

The Governing Board of Central New Mexico Community College (CNM) convened for a regular meeting on December 12, 2017, at 5 p.m. at the Workforce Training Center, Room 207, 5600 Eagle Rock Ave. NE, Albuquerque, New Mexico.

Ms. Garcia, Chair, called the meeting to order at 5:01 p.m. and stated notice of the meeting had been posted in accordance with the Open Meetings Act.

Erin Bradshaw, clerk of the Board, called roll.

Present: Pauline J. Garcia, Madam Chair
 Thomas Swisstack, Vice Chair
 Virginia M. Trujillo, Secretary
 Nancy Baca
 Michael Canfield
 Michael Glennon
 Annette Chavez y De La Cruz

PUBLIC COMMENT

Mark Love-Williamson, president of the CNM Employees Union (CNMEU), came before the Board to request that members of the Union be included in the decision making process regarding future considerations related to health care benefits.

STATEMENT OF CLOSED MEETING

Ms. Garcia stated the Governing Board met in closed session on November 15, 2017, to discuss collective bargaining, personnel and legal matters. The collective bargaining discussion was closed pursuant to Sections 10-15-1 (H)(5) and 10-15-1 (I)(2); the personnel discussion was closed pursuant to Section 10-15-1 (H)(2) and 10-15-1 (I)(2); and the legal matter was closed pursuant to Section 10-15-1 (H)(7), New Mexico Statutes Annotated 1978 (2005 Cumulative Supplement). She stated no action was taken.

APPROVAL OF THE AGENDA

Ms. Garcia introduced for consideration approval of the agenda. Ms. Trujillo made and Mr. Swisstack seconded a motion to approve the agenda. The vote on the motion was unanimous. Motion carried.

ITEMS OF GENERAL CONSENT

Minutes of the November 14, 2017 Meeting; and Resolution 2017-53, Employment of Personnel

Ms. Garcia introduced for consideration approval of the minutes of the November 14, 2017, meeting (see pages 32654-32656), and Resolution 2017-53, Employment of Personnel (see pages 32680-32681). Mr. Swisstack made and Ms. Chavez y De La Cruz seconded a motion to approve the items jointly. The vote on the motion was unanimous. Motion carried.

President's Report

President Winograd began her report by thanking the Governing Board for their support of CNM's Winter Break. (see pages 32682-32683) She also thanked the Workforce Training Center staff for hosting the December Governing Board Meeting. Next, Dr. Winograd presented the Candy Dish Awards to the Information Technology (IT) Customer Services Team: Candi Borrecco, Alex Silage, Lori Seikkula and Michael Beardon. The IT Team successfully launched the Technology Service and Training Center, which provides walk-in technology support and training services for students, faculty and staff. Dr. Winograd announced that four CNM students majoring in Computer Science each received four-month paid internships with NASA. She reported that CNM was the first post-secondary institution in New Mexico to be accredited to offer Competency Based Education (CBE) programs. She said that CNM

would offer the first CBE program, Retail Management Certificate, in spring 2018. CBE classes are offered online, in seven-week blocks and allow students to set their own pace in moving through the curriculum. President Winograd announced that CNM was awarded \$65,000 for the Albuquerque Mayor's Prize for Entrepreneurship. She reported that this gift, along with Emera's donation of \$100,000, would go to support the IGNITE Community Accelerator and FUSE Makerspace. Lastly, Dr. Winograd stated that the Hour of Code was a huge success and all six locations were sold out or near capacity. She thanked the staff at the School of Business & Information Technology and CNM Ingenuity for organizing the event. Dr. Winograd ended her report by wishing everyone a happy holiday season.

New Blockchain Technology Provides Student-Owned Digital Credentials

Feng Hou, CNM Chief Information Officer, explained blockchain technology and how CNM is using the technology. (see pages 32696-32697) Mr. Hou announced that CNM is adopting the new technology that provides students with free, lifelong digital access to their academic credentials and the ability to share their credentials with employers or other schools easily and electronically. Mr. Hou reported that CNM is at the forefront among community colleges using this technology. More than 250 news outlets published a PR Newswire story on CNM's launch of digital credentials through the blockchain technology.

