



**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS
SPECIAL MEETING
JANUARY 20, 2022**

A Regular Meeting of the Board of Regents of Northern New Mexico College was held on December 10, 2021, Via Zoom and in person. Regents Present Michael A. Martin, Ruben Archuleta, Porter Swentzell, Erica Velarde, and Evelyn Juarez.

Northern New Mexico College Staff Present: Interim President Bárbara M. Medina, Ph.D.; Ivan Lopez Hurtado, Provost & Vice President for Academic Affairs; Vince Lithgow, Vice President for Finance & Administration; Sally Martinez, Executive Assistant to the Provost & Vice President of Academic Affairs; Cheryl James, Chief Procurement Officer; Kathy Levine, Director, Financial Aid; Robert Palko, Registrar; Michael Rivera, Veteran's Resource Center; Analise Lopez, IT; John Ussery, El Rito Campus Program Director; Sandy Krolick, Communications & Marketing; Chris Trujillo, IT and Amy Peña, Executive Office Director

Others Present: Geno Zamora, Ortiz & Zamora, Veronic Garcia, Ph.D., Jake Arnold,

I. CALL TO ORDER

Board President Martin called the meeting to order at 9:00AM. Board President Martin stated items II and III would be changed.

II. APPROVAL OF AGENDA

Board President Martin entertained a motion to approve the agenda.

Regent Archuleta moved to approve the agenda as amended. Second – Regent Velarde.

III. PROPOSED PROCESS AND TIMELINE FOR PRESIDENT SELECTION

Board President Martin stated Dr. Garcia has notified the Board that she will be unable to continue with the search. They have a document and they plan to have a 60-day period when the applicants to submit applications. Board President Martin asked the community to send names for someone to assist with the search.

Regent Swentzell stated he would like to echo the gratitude Board President Martin extended to Dr. Garcia for her assistance in the initial part of the search and the work and effort that was put into the process and of course wish Dr. Garcia the best in her future endeavors as well. Regent Velarde stated she echoes what Regent Swentzell said. She does appreciate all that Dr. Garcia has done and hopes that we can move forward from this point with the assistance that we have gotten so far and where we have gotten to this point and she appreciates everyone's help on this, the entire, both Board President Martin, Regent Swentzell and the entire committee. Regent Archuleta stated he had to step out for the last two minutes. Board President Martin stated the plan is moving forward with Dr. Garcia's resignation from the committee we are going to open it up for the next

two weeks and have people submit names to the Presidential Search email account to help us find someone to finish the process. Board President Martin stated we were just thanking Garcia for all of her leadership on this process and we were giving Regents the opportunity if they had any questions about this change to bring them up at this time and ask Regent Archuleta if he had any questions. Regent Archuleta stated he did not and thanked Board President Martin. Regent Juarez stated she had not questions and wanted to thank Dr. Garcia for her expertise and guidance throughout all of this and really happy about all the progress that has been made.

Board President Martin entertained a motion to accept Dr. Garcia's resignation for the termination of her contract.

Regent Velarde moved to accept Dr. Garcia's termination of contract. Second Regent Juarez. A roll call vote was taken. Board President Martin - yes, Regent Velarde - yes, Regent Swentzell - yes, Regent Archuleta - yes, Regent Juarez - yes. Motion passed unanimously.

Board President Martin stated Dr. Garcia has been nice enough to join the Board in case there were any questions about anything that has transpired up to this point in the process. Board President Martin thanked Dr. Garcia and would like to bring the Board up to date. They met twice as an entire committee and an edit committee met one day to come up with the qualifications and the Presidential job description. They came up with a very strong document that gives a very good picture of the person that we are looking for. Our hope today is to present this to the other three Regents and see if they have anything they would like to add to it. We will go forward once we approve these two documents today; they are going to present it back to the edit committee for final grammar and punctuation check and then it will go to the HR group and they will send it out to the different publications where the ad will be published and it will also be on the website. Board President Martin asked Regent Swentzell if he had anything to add. Regent Swentzell stated Board President Martin summarized the upcoming process elements well. Board President Martin stated Regent Swentzell helped us in the committee with sharing the documents so Board President Martin asked Regent Swentzell to put the timeline up and lead us through what Dr. Garcia and the committee came up with as the proposed timeline. This is an informational item since it might change as the time goes forward so we are not going to tie ourselves into approving this today but want to present it to the other three members of the Board.

