for their own purposes. Dr. Lopez stated this is correct, right now it is part of the academic freedom of a faculty member. For example, the Nursing Program, they do take attendance, it is part of their policy in their syllabus. When Dr. Lopez was a faculty member, he was one of those who liked to take attendance but right now it is subject to the discretion of the faculty member. Regent Juarez stated she had a quick comment and it is something she thought about the Academic Committee meeting, it is not only going to simplify our process at Northern but also will help graduate program admissions committees in case our students who have a NF or WF to be able to explain their story because say if someone dropped out of classes because of an emergency or challenge in their life that is something very different from academic performance with an F. It is very helpful on many sides. Dr. Lopez thanked Regent Juarez for her comment and she is absolutely right.

Board President Martin entertained a motion to approve the recommendation.

Regent Swentzell moved to approve the addition of new grades of NF and WF. Second - Regent Velarde. President Martin, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes, Regent Juarez – yes. Motion passed unanimously.

B. Vice President for Finance & Administration

1. Fiscal Watch Reports – Action Required

Mr. Bejarano stated on page 20 is where the Fiscal Watch Reports begin. Since we had a question about the effect of the payout for the lawsuit and it is reflected primarily on the bottom on the first page where you see the negative for unrestricted. Keep in mind this is based on this year, we will add in the rest of the fund balance. The effect for this year is reflected in the -\$1.4M. That gets it

out of the way. We are still in a decent cash position but we have paid out close to \$1M. Mr. Bejarano turned over the Fiscal Watch Reports to Mr. Lithgow for presentation.

Mr. Lithgow stated on the first page, the Statement of Net Position for the month of May 31, 2021. The current assets of cash and cash equivalent of \$6.5M has dropped because of the payout. We have reductions for student receivables and other receivables and that is based on the normalcy of the fiscal and academic year. Noncurrent assets, capital assets are reflected to give numbers that are in the current fiscal year audit so they have been adjusted. Differed outflows are part of the pension related, that is a decrease from last fiscal year. Currently liabilities, accounts payables went up to about \$200,000 and that is to be expected. Other accrued liabilities that were reduced significantly because of the payout. Noncurrent liabilities, the major changes on those are the OPED liabilities and the net pension liabilities which are reduced based on the current year audit. Those are related to actual studies performed by ERP and retiree health care. They are numbers provided to us. Differed inflows of resources related to pension of \$4.9M. Unrelated entity activities of \$1.1M and again that is the restriction for the Branch Community College receipts for the Mill Levy. Total net position is \$32.9M.

Mr. Lithgow stated on the Income Statement, total revenue collected year to date is 77.6%, we should be at 91.7% which is equal to State appropriations. The significant change on this is related to tuition and fees mainly for the summer that have just been brought on. Permanent fund income and land income have increased significantly by 118%. Expenditures overall are at 76.3% which is 4% less than revenues which is a good thing. We are bringing in more money than expended. We transferred out \$152,800 for BR&R. For the plant and maintenance funds there is very little activity. We have \$2.6M budgeted and only \$328,000 expended as of this time.

Mr. Lithgow stated regarding comparative income statement, significant note is we had the special session last year which reduced our budget significantly and so the budget to revenues is less for 2021 at the same point in time for FY20. Expenses are a little more than last year at this time. Again, most of those expenses were for salary and benefits and some financial aid. It would be reasonable for financial aid because of disbursements to students based on the CARES funding. Regarding comparison of plant funds, we have had little activity this year and last year we had a lot of activity.

Mr. Lithgow stated regarding the Statement of Cashflows, it gives a brief overview of what is coming in and going out. We have received \$3.6M for tuition and fees, receipts for grants have been \$7.2M. A bulk of \$12.6M for salaries and benefits and another \$5.5M for goods and services. We have been at \$1.1M for scholarships, state appropriations at \$10.1M and Mill Levy distributions at \$1.7M. The investment earnings are for land income because we are a beneficiary. Ending cash is \$6.575M and it relates to begin cash on the Statement of Net Position. Board President Martin asked if there were any questions for Mr. Lithgow and entertained a motion to approve the Fiscal Watch Reports.

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

2. Budget Adjustment Reports (BARs) – Action Required

Mr. Bejarano stated there are no Budget Adjustments for this meeting, however, we still have year-end when there is a slew of them. There are absolutely none for this month which is credited to Evette Abeyta.

3. Capital Summer Hearing Packet

Mr. Bejarano introduced Shawn Madrid, Security Director and currently doubling as Facilities Director. Mr. Madrid presented the Summer Hearing Packet submitted for FY23 (attached).

