

SFCC

SANTA FE COMMUNITY COLLEGE

Regular Governing Board Meeting
Thursday – April 29, 2010
6:00 p.m.

SFCC Board Room #223
6401 Richards Avenue
Santa Fe, NM 87508

AGENDA

		AGENDA ITEM	PRESENTER	ACTION NEEDED
	I.	Determination of quorum and call to order	Chair Besser	Yes
	II.	Welcome from the Chair	Chair Besser	No
	III.	Adoption of Agenda	Chair Besser	Yes
Tab A	IV.	President's Report, Awards, and Presentations <ul style="list-style-type: none"> ▪ President's Report ▪ Showcase Presentation: School of Education 	Dr. Ortego Ms. Stobnicke	No No
	V.	Public Comments	Chair Besser	No
Tab B	VI.	Communications <ul style="list-style-type: none"> ▪ Faculty Senate Report ▪ Staff Senate Report ▪ Student Government Report 	Chair Besser	No
Tab C	VII.	Approval of Consent Agenda <ul style="list-style-type: none"> a. Minutes: Work Session of March 25, 2010 and Regular Board Meeting of March 25, 2010 b. Financial Reports (March 2010) 	Chair Besser Ms. Espinoza/ Ms. Walters	Yes Yes
Tab D	VIII.	Action on Items Removed from Consent Agenda	Chair Besser	Yes
Tab E	IX.	Action Items – Non-Consent <ul style="list-style-type: none"> a. Proposed Change to Spring Schedule b. Approval of New Auditing Firm c. Approval of Fiscal Year 09-10 State Budget Adjustment Request (BAR #1) d. Approval of Fiscal Year 10-11 Institutional Operating Budget e. Approval of Contractor – Kitchen, Culinary and Lab Remodel 	Dr. Ortego Ms. Walters Ms. Walters Ms. Walters Ms Walters	Yes Yes Yes Yes Yes
Tab F	X.	Information Items <ul style="list-style-type: none"> a. Health and Sciences Building Schedule b. Health and Sciences Building Grand Opening c. <i>Administrative Topics</i> <ul style="list-style-type: none"> i. Quarterly Reports <ul style="list-style-type: none"> • Grants • GROW SFCC Foundation • Instructional Technology ii. Enrollment Update 	Ms. Walters/ Mr. Joy Ms. Wise Dr. Virgint Ms. Marquardt Dr. Reed Dr. Ortego	No No No No No No

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		AGENDA ITEM	PRESENTER	ACTION NEEDED
Tab G	XI.	Board Reports, Discussion, Other Business <ul style="list-style-type: none"> • Strategic Plan Refresh • Discussion on RailRunner Stop • Board and CEO Evaluation Instruments • Board Election of Officers – (1-year term May 1-Apr 30) 	Vice Chair Brito/ Dr. Ortego Dr. Ortego Dr. Bermúdez Chair Besser	No No No Yes
Tab H	XII.	Announcement of next Board Meeting May 27, 2010 Board Meeting at 6:00 p.m. – SFCC Board Room	Chair Besser	No
	XIII.	No Closed Session	Chair Besser	No
	XIV.	Adjournment	Chair Besser	Yes

* Public Comments

- This is an open forum for those persons who wish to offer brief comments to the board and who have signed up to do so on the night of the meeting. Presentations are limited to five minutes. Groups of persons who wish to address the board on the same topic should delegate a single spokesperson to make their presentation.
- During the Public Comments section of the agenda, any member of the public may request to address the board in open meeting on a matter of public interest. This includes college employees when speaking as members of the public.
- Public Comment presentations are made for informational purposes only. If the board feels the matter warrants further attention, it can be placed on the agenda for a subsequent meeting.

** Closed Sessions

- The "Open Meetings Act" NMSA 1978, section 10-15-1-H and I, authorizes the governing board to retire to closed session for discussion of : limited personnel matters Section 10-15-1-H(2); bargaining strategy preliminary to collective bargaining; purchases exceeding \$2500 (10-15-1(H)(6) NMSA 1978; pending or threatened litigation (10-15-1(H)(7) NMSA 1978); and/or real property or water rights, acquisition/disposition provided (10-15-1-(H)(8): (a) motion to close is made in open meeting and approved by a majority roll-call vote; (b) the authority to close and the subject for discussion are stated with reasonable specificity in the motion; and (c) when board returns from closed session, board chair announces that no matters were discussed in closed session except those specified in the motion for closure.

