



# Local Advisory Board

2007

Signed Minutes  
Archives

**UNM GALLUP LOCAL BOARD MINUTES**

Wednesday, January 24, 2007  
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Ms. Ruby Wolf .....	A
Ms. Theresa Dowling .....	P
Mr. Brett Newberry .....	P
Ms. Gloria Skeet deCruz .....	P
Ms. June Shack .....	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Dr. Chris Marlow, Dean of Instruction
- Mr. Clint Ewell, Director Business Operations
- Mr. Larry Sanderson, Director Community Affairs
- Mr. Wally Feldman, MCHS Principal
- Ms. Linda Thornton, Sr. Public Relations Representative
- Ms. Elsie Baldwin, Admin II
- Mr. Robert Hoffman, Chair, Arts & Letters
- Ms. Kathy Head, Chair, Nursing
- Ms. Christy Butler, Executive Assistant

**AGENDA ITEM I & II** - Call to Order & Roll Call

Chair, Brett Newberry called the January 24, 2007 meeting of the UNM Gallup Local Board to order at 6:15 PM with roll call. A quorum was present.

**AGENDA ITEM III** - Public Input

None

**AGENDA ITEM IV** – Introductions/Announcements

The CCTE Culinary Arts Nate Davis, Instructor and students Krystalena Chischilly and J.R. Villanueva were introduced. The Culinary Arts class provided the hors d' oeuvre for the Board.

**AGENDA ITEM V** - Approval of Agenda

Motion was made by Theresa Dowling to approve the January 24, 2007 UNM-Gallup Local Board Agenda seconded by Gloria deCruz. Motion was approved by unanimous roll call vote.

**AGENDA ITEM VI** - Board Business

Motion was made by June Shack to approve the November 15, 2006 UNM-Gallup Local Board Minutes, seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

**AGENDA ITEM VII** - Board Education

- A. Robert Hoffman explained the AQIP process to the Board, what AQIP is, the Action Projects and the Systems Portfolio.
- B. Local Board Code of Ethics #4  
Avoid speaking on behalf of the Board except at those times when the Board, by official action, authorizes me to do so, and respect the confidentiality of information that is privileged under applicable law.

Ethic #4 was read by Gloria deCruz. The question was asked if a Board member was speaking to a public figure and was asked a questions regarding UNMG how should the member respond. It was generally agreed that the member should respond with how the board responded to the issue at a meeting; but if the board had not discussed this issue then respond that the member would take the issue to the board and let the person know the feelings of the board. All members of the board confirmed this ethic.

Brett Newberry will lead the discussion for Code of Ethics #5 at the next meeting.

**AGENDA ITEM VIII** - Division/Department Reports

- A. Director of Community Affairs – Brett Newberry asked Larry Sanderson to report on the Development Board. He reported the January 18 meeting was a good work session. The Development Board will be holding a dinner as a beginning of the fund raising and have a well

known or nationally known speaker. They will be looking at a method of raising dollars for naming our new building. The Board decided they will meet quarterly.

- B. Nursing – Kathy Head reported the first wall is up on the building. We have a PT advisor and faculty on campus now for the BSN program.
- C. MCHS Principal – Wally Feldman reported they had a great student/parent orientation. A smooth start for this year because they are now fully staffed. Dr. Miller thanked the MCHS for giving \$30,000 toward the wireless conversion on campus. Wally stated that all students for MCHS have laptop computers and are even using them in class to take notes.

The remaining departmental reports were presented in written form.

**AGENDA ITEM IX** – Executive Director’s Report

- A. Update Director Student Services – We are continuing to review vitas for this position.
- B. Fair Share – Clint and his counterparts from the other branches have been working with UNMA to negotiate our numbers so our payment to UNMA should be about the same as it is now.
- C. Radiology Tech Curriculum – Faculty Senate passed; it now goes to UNMA. Equipment RFP is being advertised. We should be able to order equipment within the next month.
- D. Enrollment – We are down 400 hours. We are working with GMCS on dual enrollment. Navajo Nation Work Force development has approached us to work with us immediately for credit and non-credit classes. All of these should help our numbers.
- E. AtD Strategy Institute – Several went to the session in Albuquerque.
- F. RCCA Conference – National Conference will be held in Albuquerque in September. Dr. Miller is on the planning committee.
- G. New Construction Update:
  - i. Health Careers Phase 2 is moving right along. Need to get specific for equipment for the radiology tech to finish the design.
  - ii. Other Project Planning – UNMA Facilities Planning and 3DI met with Dr. Miller and Ron Petranovich on January 19.
- H. Legislative Information – We have heard the Governor has not placed the \$2M on the legislative agenda. Rep. Patty Lundstrom has said she will support the Ceremonial Archives and Entrepreneurism program; she needs more information to do so. Dr. Miller will see Rep. Hanosh to request his help in receiving the \$25,000 to complete the CAD Lab at the Zuni Campus.
- I. Board Election – February 6 – Position 1 now held by Brett Newberry has two candidates running. They are Francis D. Becenti and William D. Bright. Position 4 currently held by Ruby Wolf has two candidates running. They are Virginia R. Chavez and Ruby R. Wolf. Position 5 held by Theresa Dowling; Theresa is running unopposed.
  - i. Candidate Debate – Student Senate is working on this.
- J. MCHS – Has full enrollment.
- K. CCTE – Still registering students.
- L. Other items may be reported.  
No additional items were reported.

**AGENDA ITEM X** - Old Business

Monthly Financial and Grants Update – Finances are consistent from last month. Clint Ewell gave a handout with a possible timeline for housing.

**AGENDA ITEM XI** - New Business

None

**AGENDA ITEM XII** - Additional Items Placed on the Agenda

None

**AGENDA ITEM XIII** - Adjournment

Motion was made by June Shack to adjourn. Motion seconded by Gloria deCruz. Motion was approved with unanimous roll call vote at 8:05 PM.

  
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 Brett Newberry, Chair

  
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 Theresa Dowling, Secretary

Christy Butler,  
Executive Assistant

**UNM GALLUP LOCAL BOARD MINUTES**

Wednesday, February 28, 2007  
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

Ms. Ruby Wolf .....	P
Ms. Theresa Dowling .....	P
Mr. Brett Newberry .....	P
Ms. Gloria Skeet deCruz .....	A
Ms. June Shack .....	A

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director  
 Dr. Chris Marlow, Dean of Instruction  
 Mr. Clint Ewell, Director Business Operations  
 Mr. Larry Sanderson, Director Community Affairs  
 Ms. Kate Moore, Fiscal Services Supervisor  
 Ms. Laura Leekela, Interim Manager, Zuni Campus  
 Ms. Christy Butler, Executive Assistant

**AGENDA ITEM I & II** - Call to Order & Roll Call

Chair, Brett Newberry called the February 28, 2007 meeting of the UNM Gallup Local Board to order at 6:20 PM with roll call. A quorum was present.

**AGENDA ITEM III** - Public Input

The Zuni Campus Staff and Faculty presented Ruby Wolf with a gift of pottery. Dr. Miller presented Brett Newberry and Ruby Wolf with UNM-Gallup all weather jackets. Ruby Wolf was presented a plaque recognizing her 22 years of service to the UNM-Gallup Local Board.

**AGENDA ITEM IV** – Introductions/Announcements

None

**AGENDA ITEM V** - Approval of Agenda

Motion was made by Theresa Dowling to approve the February 28, 2007 UNM-Gallup Local Board Agenda, seconded by Ruby Wolf. Motion was approved by unanimous roll call vote.

**AGENDA ITEM VI** - Board Business

Motion was made by Ruby Wolf to approve the January 24, 2007 UNM-Gallup Local Board Minutes, seconded by Theresa Dowling. Motion was approved by unanimous roll call vote.

**AGENDA ITEM VII** - Board Education

Local Board Code of Ethics #5

Upgrade my performance as a Board member by informing myself about current educational issues by individual study and through participation in programs provided by the State and National Community College Trustees Associations, and by engaging in a regular and ongoing process of training and continuous improvement.

Ethic #5 was read by Brett Newberry. All members felt that they were doing a good job on this Ethic. All have attended at least one conference. All members of the board confirmed this ethic. Ruby Wolf stated that she recommended that it should be mandated that the new members attend conferences and classes.

Theresa Dowling will lead the discussion for Code of Ethics #6 at the next meeting.