Mr. Madrid stated the first priority is for parking lots and road improvements, requesting \$3M. This would help us take care of dirt parking lots in Espanola that would be paved and it would help us with ADA parking. It will also help with the El Rito Campus, El Rito is not really ADA capable right now, this would allow for striping and parking spaces for ADA. He would like to try to improve all sidewalks as well, including ADA ramps. Project priority number two is for roofing and structure improvements on both campuses. It was submitted for the diesel shop in El Rito and the GE Building in Espanola and the CFA. The project is proposed at \$3M. This would also be for structure. Mr. Madrid asked if there were questions. President Bailey thanked Shawn for the update and the work in the packet. It is very interesting; one he wants to make sure that everyone knows that these projects are part of the five-year infrastructure plan so there are no surprises. The ADA is a requirement, it is not just the right thing to do, we have to do it. The roofing project is a really important preventative project. Down the road it could be a messier issue if we do not fix it. Regent Velarde came last year to participate in the summer hearings and it could be pretty contentious, having a Board Member sitting with you in that hearing and especially a Board Member who used to sit on that committee is a wonderful benefit. President Bailey thanked Regent Velarde for pitching in and participating and her commitment for sitting with them. Regent Velarde stated she appreciates the opportunity to do so. Before presenting in August, she would love to, when they have the presentation ready, she would like to do a dry run and throw questions at them that she knows the Board is going to throw at them so they are prepared and there is no sweating involved. President Bailey appreciates it and they will schedule it. President Martin thanked Mr. Madrid for the presentation and entertained a motion to approve.

Regent Swentzell moved to approve the Capital Summer Hearing packet. 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.

Mr. Bejarano asked Mr. Madrid to let the Board of Regents briefly know what is going on in El Rito. Mr. Madrid stated he is working on getting everything going. He has the blue prints for an ADA bathroom to be installed in Research Building. He is waiting on a bid from our general contractor to get started. They finished the roofing project on the South Dorms. He will begin interior improvements. They do have tree trimmers on campus taking care of all the dead trees. The firefighters were there for two weeks. The Diesel Shop, Mr. Madrid is working on this and getting it where they can improve the interior. He will be patching the roof on this for now to work on the interiors. There will also be an ADA bathroom installed in that building as well. We redid all the plumbing into the building, all of this is new. There is a new heating system in all three buildings, Research Building, South Dorm and Diesel Shop, which will get new pipe heaters. We did all new water lines into the South Dorms. There are now drainage issues, a lot of the piping swelled and cracked and it is cast iron and may need to be replaced. The main lines need

to be replaced and we may need to get into the flooring on the second floor to see what it looks like. President Bailey asked in terms of students coming in August, in his professional opinion, what are the things we are going to be able to do and not do. Are lab spaces available? Mr. Madrid stated the Research Building should be done and he will try to get the Diesel Shop, plumbing labs ready by August. The bathroom in the Diesel Shop is not going to be ADA compliant by August. President Bailey asked if the plan is still that the plumbing and electrician classes will start in the Research Building in August. Mr. Madrid stated this is correct. In the meantime, he is hoping to get the plumbing set up. The South Dorms are almost good to go. The thing that will need to be done is the drains. He has quotes and has people looking at them and waiting to hear back. President Bailey stated the reason we are pushing hard on the dorms, it may not be needed in the fall, students are struggling to find housing and it is getting worse and worse and he knows the City of Espanola is working on improving the housing situation, the entire team is working on El Rito as a future potential for student housing. There are other things to solve when done, in terms of food, entertainment, other options but we are getting close to this being a potential option. Regent Juarez stated this is awesome. Board President Martin asked if there were any other questions and stated he and President Bailey have had conversations and would like to have the August Board Meeting in El Rito. At that time, there will be a tour of the facilities and Mr. Martin appreciates all the work. Regent Velarde thanked Mr. Madrid for all his work and really helping us make this sort of dream or goal and helping us get to it.

4. Nursing Student Course Fees

Mr. Bejarano stated he would like to call on Dr. Lopez for this item. Dr. Lopez stated the first item here in terms of fees has to, as Regent Swentzell reminded him, every six months, the Board of Regents has to approve one of these. These are third part fees, course specific fees for the Nursing Program. These fees are only tied to a specific course, sometimes to more than one course and the reason why we process these fees internally is to make them allowable for students to use their financial aid at the very beginning of the semester and not later. These fees, we do not get revenue, the same amount of fee that the third party vendor is charging us is what we charge the students, we are just a passthrough to make it easier on the students and these fees, because they are by third party vendors, they continuously go up sometimes in a yearly basis, sometimes two years, sometimes depending on new software or new testing that the Nursing Program adds to prepare students better for exams, we have to add new standardized tastings through Kaplan. The page presented there are four fees, two are increases from \$145.00 to \$150.00 and the others are new testing fees used to prepare students, mock exams, to prepare students better for licensure. We are asking for the Board approval on these new fees or changes in existing fees. Dr. Lopez asked if there were questions. Board President Martin if there were questions and entertained a motion to approve.

