GALLUP

LOCAL ADVISORY BOARD MEETING

TUESDAY

April 18, 2023

UNM GALLUP

Office of the Chancellor

UNM-GALLUP LOCAL ADVISORY BOARD MEETING

Tuesday, April 18, 2023 | 4:00 p.m.

Gurley Hall 1216A, 705 Gurley Ave, Gallup, NM 87301

2D video and voice on https://unm.zoom.us/j/99716897610

One tap mobile +12532050468,,99716897610# US

AGENDA:

I. Call to Order | Mr. Ralph Richards, Chair
   A. Confirmation of a Quorum
   B. Adoption of the Agenda

II. ACTION ITEM | Vote to Approve Minutes: February 21, 2023

III. Public Comments Related to Items on the Agenda (Limit: 3 minutes per speaker)
All speakers must sign in with the recording secretary at tgriego2003@unm.edu

IV. Comments from Faculty and Staff Constituents
   A. Faculty Assembly |Dr. Matt Mingus
   B. Staff Council | Mr. Frank Sanchez
   C. Public Relations | Mr. Richard Reyes

V. Comments from Local Advisory Board Members Related to Items on the Agenda

VI. Chair's Report | Mr. Ralph Richards
   A. Support graduation

VII. Chancellor's Report | Dr. Sabrina Ezzell
   A. Legislative outcomes
   B. Dean's search
   C. Strategic planning
   D. Gallup Economic Development Week

Academic Affairs | Dr. Sabrina Ezzell
   A. COE update
   B. Daycare

Business Operations | Mr. Robert Griego, Director of Business Operations
   A. ACTION ITEM Vote on FY24 Annual Budget for Recommendation to the UNM Board of Regents for Final Approval
   B. ACTION ITEM Vote on any changes to tuition and fees

Student Services | Ms. Jayme McMahon, Director of Student Affairs

A. Graduation
B. Summer and fall registration
C. New positions

VIII. New Business | Mr. Ralph Richards, Chair

A. Final meeting of the academic year
B. Board retreat

IX. Old Business | Mr. Ralph Richards, Chair

A. Board member terms

X. Public Comments Not Related to Items on the Agenda (Limit: 3 minutes per speaker)
All speakers must sign in with recording secretary at tgriego2003@unm.edu

XI. Comments from Local Advisory Board Members Not Related to Items on the Agenda

XII. Adjourn

If you are an individual with a disability in need of a reader, amplifier, qualified language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting, please contact the Chancellor'sOffice tgriego2003@unm.edu as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Chancellor's Office if a summary or other type of accessible format is needed.

UNM-GALLUP ADVISORY BOARD MINUTES

Tuesday, February 21, 2023 | 4:00 P.M. | Gurley Hall 1216A

UNM-GALLUP LOCAL BOARD:	
Ralph Richards	Present
Johnty Cresto	Present
Becky Apel	Present
Teri Garcia	Present
Chris Vian	Absent

UNM-GALLUP STAFF & GUESTS:
Dr. Sabrina Ezzell, Interim Chancellor
Dr. Daniel Primozic, Dean of Instruction
Robert Griego, Dir. of Operations (via zoom)
Tina Griego, Executive Admin. Assistant
Richard Reyes, Public Relations Specialist
John Zimmerman, Division Chair
Matt Mingus, Division Chair
Rob Hunter, Middle College
Frank Sanchez, UNM Technical Analyst
Raymond Calderon, Guest

AGENDA ITEM I: CALL TO ORDER

Chair Ralph Richards called the February 21st, regular meeting of the UNM-Gallup Local Advisory Board to order at 4:00 p.m. Chair Ralph Richards asked for roll call. A quorum was present.

Motion made by Becky Apel to approve the minutes from the November 15th board meeting; seconded by Johnty Cresto and approved unanimously by voice vote.

AGENDA ITEM II: VOTE TO APPROVE MINUTES

Motion made by Teri Garcia to approve the minutes from the November 15th board meeting; seconded by Becky Apel and approved unanimously by voice vote.

AGENDA ITEM III: PUBLIC COMMENTS

No public comments.