Reports of Standing Committees

Mr. Swisstack, Audit Committee chair, stated that the committee met November 21. He reported that Allen Leatherwood presented the revised Audit Plan and gave an update for the status of the 2017-18 audits. Mr. Swisstack stated that Juliane Ziter gave an update on the Human Resources Audit. The next meeting was scheduled for December 13 at 4 p.m.

Ms. Trujillo, Capital Outlay Committee chair, reported that the Capital Outlay committee met November 21 and Gerrie Becker presented the proposal for vendor selection for Equipment and Services for the CTS Warehouse. Ms. Trujillo also said that the work would be performed during Winter Break to reduce disruption of services. The next meeting was scheduled for January 16 at 4 p.m.

Ms. Garcia, Executive Committee chair, stated that the Executive Committee met November 20 to review and approve the agenda for the December Governing Board meeting. She stated that Michael Anaya presented the proposed resolution, Addition to Governing Board Handbook, Section 8.08, Self Insurance Reserve Fund Policy. The next Executive Committee meeting was scheduled for December 13 at 3:30 p.m.

Mr. Glennon, Finance Committee chair, stated that the committee met November 27 and Ms. Helms presented the Quarterly Financial Report as of September 30, 2017. He said that Tracy Hartzler presented the Mid-Year Budget Adjustment Request and FY18 Compensation Plan. Mr. Glennon stated that Michael Anaya presented the Addition to Governing Board Handbook Section 8.08, Self Insurance Reserve Fund Policy. Lastly, he noted that Derrick Welch reported on the HED Funding Recommendation. The next meeting was scheduled for January 22 at 5 p.m.

Ms. Baca, Planning Committee chair, reported that Planning Committee met November 20 and Elsie Hall presented the Annual Program Review Process. She stated that Michael Cranney presented the second level review for the Surveying Technology Certificate and Donna Diller and Carol Ash presented a request to eliminate three programs. Ms. Baca reported that Dawn Kenny presented a Graduation Data and Targets update and Xin Wang presented the Employee Satisfaction Survey. The next meeting was scheduled for January 18 at 4 p.m.

RESOLUTION 2017-54: ADDITION TO GOVERNING BOARD HANDBOOK, SECTION 8.08 SELF INSURANCE RESERVE FUND POLICY

Ms. Garcia introduced for consideration Resolution 2017-54: Addition to Governing Board Handbook, Section 8.08 Self Insurance Reserve Fund Policy. (see pages 32696-32697) Michael Anaya, special counsel and senior director for policies and procedures & records management, requested approval for the new policy. He stated that if this policy was approved it would set forth the guidelines for the Insurance Reserve Fund as CNM moves into self-funded health insurance benefits in January 2018.

Mr. Swisstack made and Ms. Trujillo seconded a motion to approve Resolution 2017-54. The vote on the motion was unanimous. Motion carried.

RESOLUTION 2017-55: FY18 MID-YEAR BUDGET ADJUSTMENT REQUEST (BAR)

Ms. Garcia introduced for consideration Resolution 2017-55: Fiscal Year 2018 Mid-Year Budget Adjustment Request (BAR). (see pages 32698-32706) Tracy Hartzler, interim vice president for Finance and Operations, presented the mid-year BAR that would be submitted to the Higher Education Department upon approval. She stated that the BAR adjusted the beginning unrestricted fund balances, revenues and expenditures, and restricted revenues. Member Trujillo asked about federal funding for vocational education. Dr. Winograd stated that we would know more after the federal tax bill was completed. Mr. Glennon made and Ms. Baca seconded a motion to approve the report. The vote on the motion was unanimous. Motion carried.