Regent Juarez moved to approve the increase in nursing fees. 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.

5. PLA/Local Developed Exam Fee

Regent Bejarano called upon Dr. Lopez for this item. Dr. Lopez stated this is a brand new fee that we are including. He wants to remind the Board that back at the April meeting, he presented to the Board a new initiative in Academic Affairs that has to do with the assessment of prior learning that students may bring when they join the College and how we can take this prior learning and transform it into college credit. This helps the students to save money on the one hand but secondly and more importantly time. When the students have learned something through their job, through their personal life, you name it and they come and we don't want them to repeat or to relearn those competencies through a class. This allows students to accelerate their academic progress. It is going to allow us to recruit students and to retain students because they will know what they gain through their job now they can get college credit without taking a course. This is what is called prior learning assessment and was presented in April. Dr. Lopez stated he presented this in April to prepare the Board because he was going to bring to the Board what he is bringing now a new fee for students. In the case when students want to get credit for prior learning, we are subject to regulations of our accrediting agency the HLC. This process cannot be taken for granted by the student, we need the student to submit a portfolio or to take a locally developed exam. These two instances require labor from faculty members. In the case of the faculty members for the portfolio analysis we need to assign two evaluators for each one of these portfolios to show the accrediting agency that we are doing our due diligence to evaluate these things with high standards. We are going to be assigning two evaluators per portfolio. Each one of these faculty members is going to get a stipend of \$42.00 per credit hour. When we are taking two faculty members, this puts the entire labor cost and on top of this there will be \$16.00 going into overhead. The \$100.00 we are suggesting, this was suggested by an ad hoc committee Dr. Lopez put together integrated by faculty members. He is recommending to the Board that they approve the \$100.00 per credit to evaluate a PLA portfolio and a \$50.00 fee per credit for a locally developed exam. The exam is another action where the students will pay \$50.00 per credit. These are fees we are recommending for approval. These two fees were presented to the Finance Committee and Academic and Student Affairs Committee. He did answer several questions on how this is going to work. It is very important to note that this is still fair game for the student. This is still less costly than taking the course. It is also a recognition of the labor and faculty will have to put to assess or to grade the exam. Dr. Lopez stated he is open for questions. Board President Martin asked if there were questions and entertained a motion to approve.

Regent Velarde stated she would like to thank the faculty and staff and Dr. Lopez for taking on this initiative and putting more on their plates to keep students on their paths and reaching their goals.

President Bailey stated he wanted to make it clear that the faculty and the staff take this seriously. We are not going to give credit frivolously. At the same time, we discussed this previously, as Dr. Lopez mentioned, two of the most important resources that our students have is funding and time. What we want to make sure we are giving the students every opportunity they can to minimize their timeline to the graduation stage. There is a lot of work in dotting the i's and crossing the t's and he knows this is worth the effort for the students and appreciates the Board's consideration.

Board President Martin entertained a motion to approve.

Regent Swentzell moved to approve the new fee for Prior Learning Assessment. 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.

IX. DEEP DIVE

A. Team Spirit Activities and Progress

President Bailey presented the Deep Dive on the follow up on the report and work done in team spirit.

X. PUBLIC INPUT

None.

XI. EXECUTIVE SESSION

Board President Martin entertained a motion to discuss Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant, specifically the Melissa Velasquez Case.

Regent Swentzell moved to enter into Executive Session only to discuss those items mentioned on the agenda as described. 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 entered into executive session at 10:24AM.

Board President Martin entertained a motion for the Board of Regents to return from Executive Session at 10:49AM.

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

XII. 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 Meeting adjourned at 10:50AM.

APPROVED:

Michael A. Martin, Board President

Erica Velarde, Vice President

NORTHERN New Mexico College



NORTHERN NEW MEXICO COLLEGE BOARD OF REGENTS MINUTES SPECIAL MEETING AUGUST 12, 2021

A Special Meeting of the Board of Regents of Northern New Mexico College was held on June 25, 2021 Via Zoom. Regents Present: Michael A. Martin, Porter Swentzell, Erica Velarde, Maria Evelyn Juarez, Ruben Archuleta.

Northern New Mexico College Staff Present: President Richard J. Bailey, Jr., PhD; Ivan Lopez Hurtado, PhD, Provost & Vice President for Academic Affairs; Ricky A. Bejarano, CPA, CGMA, Vice President for Finance & Administration; and Amy Peña, Executive Office Director.

