



UNM GALLUP LOCAL BOARD MINUTES

Tuesday, June 19, 2018
Executive Conference Room 1216

1:00 PM
Gallup, NM 87301

UNM GALLUP LOCAL BOARD

- Teri Garcia P
Olin Kieyoomia A
Gerald O'Hara P
Ralph Richards P
Priscilla Smith P

UNM-GALLUP STAFF AND GUESTS:

- James Malm, CEO
Irene Den Bleyker, Interim Dean of Instruction
Robert Griego, Director Business Operations
Jayme McMahon, Director Student Affairs
Marilee Petranovich, Sr. Public Relations Specialist
Brittany Babycos, Sr. Institutional Researcher
Jerry Dominguez, UNM Branch Campus Liaison
Rob Hunter, MCHS CEO
Christy Butler, Executive Assistant

AGENDA ITEM I - Call to Order, Confirmation of Quorum, Adoption of Agenda

Chair, Ralph Richards called the June 19, 2018 regular meeting of the UNM-Gallup Local Board to order at 1:04 PM with roll call. A quorum was present.

Motion was made by Gerald O'Hara to approve the June 19, 2018 UNM Gallup Local Board Agenda as presented. Motion was seconded by Teri Garcia and approved by unanimous roll call vote at 1:05 PM

AGENDA ITEM II – Approval of Minutes

Teri Garcia made motion to approve the March 27, 2018 Board Regular meeting minutes as presented, April 10, 2018 Board Retreat meeting minutes as presented, May 8, 2018 Board Special meeting minutes as presented and May 22, 2018 Board Special meeting minutes as presented Gerald O'Hara seconded. Minutes were approved by unanimous roll call vote at 1:13 PM.

- 1. Public Comment Related to Items on the Agenda (limit 3 min)
None
2. Comment from Local Board Members
• The Board is still very concerned regarding MCHS.
• BOR meeting was an outstanding two days event. We did strengthen our ties with the Regents. Discussion was very productive with President Stokes. They were listening and they were interested in our issues. Dr. Malm did a great job with his presentation. The Regents were very open to having open communications with the Local Board. The Local Board feels that it was a very good meeting and they are on the same page with the Regents.

AGENDA ITEM III – Board Training Retreat

- 1. Strategic Board Communication at UNM Gallup – Sr. Public Relations Specialist, Marilee Petranovich presented the Strategic Board Communication and UNM branding.

AGENDA ITEM IV – Chief Executive Officer's Report – James Malm

- 1. Strategic Enrollment Planning In-House FY2018-19 – The Updated Strategic Enrollment Planning was presented to the Board. The Board was very receptive to this program.
2. Environmental Scanning – Sr. Institutional Researcher Brittany Babycos reported an overview on the mission of the project which will collect financial, sociological, demographic, economical and technical data. There are about 30 faculty and staff who have volunteered to help in interviewing and gathering data. Training will begin later this week. Publication of the results is anticipated the end of August.
3. Enrollment Funnel with Multiple Entry Channels: External Consultants FY2018-19, 2019-20 - Director of Student Affairs Jayme McMahon presented to the Board marketing and recruitment for student enrollment. Recruitment has been identified as a priority.
4. Dean of Instruction and Chair of Business and Applied Technology Search – Interim Dean of Instruction and Search Committee Chair Irene Den Bleyker reported the search committees are moving forward. Candidates have been selected and are completing reference checks. Hopefully interviews will take place in July and chosen candidates who will begin work in August.

5. Monthly Consolidated Financial Reports through May 31, 2018 – Director of Business Operations Robert Griego submitted and reviewed the monthly reports.

AGENDA ITEM V – Board Review – Ralph Richards

1. (300.1) UNMG Local Board Bylaws – Through the Fourth Amendment Adopted & Included April 4, 2017. Motion was made by Teri Garcia and seconded by Gerald O’Hara to approve the administrative changes to update the legislative 2013 updates to the Open Meetings Act. The updates were approved by unanimous roll call vote at 3:01 PM.
2. (300.2) Operating Agreement Between The Board of Regents of the University of New Mexico and the Local Board of the Gallup Campus of the University of New Mexico – FY2018 -19. Teri Garcia made motion to approve the Operating Agreement however it will not be signed by Chair, Ralph Richards until all bullet point changes given to the Provost are incorporated into the document. Motion seconded by Priscilla Smith. The Board approved by unanimous roll call vote at 3:41 PM.
3. (310.2) Regular Meetings – Dates and Times FY2018-19 - After discussion, the Board determined they would meet with the CEO at some meetings and that staff would not be required to attend all meetings.

2018 – 2019 LOCAL BOARD MEETINGS			
August 28	CEO	1:00 pm	GH 1216
September 18	Staff	1:00 pm	GH 1216
October 16	CEO	1:00 pm	GH 1216
November 13	Staff	1:00 pm	GH 1216
January 8	CEO	1:00 pm	GH 1216
March 19	Staff	1:00 pm	GH 1216
April 16	CEO	1:00 pm	GH 1216
May 21	Staff	1:00 pm	GH 1216
June 18	CEO	1:00 pm	GH 1216

Gerald O’Hara made motion to approve the regular meeting dates and time FY 2018-19. Seconded by Priscilla Smith. The calendar was approved by unanimous roll call vote at 3:55 PM.

4. Local Board Code of Ethics – FY2018-19 was reviewed by the Board. Motion was made by Teri Garcia and seconded by Gerald O’Hara to approve the Local Board Code of Ethics. The Code of Ethics were approved by unanimous roll call vote at 3:56 PM.

AGENDA ITEM VI – Public Comments Not Related to Items on the Agenda (limit 3 min. per speaker)

None

AGENDA ITEM VII – Adjourn

Priscilla Smith made motion to adjourn, seconded by Teri Garcia and passed by unanimous roll call vote at 3:59 PM.



 Ralph Richards, Chair



 Priscilla Smith, Secretary

Christy Butler, Executive Assistant
 Board Recording Secretary