AGENDA ITEM IV: COMMENTS FROM STUDENT, FACULTY & STAFF CONSTITUENCIES

Faculty Assembly: Matt Mingus – Discussed curriculum changes; Small changes made to the cosmetology curriculum, which included adding (2) credits to the manicuring certificate in order to meet state requirements. Dental Assisting also went through a few changes due to accreditation expectations. AS Elementary Education Program has also seen some changes to align with the other branches. Our "2000" level courses will now count towards the upper level courses that are required before a student can begin their bachelors' program. New CPR course to replace the old CPR Topics course and we have had formal approval from the Board of Regents for a new AAS course in Fire Science. The hope is to offer by Fall

2023. We have also been approved for the Hotel, Restaurant & Tourism Customer Service, certificate in Office Specialist and certificate in Business Principles, as well as a certificate in Community Health. We are presenting to the Board of Regents in March 2023 for a new certificate program in Practical Nursing, which is meant to be a post-secondary LPN program primary aimed at high school students. This has been developed in tandem with GMCS. There is a new certificate program in Phlebotomy Technician. We will be presenting in March 2023 to the PED Professional Standards Committee for (2) alternative licensure programs. The first being Elementary Education and the other being Secondary Education. We also have a new certificate in General Education, which has been approved by the Provosts' office and will more than likely move forward. Faculty Operations met with the Executive Team and discussed the issues with the Bookstore and the Center for Academic Learning, and ways to move forward with those issues. Elections for Faculty Assembly will take place 3/31/23 through 4/14/23 and we will be electing a new President, Faculty Assembly Vice President, Secretary, (3) Faculty Assembly Committee Members, (3) Operations Committee Members and a Faculty Senator. A Basic Needs Survey, which is a statewide survey, has been put out to Faculty, Staff and Students to take in regards to housing and food insecurities. Everyone is encouraged to take the survey, as the data will be provided to legislation in order to secure assistance with these insecurities for our students, staff, etc.

Staff Council: Frank Sanchez – Staff development has been made a priority and we have had a Robert's Rules of Order training. We are currently working on some staff/faculty/student surveys on how the Staff Council can assist them with concerns, etc. Regular meetings have been established with Dr. Ezzell to keep in communication regarding all things Staff Council. Mr. Sanchez is staying involved with UNM Staff Council at main campus in order to stay informed regarding the things going on over there and how we can implement some of there ideas at UNM-Gallup. We recently held a BeKind campaign last week, which was inline with main campus. We have been asked to participate as committee members in the Staff Appreciation here at UNM-Gallup which will kick-off in a few weeks. We will work to help our staff as much as we can.

Public Relations: Richard Reyes – Focusing on UNM-Gallup publications in the news. Have had several Spring Registration ads in most publications. Also ran radio ads on Millennium Media, KTNN and KGAK. We have had some gains in social media, specifically on Facebook (+182), Instagram (+113) and Linked In (+30). Twitter has lost a total of 3 followers, and Gallup does not have a huge Twitter presence in general. The last Board Member photo has been taken so we will need to have them framed and placed in Gurley Hall. Richard has been working with Dr. Ezzell regarding a summer event, similar to the Holiday in New Mexico and a committee is being formed to kick this off. This will involve the community coming onto campus this summer to tour and learn about UNM-Gallup. A Lobo information corner has been created next to Campus Police and has received good feedback. Acrylic flyer signs have been placed on the glass doors for announcements as well. ASE Testing is up and running with 3 people scheduled this week on Feb. 23, 2023.

AGENDA ITEM V:
COMMENTS FROM LOCAL ADVISORY BOARD MEMBERS RELATED TO ITEMS ON AGENDA

None

AGENDA ITEM VI:
CHAIR'S REPORT

A. Thank you to Board Member Cresto and Dr. Ezzell for attending Gallup McKinley County Day at the NM Legislation.
B. More Graduation support is needed by way of attendance of additional Faculty & Staff. Staff Council tasked with a survey of Faculty & Staff to find out why they do not attend Graduation Ceremony.