Others Present: Kathy Ulibarri, CEO, CHESS, AJ Bowers, CRI, Sara Specht, CRI

I. CALL TO ORDER

Board President Martin called meeting to order at 10:31AM

II. APPROVAL OF AGENDA

Board President Martin entertained a motion to approve the agenda.

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

III. PRESENTATION OF AUDIT BY EXTERNAL FINANCIAL AUDITORS

AJ Bowers and Sara Specht presented the audit for NNMC (attached).

President Bailey stated he wanted to echo something AJ said. This report is the culmination of four years of work. Out BO has been in the trenches in trying to dig us out of what was a real mess. There is a reason why we gave the President's Award to the Business Office because of what AJ and Sara presented. There is still work to do and there are things we need to work on. This report shows a monumental step forward in the fiscal health of the institution.

Board President Martin stated he would like to echo President Bailey's opinion. He appreciates all the work the Business Office has done.

Regent Velarde stated if it wasn't for the anti-donation clause, we would be sending the Business Office to the spa. Thank you for all the work. She appreciates all the work they have done.

Regent Swentzell echoed everything that has been said and a deep appreciation for all the heavy lifting. Thank you, AJ and Sara for all the work and getting too this moment. There were some giant question marks. It is amazing work that has been done to turn the ship around.

Regent Archuleta stated he is happy where we are going and where we are heading and he is proud to be part of this organization.

Regent Juarez stated she has only been student regent a couple of months and she is grateful for all the work that has been done.

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

IV. COLLABORATIVE FOR HIGHER EDUCATION SHARED SERVICES (CHESS) MOU CONSIDERATION

President Bailey introduced Kathy Ulibarri, CEO, Collaborative for Higher Education Shared Services (CHESS) for her presentation on the Memorandum for Understanding (attached).

Board President Martin asked if there were any comments or questions from the Board and entertained a motion to approve the Collaborative for Higher Education Shared Services (CHESS) MOU.

Regent Swentzell asked what this looks like for the College, we are all in the business and all the colleges are trying to mitigate the risk of a domino effect of falling on our institutions and a cascading event. President Bailey stated this is a good point and obviously this is a risk/reward, we are taking a leap of faith. This will mitigate some of the concerns the Board may have. Northern had considered doing this four years ago and the only reason we didn't do it then is because we were in a much more difficult fiscal situation and we had just finished an implementation of the platform we were on and he was pretty sure the IT Department would run him out on the rails by saying we are going to do this new thing. By the time the College went to the Board to say we really want to do this and ready to do this. This is a sobering conversation President Bailey had with Ricky Bejarano and the Business Office to say assuming we do not get any outside funding can we still do

this just based on the skin we can put in the game and he doesn't want to speak for the other four institutions but he is pretty sure they had similar conversations. So, what the Board is discussing about the \$3M we got from the State last year, we did not expect it, that is a bonus and we are happy to get it. There is money we are looking at with Title III and philanthropic foundations but we are planning on not getting any of it and that will make things a lot easier. All five institutions have basically said we are willing to put our own skin in the game to make this work and he feels confident that we are not going to get to that nightmare scenario where even if the State decides they are not going to fund any of this we are still going to be able to move forward.

Mr. Bejarano stated for the team we have assembled here, where you look where we are coming from, when he first started at the College, we were holding checks for two to three weeks at a time so we could make sure we could cover payroll and what not and those days are behind us. The team, we watch every penny and we believe we can do it. We have had these discussions and the likelihood if something catastrophic like that happened it would be very difficult and we have been through this before. The big part of this is having confidence in the team to maintain revenue, to keep expenditures where they need to be and to make the tough decisions that we have to like any other project and any other hurdle thrown in front of us. Four years ago, he may not have been as confident but now we have assembled a really good financial team that is key to making this work on every level.

Board President Martin asked if there were any follow up questions. Regent Velarde stated she appreciates the questions and possibilities brought up. It is better to know there are things that could happen and be aware of them so that if we start to see things going that way, we can shift gears to ensure to continue this effort. She thinks this is important and going to be valuable long term. It is like the audit it is a heavy lift in the beginning but once we get it lifted it will be not only great for the institution for the students of the State of New Mexico. Regent Archuleta did not have questions. Regent Juarez stated she would like to thank everyone from the work. She has already graduated from College from Northern and once this happens, hopefully it does, she is going to go back and wish she is a college freshman again because it is going to be much less stressful for a lot of students. She graduated from Northern but took a lot of classes at SFCC and it was a lot of stress to have those credits transfer over and the many transcripts she has to send to graduate schools.

Board President entertained a motion to approve the Memorandum of Understanding.

Regent Velarde moved to approve the Collaborative for Higher Education Shared Services (CHESS) MOU. Second – Regent Juarez. A roll call vote was taken. Board President Martin – yes, Regent Velarde – yes, Regent Juarez – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes. Motion passed unanimously.