**AGENDA ITEM VIII** - Division/Department Reports

- A. Nursing – Dr. Miller reported for Kathy Head, from the December graduates four have taken their test and all four have passed.
- B. Community Affairs – Larry Sanderson reported the MIT classes have 120 potential students ready to be enrolled. Anticipate approximately 70 will enroll in the two classes offered.

The remaining departmental reports were presented in written form.

**AGENDA ITEM IX** – Executive Director's Report

- A. Update Director Student Services – Telephone interviews were held last week. The committee will bring two of the candidates to campus for interviews.
- B. RCCA Conference – The conference will be held in Albuquerque. The title of the conference is Red Hot, Ready and Rural. There will be tour of Acoma for conference participants.
- C. New Construction Update:
  - i. Health Careers Phase 2 is moving right along. There will be an extension of the date of completion until July.
  - ii. Other Project Planning – Sue Brawley will schedule a meeting for new projects after the legislative session.
- D. Legislative Update –
  - i. Dual Enrollment – All indications show this legislation is dead in the water until next session. HED will continue to collaborate with all educational institutions involved.
  - ii. Faculty Endowments – Legislators have added community colleges. We would have to match each request by 30%.
  - iii. Capital Outlay Projects
    - a. Technical Center/ Classroom Building – Dr. Miller visited with the Lt. Governor regarding our capital outlay requesting her assistance to receive more funding for this building.
    - b. Ceremonial Archives – Dr. Miller testified before the Capital Outlay Committee.
    - c. Entrepreneurship - Dr. Miller testified before the Capital Outlay Committee.
    - d. Zuni CAD Lab – Rep. George Hanosh submitted this bill and is following it through the system.
- E. All State Academic Team Day at Legislature – Alvin Harvey and Joel Yazzie were recognized at the Capitol in the Rotunda. The Cedar Lodge Drummers were the only entertainment and were well received.
- F. HED Funding Formula – This meeting was cancelled and has not been rescheduled.
- G. Enrollment Summit – March 9 – Terry Babbitt, VP Student Affairs Recruitment Services will be the facilitator for the meeting to be held in the Gurley Hall Basement Room 205 from 9 am to 1 pm. We want to develop some short-, mid- and long-term strategies for enrollment.
- H. Board Election –
  - i. New Member Orientation – March 23 – Dr. Miller will meet with them to help bring them up to speed on Board activities, By-Laws and Operating Agreement.
  - ii. Ruby Wolf congratulated Theresa Dowling for her re-election.
- I. Other items may be reported.
  - i. ALT work plan was distributed to the Board.
  - ii. Dr. Miller and Larry Sanderson have spoken to Mike Kingan whose is writing a letter to the new President outlining his first 100 days. Mike is requesting he come to Gallup for a tour and visit to our campus.
  - iii. Dr. Miller stated she would like to call the Ambassadors and the MAEC group together.

**AGENDA ITEM X** - Old Business

Monthly Financial and Grants Update – Finances are consistent from last month. Ruby Wolf recommended that we have an evaluation team to oversee expenditures on all grants.

**AGENDA ITEM XI** - New Business

- A. Resolution – Notice of Bond Sale – Due to the absence of Duane Brown, Dr. Miller spoke to the Board regarding the Resolution. Motion was made by Ruby Wolf to approve the Resolution. Seconded by Theresa Dowling. Motion was proved by unanimous roll call vote at 7:05 PM.
- B. 2008 Tuition Increase – The Board discussed the consequences of raising tuition again after having raised tuition for the last two years. After Board discussion, Ruby Wolf moved to authorize The Executive Director to make a tuition adjustment between 0% not to exceed 5% on tuition. The decision to be based on continued evaluation by the Executive Director and the Academic Leadership Team and the outcomes of legislation tuition credit and balanced on the needs of our students. Seconded by Theresa Dowling. Motion was approved by unanimous roll call vote at 8:03 PM.
- C. 2008 Student Fees – Motion was made by Ruby Wolf to approve the course fees as presented, a new fee of \$2.95 per SCH for building fee and \$.95 added to the IT fee per SCH. Seconded by Theresa Dowling. Motion was approved by unanimous roll call vote at 8:06 PM.
- D. Preliminary 2008 Budget – Clint Ewell offered a power point presentation to the Board concerning the budget. This was information update only therefore no action was taken.

- E. Operating Agreement – Motion was made by Ruby Wolf to approve the 2007 Operating Agreement with section 20 on page 6 amended per legal councils suggestion. Seconded by Theresa Dowling. Motion approved by unanimous roll call vote at 8:15 PM. A letter signed by Chair Newberry will be sent to the Regents notifying them of the Local Board vote.
- F. The Board agreed with the GAR map and a letter signed by Brett Newberry, Chair will be sent to the Provost.

**AGENDA ITEM XII** – Executive Session

Limited Personnel Issues - Motion was made by Theresa Dowling to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Theresa Dowling. Motion was approved by unanimous roll call vote at 8:20 PM.

Motion to adjourn the executive session and invite the public to return was made by Theresa Dowling. Motion seconded by Ruby Wolf. Motion was approved by unanimous roll call vote at 9:00 PM.

Motion to reconvene the regular meeting from the executive session was made by Ruby Wolf. Motion seconded by Theresa Dowling. Motion was approved by unanimous roll call vote at 9:03 PM.

Upon reconvening the regular meeting of the Local Board, Theresa Dowling instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

**AGENDA ITEM XIII** - Adjournment

Motion was made by Ruby Wolf to adjourn. Motion seconded by Theresa Dowling. Motion was approved with unanimous roll call vote at 9:04 PM.

  
Theresa Dowling, Chair

  
Gloria Skeet deCruz, Secretary

Christy Butler,  
Executive Assistant

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, March 28, 2007  
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Ms. Theresa Dowling .....	P
Ms. June Shack .....	P
Ms. Gloria Skeet deCruz .....	P
Ms. Virginia Chavez.....	P
Dr. Francis Becenti .....	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Dr. Liz Gilbert, Associate Dean of Instruction
- Mr. Clint Ewell, Director Business Operations
- Mr. Larry Sanderson, Director Community Affairs
- Mr. Ron Petranovich, Manager Physical Plant
- Ms. Kathy Head, Director of Nursing
- Mr. Wally Feldman, MCHS Principal
- Ms. Kate Moore, Fiscal Services Supervisor
- Ms. Linda Thornton, Sr. Public Relations Representative
- Ms. Lc Baldwin, Administrative Assistant II Public Relations
- Judge Kenneth Howard, Jr., Gallup Magistrate
- Ms. Kwatsitsawi Wemytewa, Community
- Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Secretary, Theresa Dowling acting as Chair, called the March 28, 2007 meeting of the UNM Gallup Local Board to order at 6:08 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

- A. Judge Kenneth Howard, Jr.
- B. Frances Becenti
- C. Virginia Chavez
- D. Theresa Dowling
- E. Dr. Miller asked all UNM-Gallup staff introduce themselves to the new Board members.

AGENDA ITEM V - Oath of Office

Judge Howard gave the Oath of Office to the following elected board members:  
Position 1 - Frances Becenti, Position 4 - Virginia Chavez, Position 5 - Theresa Dowling

AGENDA ITEM VI - Approval of Agenda

Motion was made by June Shack to approve the March 28, 2007 UNM-Gallup Local Board Agenda, seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Business

Motion was made by June Shack to approve the February 28, 2007 UNM-Gallup Local Board Minutes, seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.

AGENDA ITEM VIII - Board Education

Local Board Code of Ethics #6

Support the employment of those persons best qualified to serve as school faculty and staff and make every effort to ascertain that all employees are properly remunerated for their services and that they are dealt with fairly in the performance of their duties.

Ethic #6 was read by Theresa Dowling. There was no discussion.

June Shack will lead the discussion for Code of Ethics #7 at the next meeting.