RESOLUTION 2017-56: FY18 COMPENSATION

Ms. Garcia introduced for consideration Resolution 2017-56: FY18 Compensation. Tracy Hartzler presented the request for an adjustment to the FY18 Compensation Plan. (see pages 32707-32709) She stated that the new plan would propose a recurring increase of \$1,000 and an additional recurring increase of one percent to base pay rates for regular full-time employees and a recurring increase of \$500 and an additional recurring increase of one percent to base pay rates for regular part-time employees. She said that if this amendment was approved, it would be effective the first pay period in January 2018 to employees who were not covered by bargaining units. Board Member Canfield asked if a study was done to determine how this salary increase affected the overall job market. President Winograd stated that the intent for the \$1,000 base increase was to raise the lower level salaries to align with the current market. Mr. Canfield also asked if the 155 percent range from minimum to maximum applied to all positions at CNM and requested to learn more about the calculations. Dr. Winograd noted that CNM uses a compensation consulting company and would appreciate additional input from Member Canfield. Mr. Glennon made and Ms. Baca seconded a motion to approve Resolution 2017-56. The vote on the motion was unanimous. Motion carried.

RESOLUTION 2017-57: BOARD MEETING SCHEDULE FOR 2018

Ms. Garcia introduced for consideration Resolution 2017-57: Board Meeting Schedule. Kathie Winograd, president, presented the meeting schedule for 2018 and noted that CNM is moving Main Campus Board meetings to Smith Brasher Hall. (see pages 32710-32711) Mr. Swisstack made and Ms. Chavez y De La Cruz seconded a motion to approve the Board schedule. The vote on the motion was unanimous. Motion carried

RESOLUTION 2017-58: NOTICE OF MEETINGS

Ms. Garcia introduced for consideration Resolution 2017-58: Notice of Meetings. Kathie Winograd presented the notice of meetings and stated there were no changes since last year. (see pages 32712-32715) Mr. Canfield made and Mr. Swisstack seconded a motion to approve Resolution 2017-58. The vote on the motion was unanimous. Motion carried

RESOLUTION 2017-59: PROGRAM ELIMINATION, POST DEGREE CERTIFICATE OF COMPLETION, CYBERSECURITY CONCENTRATION

Ms. Garcia introduced for consideration Resolution 2017-59: Program Elimination, Post Degree Certificate of Completion, Cybersecurity Concentration. (see pages 32716-32719) Donna Diller, dean for the School of Business & Information Technology, stated that the program was originally created for students who had already received their bachelor's degree. She proposed the elimination of the certificate and confirmed that the training and curriculum would remain as part of the applied science degree. Ms.

Baca made and Ms. Chavez y De La Cruz seconded a motion to approve the program elimination. The vote on the motion was unanimous. Motion carried

RESOLUTION 2017-60: PROGRAM ELIMINATION, POST DEGREE CERTIFICATE OF ACHIEVEMENT, CISCO CONCENTRATION

Ms. Garcia introduced for consideration Resolution 2017-60: Program Elimination, Post Degree Certificate of Achievement, CISCO Concentration. (see pages 32720-32721) Donna Diller, requested elimination of the certificate due to low interest and stated that this certificate was created as a post-degree program. The classes for the certificate program, however, will still be offered.

Ms. Baca made and Ms. Chavez y De La Cruz seconded a motion to approve the program elimination. The vote on the motion was unanimous. Motion carried

RESOLUTION 2017-61: PROGRAM ELIMINATION, FIRE SCIENCE FIREFIGHTER 1, CERTIFICATE OF ACHIEVEMENT

Ms. Garcia introduced for consideration Resolution 2017-61: Program Elimination, Fire Science Firefighter 1, Certificate of Achievement. (see pages 32722-32723) Tamra Mason, dean for the School of Health, Wellness & Public Safety, requested the elimination of this certificate and confirmed that the curriculum was changing to align with new standards and would be embedded in the fire science program. Member Swistack asked if CNM provided certification and credentialing for Paramedics. Ms. Mason confirmed that CNM offers a full paramedic certification. Ms. Baca made and Ms. Chavez y De La Cruz seconded a motion to approve the program elimination. The vote on the motion was unanimous. Motion carried

BOARD COMMENT

Each member of the Board expressed their appreciation for CNM staff and faculty, and wished everyone happy holidays.

NEXT MEETING ANNOUNCEMENT

Ms. Garcia announced that the next regular meeting of the Governing Board would be Tuesday, January 9, 2018, at 5 p.m. at the Main Campus, Smith Brasher Hall, Room 101, 717 University Blvd SE, Albuquerque, New Mexico.

ADJOURNMENT

The meeting adjourned at 5:49 p.m.

APPROVED:

ATTEST:

Chair

Secretary