V. 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 Juarez – yes, Regent Velarde – yes, Regent Swentzell – yes, Regent Archuleta – yes. Motion passed unanimously.

The Board of Regents adjourned at 10:54AM

APPROVED:

Michael A. Martin, Board President

Erica Velarde, Vice President

Northern New Mexico College Student Grievance Procedure

Students have the right to bring complaints or grievances regarding faculty or staff to the attention of the College. This grievance process is intended to encourage informal resolution between the affected parties. This process is not to be used to replace existing resolution processes (i.e. Grade Appeal, Student Code of Conduct, Title IX, etc.,).

The Office of the Assistant Provost for Student Affairs is available to answer questions, provide direction, assist students in following the designated informal or formal procedures, and will determine whether compelling or extenuating circumstances may apply. Grievances are initiated with the Assistant Provost for Student Affairs or designee.

- Step 1: An oral discussion should occur between the student and the person(s) alleged to have caused the grievance. This discussion should take place within 10 working days of the incident which constituted the grievance. Note: These provisions may be waived by the Assistant Provost for Student Affairs given compelling and extenuating circumstances.

Should informal attempts at resolution prove unsuccessful, the formal process may be initiated. The formal process includes the following steps:

- Step 2: If the grievance is not resolved at the informal level, a formal complaint must be submitted to Assistant Provost for Student Affairs Office within 5 working days of the oral discussion. The Assistant Provost for Student Affairs (or designee) will conduct a brief investigation to determine the merit of the grievance.
- Step 3: If there is adequate evidence to support a formal grievance, the Assistant Provost for Student Affairs (or designee) will contact the supervisor/appropriate individual (as noted below), within five (5) working days. The recipient shall immediately acknowledge receipt of the grievance, conduct a detailed investigation, and notify the student of the conclusion of the investigation within ten (10) working days and provide a written finding. This process and timeline apply to subsequent steps of the grievance procedure.

The grievance procedure shall not be used to appeal disciplinary decisions, or any other decision taken under processes where clearly defined appeal procedures have already been established as noted above.

PROCEDURE

The following process is available to students seeking to address problems or complaints:

- A. When the complaint involves teaching faculty in Academic Affairs, address the concern (in this order) to the:
1. Academic Chair/Director (whoever is the supervisor of the faculty member)
 2. Dean of the School (Chair in the case the step one was a Director)
 3. Vice President of Academic Affairs/Provost or designee (final authority)
- B. When the complaint involves an administrative faculty or a staff member, address the concern (in this order) to the:
1. Employee Supervisor (first step)
 2. Director of the Department
 3. Relevant divisional manager or designee (final authority)
- C. When the complaint directly involves a divisional manager (i.e. a Vice President), address the concern (in this order) to the:
1. Other Divisional Manager (appointed by President)
 2. College President or designee (final authority)
- D. When the complaint directly involves the President, address the concern directly to the:
1. The NNMC Board of Trustees

Title III
Accelerating Achievement in STEM

September 24, 2021

NORTHERN New Mexico College 

1

Competitive Priority
**Strengthen Academic Achievement
and Retention**

Invitational Priority
Provided Integrated Student Services

NORTHERN New Mexico College 

2

Primary Goals

Goal 1: Increase postsecondary STEM enrollment and success for Hispanic and low-income students.

Goal 2: Improve the number of Hispanic and low-income students attaining STEM degrees.

Goal 3: Support transfer success in STEM between 2-year HSIs and NNMC for Hispanic and low-income students through model articulation agreements.

3

Objectives

Objective 1.1 By 2026, the percentage of Hispanic and low-income students who complete college algebra or statistics will increase by 39%.

Objective 1.2: By 2026, the enrollment of Hispanic and low-income students STEM degree-seeking will increase a 31%.

Objective 2.1: By 2026, there will be an increase in Fall to Fall one-year persistence rate of Hispanic and low-income STEM degree-seeking students from 53.9% to 65%.

Objective 2.2: By 2026, there will be an increase in Fall to Fall two-year persistence rate of Hispanic and low-income STEM degree-seeking students from 32.5% to 52.5%.

Objective 2.3: By 2026, there will be a 25% increase in the number of Hispanic and low-income STEM degree-seeking earning a certificate or degree.

NORTHERN New Mexico College



4

Objectives

Objective 3.1 By 2026, NNMC will increase the articulation/transfer agreements of the 5 STEM bachelor programs with regional two-year institutions from a current baseline of 3 to 20 articulations.