AGENDA ITEM VII:
CHANCELLOR'S REPORT

Academic Affairs | Dr. Sabrina Ezzell

A. Gallup-McKinley County Day – Chancellor Ezzell attended Gallup-McKinley County Days at the State Capitol for the legislative session on behalf of UNM-Gallup, along with Board Member Johnty Cresto. HED is supporting the RPSP projects for Nursing, Workforce Development and Indian Education. Priority funding requests for all public HEIs included 15 million dollars in funding for dual credit in addition to the money received in the funding formula, 3 million in wrap around services, and 6 million towards mental health services.
B . Dean of Instruction - search is continuing and will be completed by the end of the spring semester.
C. Strategic Planning - Employee and Organizational Development (EOD) is facilitating and scheduling all meetings. Things are moving along slower than expected, but progress is being made. We will be having meetings on Fridays to address several themes: Funding & Resource Management, Student Support, Community Engagement & Outreach, Campus Culture and Diversity, Equity & Inclusion. The expected time frame for having the details in place is end of summer 2023.
D. Kellogg Foundation – UNMG was in the beginning stages of working on the grant for funding of the Child Care Director position when we were notified that they wanted to increase the grant from $100,000 to $176,000. Dr. Primozic is the PI for the grant and we are in the final stages of the process.
E. College of Education – 5 classes were offered this spring leading to degrees in elementary education and special education dual license. Two of the five classes were initially face-to-face on campus, but unfortunately, we did not have enough enrollment to make face-to-face classes so they went online. We have a Student Support Specialist working here at the branch for COE, who began in January 2023. They are also hiring an Academic Advisor Coordinator who will also come from Albuquerque but will specifically work exclusively on bachelor degrees at the UNM branches. Recruiting is increasing; in the past, recruitment events were 1-2 times a semester, now they are monthly. Recruitment events are happening at UNMG and GMCS.

Business Operations | Mr. Robert Griego, Director of Business Operations

A. Robert Griego delivered the UNM-Gallup summary of current and plant fund report for 2023, period 07. Comparison of actuals for 2021, 2022 and 2023 were also discussed.
B. Endowment Activity report for 2022, 3rd quarter was given.

Student Affairs |Jayme McMahon, Director of Student Affairs

A. Spring Enrollment – Yearly comparison was given from Spring 2022 which was 1,690 total and Spring 2023 we are currently at 1,909 total. This includes non-Gallup (home) students, which are from other areas of NM. Of the 1909, 427 are from Albuquerque. Gallup students went from 1,292 to 1,424 in the same year comparison. In the Spring of 2020, during the Covid Pandemic, we had 2187 students and we dropped to 1690 by 2022. We are currently gaining enrollments. Fall 2019 we had 2,452 students, Fall 2021 was 1,990, Fall 2022 was at 2,097.
B. Graduation – We will be moving to one graduation per year due to low attendance. We will be encouraging more attendance by faculty & staff.

AGENDA ITEM VIII:
OLD BUSINESS

Bylaws: Board Member Teri Garcia made a formal motion to accept the amended changes to the Bylaws, which were presented at the November 15th 2022 meeting. A second was made by Board Member Johnty Cresto. Motioned passed unanimously.

AGENDA ITEM IX:
PUBLIC COMMENTS NOT RELATED TO ITEMS ON THE AGENDA

None.

AGENDA ITEM X:
COMMENTS FROM LOCAL ADVISORY BOARD MEMBERS NOT RELATED TO ITEMS ON THE AGENDA

Chairman Richards announced the location of the new McKinley Academy building on UNM-Gallup property.

UNM-Gallup Advisory Board elections will be coming up this year and Chairman Richards encouraged people to run.

AGENDA ITEM XII:
ADJOURN

Johnty Cresto motioned to adjourn, Becky Apel seconded the motion. Meeting adjourned at 5:23 pm.

Ralph Richards, Chair

Becky Apel, Secretary

UNM Gallup Campus Budget For FY 2023 - 2024

Budgeted Revenues

	Original FY2022-2023 Budget	FY2023-2024 Budget	FY2023 Budget vs FY2024 Budget	Percent Change	Percent of FY 2022-2023 Budget	Percent of FY 2023-2024 Budget
Operating Revenue:						
General I and G	$ 2,653,954	$ 2,614,420	$ (39,534)	-1.49%	71.57%	77.63%
Student Social and Cultural	$ 65,209	$ 64,000	$ (1,209)	-1.85%	1.76%	1.90%
General Public Service	$ -	$ 15,090	$ 15,090	0.00%	0.00%	0.45%
Internal Services	$ 6,500	$ 5,000	$ (1,500)	-23.08%	0.18%	0.15%
Agency	$ 81,257	$ -	$ (81,257)	-100.00%	2.19%	0.00%
Auxiliaries	$ 901,507	$ 669,338	$ (232,169)	-25.75%	24.31%	19.87%
Total Operating Revenue	$ 3,708,427	$ 3,367,848	$ (340,579)	-9.18%	100.00%	100.00%
Non-Operating Revenue:						
General I and G	$ 12,361,965	$ 13,670,922	$ 1,308,957	10.59%	99.09%	99.27%
General Public Service	$ 113,450	$ 100,700	$ (12,750)	-11.24%	0.91%	0.73%
Total Non-Operating Revenue	$ 12,475,415	$ 13,771,622	$ 1,296,207	10.39%	100.00%	100.00%
Transfers:						
General I and G	$ (723,933)	$ (623,135)	$ 100,798	-13.92%	719.63%	0.00%
Student Social and Cultural	$ 502,683	$ 502,683	$ -	0.00%	-499.69%	0.00%
General Public Service	$ 60,652	$ 60,652	$ -	0.00%	-60.29%	0.00%
Internal Services	$ -	$ 1,500	$ 1,500	0.00%	0.00%	0.00%
Agency	$ (40,000)	$ (41,700)	$ (1,700)	4.25%	39.76%	0.00%
Auxiliaries	$ 100,000	$ 100,000	$ -	0.00%	-99.41%	0.00%
Total Transfers	$ (100,598)	$ -	$ 100,598	-100.00%	100.00%	0.00%
Total Operating Revenue and Transfers	$ 16,083,244	$ 17,139,470	$ 1,056,226	6.57%		