**AGENDA ITEM IX - Division/Department Reports**

- A. Larry Sanderson reported Sonny Moore, Jr. arranged a meeting held today with two representatives from President Shirley's office, Leland Leonard and Clinton Jim, who joined us at UNM-Gallup to discuss the President's agenda on education and also his agenda as it relates to the five management tasks or the Chapter Local Governance Initiative. UNM-Gallup is very involved in the development of training courses specifically targeted for chapter officials so that they can bring their office skills up to meet the requirements of the Navajo Nation code that would allow them to self certify for greater level of local control. We are the only agency directly involved in providing this formal training. Only six chapters are certified and the President would like for all Chapters to become certified and take control of their own budget affairs. Also discussed was the President's agenda on education and possible working relationships between UNM-Gallup and Diné College in terms of credit, non-credit and professional training programs. Leland Leonard, Special Assistant to the President, suggested we hold a summit in June or July for the purpose of discussing education issues and training for chapters.
- B. June Shack asked Ron Petranovich about the damage to North Campus from the car hitting the building. He reported there was minimal damage as the car just grazed the corner of the building.
- C. Kathy Head reported eight of the December graduates have taken their boards and passed. There are twenty students graduating in May. The Nursing Association Club has been rejuvenated and they are busy fund raising.
- D. Wally Feldman reported MCHS should have seventeen graduates this year most of which will be continuing at UNM-Gallup.

The remaining departmental reports were presented in written form.

Gloria Skeet deCruz arrived at 6:34 pm.

**AGENDA ITEM X – Executive Director's Report**

- A. Update Director Student Services –Two candidates were interviewed this week. Dr. Miller is waiting for the report from the search committee for their recommendation.
- B. Enrollment Summit – Fifty faculty and staff attended the Summit. Many enrollment issues with our students declining enrollments and how we can address them. During the breakout session discussion was productive and many suggestions resulted. One suggestion as easy as the faculty turning in a hard copy of their class grades after entering in to Banner to the Registrar's office so if there is a glitch in the system like we had this year it could be handled in a more timely manner instead of waiting for faculty to return at the beginning of the semester. Several suggestions can be implemented immediately with little or no cost. The AQIP Enrollment Management Committee chaired by Larry Sanderson will be working on the mid- to long-term suggestions for implementation.
- C. Legislative Update – This legislative session was good for higher education.
  - i. Dual Enrollment – Passed both houses and should be signed by the Governor.
  - ii. Faculty Endowments – Legislators added community colleges to the legislation. The community college would have to match each request by 30%.
  - iii. Capital Outlay Projects
    - a. Technical Center/ Classroom Building – Received \$160,000.
    - b. Ceremonial Archives – The bill has been signed by the Governor. We will receive \$50,000 to hire a curator and begin evaluation of the archives.
    - c. Entrepreneurship – UNM Anderson School of Management received \$30,000 to provide a consultant to prepare a strategic plan for an entrepreneurship program for UNM-Gallup.
    - d. Zuni CAD Lab – Our request was not fulfilled.
    - e. Senator Rainaldi initiated the \$35,000 recurring appropriation for the Zollinger Library.
    - f. MIT – Received \$50,000.
    - h. Nursing – An emergency appropriation of \$118,000 was received.
- D. New Construction Update:
  - i. Health Careers Phase 2 is moving right along and is scheduled to be completed the first week of July.
  - ii. Other Project Planning – On April 18 a contingent from UNM will be here to begin discussing housing, parking, Student Life Building and renovation.
- E. Other items may be reported.
  - i. There were no other items reported.



**AGENDA ITEM XI** - Old Business

Monthly Financial and Grants Update – Finances are consistent from last month.

**AGENDA ITEM XII** - New Business

- A. Election of 2005/2006 Local Board Officers.
  - i. Acting Chair Theresa Dowling opened the floor for nominations for Chair. Francis Becenti nominated June Shack. Gloria Skeet deCruz nominated Theresa Dowling. Motion was made by Gloria Skeet deCruz to close nominations seconded by Francis Becenti. Both candidates accepted the nomination. Ballots were distributed for a written vote for Chair. Theresa Dowling was elected as Chair of the Local Board.
  - ii. Chair Theresa Dowling opened the floor for nominations for Vice Chair. Francis Becenti nominated June Shack. Motion was made by Virginia Chavez to close nominations seconded by Francis Becenti. June Shack accepted the nomination. By acclamation June Shack was elected as Vice Chair. Theresa Dowling welcomed June Shack as Vice Chair of the Local Board.
  - iii. Chair Theresa Dowling opened the floor for nominations for Secretary. Virginia Chavez nominated Gloria Skeet deCruz. Motion was made by June Shack to close nominations seconded by Virginia Chavez. Gloria Skeet deCruz accepted the nomination. By acclamation Gloria Skeet deCruz was elected as Secretary. Chair Theresa Dowling welcomed Gloria Skeet deCruz as Secretary of the Local Board.
- B. Board Retreat
  - i. Board Education Retreat – The Board decided to have this retreat in the Director's Conference Room on April 28 from 9 am to noon. Tim Karpoff and Al Clemmons will attend.
  - ii. Annual Planning Retreat – The retreat will be held on July 14 from 9 am to 3 pm. Location to be determined.
- C. Approval of 2008 Budget – Clint Ewell presented the Board with the 2008 Budget. He went over the budget by item. The revenue portion of the budget was presented and no discussion ensued. Motion was made by June Shack to approve the UNMG 2007-2008 Budget with the underlying assumptions presented to the Board seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote.

**AGENDA ITEM XIII** - Additional Items Placed on the Agenda

None

**AGENDA ITEM XIV** - Adjourn For Executive Session

Motion was made by Gloria Skeet deCruz to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 7:10 PM.

**AGENDA ITEM XV** – Executive Session

Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978.

**AGENDA ITEM XVI** – Executive Session Adjournment

Motion was made by June Shack to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 8:10 PM.

**AGENDA ITEM XVII** –Reconvene from Executive Session


Motion to reconvene the meeting from the executive session was made by Francis Becenti. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 8:11 PM.

Upon reconvening the regular meeting of the Local Board Gloria Skeet deCruz instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues.

**AGENDA ITEM XVII – Adjournment**

Motion was made by June Shack to adjourn. Motion seconded by Gloria Skeet deCruz. Motion was approved with unanimous roll call vote at 8:12 PM.

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Theresa Dowling, Chair

  
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Gloria Skeet deCruz, Secretary

Christy Butler,  
Executive Assistant

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, April 25, 2007  
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

Dr. Frances Becenti .....	P
Ms. Virginia Chavez .....	P
Ms. Gloria Skeet deCruz .....	P
Ms. Theresa Dowling .....	P
Ms. June Shack .....	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Mr. Clint Ewell, Director Business Operations
- Mr. Larry Sanderson, Director Community Affairs
- Dr. Chris Marlow, Dean of Instruction
- Dr. Liz Gilbert, Associate Dean of Instruction
- Mr. Wally Feldman, MCHS Principal
- Mr. Kenneth Roberts, Professor of Art & Art History, Faculty Senate President
- Ms. Kate Moore, Fiscal Services Supervisor
- Dr. Reed Dasenbrock, Provost & Executive Vice President of Academic Affairs
- Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair Theresa Dowling called the April 25, 2007 meeting of the UNM Gallup Local Board to order at 6:15 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

Kenneth Roberts introduced himself and Liz Gilbert as Vice President of the Faculty Senate. He informed the Board he was attending the meeting to be available to answer any questions they may have. He said he would be attending future board meetings.

AGENDA ITEM IV – Introductions/Announcements

- A. Dr. Reed Dasenbrock
- B. Kenneth Roberts

AGENDA ITEM VI - Approval of Agenda

Dr. Miller requested adding the Zuni Employee Recognition to the agenda after Agenda Item VI and also requested moving Agenda Item XI prior to Agenda Item VIII to allow Wally Feldman an early start to Albuquerque. Motion was made by June Shack to approve the April 24, 2007 UNM-Gallup Local Board Agenda, with the changes to the agenda requested by Dr. Miller seconded by Gloria deCruz. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Business

Motion was made by Gloria deCruz to approve the March 28, 2007 UNM-Gallup Local Board Minutes, seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.

AGENDA ITEM VIII - Board Education

Local Board Code of Ethics #7

Avoid temptation and outside pressure to use my position as a community college board member to benefit myself or any other individual or agency apart from the total interest of the community college district.

Ethic #7 was read by June Shack. There were no questions or discussion of this Ethic.

Gloria deCruz will lead the discussion for Code of Ethics #8 at the next meeting.

AGENDA ITEM IX - Division/Department Reports

Dr. Marlow reported the posters handed out were produced by DDM students.

The remaining departmental reports were presented in written form.