Objective 3.2: By 2026, the number of Hispanic and low-income students who successfully transferred to NNMC from a 2-year to baccalaureate STEM programs at NNMC will increase by 900%

NORTHERN New Mexico College



5

Logic Model

Table 4: Rationale for the STEM XL Project and LOGIC MODEL

RESOURCES & INPUTS	ACTIVITIES & STRATEGIES	TANGIBLE OUTPUTS	SHORT-TERM & LONG-TERM	BROADER IMPACTS
These are needed to accomplish the Project's goals and objectives.	The resources and inputs support activities and strategies.	Activities and strategies advance goals and objectives.	Program outputs lead to near-term impacts (outcomes)	Long term, intended long-term change occurs (~5-10 years)
<ul style="list-style-type: none"> ➤ HSI STEM Funding ➤ Project Staff ➤ Professional Training ➤ Office Space ➤ STEM Experts ➤ STEM Course Redesign Expertise ➤ STEM Professional Career Planning Experts STEM Industry Collaborations ➤ Target area schools ➤ LANL/N3B & SANDIA ➤ CHESS Consortium ➤ 2-HSI Partnership Articulation Activities 	<ul style="list-style-type: none"> ➤ Integrated Student Support System^{1,2} ➤ Holistic STEM Career & Transfer Advising¹ ➤ Course Redesign (SLOs)² ➤ Summer Bridge^{1,2,4} ➤ Accelerated Semester Format (2x8 week)¹ ➤ PLT/ Peer Mentors^{1,2,4} ➤ Faculty Professional Development^{1,2,3,4} ➤ Predictive STEM Course Scheduling¹ ➤ STEM Instrumentation & Technology Upgrades¹ ➤ Model Articulation Course Alignment Audits¹ 	<ol style="list-style-type: none"> 1. 31% increased STEM Enrollment 2. 11% Increased STEM retention 3a. 39% Increased STEM Progress 4. 25% Increased STEM Graduation/success. 5. 300% Transfer Increase 6. STEM Tech/Career Hiring Employment baseline established 	<ol style="list-style-type: none"> 1. STEM Enrollment increases from 164 to 215 by 2026. 2. STEM Completion increases from 32% to 53% by 2026 3. STEM Transfer to NNMC from 2-Year HSIs increases from 2 to 20. 6. STEM Tech/Career hiring increases 5% per year over 2022 baseline. <p style="text-align: center;">Mid Term</p> <ol style="list-style-type: none"> 1. Incoming and Transfer students are STEM career aware before Day One of college. 2. STEM Students enroll full time, accelerate in degrees 3. STEM graduates hired by STEM employers. 	<ol style="list-style-type: none"> 1. STEM Courses/Seqs. Available when students need them. 2. Co-requisite Math becomes a standard institutional practice 3. Assets-based pedagogical approaches become Standard Operating Procedures. 4. STEM Success-Centered Institutional Culture & Climate 5. Decreased time to degree;
	¹ Absolute Priority ² Invitational Priority ³ CPP1 & ⁴ CPP2			

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Budget

2021 Title III					
Budget by Year	Year 1	Year 2	Year 3	Year 4	Year 5
A. PERSONNEL					
Director	\$ 70,000.00	\$ 70,700.00	\$ 71,407.00	\$ 72,121.07	\$ 72,842.28
Admin Support (0.5 FTE)	\$ 20,000.00	\$ 20,200.00	\$ 20,402.00	\$ 20,606.02	\$ 20,812.08
Ad-Astra Project Manager (0.5 FTE Hired 6 months after second year)	\$ -	\$ 25,000.00	\$ 25,250.00	\$ 12,751.25	\$ 12,751.25
STEM Holistic Engineering Advisor (Hired 6 months after initial date)	\$ 25,000.00	\$ 50,500.00	\$ 51,005.00	\$ 30,909.03	\$ 30,909.03
STEM Holistic Advisor BCES/Math (Hired 6 months after initial date)	\$ 25,000.00	\$ 50,500.00	\$ 51,005.00	\$ 30,909.03	\$ 30,909.03
STEM Instructional Designer (Hired 3 months after initial date)	\$ 48,750.00	\$ 65,650.00	\$ 66,306.50	\$ 40,181.74	\$ 20,090.87
STEM Career Services/Internships Coordinator (Hired in year two)	\$ -	\$ 45,000.00	\$ 45,450.00	\$ 27,542.70	\$ 13,909.06
Holistic Retention Specialist for STEM students (Hired 6 months after initial date)	\$ 25,000.00	\$ 50,500.00	\$ 51,005.00	\$ 30,909.03	\$ 30,909.03
Course Release (Faculty-time) Career-Partners Development	\$ -	\$ -	\$ 16,302.00	\$ 16,302.00	\$ 16,302.00
Coordinator Math Center for Excellence (Faculty Overload)	\$ 5,000.00	\$ 5,250.00	\$ 5,500.00	\$ 5,750.00	\$ 6,000.00
Course's Co-requisite redesign (Faculty overload)	\$ 38,500.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00
Online Course redesign (Engineering faculty overload)	\$ 38,500.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00
Course 16 to 8-week redesign (Faculty overload)	\$ 52,500.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00
Summer Activities (2 faculty 1-month)	\$ 14,444.44	\$ 14,444.44	\$ 14,444.44	\$ 14,444.44	\$ 14,444.44
Summer Faculty advisement support (3 faculty half-month)	\$ 10,833.33	\$ 10,833.33	\$ 10,833.33	\$ 10,833.33	\$ 10,833.33
Student Peer-Tutors Salaries (Engineering @\$9K/year and Math \$4K/year)	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
Student Salaries for Summer Program (6 peer students, 8 hrs for 35 days @ \$14/hr)	\$ 23,520.00	\$ 23,520.00	\$ 23,520.00	\$ 23,520.00	\$ 23,520.00
SUBTOTAL PERSONNEL	\$ 451,547.78	\$ 527,097.78	\$ 544,430.28	\$ 439,279.65	\$ 411,232.41