Notes: Items do not have to be taken in the order shown on the agenda. In the event that a quorum consisting of three members of the governing board is not present, but at least two members are present, those members in attendance shall constitute an ad hoc Standing Committee of the board and shall meet as the same under this notice to consider items on this agenda for all purposes, including recommendations to a duly constituted quorum of the board but excluding any action, decision, or vote that must be taken by a quorum of members of the governing board.

Work Session of the Governing Board
SFCC President's Conference Room
6401 South Richards Ave
Santa Fe, New Mexico 87508

April 29, 2010 3:30 PM

I. Call to Order

At 3:45 p.m., Chair Besser called the meeting to order with the following Governing Board members present:

Bruce Besser, Chair
Carole Brito, Vice Chair
Linda Siegle, Secretary (arrived 5:05 p.m.)
Chris Abeyta, Member
Dr. Andrea Bermúdez, Member

II. Welcome from the Chair

Chair Besser welcomed the following staff and guests:

Dr. Sheila Ortego	Meridee Walters
Dr. Jackie Virgint	Dr. Tina Ludutsky-Taylor
Gilda Espinoza	Al Reed
Eva Martinez	Janet Wise

Katharine Perren (recording secretary)

III. Review of Agenda

Chair Besser announced the first item on the agenda.

Strategic Plan Refresh – The Board discussed the need to become a Quality Board and how that could be achieved. Also discussed were possible ways for the Board to provide input to the Strategic Plan.

Proposed Change to Spring Schedule – The Board discussed the adjustment of employee leave during the spring break.

Board Election of Officers – Each year at the scheduled Regular Board Meeting in April, the Santa Fe Community College Governing Board shall elect officers in rotation. The Vice Chair shall become Chair, the Secretary shall become Vice Chair, and one of the non-officer members shall be elected Secretary. The Chair, Vice Chair and Secretary each serve a one (1) year term. Should any officer resign his/her office or from the board, the rotation process will be utilized to replace him/her. It is not compulsory that any board member participate in the officer rotation.

State Bar 09-10 and Institutional Operating Budget 10-11 – Ms. Walters presented a PowerPoint to the Board and distributed handouts. The FY 10/11 Operating Budget and the final BAR for FY 09/10 needs to go before the Board for approval prior to submittal to the Higher Education Department (HED) on or before May 1, 2010. The budget includes the Summary of Revenues & Expenditures; Related Transfers for the Instruction and General Public Auxiliary; and, Plant Funds. Ms. Walters addressed the Board's questions on issues related to the budget. Due to the economic crisis, the New

Mexico Legislature has cut its funding to the college, and enrollment for Summer 10 and Fall 10 is up.

Contractor/Approach for the Remodel of Kitchen, Culinary and Lab Remodel – The Board did not discuss this item.

IV. Adjourn

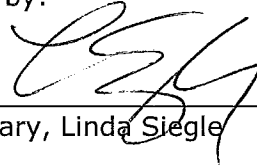
Chair Besser asked for a motion to adjourn. Vice Chair Brito made a motion to adjourn. Member Bermúdez seconded. Motion was carried 5-0. The meeting was adjourned at 6:00 p.m.

Signed by:



Chair, Bruce R. Besser

Signed by:



Secretary, Linda Siegle

Regular Meeting of the Governing Board
SFCC Board Room
6401 South Richards Ave
Santa Fe, New Mexico 87508

April 29, 2010 6:00 PM

I. Determination of Quorum and Call to Order

At 6:10 p.m., Chair Besser declared a quorum and called the meeting to order with the following Governing Board members present:

Bruce Besser, Chair
Carole Brito, Vice Chair
Linda Siegle, Secretary
Chris Abeyta, Member
Andrea Bermúdez, Member
Cindy Nava, Student Ex-officio

II. Welcome from the Chair

Chair Besser welcomed the following staff, faculty, and guests:

Dr. Sheila Ortego	Thomas Romero
Meridee Walters	Rachel King
Gilda Espinoza	Susan Dugan
Dr. Tina Ludutsky-Taylor	Letty Naranjo
Frank Joy	Michelle Stobnicke
Janet Wise	Diane Kullman

Marshall Martinez (video-taping technician)
Katharine Perren (recording secretary)

III. Adoption of Agenda

Chair Besser asked for a motion to adopt the agenda. Secretary Siegle made a motion to adopt the agenda as noticed. Vice Chair Brito seconded. Motion carried.