Budgeted Expenses

	Original FY2022-2023 Budget	FY2023-2024 Budget	FY2023 Budget vs FY2024 Budget	Percent Change	Percent of FY 2022-2023 Budget	Percent of FY 2023-2024 Budget
Labor Expenses						
General I and G	$ 8,214,978	$ 8,831,996	$ 617,018	7.51%	97.58%	97.78%
Student Social and Cultural	$ 3,840	$ -	$ (3,840)	-100.00%	0.05%	0.00%
General Public Service	$ -	$ 72,177	$ 72,177	0.00%	0.00%	0.80%
Agency	$ 81,257	$ -	$ (81,257)	-100.00%	0.97%	0.00%
Auxiliaries	$ 118,520	$ 127,922	$ 9,402	7.93%	1.41%	1.42%
Total Labor Expenses	$ 8,418,595	$ 9,032,095	$ 613,500	7.29%	100.00%	100.00%
Fringe Expenses						
General I and G	$ 3,030,566	$ 3,054,920	$ 24,354	0.80%	98.51%	98.44%
General Public Service	$ -	$ 23,176	$ 23,176	0.00%	0.00%	0.75%
Auxiliaries	$ 45,748	$ 25,339	$ (20,409)	-44.61%	1.49%	0.82%
Total Fringe Expenses	$ 3,076,314	$ 3,103,435	$ 27,121	0.88%	100.00%	100.00%
Other Expenses						
General I and G	$ 3,046,442	$ 3,775,291	$ 728,849	23.92%	66.40%	75.45%
Student Social and Cultural	$ 61,369	$ 64,000	$ 2,631	4.29%	1.34%	1.28%
General Public Service	$ 113,450	$ 20,437	$ (93,013)	-81.99%	2.47%	0.41%
Internal Services	$ 6,500	$ 6,500	$ -	0.00%	0.14%	0.13%
Auxiliaries	$ 697,239	$ 474,377	$ (222,862)	-31.96%	15.20%	9.48%
General Student Aid	$ 100,000	$ 100,000	$ -	0.00%	2.18%	2.00%
UX Gallup Equipment General	$ 60,652	$ 60,652	$ -	0.00%	1.32%	1.21%
UX BR&R Def Maintenance General	$ 502,683	$ 502,683	$ -	0.00%	10.96%	10.05%
Total Other Expenses	$ 4,588,335	$ 5,003,940	$ 415,605	9.06%	100.00%	100.00%
Total Expenses	$ 16,083,244	$ 17,139,470	$ 1,056,226	6.57%		

