

The Governing Board of Central New Mexico Community College convened for a regular meeting on September 11, 2012, at 5 p.m., in Room 115, Building II at Westside Campus, 10549 Universe Boulevard NE, Albuquerque, New Mexico.

Mr. Kaufman, Chair, called the meeting to order at 5 p.m. and stated notice of the meeting had been posted in accordance with the Open Meetings Act. Diana Chavez, clerk of the Board, called roll.

Present: Blair L. Kaufman, Chair  
 Michael D. DeWitte, Vice Chair  
 Deborah L. Moore, Secretary  
 Mark Armijo  
 Penelope S. Holbrook  
 Robert P. Matteucci  
 Janet W. Saiers

#### PUBLIC COMMENT

There were no requests for public comment.

#### STATEMENT OF CLOSED MEETING

Mr. Kaufman stated that the Governing Board met in closed session on September 5 and September 10, 2012, to discuss personnel matters. The meeting was closed pursuant to Sections 10-15-1 (H)(2) and 10-15-1 (I)(2) for personnel matters, New Mexico Statutes Annotated 1978, 2005 Cumulative Supplement. The meeting related only to those matters listed on the notice of meeting and no action was taken.

#### APPROVAL OF THE AGENDA

Mr. Kaufman introduced for consideration approval of the agenda. Ms. Holbrook made and Mr. DeWitte seconded a motion to approve the agenda as written. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

#### ITEMS OF GENERAL CONSENT

##### Minutes of the August 14, 2012, meeting and Resolution 2012-51, Employment of Personnel

Mr. Kaufman introduced for consideration approval of the minutes of the August 14 2012, meeting (see pages 27818-27820) and Resolution 2012-51, employment of personnel (see pages 27869-27870). Mr. DeWitte made and Ms. Moore seconded a motion to approve the items jointly. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

#### REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

##### President's Report

President Katharine W. Winograd began her report by thanking the Westside Campus staff for hosting the meeting (see pages 27871-27872). She offered a moment of silence to honor the victims of September 11, 2001. She honored Amy Ballard, faculty member, chair of Geographic Information Technology and Surveying Engineering programs and chair of the faculty chairs, for her outstanding contributions to the college. Ms. Ballard was honored by the Society for Conservation GIS non-profit organization with a national award and President Winograd presented her with a CNM candy dish for outstanding employees. Dr. Winograd reported that CNM graduated 6,157 graduates in the 2011-12 academic year surpassing the goal of 6,000 two years early. She stated that enrollment for the fall term was 28,424 which is a 3.1 drop from the same time last year; however, dual credit and distance learning enrollment continued to increase. President Winograd announced the Sixth Annual Convocation at Main

Campus would take place Friday, September 14 at Main Campus and she congratulated the CNM Foundation staff for a successful Donor Dinner was held in August 23. She encouraged attendance at the State of the Master Plan event at Main Campus on September 20 in the Richard Barr Board Room.

#### Board Committee Reports

Mr. Kaufman, Audit Committee chair, stated the committee met on August 16 and heard the External Audit Entrance Conference and considered agenda item 8—the internal audit follow-up report 2012-03 Workforce Training Center Audit.

Ms. Holbrook, Capital Outlay Committee chair, stated the committee had met on August 28 and approved agenda item 9, 10 and 11—two capital projects and one budget adjust to a previously approved project; and agenda item 12—consideration of property purchase.

Ms. Moore, Finance Committee chair, stated the committee had met on August 27 and heard the 2012 report of actuals and a funding formula update.

Mr. DeWitte, Planning Committee chair stated the committee had met on August 22 and heard an update on parking and motor pool and safety and security.

Mr. Kaufman, Executive Committee chair, stated the committee had met on August 29 to consider the Board meeting agenda.

#### Westside Campus Report

Holly DeWees, Student Success Team Leader, stated that the CNM Connect Council had been established and a new CNM Connect Center had opened along with a new open computer lab. She stated construction of Westside Phase III was in progress. She presented enrollment and student demographic data and reviewed campus offerings and various campus activities and future plans for the campus. Ms. DeWees stated CNM was working with the City to try to improve vehicle access to the campus since there is currently only one entrance and one exit to the campus.

#### RESOLUTION 2012-52, INTERNAL AUDIT FOLLOW-UP REPORT 2012-03: WORKFORCE TRAINING CENTER AUDIT

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-52, internal audit follow-up report 2012-03: Workforce Training Center Audit (see pages 27873-27889). Mark Lovato, senior staff auditor, stated the original audit contained 12 audit findings with 25 sub-findings. Sixteen sub-findings were resolved and 9 sub-findings were partially resolved. He stated at the completion of the audit only four sub-findings remained partially resolved. Mr. Lovato stated management at WTC was currently working to fully correct the remaining findings. Mr. Matteucci made and Ms. Moore seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