IV. President's Report and/or Presentations and Awards

President's Report

- Jeanette Boyer has won the 2010 Zia Award from New Mexico Press Women for her debut novel "Junkyard Dreams", published by University of New Mexico Press. Boyer, a former English as a Second Language instructor at Santa Fe Community College and adjunct professor at the College of Santa Fe currently resides in Mendocino, California. Beth Hadas of University of New Mexico Press will receive the award on her behalf at the Zia Award luncheon on Saturday, April 17 at the Sheraton Uptown in Albuquerque.
- Road/Traffic Task Force Update
 - The task force was formed after the meeting with the Rancho Viejo neighborhood associations on February 11 where they expressed concerns about traffic on Richards Ave. and future campus expansion.
 - It is chaired by Dr. Ludutsky-Taylor.

- Membership includes representatives from the County, the City, Santa Fe Metropolitan Planning Organization, Santa Fe Public Schools, IAIA, Rancho Viejo neighborhood associations, Oshara and Santo Nino Regional Catholic School.
 - Its purpose is to address the traffic and circulation problems on Richards Ave. caused by enrollment growth at the college and expansion of Rancho Viejo, as well as road alignment issues associated with current and future entrances to the campus.
 - The first task force meeting was held on April 20; members agreed to meet on a monthly basis to identify stakeholders' issues/interests and develop feasible solutions.
- Board Participation in August 3 Bond Election Campaign
 - In previous meetings, the Board committed to actively support passage of the August bond measure and requested information on what Board members can do to assist with the campaign.
 - Now that the campaign is organized and "Citizens for SFCC" has been established, we are requesting the following from Board members.
 1. Make a personal tax-deductible contribution to the campaign committee through the GROW Foundation.
 2. Raise a minimum of \$1,000 for the campaign from your community network.
 3. Sign up to make presentations to community groups.
 4. Take every opportunity to inform individuals about the bond measure and encourage them to vote "Yes" on August 3.
 5. Host at least one small group information session on the bond election.
 - This request is consistent with what we are asking the "Citizens for SFCC" campaign committee to do.
 - Dr. Ludutsky-Taylor is the contact for Board participation in campaign activities.

Showcase Presentation

This month's Showcase Presentation is: The School of Education, Presenter: Michelle Stobnicke, Interim Dean, School of Education.

The PowerPoint presentation is available on SFCC's Website. www.sfccnm.edu

V. Public Comments – There were no public comments.

VI. Reports to the Board

1. Faculty Senate – Chair Besser asked if any one representing Faculty Senate would like to speak. No one came forward.
2. Staff Senate – Chair Besser asked if anyone representing Staff Senate would like to speak. No one came forward.
3. Student Government Association (SGA) – Chair Besser asked if anyone representing SGA would like to speak. Ms. Nava reported on the success of the SGA summit in April. The Board congratulated Ms. Nava for the increase in student attendance and participation.

VII. Action on Items Added to the Consent Agenda

- a. Reading of Minutes: Work Session of March 25, 2010 minutes and Regular Board minutes of March 25, 2010.
- b. Financial Reports (March 2010)

c. Matters Related to SFCC Policy – Final Reading/Approval:

- No policies were submitted for final reading/approval

Chair Besser asked for a motion. Secretary Siegle made a motion to approve the Consent Agenda Items. Member Bermúdez seconded. Motion carried.

VIII. Action on Items Removed from Consent Agenda – No Items were removed from the consent agenda.

IX. Action Items – Non-Consent

Proposed Change to Spring Schedule – Management recommended the board approve the closing of the College on both Thursday and Friday of spring break each year. A review of the activities that take place during spring break has been done. There are few activities that do take place, particularly on Thursday and Friday, and very few people are involved. Currently, neither faculty nor students are on campus during spring break. The President's Cabinet discussed this idea and determined it would provide cost savings without negatively impacting productivity.

After discussion, Chair Besser asked for a motion. Vice Chair Brito made a motion to approve the closing of the College during the week of spring break and that this change be ongoing. Member Bermúdez seconded. Motion carried 5-0.

Approval of New Auditing Firm – As required by the New Mexico State Auditor, the College is seeking approval of the auditing firm, Moss Adams, to conduct the compliance and financial audit for the fiscal year ending June 30, 2010. The audit includes the Grow SFCC Foundation as a component unit of the College as required by the State Auditor.

This contract is the 1st year of a 2-year contract. This will be the fifth year SFCC has contracted Moss Adams. Under the regulations of the NM State Auditor an auditing firm cannot be under contract with the same school more than 6 consecutive years.

