

**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS MEETING
APRIL 30, 2012**

I. CALL TO ORDER

The special meeting of the Board of Regents of Northern New Mexico College was held on Monday, April 30, 2012 in the Boardroom of Montoya Administration Building on the Espanola Campus. Regents present: Michael P. Branch, Rosario (Chayo) Garcia, Alfred Herrera, Cecille Martinez-Wechsler, and Feliberto Martinez. Board President Michael Branch called the meeting to order at 1:05p.m.

Northern New Mexico College staff present: Dr. Nancy "Rusty" Barceló, President; Domingo Sanchez, Vice President for Finance and Administration; Connie Romero, Director of Budget and Procurement; and Josephine Aguilar, Assistant to the President and Recording Secretary.

II. APPROVAL OF AGENDA

The final agenda was approved as presented.

III. FINANCIAL REPORT

A. Approval of FY13 Proposed Operating Budget.

Mr. Domingo Sanchez, VP for Finance and Administration, presented an overview of the FY13 Operating Budget at the April 26, 2012 Board meeting and at that time discussed in detail the budget philosophy followed in preparing the budget and outlined the institutional priorities. During the budget process Mr. Sanchez met with each department head to discuss the budget and priority needs. Most of the requests from the departments were not denied other than requests for new positions. A copy of the PowerPoint presentation presented by Mr. Sanchez at this meeting is attached and a summary of this presentation is as follows:

Budget Highlights:

- I&G Operations and Athletics Appropriation - \$10,328,500
- Tuition and Fees - \$4,639,625
- Land and Permanent Fund - \$200,000
- Sales and Service and other - \$24,000
- Fund Balance - \$1,189,958

FY13 (2012-13) Expenses:

- Instruction - \$6,199,530
- Institutional Support - \$4,225,472
- Student Services - \$1,170,144
- Academic Support - \$666,995
- Operation & Maint. of Plant - \$2,024,699
- Transfers from I&G - \$1,525,322

FY13 (2012-13) Transfers:

- Internal Service - \$985,283
- Renewals and Replacements - \$275,000
- Student Financial Aid - \$30,000

- Intercollegiate Athletics - \$112,973
- Auxiliary Enterprises - \$112,006
- Student Cultural - \$10,000

FY13(2012-13) Reserves:

- Ending Fund Balance - \$570,020
- Reserve Margin/Requirement - \$418,450
- Remaining Fund Balance - \$151,570

Tuition and Fees:

- No Proposed Tuition Increase
- No Proposed Increases in Existing Institutional Fees
- New Athletic Fee of \$25.00 per semester (expand the intramural programs, expand the operation of the facility from 6am to 10pm, address safety issues, purchase equipment, upgrade the tennis courts, use our own officials, etc.; fee is low compared to other institutions.
- New Basketball Admission Fee of \$3.00 for Faculty and Staff

NNMC Athletics Program for FY13:

- NAIA 2014 Requirement for six (6) sports per member
- Proposing Expansion of Sports Programs to include Men's and Women's Golf
- Expansion of Athletic Intramural Programs

The College collects about \$325,000 in Student Fees:

- Student Activities - \$55,000
- Seed Money for Clubs - \$1,000
- Student Service Center - \$124,300
- Writing Center - \$29,750 (for tutors, supplies, etc.)
- Student Success Center - \$28,000
- Career Service - \$5,000
- Athletics - \$75,000
- Total = \$318,050 in the current operating budget

Mr. Sanchez and President Barceló met with the Finance Committee of the Board of Regents (Regents Branch and Herrera) on Thursday, April 19, at which time the Summary of Current Funds and Plant Funds (Exhibit 1 attached) and the Summary of Instruction and General (Exhibit 2 attached) were discussed in detail and summarized again by Mr. Sanchez at the meeting.

Health, safety and security issues, future improvements/upgrades to buildings, training and professional development, administrative infrastructure (IT Dept, HR Dept., Security and Loss Control, etc.), fixed and supply assets, institutional planning, continued development of the NNMC Innovation Center at the El Rito Campus, marketing, and many other issues were considered/discussed in preparing the budget. Future needs were also discussed (for example: the current phone system is outdated and a new phone system will cost about \$350,000).

This year the College was required to transfer \$120,000 to ER&R. Next year the 3% scholarship transfer is no longer required along with the requirement to transfer to BR&R and ER&R. Even though this is no longer a requirement, the College will continue to make these transfers (amounts TBD) in the future.

(At this time the Regents took a short break at 2:55pm. The open meeting reconvened at 3:08.)

Mr. Sanchez stated that next year the Business Office will be working much more efficiently. The College will be caught up with the audits and Mr. Sanchez will have a budgeting program written and up and running. This budgeting program is a tool to assist in managing the preparation of the budget and will provide better reports to the President and the Regents.

The budget for FY 2012-13 which will be submitted to the New Mexico Higher Education Department (HED) is as follows:

EXPENDITURES			
	Unrestricted	Restricted	Total
Current Funds	\$17,534,781	\$11,493,137	\$29,027,918
Plant Funds	1,583,453	N/A	1,583,453
TOTAL	\$19,118,234	\$11,493,137	\$30,611,371

Regent Alfred Herrera moved to approve the FY13 Proposed Operating Budget as presented. Motion carried unanimously.

B. Approval of Budget Adjustment Requests.

The Budget Adjustment Requests for unrestricted and restricted funds are attached.

Regent Alfred Herrera moved to approve the Budget Adjustment Requests as presented. Under discussion he stated that even though the BAR is not in a specific form, he stated the BAR reflects the original budget and the estimated revised budget for FY12. Ms. Sanchez stated he will give the Regents copies of the BAR that will be submitted to HED. **Motion carried unanimously.**

IV. ADJOURNMENT

Regent Cecille Martinez moved to adjourn the meeting. The meeting adjourned at 3:25pm.

Josephine Aguilar, Recording Secretary

APPROVED: May 22, 2012

/s/
Michael P. Branch, Board President

/s/
Cecille Martinez-Wechsler, Secretary