#### RESOLUTION 2012-53, PRELIMINARY PROJECT APPROVAL FOR THE ADVANCED TECHNOLOGY CENTER ROOF REPLACEMENT

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-53, preliminary project approval for the Advanced Technology Center roof replacement (see pages 27890-27893). Katherine Ulibarri, vice president for Finance & Operations, explained that the roof had been patched several times during the past year and roof leaks continue to be problematic. She requested approval of the replacement project with an estimated construction cost of \$1,650,000 and total project cost of \$2,052,581. Ms. Ulibarri stated that due to the cost of the project, Governing Board and New Mexico Higher Education Department approval would be required. Following discussion, Ms. Moore made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

RESOLUTION 2012-54, BUDGET REVISION FOR THE LSA FIRST FLOOR RENOVATION/DOOR REPLACEMENT PROJECT

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-54, budget revision for the LSA first floor renovation/door replacement project (see pages 27894-27896). Ms. Ulibarri requested approval to add additional upgrading of infrastructure to the original project including upgrading IT wiring to the latest CAT-V system during the renovation. She stated the project would also renovate space vacated by the Marketing and Communications Office for the Planning and Institutional Effectiveness Office. She stated the new estimated construction cost was \$263,654 and total project cost estimate was \$473,319. Ms. Holbrook made and Ms Moore seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

RESOLUTION 2012-55, PRELIMINARY PROJECT APPROVAL FOR THE STUDENT SERVICES CENTER BUILDING ENHANCEMENTS

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-55, preliminary project approval for the Student Services Center building enhancements (see pages 27897-27899). Ms. Ulibarri requested approval of the project that would include a new front entry, new store fronts, new tile, paint and lighting. She stated it would provide easier access to various areas for students. She estimated the construction at \$292,000 with a total project cost of \$400,394. Ms. Moore made and Mr. Matteucci seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

RESOLUTION 2012-56, PROPERTY PURCHASE

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-56, property purchase (see pages 27900-27912). Ms. Ulibarri stated the property located at 2102 Oxford SE was available for sale, an appraisal had been conducted and the draft purchase agreement was consistent with the appraised value of the property. She stated the seller was willing to accept the appraised price and that approval from the New Mexico Higher Education Department was also required. Ms. Moore made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

RESOLUTION 2012-57, RATIFICATION OF UNION CONTRACT FOR FULL-TIME FACULTY

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-57, ratification of the union contract for full-time faculty (see pages 27913-27918). Tom Manning, senior labor relations officer, presented the resolution, stating CNM received notification that an agreement had been reached and ratified on September 7 and would be effective August 27 to coincide with the beginning of the 2012 fall semester. Ms. Moore made and Ms. Holbrook seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

RESOLUTION 2012-58, RATIFICATION OF UNION CONTRACT FOR INSTRUCTIONAL TECHNICIANS

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-58, ratification of the union contract for instructional technicians (see pages 27919-27922). Mr. Manning presented the resolution, stating CNM received notification that an agreement had been reached and was ratified on August 27. He stated the effective date of the agreement would be September 1, 2012 to coincide with the College's academic calendar. Mr. DeWitte made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried. Dr. Winograd thanked the unions and management for finalizing four contracts in recent months; however, asked that

the CNM community appropriately thank the Governing Board for offering a five percent (two percent non-recurring/three percent recurring) pay increase for all CNM employees. Mr. Kaufman also thanked Dr. Winograd and the staff who ensured the funds were available for the offer.

RESOLUTION 2012-59, REVISION TO THE GOVERNING BOARD HANDBOOK: SECTION 2.03 ORGANIZATION OF THE BOARD

Mr. Kaufman introduced for consideration Governing Board Resolution 2012-59, revision to the Governing Board Handbook: Section 2.03 Organization of the Board (see pages 27923-27924). Mr. Kaufman requested approval to change the organization of the Governing Board requirement following a regular election from March to April. Ms. Holbrook made and Mr. Armijo seconded a motion to approve the resolution. The vote on the motion was: Mr. Kaufman—yes; Mr. DeWitte—yes; Ms. Moore—yes; Mr. Armijo—yes; Ms. Holbrook—yes; Ms. Holbrook—yes; Mr. Matteucci—yes; Ms. Saiers—yes. Motion carried.

BOARD COMMENT

Ms. Saiers, announced that Andy Russell, full-time faculty, would be speaking on Sunday, September 16 at the Albuquerque Museum in conjunction with the Albuquerque Historical Society and the event was open to the public. Mr. DeWitte congratulated the CNM Foundation for the large increase in donations. Ms. Holbrook recognized the internal audit department staff and the Workforce Training Center staff for the follow up audit and the action that was taken to correct the findings.

NEXT MEETING ANNOUNCEMENT

Mr. Kaufman announced that the next regular meeting of the Governing Board would be Tuesday, October 9, 2012, at 5 p.m., at the Richard Barr Board Room, Main Campus, 835 Buena Vista Dr. SE, Albuquerque, New Mexico. He also announced items to be considered for the October agenda should be submitted to the Board Chair, the President’s Office or the Marketing and Communications Office by September 24.

ADJOURNMENT

Mr. Kaufman adjourned the meeting at 6:04 p.m.

APPROVED:

ATTEST:

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Chair

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Secretary