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Budget –Continuation

B. FRINGE BENEFITS					
	\$ 113,075.89	\$ 153,700.39	\$ 158,792.72	\$ 119,444.00	\$ 108,350.44
Professional Development Funds(Staff)	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Professional Development Funds (Faculty)	\$ 15,000.00	\$ 7,500.00	\$ 7,500.00	\$ 18,000.00	\$ 22,500.00
Faculty Leads to develop Model STEM Articulation	\$ 13,000.00	\$ 3,000.00	\$ -	\$ -	\$ -
Professional Memberships Fees @\$500 for 7 faculty in BCES	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
PERSONNEL + FRINGE	\$ 564,623.67	\$ 680,798.17	\$ 703,223.00	\$ 558,723.65	\$ 519,582.86
TRAVEL					
Professional Development and Redesign					
Model Articulation Development Meetings/Interactions	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Professional Development: High Impact Practices & Pedagogies (CUR, ESCALA, ETC)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Title III Directors & Leadership Conferences (HACU, AHSIE, etc.)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
SUBTOTAL TRAVEL	\$ 8,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
EQUIPMENT (Single Items >\$5,000 per unit cost)					
Physics Lab Equipment	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
Geology Lab Equipment	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
Astronomy Lab Equipment	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
EQUIPMENT (Single Items >\$5,000 per unit cost)	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 10,000.00

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Budget - Continuation

MATERIALS & SUPPLIES (Including Computers & Software, per item cost <\$5,000 per item)					
Supplies					
Office Supplies for Title III Staff	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Supplies for the Math Center of Excellence	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
Project Outreach Materials	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00
Calculators TI-84 for Math Center (10 units)	\$ 1,250.00	\$ -	\$ -	\$ -	\$ -
Printer for Math Center of Excellence	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Textbook loan program					
Engineering textbooks for Library	\$ -	\$ 12,000.00	\$ -	\$ -	\$ -
Computers for Title III Staff	\$ 36,000.00	\$ 2,000.00	\$ -	\$ -	\$ -
Computers for the Math Center of Excellence (15 computers & expansion in year 5)	\$ 10,000.00	\$ 5,000.00	\$ -	\$ -	\$ 20,000.00
Desks & Chairs for the Math Learning Center	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -
Engineering Computer Lab (18 computers)	\$ -	\$ -	\$ 30,000.00	\$ 8,000.00	\$ -
Biology Microscopes	\$ -	\$ -	\$ -	\$ 70,000.00	\$ 70,000.00
IT Equipment for Engineering Courses (Routers & Switches)	\$ -	\$ 10,200.00	\$ 10,200.00	\$ -	\$ -
GIS Learning Lab	\$ -	\$ -	\$ -	\$ 22,000.00	\$ 40,000.00
STEM LOUNGE "drop in" resources: Microwave/fridge/sofa Math Center of Excellence and STEM Student Lounge	\$ 700.00	\$ -	\$ -	\$ -	\$ -
Materials & Supplies to support ASAP & STEM Student Activities					
Summer Bridge (Student Materials, 50 students, \$130/student)	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
Summer Bridge (Meals Cost 50 students, 25 days/students, \$15/meal)	\$ 18,750.00	\$ 18,750.00	\$ 18,750.00	\$ 18,750.00	\$ 18,750.00
SUBTOTAL MATERIALS & SUPPLIES	\$ 88,400.00	\$ 66,650.00	\$ 75,650.00	\$ 137,450.00	\$ 167,450.00