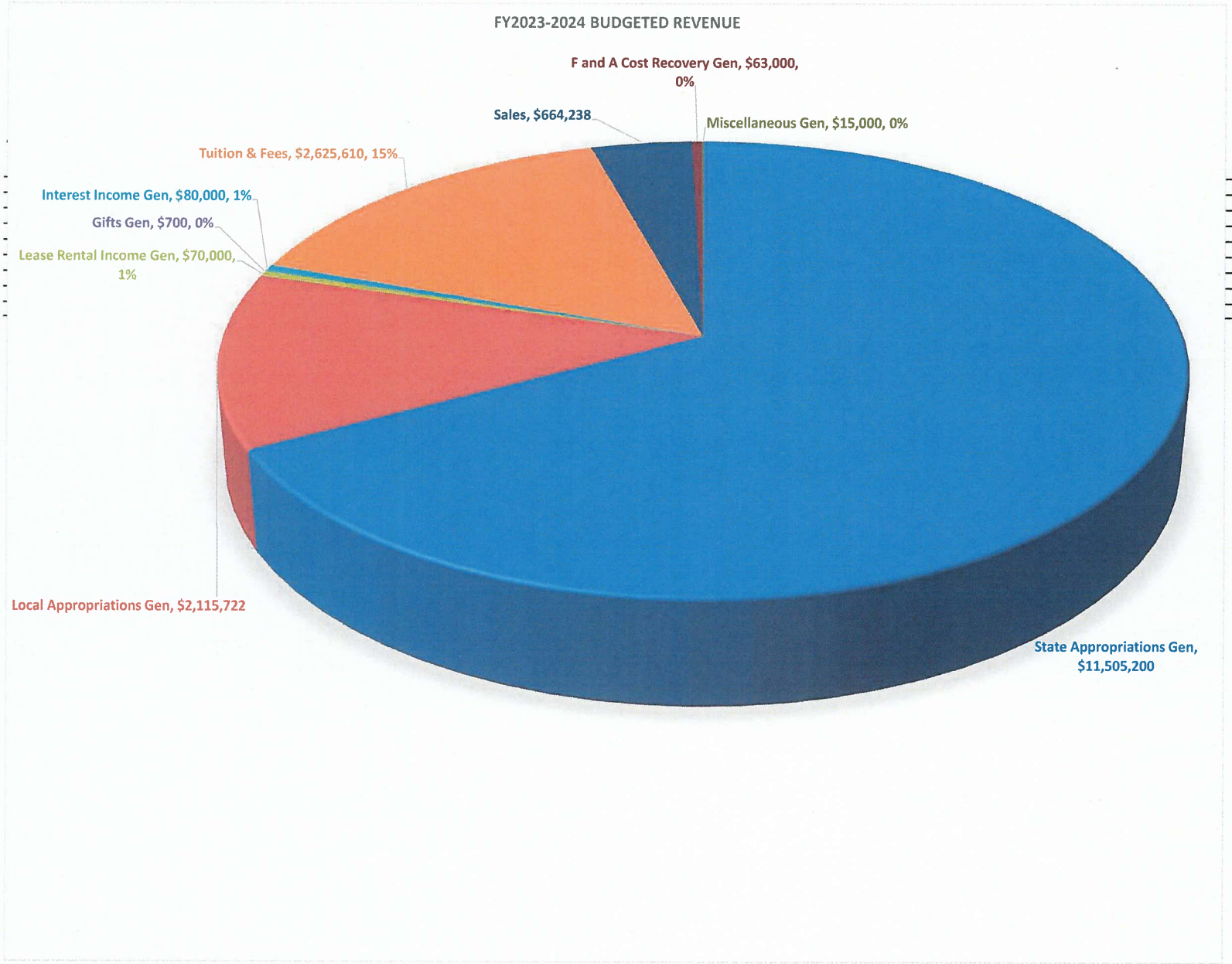
Sum of Budget Amount Row Labels	Column Labels 2024	 2023	
1			
Operating Revenue			
GU General I and G	2,614,420.00	2,653,954.00	
GU Student Social and Cultural	64,000.00	65,209.00	
GU General Public Service	15,090.00		
GU Internal Services	5,000.00	6,500.00	
GA Agency		81,257.00	NMACC
GU Auxiliaries	669,338.00	901,507.00	
Operating Revenue Total	**3,367,848.00**	**3,708,427.00**	
Non Operating Revenue			
GU General I and G	13,670,922.00	12,361,965.00	
GU General Public Service	100,700.00	113,450.00	
Non Operating Revenue Total	**13,771,622.00**	**12,475,415.00**	
Allocations			
GU General I and G	0.00	0.00	
Allocations Total	**0.00**	**0.00**	
Transfers			
GU General I and G	(623,135.00)	(723,933.00)	
GP UX BR&R Def Maintenance General	502,683.00	502,683.00	
GP UX Gallup Equipment General	60,652.00	60,652.00	
GU Internal Services	1,500.00		
GU Auxiliaries	(41,700.00)	(40,000.00)	
GU General Student Aid	100,000.00	100,000.00	
Transfers Total	**0.00**	**(100,598.00)**	
1 Total	**17,139,470.00**	**16,083,244.00**	
2			
Labor Expense			
GU General I and G	8,831,996.00	8,214,978.00	
GU Student Social and Cultural		3,840.00	
GU General Public Service	72,177.00		
GA Agency		81,257.00	
GU Auxiliaries	127,922.00	118,520.00	
Labor Expense Total	**9,032,095.00**	**8,418,595.00**	
Fringe Expense			
GU General I and G	3,054,920.00	3,030,566.00	
GU General Public Service	23,176.00		
GU Auxiliaries	25,339.00	45,748.00	
Fringe Expense Total	**3,103,435.00**	**3,076,314.00**	
Other Expense			
GU General I and G	3,775,291.00	3,046,442.00	
GP UX BR&R Def Maintenance General	502,683.00	502,683.00	
GP UX Gallup Equipment General	60,652.00	60,652.00	
GU Student Social and Cultural	64,000.00	61,369.00	
GU General Public Service	20,437.00	113,450.00	
GU Internal Services	6,500.00	6,500.00	
GU Auxiliaries	474,377.00	697,239.00	
GU General Student Aid	100,000.00	100,000.00	
Other Expense Total	**5,003,940.00**	**4,588,335.00**	
2 Total	**17,139,470.00**	**16,083,244.00**	

