

UNM-Gallup College Council Minutes

Wednesday, May 15, 2024 | 1 p.m.

Executive Conference Room - Gurley Hall 1216A

Attendance

John Zimmerman, Dean of Instruction
Robert Griego, Director of Business Operations
Tina Griego, Staff Council President
Ron Petranovich, Physical Plant Manager
Eric Castillo, IT Manager
Frank Sanchez, IT Technical Analyst 3
Ashlee Velasquez, Director of Workforce Development
Richard Reyes, Sr. Public Relations Specialist

Agenda

1. Approval of Minutes: April 17, 2024
 - a. Ron P. motioned to approve the minutes and Frank S. seconded. Minutes approved with no opposition.

2. Chancellor's Office, John Zimmerman on behalf of Sabrina Ezzell
 - a. John announced that Sabrina was out due to a meeting with the Legislative Finance Committee and local legislators, but she carved out time for a SkillsUSA presentation.
 - b. UNM-Gallup student Kitana James practiced a Prepared Speech for the council in preparation for the upcoming SkillsUSA national competition in Atlanta. Council members provided support and feedback. Kitana won a gold medal in the state competition, earning a nearly perfect score from the judges.

3. Academic Affairs, John Zimmerman
 - a. Academic year is coming to a close, and grades are about 75-85% in. Academic Affairs has four primary focuses:
 1. Retention, promotion and tenure (RTP) process.
 2. Academic program review. Curricula Committee has done well this year to get back on track after dealing with a substantial backlog due to pandemic and other reasons.
 3. Assessments of active programs. This has been relatively non-existent for the past decade, but we've put together a new three-year assessment plan to figure out where we can grow and expand. College Assessment Review Committee is in charge of that.

4. Hiring. Successfully completed at least seven or eight searches and a few more are ongoing. We're ahead of schedule, but Nursing is challenging due to competitive salaries.
 - b. John will be taking division chairs and others to New Mexico Higher Education Assessment and Retention Summer Retreat to start building our academic plan and guide decisions on the above four key areas.
4. Student Affairs
 - a. No report.
5. Business Office, Robert Griego
 - a. Budget: Budget was entered and Banner closed. Main campus reviewed it. Board of Regents will meet to approve the budget, which then moves to the New Mexico Higher Education Department for review and approval. Current budget is tight as we near the end of the fiscal year, June 30. Other branches are dipping into reserves. Robert is working with index managers to review budgets and learn how to run reports. Will also expect to do mid-year budget projections in January.
 - b. Accountant hiring. Job posting is up. Accountant Ramon Scott will be working for branch in another capacity, so seeking to fill the accountant position.
6. Facilities and Maintenance, Ron Petranovich
 - a. Happy to report we made it through last week (graduation plus Job Fair and other celebrations throughout the week). Ron asked that the campus consider spreading out events so everything doesn't happen during the same week.
 - b. Summer Projects. It's expected to be quiet for internal projects.
 - c. Lions Hall demolition. Still awaiting approval from HED.
 - d. Summer hours: Ron requested official hours for the summer to determine facilities employee schedules.
 - e. BR&R Budget: Expecting an additional \$300,000 in the new fiscal year.
7. Faculty Assembly, John Z. on behalf of Keri Stevenson
 - a. John shared updates on Faculty Assembly positions. New President Carolyn Kuchera will join the College Council in the fall.
8. Staff Council, Tina Griego
 - a. Tina shared updates from last Staff Council meeting. She mentioned there have been concerns and questions about hiring processes, salary

disparities and transparency around decision-making. She said this could be discussed with executive team later.

- b. Frank asked if UNM-G is doing a Staff Appreciation Week this year. The council shared ideas. John said he would talk to rest of executive team about it. Tentative plan is to have Staff Appreciation Week from Tuesday, May 28, through Friday, May 31. That Monday is a holiday for Memorial Day.

9. Diversity, Equity & Inclusion

- a. No report.

10. Information Technology, Eric Castillo & Frank Sanchez

- a. Computer Labs: Eric shared SSTC128 computer lab data. It is being used by a few students for a relatively short amount of time.
- b. New Equipment: Eric also shared expected costs for new monitors and other computer equipment.
- c. Cabling Updates: Eric recommended that Facilities look into cabling infrastructure.
- d. Digital Kiosks: IT is resuscitating digital kiosks around campus. It may be time to look into purchasing new kiosks and identify a vendor for managing them. PR could provide input on this as well.

11. Safety, Robert Griego on behalf of Sgt. Richard Perez

- a. Richard Perez is the new chairman of the Safety Committee.

12. Public Relations, Richard Reyes

- a. Graduation photos have been shared on social media with good engagement. Graduation website has been updated to celebrate grads. Print ads celebrating graduates are coming soon in the Navajo Times, Gallup Sun, Gallup Independent and Gallup Journey.

13. Workforce Development, Ashlee Velasquez

- a. Ashlee is networking a lot and building community connections to look at reviving workforce development programs.

Meeting adjourned around 2:30 p.m.