**AGENDA ITEM X** – Executive Director’s Report

- A. Update Director Student Services – We are awaiting approval from UNMA before making an offer.
- B. Meeting with President David Schmidly – He came to UNM because he likes the branch campus system UNM has. He will be visiting all the branch campuses this year.
- C. Board of Regents – Notification of Bond Sale – The Regents approved the sale.
- D. AACC Conference Presentation – Dr. Miller was on a panel regarding Achieving the Dream, Increasing Student Success through Targeted Collaborations with High Schools and Universities.
- E. HLC Conference – Several AQIP Team members attended the conference. Rob Hoffman is taking over as head of AQIP and met with UNMA and HLC liaison regarding UNMG’s portion toward accreditation
- F. RCCA Conference, September 23-25, Albuquerque – The Association has a national prominence on a national level and we are hoping the Governor will speak. The Albuquerque Mayor has already accepted.
- G. NMACC – In June, NMACC will meet with NMICC and begin strategic planning for the next legislative session and will invite them to return to the association.
- H. New Construction Update:
  - i. Health Careers Phase 2 is moving right along. Building should be complete the first part of July and ready for the fall semester.
  - ii. Other Project Planning – Several UNMA project planners came out to UNMG last week to look and report about housing. They had a tour of campus and discussion on housing needs. There will be follow up meetings.
- I. Other items may be reported.
  - i. April 18 Senior Appreciation Day about 100 students came. Wingate and Zuni each brought a bus load of students.
  - ii. CTE had displays in the commons area today and the Student Senate supported their efforts.
  - iii. Next Monday Dr. Miller will attend the Zuni School Board meeting.
  - iv. Fair Share issue has been extended for another year. The Provost was instrumental in putting it on hold. Provost reported that the issue may be dead but he would not promise.
  - v. Dr. Miller has been invited to attend the national Bridges to Opportunity Conference in Washington, DC June 26, 27, 28. She requested the Board move the June meeting date to June 20. The Board approved the date change.

June Shack asked when the Culinary Arts Program will become a certificate. Dr. Marlow said they are working on it. June also wanted to know what time frame we are looking at for financial aid approval for specific programs not approved by the federal government for financial aid. Dr. Miller said it usually takes about six months for federal approval.

**AGENDA ITEM XI** - Old Business

Monthly Financial and Grants Update – Finances are consistent from last month.

**AGENDA ITEM XII** - New Business

Approval of 2008 MCHS Budget – Wally Feldman went over the budget with the Board and informed the Board that the MCHS Governance Board had approved the budget. After approval of the Local Board the budget will go to the Gallup McKinley County School Board for approval. There was no discussion. Motion was made by Virginia Chavez to approve the MCHS budget as presented, seconded by June Shack. Motion was approved by unanimous roll call vote at 6:25 PM.

Francis Becenti arrived at 6:35 PM.

**AGENDA ITEM XIII** - Additional Items Placed on the Agenda

Zuni Employee Recognition - Laura Leekela, Monica Wyaco, Andrew Tekala, Mark Bowekaty, Jacenta Sice, Jovena Laate, Ruth Haskie, Marcella Bowekaty, Linda Burson, Kelly Conrad, and Loren Leekela all received an apple from Dr. Miller.

**AGENDA ITEM XIV** - Adjourn For Executive Session

Motion was made by Gloria deCruz to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 7:00 PM.

**AGENDA ITEM XV** – Executive Session  
Limited Personnel Issues

**AGENDA ITEM XVI** – Executive Session Adjournment

Motion was made by June Shack to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 9:15 PM.

Motion to reconvene the meeting from the executive session was made by Gloria deCruz. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 9:15 PM.

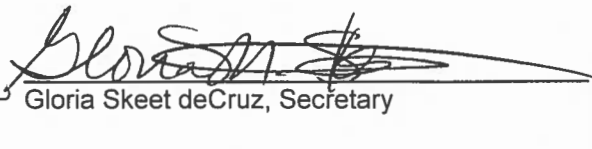
Upon reconvening the regular meeting of the Local Board Gloria deCruz instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues. 10-15-1-J NMSA 1978

**AGENDA ITEM XVII** – Adjournment

Motion was made by Gloria deCruz to adjourn. Motion seconded by Virginia Chavez. Motion was approved with unanimous roll call vote at 9:16 PM.



Theresa Dowling, Chair



Gloria Skeet deCruz, Secretary

Christy Butler,  
Executive Assistant

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, May 23, 2007  
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Dr. Frances Becenti.....	P
Ms. Virginia Chavez.....	P
Ms. Gloria Skeet deCruz .....	P
Ms. Theresa Dowling.....	A
Ms. June Shack.....	A

UNM-GALLUP CAMPUS STAFF AND GUESTS:

Dr. Beth Miller, Executive Director  
 Mr. Clint Ewell, Director Business Operations  
 Mr. Larry Sanderson, Director Community Affairs  
 Dr. Chris Marlow, Dean of Instruction  
 Mr. Wally Feldman, MCHS Principal  
 Mr. Jim Blackshear, Manager IT  
 Mr. Ron Petranovich, Manager Physical Plant  
 Ms. Kate Moore, Fiscal Services Supervisor  
 Ms. Bernadette Fontenelle, AtD Coordinator  
 Ms. Christy Butler, Executive Assistant

**AGENDA ITEM I & II** - Call to Order & Roll Call

Secretary, Gloria Skeet deCruz chaired the meeting. She called the May 23, 2007 regular meeting of the UNM Gallup Local Board to order at 6:15 PM with roll call. A quorum was present.

Point of order, Chair, Gloria Skeet deCruz appointed Virginia Chavez as Secretary for this meeting.

**AGENDA ITEM III** - Public Input

None

**AGENDA ITEM IV** – Introductions/Announcements

None

**AGENDA ITEM VI** - Approval of Agenda

Motion was made by Francis Becenti to approve the May 23, 2007 UNM-Gallup Local Board Agenda, seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.

**AGENDA ITEM VII** - Board Business

Motion was made by Virginia Chavez to approve the April 25, 2007 UNM-Gallup Local Board Minutes as presented, seconded by Francis Becenti. Motion was approved by unanimous roll call vote.

**AGENDA ITEM VIII** - Board Education

Local Board Code of Ethics #8

Accept that my primary function is to oversee the policies by which UNMG is administered; and that the actual administration of the education programs is delegated to the Executive Director and her/his staff while creating and maintaining a spirit of true cooperation and a mutually supportive relationship with the Executive Director.

Ethic #8 was read by Gloria deCruz. There were no questions or discussion of this Ethic.

Virginia Chavez will lead the discussion for Code of Ethics #9 at the next meeting.

**AGENDA ITEM IX** - Division/Department Reports

- A. Dean of Instruction – Dr. Marlow reported our application for AtD Community Action and Engagement for Student Success pilot has been approved for technical support for our area. UNMG and South Texas Community College will participate as pilot sites starting in July. Dr. Marlow will send the board her AtD annual report.
- B. Director of Business Operations – Clint Ewell had nothing of significance to report. Dr. Becenti requested Clint Ewell to submit a summary report and then the Board would decide.

- C. Director of Community Affairs – Larry Sanderson reported a representative of the Johnson Family Foundation was on campus today. The Foundation works with business and entrepreneurial support of tribal colleges and is now working with public institutions that have a large Native American student body. He was very pleased with our excitement and requested we put our program plan together and submit to them. The Board had questions on CDL and Perkins Grant.
- D. Manager of Physical Plant and Facilities – Ron Petranovich reported the Health Careers 2 building is scheduled for completion on July 11.
- E. Manager of Information Technology – Jim Blackshear updated that the second bullet of his report was completed on May 22. The update of the last bullet of his report – the new storage server is in place with 14 terabyte of service.

The remaining departmental reports were presented in written form.

**AGENDA ITEM X** – Executive Director’s Report

- A. Update Director Student Services – Our candidate has withdrawn his name.
- B. RCCA Conference, September 23-25, Albuquerque – Planning continues.
- C. Unser Equipment Donation – Bobby and Lisa Unser’s donation of equipment to the Auto Tech Program has been received and installed. The reception for the Unser’s was cancelled due to Bobby’s illness.
- D. HED – Notification of Bond Sale – The Capital Projects Committee approved the sale.
- E. Met with Zuni Governor Coeoyate – Virginia Chavez attended the meeting with Dr. Miller. The council would like to meet with Tim Karpoff regarding our strategic plan for their input.
- F. New Construction Update:
  - i. Health Careers Phase 2 – Ron Petranovich reported on the building.
  - ii. Other Project Planning – Sue Brawley was here yesterday to meet with Student Services and others for the planning of the Student Life Center. Next meeting will be on June 22 from 8:30 to noon in GH B205.
- G. Other items may be reported.
  - i. July 14 is the Board Retreat at the La Quinta from 9 to 2 or 3 pm. Tim Karpoff may update the Board on the strategic plan during the retreat. Dr. Miller may invite the Executive Director’s staff to attend the retreat for the update.