OFFICE OF PLANNING, BUDGET & ANALYSIS

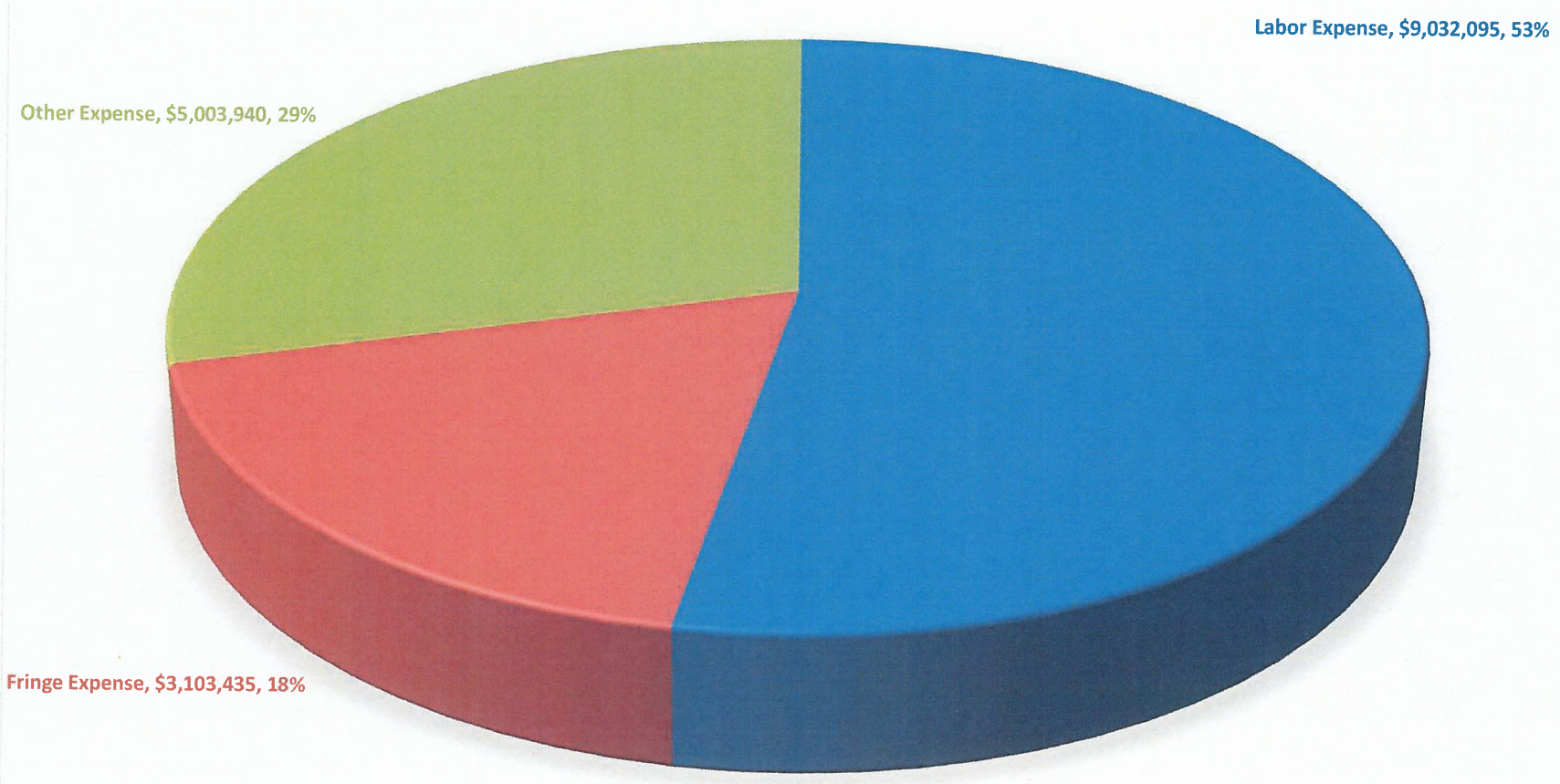
0720

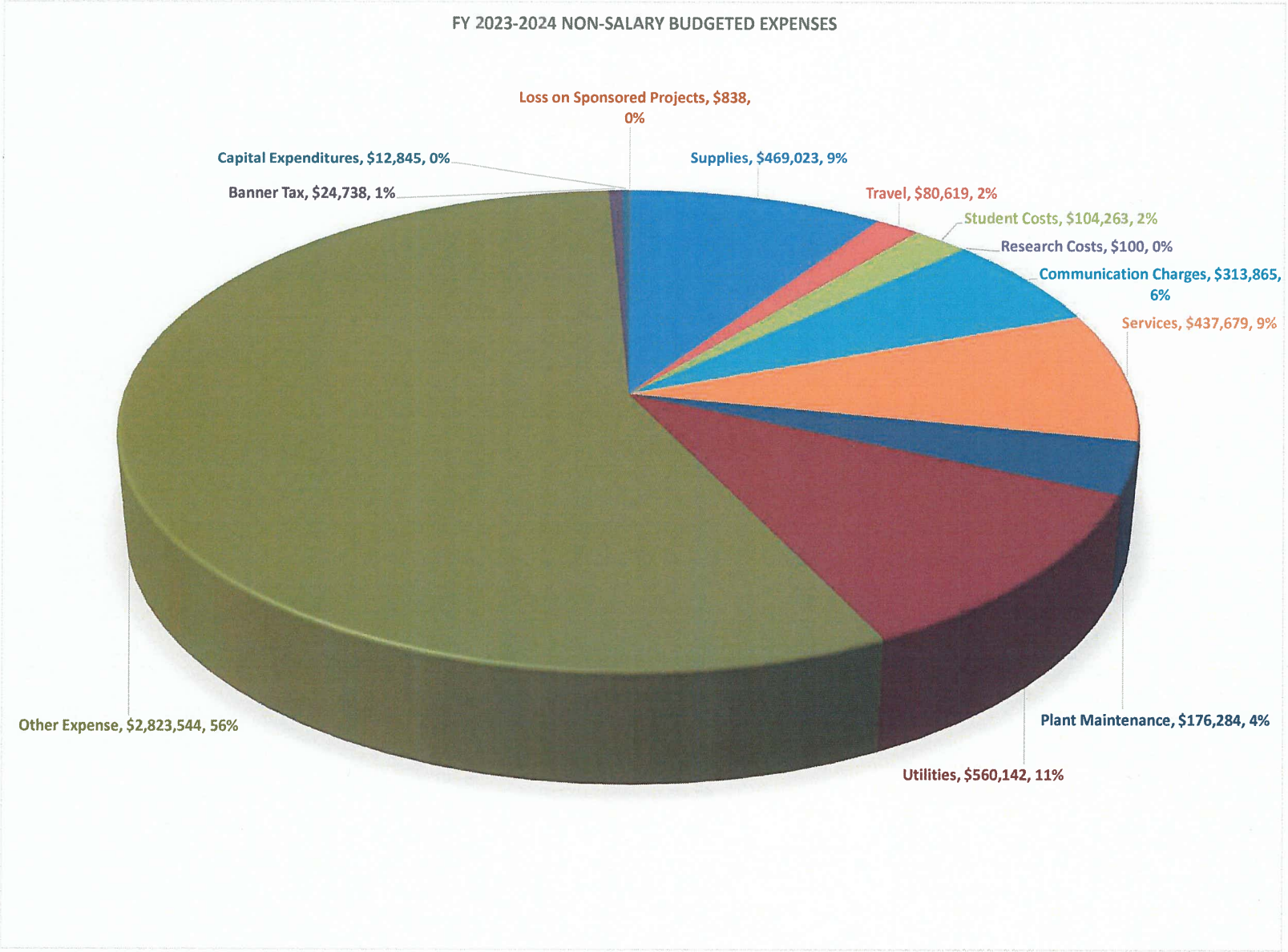
FY 24 State Appropriation Summary

Branch Campus	Index	Program	FY23 HB2 Total	Formula Funding	Non-Formula Funding			Nurse Expansion	FY24 HB2 Section 4 Subtotal	Compensation 5% + 1% plus 35% benefits	FY24 HB2 Subtotal	% Change from FY23
					ERB	Faculty Compensation	Student Support					
Gallup	164024	P091	9,682,800	49,300	64,600	80,600	33,600	-	9,910,900	508,300	10,419,200	7.6%
Gallup Nursing	164024	P091	180,600	-	-	-	-	622,900	803,500	-	803,500	344.9%
Workforce Development Programs	164024	P091	182,400	-	-	-	-	-	182,400	-	182,400	0.0%
Tribal Education Initiatives	157031	P176	100,000	-	-	-	-	-	100,000	-	100,000	0.0%
Subtotal			**10,145,800**	**49,300**	**64,600**	**80,600**	**33,600**	**622,900**	**10,996,800**	**508,300**	**11,505,100**	
Los Alamos	144033	P091	2,121,200	15,700	19,500	17,700	7,400	-	2,181,500	113,400	2,294,900	8.2%
Subtotal			**2,121,200**	**15,700**	**19,500**	**17,700**	**7,400**	**-**	**2,181,500**	**113,400**	**2,294,900**	
Taos	017017	P091	4,265,400	26,100	33,500	35,600	14,800	-	4,375,400	193,400	4,568,800	7.1%