After discussion, Chair Besser asked for a motion. Secretary Siegle made a motion to approve the firm of Moss Adams for a 1 year contract of a possible 2 year commitment. Member Abeyta seconded. Motion carried 5-0.

Approval of Fiscal Year 09-10 State Budget Adjustment Request (BAR #1) – Management is recommending that the Board approve State Budget Adjustment Request #1 (BAR#1).

The Higher Education Department (HED) allows for institutions to adjust their budget anytime throughout the year on or before May 1st. The Vice President for Finance and Administration will inform the Board of the institution's need to adjust the budget for 2009-2010.

After discussion, Chair Besser asked for a motion. Member Abeyta made a motion to approve State Budget Adjustment Request #1 (BAR#1). Secretary Siegle seconded. Motion carried 5-0.

Approval of Fiscal Year 10-11 Institutional Operating Budget – Management is recommending that the Board approve the proposed Fiscal Year 10-11 Budget.

The FY 10-11 Operating Budget is required to be approved by the Governing Board prior to submittal to the Higher Education Department on or before May 1, 2010. Included in the request to approve are

- 1) SFCC Salary Schedules for Fiscal Year 10-11

2) Tuition Rates for Fiscal year 10-11

Chair Besser asked for a motion. Member Bermúdez made a motion to approve the proposed Fiscal Year 10-11 Budget. Vice Chair Brito seconded. Motion carried 5-0.

Secretary Siegle requested further discussion regarding tuition increase. After further discussion, Secretary Siegle made a motion to amend the original motion to include a 6% tuition increase in the Fiscal Year 10-11 Budget. Vice Chair Brito seconded. Motion carried 5-0.

- X.** Closed Session – Chair Besser asked for a motion to move into closed session to discuss pending or threatened litigation (10-15-1(H)(7) NMSA 1978). Secretary Siegle made a motion to move into closed session. Member Bermúdez seconded. The Board moved into closed session at 7:32 p.m.

The Board reconvened from closed session where pending or threatened litigation (10-15-1(H)(7) NMSA 1978) was discussed. Chair Besser asked for a motion. Secretary Siegle made a motion to reconvene the regular board meeting. Vice Chair Brito seconded. The meeting reconvened at 7:38 p.m.

Approval of Contractor – Kitchen, Culinary and Lab Remodel –

There was no discussion.

XI. Matters Relating to General Operations

Information Items:

The Board was asked to read/review the written materials provided on the following items:

Health and Sciences Building Schedule – Ms. Walters reviewed the Health and Sciences Building schedule with the board.

Health and Sciences Building Grand Opening – Ms. Wise discussed events around the opening of the Health and Sciences Building.

Administrative Updates

- Quarterly Reports
 - Grants
 - GROW SFCC Foundation
 - Instructional Technology
- Enrollment Report – Dr. Ortego reported on current enrollment data.

XII. Board Reports, Discussion, Other Business:

- Strategic Plan Refresh
The board discussed the Strategic Plan Update.
- Discussion on RailRunner Stop
There was no discussion.
- Board and CEO Evaluation Instrument
The board discussed the Board and CEO Evaluation Instruments.
- Board Election of Officers – (1-year term May 1-Apr 30)
New Board Officers were appointed for a one-year term, May 1, 2010 – April 30, 2011. Carole Brito will serve as Chair, Linda Siegle will be Vice-Chair and Dr. Andrea Bermúdez will serve as Secretary.

XIII. Announcement of Next Meeting:

Thursday, May 27, 2010

6:00 p.m.

SFCC Board Room

- XIV.** Adjourn – Chair Besser asked for a motion to adjourn the meeting. Secretary Siegle made a motion to adjourn the meeting. Member Bermúdez seconded. The meeting was adjourned at 8:08 p.m.



Chair: Bruce R. Besser



Secretary: Linda Siegle

RESOLUTION

BOARD ELECTION OF OFFICERS

Each year at the scheduled Regular Board Meeting in April, the Santa Fe Community College Governing Board shall elect officers in rotation. The Vice Chair shall become Chair, the Secretary shall become Vice Chair, and one of the non-officer members shall be elected Secretary. The Chair, Vice Chair and Secretary each serve a one (1) year term. Should any officer resign his/her office or from the board, the rotation process will be utilized to replace him/her. It is not compulsory that any board member participate in the officer rotation.


ADOPTED this 29th day of April 2010, by unanimous consent of the Board.

SANTA FE COMMUNITY COLLEGE
GOVERNING BOARD



Chair, Bruce R. Besser

ATTEST:



Secretary, Linda Siegle