**AGENDA ITEM XI** - Old Business

Monthly Financial and Grants Update – Finances are consistent from last month.

**AGENDA ITEM XII** - New Business

MCHS Addendum to Operating Agreement – Wally Feldman noted the change in the lease amount with the Board and informed the Board that the MCHS Governance Board had approved the change. There was no discussion. Motion was made by Francis Becenti to approve the MCHS Addendum to the Operating Agreement as presented, seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 7:10 PM.

**AGENDA ITEM XIII** - Additional Items Placed on the Agenda

None

**AGENDA ITEM XIV** - Adjourn For Executive Session

Motion was made by Virginia Chavez to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 7:11 PM.

**AGENDA ITEM XV** – Executive Session

Limited Personnel Issues

**AGENDA ITEM XVI** – Executive Session Adjournment

Motion was made by Francis Becenti to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 8:22 PM.

Motion to reconvene the meeting from the executive session was made by Virginia Chavez. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 8:23 PM.

Upon reconvening the regular meeting of the Local Board Virginia Chavez instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues. 10-15-1-J NMSA 1978

**AGENDA ITEM XVII – Adjournment**

Motion was made by Francis Becenti to adjourn. Motion seconded by Virginia Chavez. Motion was approved with unanimous roll call vote at 8:24 PM.



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Gloria Skeet deCruz, Chair



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Virginia Chavez, Secretary

Christy Butler,  
Executive Assistant



UNM GALLUP LOCAL BOARD MINUTES

Wednesday, June 20, 2007  
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

Dr. Frances Becenti .....	P
Ms. Virginia Chavez .....	P
Ms. Gloria Skeet deCruz .....	P
Ms. Theresa Dowling .....	P
Ms. June Shack .....	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Mr. Clint Ewell, Director Business Operations
- Dr. Chris Marlow, Dean of Instruction
- Mr. Duane Brown, Modrall, Sperling, Roehl, Harris & Sisk, P.A.
- Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair, Theresa Dowling called the June 20, 2007 regular meeting of the UNM Gallup Local Board to order at 6:07 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

Duane Brown, Modrall, Sperling, Roehl, Harris & Sisk, P.A. was introduced

AGENDA ITEM V - Approval of Agenda

Motion was made by June Shack to approve the June 20, 2007 UNM-Gallup Local Board Agenda, and move Agenda Item IX to after Agenda Item VI so Duane Brown can leave and return to Albuquerque seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

Motion was made by Virginia Chavez to approve the May 23, 2007 UNM-Gallup Local Board Minutes as presented, seconded by June Shack. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

Local Board Code of Ethics #9

Welcome and encourage active participation and cooperation by citizens, organizations, and the media with respect to current college operations and proposed future developments, for a better understanding of their needs and improvement of relations with the public that I serve.

Ethic #9 was read by Virginia Chavez. Theresa Dowling thought this was a good ethic because we go to the public for bond dollars and must be accountable. Francis Becenti asked if we have someone on campus that is familiar how the newspaper works and make sure that we have the opportunity to respond or check an article for accuracy prior to an article publication. Dr. Miller and Larry Sanderson stated that we have a good working relationship with the newspapers in Gallup. Francis Becenti asked how a board member should handle speaking to reporters. The board decided if the subject had been discussed in a meeting or voted on the board members should feel free to discuss the item. If it is something the Board has not discussed, the response to the media should be "I cannot respond since the Board has not discussed the matter".

Gloria deCruz will lead the discussion for Code of Ethics #10 at the next meeting.

AGENDA ITEM VIII - Division/Department Reports

- A. Dean of Instruction – Dr. Marlow reported last week she attended a meeting on Dual Enrollment. They are working on a model agreement between the Public Schools and Higher Education. The group has been well facilitated and the directors are looking at the agreement for feedback for the next Dual Enrollment meeting. Francis Becenti said it maybe an idea to see if Navajo Tribal Scholarship dollars can help with dual enrollment purchase of books. Gloria deCruz said we might want to approach some of the chapter houses to see if they could set aside dollars to help with dual enrollment of their students.

- B. Nursing – Dr. Miller reported that the Nursing Enhancement grant was submitted to the HED.

The remaining departmental reports were presented in written form.

**AGENDA ITEM IX** – Executive Director's Report

- A. RCCA Conference, September 23-25, Albuquerque – If any are interested in attending Dr. Miller will send the registration information and the website.

Francis Becenti and Virginia Chavez stated they would like to attend and represent the board at the ACCT Trustees conference with Dr. Miller for the Board.

- B. Met with Mayor Mendoza – Dr. Miller and the Mayor discussed UNMG and the city working together. Dr. Miller has been appointed the Economic Development Tourism Board. Francis Becenti asked Dr. Miller to be careful not to become overloaded.
- C. Met with Zuni School Board – Dr. Miller told the Zuni Public School Board UNMG would like to work with them regarding dual credit and classes needed at the Zuni campus. The Zuni Public School Board would like to meet with UNMG Board at their September meeting.
- D. NMACC Meeting – Geographic Areas of Responsibilities and Dual Credit were discussed.
- E. Reception for President Schmidly – He will be coming to the campus the week of September 17. A committee will be formed shortly. A reception will be held at Theresa Dowling's home for donors and other members of the community.
- F. Strategic Planning Meeting, June 19 – We need to focus on the Zuni community to move ahead with a possible cohort of students. Fred Wey will be the Interim Manager for the Zuni campus beginning in July. Dr. Miller reported on the Zuni boot camp; we have 17 registered so far.
- G. Board Retreat Agenda – July 14 from 9 – 2 pm. Dr. Miller and Tim Karpoff will talk to the board about the strategic plan including the development board. Francis Becenti suggested recruitment plans and collaboration with the tribes.
- H. New Construction Update:
- i. Health Careers Phase 2 – The building is coming right along and will be completed in early July.
  - ii. Other Project Planning – Sue Brawley will be here on June 22 from 8:30 to noon in GH B205 to continue with the planning of the Student Life Center.
- I. Other items may be reported.
- i. Fair Share – Dr. Miller passed out a report from UNM. After discussion the board decided to hold firm at 2.81% and agree to increase the fee to 3.82% for all relevant or affected units over a three year period contingent upon successful negotiation of the EU agreement.
  - ii. The Director Student Services position is advertised and the search committee has met to set up the matrix for interviewing. While Dr. Miller is away, the committee will meet to choose the candidates for round one interviews.
  - iii. We are down by 50 students this summer but are alright dollar wise right now.
  - iv. ACCT Congress was discussed. We have money for two board members to attend. Francis Becenti and Virginia Chavez said they would attend.
  - v. AQIP Category Booklet was given to the Board. Francis Becenti requested to be put on Category 9.

**AGENDA ITEM X** - Old Business

Monthly Financial and Grants Update – Finances are consistent from last month.

**AGENDA ITEM XI** - New Business

Resolution – Notice of Bond Sale – Duane Brown presented the sale of bond information to the Board. After a brief discussion, motion was made by Gloria Skeet deCruz to proceed with the issuance, sale and delivery of the remaining bonds from the February 1, 2005 GO Bond District election. The Chairman of the Board and the Executive Director are authorized and directed to have published a notice of sale, in the Gallup Independent newspaper once at least one week prior to the date of the sale. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 6:22 PM.

A Special Board meeting will be held July 17, 2007 in the DCR at UNM-Gallup Campus, Gallup New Mexico at 6:00 PM and will award the Bonds to the best bidder, adopt a bond resolution, and consider any other related matters.

**AGENDA ITEM XII** - Additional Items Placed on the Agenda

None

**AGENDA ITEM XIII** - Adjourn For Executive Session

Motion was made by Gloria deCruz to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 8:12 PM.

**AGENDA ITEM XIV** – Executive Session  
Limited Personnel Issues

**AGENDA ITEM XV** – Executive Session Adjournment

Motion was made by Francis Becenti to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 9:10 PM.