Taos Nursing	017022	P091	210,400	-	-	-	-	674,200	884,600	-	884,600	320.4%
Taos - Career Services & Workforce Development Programs	003002	P102	150,000	-	-	-	-	-	150,000	-	150,000	0.0%
Telescope at the Taos branch campus	TBD	TBD	-	-	-	-	-	-	-	-	-	N/A
Subtotal			**4,625,800**	**26,100**	**33,500**	**35,600**	**14,800**	**674,200**	**5,410,000**	**193,400**	**5,603,400**	
Valencia	225044	P091	6,418,000	38,200	51,400	53,500	22,300	-	6,583,400	316,400	6,899,800	7.5%
Valencia Nursing	225087	P091	146,500	-				280,700	427,200	-	427,200	191.6%
Subtotal			**6,564,500**	**38,200**	**51,400**	**53,500**	**22,300**	**280,700**	**7,010,600**	**316,400**	**7,327,000**	
TOTAL			**23,457,300**	**129,300**	**169,000**	**187,400**	**78,100**	**1,577,800**	**25,598,900**	**1,131,500**	**26,730,400**	**14.0%**


FY2023-2024 BUDGETED REVENUE
F and A Cost Recovery Gen, $63,000, 0%
Miscellaneous Gen, $15,000, 0%
Sales, $664,238
Tuition & Fees, $2,625,610, 15%
Interest Income Gen, $80,000, 1%
Gifts Gen, $700, 0%
Lease Rental Income Gen, $70,000, 1%
Local Appropriations Gen, $2,115,722
State Appropriations Gen, $11,505,200

FY 2023-2024 BUDGETED EXPENSES