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Budget - Continuation

CONTRACTUAL					
Targeted Outreach: Digital and Conventional Media	\$ -	\$ 4,800.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00
Ad-Astra (Scheduling Software)	\$ -	\$ 56,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00
12 Matlab Software Licenses for Engineering Faculty/Math Center	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
GIS Lab Software	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00
Chemoodle Software for 1 Chemistry Computer	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
Scheduling Software for Tutoring	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
CONTRACTUAL	\$ 9,200.00	\$ 70,000.00	\$ 47,200.00	\$ 62,200.00	\$ 65,200.00
CONSTRUCTION (STEM Classrooms, Labs, 3rd Spaces renovations)					
Renovation for Math Center of Excellence, STEM student lounge					
Biology/Chemistry Labs renovation (backup power supply, furniture, cabinets, fridge, water disposal)	\$ 57,000.00	\$ 25,000.00	\$ -	\$ -	\$ 40,000.00
Math Center of Excellence and STEM student lounge (Renovation/Carpet/Door/Electrical/Wifi/HVAC)	\$ 80,000.00	\$ -	\$ -	\$ 25,000.00	\$ -
Classroom renovation					
Whiteboards walls	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
Whiteboards for classrooms	\$ 1,250.00	\$ -	\$ -	\$ 15,000.00	\$ -
Smartboards/Podium/Computers/Locks for Chemistry Lab	\$ 5,500.00	\$ -	\$ -	\$ -	\$ -
Smartboards/Podium/Computers/Locks for Math Courses (5 classroom)	\$ 27,500.00	\$ -	\$ -	\$ -	\$ -
Mobile and fixed whiteboards for Math Classrooms	\$ 3,250.00	\$ -	\$ -	\$ -	\$ -
CONSTRUCTION (STEM Classrooms, Labs, 3rd Spaces renovations)	\$ 180,500.00	\$ 25,000.00	\$ -	\$ 40,000.00	\$ 40,000.00

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Budget - Continuation

OTHER					
External Evaluation and Research Study (WWC, with reservations)	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
Postsecondary Data Partnership Membership with National Student Clearinghouse	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00
Undergraduate Research Internships for Biology Students***	\$ -	\$ -	\$ 10,000.00	\$ 60,000.00	\$ 60,000.00
OTHER	\$ 37,800.00	\$ 37,800.00	\$ 47,800.00	\$ 97,800.00	\$ 97,800.00
SUBTOTAL DIRECT COSTS (Sum major categories)	\$ 908,523.67	\$ 893,248.17	\$ 886,873.00	\$ 909,173.65	\$ 913,032.86
Modified Direct costs for Indirect Cost calculation	\$ 492,297.78	\$ 576,847.78	\$ 592,180.28	\$ 489,029.65	\$ 460,982.41
INDIRECT COST RECOVERY (8% de minimus, 18% or 30%)	\$ 91,075.09	\$ 106,716.84	\$ 109,553.35	\$ 90,470.48	\$ 85,281.75
GRAND TOTAL DIRECT COSTS + INDIRECT COSTS	\$ 999,598.76	\$ 999,965.01	\$ 996,426.35	\$ 999,644.14	\$ 998,314.60



MEMORANDUM

To: Board of Regents
Northern New Mexico College

From: Ricky Bejarano, CPA, CGMA
Vice President for Administration & Finance

Date: September 24, 2021

Re: Fiscal Watch Report

Issue

On a monthly basis, Northern New Mexico College (NNMC) provides an institutional financial report for Board of Regent (BOR) review and approval.

Overview

The NNMC Business Office, on a monthly basis, prepares a Fiscal Watch Report for review and discussion at the monthly Audit, Finance and Facilities Committee (AF&F) meeting. The financial report provides an overview of the institution's financial condition for all unrestricted and restricted operational funds and grants throughout the College.

The fiscal watch reports are presented in the format prescribed by the New Mexico Higher Education Department (NMHED) with titles are located at the top of the page. An additional fiscal watch report is included to provide an updated budget status report for all Budget Adjustment Requests processed through the time of the monthly AF&F meeting.

In addition, the BOR is also provided individual reports for the following financial areas summarized in the monthly institution-wide fiscal watch report:

- Unrestricted funds (11)
- Auxiliary Programs (12)
- Institutional Grants (41)
- Student Aid (42)
- Plant Funds (91)
- Capital Projects (92)

Although the NMHED requires all higher education institutions to submit fiscal watch reports on a quarterly basis, NNMC produces fiscal watch reports on a monthly basis to ensure that the Board of Regents is regularly informed about the current financial condition of the institution.

Recommendation

Staff recommends that the Board of Regents approve the Fiscal Watch Report for the periods ending June 30, 2021 and July 31, 2021.