Motion to reconvene the meeting from the Executive Session was made by Virginia Chavez. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 9:11 PM.

Upon reconvening the regular meeting of the Local Board Gloria deCruz instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues. 10-15-1-J NMSA 1978

**AGENDA ITEM XVI** – Adjournment

Motion was made by Virginia Chavez to adjourn. Motion seconded by Francis Becenti. Motion was approved with unanimous roll call vote at 9:12 PM.

  
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Theresa Dowling, Chair

  
\_\_\_\_\_  
Gloria Skeet deCruz, Secretary

Christy Butler,  
Executive Assistant

UNM GALLUP LOCAL BOARD MINUTES

Tuesday, July 17, 2007  
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Dr. Frances Becenti.....	A
Ms. Virginia Chavez.....	P
Ms. Gloria Skeet deCruz .....	P
Ms. Theresa Dowling.....	P
Ms. June Shack.....	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Dr. Chris Marlow, Dean of Instruction
- Mr. Wally Feldman, Principal, MCHS
- Dr. Helen Zongolowicz, Chair, Education
- Mr. Duane Brown, Modrall, Sperling, Roehl, Harris & Sisk, P.A.
- Dr. Al Clemmons, Senior Vice President, George K. Baum & Company
- Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair, Theresa Dowling called the July 17, 2007 special meeting of the UNM Gallup Local Board to order at 6:00 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

- A. Duane Brown, Modrall, Sperling, Roehl, Harris & Sisk, P.A.
- B. Al Clemmons, Senior Vice President, George K. Baum & Company

AGENDA ITEM V - Approval of Agenda

Motion was made by June Shack to approve the July 17, 2007 UNM-Gallup Local Board Agenda, seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - New Business

- A. Resolution of Bond Sale – Theresa Dowling announced that the Board would take action awarding the UNM-Gallup Branch Community College District, County of McKinley, New Mexico, General Obligation (Limited Tax) Bonds, Series 2007 Bonds in the amount of \$5,000,000 in conformity with the Official Notice of Band Sales issued by the Board on June 20, 2007. Dr. Al Clemmons presented the sale of bond information to the Board. Gloria Skeet deCruz moved the adoption of the resolution authorizing the issuance and sales of UNMG Branch Community College District, County of McKinley, New Mexico, General Obligation (Limited Tax) Bonds in the principal amount of \$5,000,000, Series 2007, dated as of August 1, 2007, payable from ad valorem taxes levied on all taxable property within the district, levied without limit as to rate or amount; providing for the form, terms and conditions of the bonds, the manner of their execution, and the method of, and security for, payment; and providing for other details concerning the bonds. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 6:19 PM.
- B. Board Appointment to MCHS Advisory Board – Wally Feldman explained the MCHS Governing Body and Operations. The Board does not need to appoint a Board member to the Governing Body as a UNM-Gallup Administrator attends the meetings.
- C. Update on Board Retreat – Theresa Dowling reported only two members of the Board attended the Retreat on July 14. She then went over the summary of the retreat with the members of the board. The Board will adopt the campus goals. Board will work with the AQIP for accreditation.

AGENDA ITEM VII - Additional Items Placed on the Agenda

None

**AGENDA ITEM VIII – Adjournment**

Motion was made by Gloria Skeet deCruz to adjourn. Motion seconded by Virginia Chavez. Motion was approved with unanimous roll call vote at 6:50 PM.

  
Theresa Dowling, Chair

  
Gloria Skeet deCruz, Secretary

Christy Butler,  
Executive Assistant

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, August 22, 2007  
Six O'clock p.m. 6:15

Gallup

UNM GALLUP LOCAL BOARD

Dr. Frances Becenti .....	A
Ms. Virginia Chavez.....	P
Ms. Gloria Skeet deCruz .....	P
Ms. Theresa Dowling.....	P
Ms. June Shack.....	P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Mr. Clint Ewell, Director Business Operations
- Mr. Larry Sanderson, Director Community Affairs
- Dr. Chris Marlow, Dean of Instruction
- Mr. Wally Feldman, MCHS Principal
- Ms. Kate Moore, Fiscal Services Supervisor
- Ms. Marjorie Campbell, Chair, Nursing
- Ms. Kathy Head, Director of Nursing
- Ms. Arlene High, UNM-G Development Board
- Mr. Paul McCollum, UNM-G Development Board
- Ms. Priscilla Smith, UNM-G Development Board
- Ms. Sharlene Begay-Platero, UNM-G Development Board
- Ms. Ara Green, Administrative Assistant III

AGENDA ITEM I & II - Call to Order & Roll Call

Chair, Theresa Dowling called the August 22, 2007 regular meeting of the UNM Gallup Local Board to order at 6:15 PM with roll call. A quorum was present. Theresa Dowling appointed Virginia Chavez as acting secretary until Gloria Skeet deCruz arrives at meeting.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

The UNM-G Development Board was introduced; Arlene High, Priscilla Smith, Sharlene Begay-Platero and Paul McCollum. Discussion was held regarding President Schmidly's visit. The draft agenda for the President's visit was distributed. Local Board will meet with the President for lunch. Advisory and Foundation Board's were also invited to attend the Health Careers II dedication on September 18. We anticipate 150 people to attend the dedication. The Foundation Board and Local Board would like to get together during the President's visit. Priscilla Smith asked if Foundation board will have time to meet with President Schmidly. The UNM-G Board then introduced themselves to the Foundation board.

AGENDA ITEM V - Approval of Agenda

Motion was made by Gloria Skeet deCruz to approve the August 22, 2007 UNM-Gallup Local Board Agenda, and move Agenda Item IX A to after Agenda Item VI so UNM-G Development Board can leave seconded by June Shack. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

- A. Motion was made by June Shack to approve the June 20, 2007 UNM-Gallup Local Board Minutes as presented. Seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.
- B. Motion was made by Virginia Chavez to approve the July 17, 2007 UNM-Gallup Local Board Minutes as presented with the correction of a typo on agenda item VI A., forth line down, seconded by June Shack. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

Local Board Code of Ethics #10

Remember that it is as important for the board to understand and evaluate the educational program of the community college as it is to plan for the business of college operation.

Ethic #10 was read by Gloria Skeet deCruz. There was no discussion. June Shack will lead the discussion for Code of Ethics #11 at the next meeting.

**AGENDA ITEM VIII** - Division/Department Reports

- A. Dean of Instruction – Dr. Marlow discussed the nursing accreditation and materials are being gathered. We will be assigned a mentor. In May 2008 we will submit the self-study followed by the site visit in the fall then accreditation will take place the following spring. We will have candidacy this fall. The nursing staff has volunteered to work each Friday on achieving candidacy status.
- B. Director Business Operations – Clint Ewell answered the question by Virginia Chavez why we have a loss in the bookstore; several reasons. Text books becoming obsolete and theft. Going from negative \$90,000 to almost breaking even is good for one year.

The remaining departmental reports were presented in written form.

**AGENDA ITEM IX** – Executive Director's Report

- A. President Schmidly's Visit, September 18-19 – Everything on track. Many people are working hard to make this a successful event.
- B. Nursing Enhancement Award \$230,000 – The HED mentioned in the award letter that our program could be a model for the state.
- C. RCCA Conference, September 23-25, in Albuquerque - Finalizing the plans now. Hoping to have around 150 in attendance. Board members are asked to let Dr. Miller's office know by tomorrow regarding attendance.
- D. New Construction Update:
  - i. Health Careers Phase 2 – The building is completed. The faculty and staff have been very busy moving in and getting ready for classes. Classes were able to begin in the building on the first day of the semester.
  - ii. Other Project Planning – Sue Brawley will be here on September 14 to continue with the planning of the Student Life Center. She will also meet with other campus representatives on the Student Life Center and the Technical Center Classroom Building. Dr. Miller asked Facilities Committee to hold several discussion groups around campus before Sue Brawley returns and there will be an online survey so that faculty, staff and students can have input about the new facilities.
- E. Other items may be reported.
  - i. We are even with where we were last year regarding enrollment. Credit hours are up slightly.
  - ii. Our head count as of 8/21/07 was 2196. We have not enrolled the CCTE students.
  - iii. Director of Student Services candidate will be on campus this coming Monday.
  - iv. Tim Karpoff made some recommendations for strategic planning. The administrators will make recommendations to the SPC and then the campus regarding strategies for the next two years.