FY 2023-2024 NON-SALARY BUDGETED EXPENSES
Loss on Sponsored Projects, $838, 0%
Capital Expenditures, $12,845, 0%
Supplies, $469,023, 9%
Banner Tax, $24,738, 1%
Travel, $80,619, 2%
Student Costs, $104,263, 2%
Research Costs, $100, 0%
Communication Charges, $313,865, 6%
Services, $437,679, 9%
Other Expense, $2,823,544, 56%
Plant Maintenance, $176,284, 4%
Utilities, $560,142, 11%

Year	Hourly Rate	Fees	Total	Hourly	Tuition	Fees	Senate	Tech	Building
23	841.20	124.80	966.00	80.50	70.10	10.40	2.00	4.20	4.20
22	841.20	124.80	966.00	80.50	70.10	10.40	2.00	4.20	4.20
22	841.20	124.80	966.00	80.50	70.10	10.40	2.00	4.20	4.20
21	841.20	124.80	966.00	80.50	70.10	10.40	2.00	4.20	4.20
20	841.20	124.80	966.00	80.50	70.10	10.40	2.00	4.20	4.20
19	841.20	124.80	966.00	80.50	70.10	10.40	2.00	4.20	4.20
18	841.20	124.80	966.00	80.50	70.10	10.40	2.00	4.20	4.20
17	841.20	124.80	966.00	80.50	70.10	10.40	2.00	4.20	4.20
16	778.80	124.80	903.60	75.30	64.90	10.40	2.00	4.20	4.20
15	727.20	124.80	852.00	71.00	60.60	10.40	2.00	4.20	4.20
14	727.20	124.80	852.00	71.00	60.60	10.40	2.00	4.20	4.20
13	727.20	124.80	852.00	71.00	60.60	10.40	2.00	4.20	4.20
12	664.02	94.80	758.82	63.24	55.34	7.90	2.00		