**AGENDA ITEM X** - Old Business

Monthly Financial and Grants Update – Finances are consistent for June from the previous month.

**AGENDA ITEM XI** - New Business

- A. Open Meeting Resolution - Motion was made by Virginia Chavez to approve the Open Meetings Resolution, seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote.
- B. Local Board Code of Ethics - Motion was made by Gloria Skeet deCruz to approve the Local Board Code of Ethics, they will be posted in the Director's Conference Room, the Zuni Campus conference room and in the lobby at North Campus. Seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.
- C. 2008 – 2009 UNM-G Budget – Clint Ewell presented a power point explanation of our budget to the Board.
- D. 2007 Final Financial Results – Kate Moore BR & R spent \$291,374. We reduced our budget by \$375,000 and reallocated \$150,000. Enrollment fell 2% compared to last year. Cost per FTE still exceeded inflation. Working on financial relationship with EU. 18% employee turnover.

**AGENDA ITEM XII** - Additional Items Placed on the Agenda

None

**AGENDA ITEM XIII** - Adjourn For Executive Session

Motion was made by Gloria Skeet deCruz to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 7:43 PM.

**AGENDA ITEM XIV** – Executive Session

Limited Personnel Issues Section 10-15-1-N.(2) NMSA 1978

**AGENDA ITEM XV** – Executive Session Adjournment

Motion was made by June Shack to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 9:30 PM.


Motion to reconvene the meeting from the Executive Session was made by June Shack. Motion seconded by Gloria Skeet deCruz. Motion was approved by unanimous roll call vote at 9:31 PM.

Upon reconvening the regular meeting of the Local Board Gloria deCruz instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues. 10-15-1-J NMSA 1978

**AGENDA ITEM XVI** – Adjournment

Motion was made by June Shack to adjourn. Motion seconded by Gloria Skeet deCruz. Motion was approved with unanimous roll call vote at 9:32 PM.

  
Theresa Dowling, Chair

  
Gloria Skeet deCruz, Secretary

Ara Green,  
Administrative Assistant III



UNM GALLUP LOCAL BOARD MINUTES

Wednesday, September 19, 2007  
Six O'clock p.m.

Zuni

UNM GALLUP LOCAL BOARD

- Dr. Frances Becenti ..... P
- Ms. Virginia Chavez ..... P
- Ms. Gloria Skeet deCruz ..... P
- Ms. Theresa Dowling ..... P
- Ms. June Shack ..... P

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Dr. Chris Marlow, Dean of Instruction
- Dr. Paul Kraft, Director Student Services
- Mr. Clint Ewell, Director Business Operations
- Mr. Wally Feldman, MCHS Principal
- Ms. Kate Moore, Fiscal Services Supervisor
- Dr. Kaye Peery, Superintendent Zuni Public Schools
- Mr. George DeVries, Zuni Public School Board
- Ms. Christy Butler, Executive Assistant

AGENDA ITEM I & II - Call to Order & Roll Call

Chair, Theresa Dowling called the September 19, 2007 regular meeting of the UNM Gallup Local Board to order at 6:13 PM with roll call. A quorum was present.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

- A. Dr. Paul Kraft, Director Student Services
- B. Kaye Peery, Superintendent, ZPS
- C. Zuni Public School Board
  - i. George DeVries

AGENDA ITEM V - Approval of Agenda

Motion was made by June Shack to approve the September 19, 2007 UNM-Gallup Local Board Agenda, and move Agenda Item XI. A. after Agenda Item VI so the ZPS Board and Superintendent can leave seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

Motion was made by Virginia Chavez to approve the August 22, 2007 UNM-Gallup Local Board Minutes as presented seconded by June Shack. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

Local Board Code of Ethics #11

Bear in mind that once a decision is made that the board speaks with one voice.

Ethic #10 was read by June Shack. There was no discussion.

Francis Becenti will lead the discussion for Code of Ethics #12 at the next meeting.

Gloria deCruz arrived at 6:27 pm.

AGENDA ITEM VIII - Division/Department Reports

- A. Dean of Instruction – Virginia Chavez asked Dr. Marlow about the cost study for AtD. Dr. Marlow said this is a pilot program regarding the way we spent the grant dollars. The report, when finalized, will include information from several colleges.
- B. MCHS – Wally Feldman reported the Gallup McKinley School Board approved the Charter for MCHS for the next five years.

The remaining departmental reports were presented in written form.

**AGENDA ITEM IX** – Executive Director's Report

- A. Alignment Task Force Legislative Education Committee – This meeting was held in Santa Fe and they were gathering information.
- B. Report on President Schmidly's Visit – His staff was very impressed by what they saw. It was a pleasure to have them here. He will be following up on several issues.
- C. RCCA Conference, September 23-25, in Albuquerque – We will have several people attending the conference. Larry Sanderson and Felicia Casados will facilitate an AQIP break out session.
- D. ACCT Conference, September 26-29, San Diego – Virginia Chavez and Dr. Miller will attend this conference
- E. New Construction Update:
  - i. Student Life Building – The Facilities Committee has held some discussion groups and an online survey regarding Student Life and the Technical Classroom buildings. The tabulation has not been completed. Sue Brawley was here last week.
- F. Enrollment Update
  - i. Placement – Students signed a deviation and follow up will take place at the end of the semester. There were less than 20 students and the information was sent to the chair of the department. Dr. Marlow will pull this information together.
  - ii. Disenrollment – There was no disenrollment this semester. All of the branch campuses are getting together to discuss this. There is an administrative disenrollment that can happen at the end of the semester if the student has not attended class.

Fred Wey reported Friday and Saturday classes are very viable at the Zuni campus. He asked if CTE classes can be offered on Saturday. Extended lab hours are working.

- G. Inauguration of President Schmidly, October 7 – The ceremony in Popejoy Hall.
- H. Housing Survey – Coming in October will be looking at the viability for housing on campus.
- I. Update on Zuni Community Forum, October 4 – It will be from 3:30 – 5:30 held on the Zuni campus.
- J. Other items may be reported.
  - i. HED capital hearings held last week our request was \$900,000 to finish the HVAC for Calvin Hall. It was well received.
  - ii. Provost scheduled Dr. Miller's performance review for May 28, 2008 at 4 pm in Gallup.
  - iii. Bingaman legislation regarding Pell grant legislation has been sent to the President for signature. We currently have 1330 students receiving Pell grant now.

**AGENDA ITEM X** - Old Business

Monthly Financial and Grants Update – Finances are consistent from the previous month.

**AGENDA ITEM XI** - New Business

- A. Discussion with ZPS Board – Dr. Kaye Peery reported she was at a meeting and mentioned how good it was to share ZHS & UNMG Zuni. She really appreciates Fred Wey and they are working well together. She would like to have more classes and would beef up reading, writing, math and freshman compensation. The astronomy class is dual enrollment 13 in class. Student Success is working on the quarter system 28 students that come to the Zuni campus. Goals the superintendent would like to see - ZHS have more dual enrollment. Zuni district are discussing the Kalamazoo Promise. Transportation is a big problem for Zuni students. Dr. Miller requested June, Virginia and Fred to go to Zee Transportation to see about getting the transportation time extended. Secondary level for teachers for math/science, special education, refrigeration and AC training are needed desperately.
- B. Appointment to MCHS Governing – Meet at every third Thursday at 3:00 pm lasts about 45 minutes to 1 hr. Dr. Paul Kraft will be the other administrator for the MCHS

**AGENDA ITEM XII** - Additional Items Placed on the Agenda

None

**AGENDA ITEM XIII** - Adjourn For Executive Session

Motion was made by Gloria deCruz to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by June Shack. Motion was approved by unanimous roll call vote at 7:28 PM.

**AGENDA ITEM XIV – Executive Session**  
Limited Personnel Issues Section 10-15-1-N.(2) NMSA 1978

**AGENDA ITEM XV – Executive Session Adjournment**

Motion was made by Gloria deCruz to adjourn the Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 and reconvene the Regular meeting of the UNMG Local Board. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 9:12 PM.

Motion to reconvene the meeting from the Executive Session was made by Gloria deCruz. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 9:14 PM.

Upon reconvening the regular meeting of the Local Board Gloria deCruz instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues. 10-15-1-J NMSA 1978

**AGENDA ITEM XVI – Adjournment**

Motion was made by June Shack to adjourn. Motion seconded by Virginia Chavez. Motion was approved with unanimous roll call vote at 9:15 PM.

  
Theresa Dowling, Chair

  
Gloria Skeet deCruz, Secretary

Christy Butler,  
Executive Assistant

UNM GALLUP LOCAL BOARD MINUTES

Wednesday, October 24, 2007  
Six O'clock p.m.

Gallup

UNM GALLUP LOCAL BOARD

Dr. Frances Becenti .....	P
Ms. Virginia Chavez.....	P
Ms. Gloria Skeet deCruz .....	A
Ms. Theresa Dowling .....	P
Ms. June Shack .....	A

UNM-GALLUP CAMPUS STAFF AND GUESTS:

- Dr. Beth Miller, Executive Director
- Dr. Chris Marlow, Dean of Instruction
- Dr. Paul Kraft, Director Student Services
- Mr. Larry Sanderson, Director Community Affairs
- Ms. Kate Moore, Interim Director Business Operations
- Ms. Kathy Head, Nursing Director
- Mr. Robert Hoffman, AQIP Leader
- Ms. Linda Thornton, Sr. Public Relations Representative
- Mr. Fred Wey, Manager UNMG Zuni Campus
- Ms. Christy Butler, Executive Assistant
- Mr. John McBreen, Reporter, KYVA

AGENDA ITEM I & II - Call to Order & Roll Call

Chair, Theresa Dowling called the October 22, 2007 regular meeting of the UNM Gallup Local Board to order at 6:08 PM with roll call. A quorum was present.

Virginia Chavez was appointed as secretary.

AGENDA ITEM III - Public Input

None

AGENDA ITEM IV – Introductions/Announcements

John McBreen

AGENDA ITEM V - Approval of Agenda

Motion was made by Francis Becenti to approve the October 22, 2007 UNM-Gallup Local Board Agenda, seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.

AGENDA ITEM VI - Board Business

Motion was made by Francis Becenti to approve the September 19, 2007 UNM-Gallup Local Board Minutes as presented seconded by Virginia Chavez. Motion was approved by unanimous roll call vote.

AGENDA ITEM VII - Board Education

Local Board Code of Ethics #12

Finally, strive step by step toward ideal conditions for the most effective community college board service to my community, in a spirit of teamwork and devotion to public education as the greatest instrument for the preservation and the perpetuation of our representative democracy.

Ethic #12 was read by Francis Becenti. This ethic speaks for the board to be responsible for their actions, to respect other view points, and the need to protect confidentially. Francis Becenti would like to see the use of dedication instead of devotion and society instead of democracy.

Chair, Theresa Dowling, said revising the ethics language was something we will work on at our next retreat.

Virginia Chavez gave her report of the ACCT conference. She attended many of the breakout sessions with great keynote speakers.

- i. **Monitoring college performance** discussed many different models. One of the questions we should ask ourselves: Are we getting the job done? We should track accomplishments by using college student surveys.

- ii. **New trustee board members** gave guidance on not micro managing. Have departments, staff and students senates attend board meetings and give a report.
- iii. **Students are not college ready.** Adults returning to college usually have low education levels and need remedial classes. Work with the high schools to be sure that they are graduating college ready students. ABE programs should encourage their students to attend college and not be satisfied with a high school education.
- iv. **Dual Credit** is in place but the students are still not ready for college. The educational system needs to be upgraded. Need to have a teacher academy to educate them to teach college ready students. Reading is not being taught after 4<sup>th</sup> grade.
- v. **Conflict management, styles and solutions** were discussed.

Virginia Chavez felt this was a good learning experience and will help her as a board member.

**AGENDA ITEM VIII** - Division/Department Reports

- A. Dean of Instruction – Dr. Marlow reported second bullet clarification. “. . . have 30 mentors and 50 mentees. . .”. Dr. Becenti had a question regarding #2 second bullet regarding the Community Engagement. He would like to have information regarding the meetings so he could attend the meetings.
- B. Nursing – Kathy Head reported the computer hook ups in the lab is in process. They are having an open house for nursing student families tonight. Last years 2006 pass rate was 87%. Pass rate is at 80% with three students to test the pass rate is down this year due to the NCLEX upping scores. The national average has gone down this year.
- C. AQIP – Robert Hoffman responded with comments on the subject of monitoring college performance and students not college ready are being discussed and AQIP should help focus on them regarding remarks made in Virginia Chavez’s report on ACCT.

The remaining departmental reports were presented in written form.

**AGENDA ITEM IX** – Executive Director’s Report

- A. Installation of President Schmidly – It was a nice occasion, the attendance was light.
- B. RCCA Conference – Larry Sanderson attended and gave an AQIP presentation along with Felicia Casados, NMSU-Grants and others. Fran Pawlowski also attended the conference. RCCA is now being recognized at the national level.
- C. Housing Survey – The survey will be sent out shortly. Dr. Miller has just received the survey and will forward it to the administrator’s for feedback and return to the company. We are expecting their recommendations by January 2008.
- D. New Construction Update – Sue Brawley would like to attend a Chairs and department meeting and also walk the campus with students.
- E. Updates on Zuni Community Forum – Minutes are included in the board packet. We will be invited to the next community meeting by the Tribal Council. The community has full support for UNMG Zuni campus.
- F. Luncheon Meeting with UNMA Student Affairs – The summer bridge programs were discussed. It was a very useful meeting.
- G. Entrepreneurship Meeting with UNMA – This is a result of the legislative appropriation given to UNMA to work with us. The next meeting is this Friday in Albuquerque. There is a conference in early November and we have several students and faculty attending.
- H. Update NMACC State Meeting – Met with NMICC. There was no discussion about NMICC rejoining NMACC again. BR&R and ER&R were discussed. Dual Credit was discussed and details are still being worked on.
- I. Other items may be reported.
  - vi. November 10 the branch campuses are invited to a LOBO football game.
  - vii. GHS girl’s basketball team has been invited to play a game in the PIT sometime in December.
  - viii. Credit hour report from Jerry Jorgensen distributed. We need to continue to work on getting more students.
  - ix. Dr. Miller reported we are working with the on the campus parking problems. We are going to try to piggyback off of the UNMA parking study.
  - x. Dr. Kraft has been asked to prepare an Enrollment Management Plan.

**AGENDA ITEM X** - Old Business

Monthly Financial and Grants Update – Finances are consistent from the previous month.

**AGENDA ITEM XI** - New Business

- A. Dual Credit – We now have 354 students enrolled. COMPASS testing is in all but two high schools in the district. This represents about 994 credit hours.
- B. Zuni Transportation – This came up at the last meeting. Zee quits picking up students at 5 pm and we need pickup after that time frame. Zee can no longer receive grant funds from the state to provide this service. It would be more cost effective to provide distance education for the students involved.

**AGENDA ITEM XII** - Additional Items Placed on the Agenda

None

**AGENDA ITEM XIII** - Adjourn For Executive Session

Motion was made by Virginia Chavez to adjourn the regular meeting of the UNMG Local Board for Executive Session for Limited Personnel Issue Section 10-15-1-N.(2) NMSA 1978 discussion will include several personnel issues concerning updates and a possible disciplinary action. Motion seconded by Francis Becenti. Motion was approved by unanimous roll call vote at 7:46 PM.

**AGENDA ITEM XIV** – Executive Session

Limited Personnel Issues Section 10-15-1-N.(2) NMSA 1978

**AGENDA ITEM XV** – Executive Session Adjournment

Motion was made by Francis Becenti to adjourn the Executive Session of the UNMG Local Board. Motion seconded by Virginia Chavez. Motion was approved by unanimous roll call vote at 8:40 PM.

Motion to reconvene the meeting from the Executive Session was made by Francis Becenti. Motion seconded by Virginia. Motion was approved by unanimous roll call vote at 8:40 PM.

Upon reconvening the regular meeting of the Local Board, Virginia Chavez instructed the Executive Director to continue working with UNM-A related to the ongoing personnel issues of employment that were discussed in the closed meeting and to keep the UNMG Local Board informed of the status of these issues. 10-15-1-J NMSA 1978

**AGENDA ITEM XVI** – Adjournment

Motion was made by Virginia Chavez to adjourn. Motion seconded by Francis Becenti. Motion was approved with unanimous roll call vote at 8:41 PM.

  
 Theresa Dowling, Chair

  
 Virginia Chavez, Secretary

Christy Butler,  
Executive Assistant