Dr. Garcia stated she would like to share something with the other Regents. This is a very ambitious timeline because the direction is that we wanted to get this completed before faculty, staff and students left for the spring semester. However, it is not a typical to run this process through June. So, the May 2nd timeline was extremely ambitious. The other piece she would like to share is as the HR Department works on the ad, it would be very costly if you tried to publish this entire document. What Dr. Garcia would highly recommend is that you look at the sections that have the qualifications and ideal characteristics, that is almost ready made for the College to write the ad of the dynamic fabulous person that you are looking for has all of those great pieces. The minimum qualifications, the preferred qualifications and the ideal characteristics and her plan was to have a link to the whole job description. The college might want to add some information about the beautiful location in the Espanola valley and the beautiful things in the community are very attractive. You also don't have to reinvent the wheel. A member of the committee had found a beautiful ad that had come out, you have it on the website. You don't have to miss a beat in getting this ad out. Where you have space is just now as the applications come in and building the matrix and quite frankly that is already done here. You are in really good shape; the foundation is very

well set and that committee is fabulous. You won't skip a beat, quite frankly. Dr. Garcia stated she wanted to share with the Regents she is not billing for the time she has spent, just consider this pro bono contribution to the college. Board President Martin thanked Dr. Garcia for her generosity.

Regent Swentzell thanked Dr. Garcia for the overview and additional guidance. Regent Swentzell stated the timeline that is informational only and is more of an update on the activities that have been completed and sort of the anticipated flow of activity going over the next several months, you can see we are at the stage, January 20th, it says rescheduled but we are meeting. We are able to meet today and look at the committee's recommendation on the job description, qualification and timely. We would really like to get that ad out as Dr. Garcia mentioned hopefully by the end of this month if not sooner so the ad can run for a month and a half to two months. That puts us starting to vet the packets of applicants, starting in the later part of March and of course the Search Committee gathering together for more extensive meetings to select the top five candidates that the Board of Regents would interview. Based on those five, there would be follow up background checks and the scheduling of campus visits in the first half of April and towards the middle to later part of April would be the interviews with the Regents, contract negotiations and as Dr. Garcia mentioned this is a very aggressive timeline with a goal of having candidates on campus when students and faculty are also still on campus. Not in June when everybody is off doing their own things, their summer vacation. We do have a little bit of leeway with this because it is an aggressive timeline. This gives us that kind of cushion if we need it because there are always unforeseen circumstances and the best you can do is prepare for those. Regent Swentzell asked if there were any questions from the Board.

IV. APPROVAL OF QUALIFICATIONS FOR PRESIDENT

Regent Swentzell stated when Dr. Garcia was speaking, on page 24 of the Board packet, you can see the qualifications developed as the search committee, as the group working together over several half days altogether. There was lots of input, feedback was gathered, recommended edits, changes, etc. so we have the minimum qualifications and the committee felt strongly that a terminal degree was necessary for the role and there be a minimum of 10 years successful leadership in complex organizations and of those 10 years at least 5 in a senior leadership role. Those were recommendations from the committee. Qualifications include experience working with cultural and economically diverse communities and tribal nations. Preferred that they perhaps know Spanish or one of the Indigenous languages. Ideal characteristics is where the committee had a treasure trove of great ideas and looking for finding that kind of a person that embodies the leadership characteristics that the members of Northern and the Northern community would like to see in a future leader of the College. Regent Swentzell stated he would read them all but would highlight that we are looking at many of these things overlapping with the job description itself as Dr. Garcia mentioned. There is overlap and language that could be great for an advertisement.

Dr. Garcia stated sometimes when you see something like this it doesn't seem like a lot, but there was a lot of blood, sweat and tears and it was really an amazing process. Dr. Garcia stated one of the days was 5 hours and after that Dr. Braley worked with Dr. Garcia on the editing. Dr. Garcia would like to give the committee, President and Secretary of the Board with kudos with a lot of thought into this and every phrase was well thought out and how it would capture without having 50 characteristics. They did a very good job. The College could write a vibrant ad that would make it exciting for someone who resonates from this to want to apply for the job. Dr. Swentzell stated he would like to give a shout out to Regent Juarez for recognizing the heart centered leadership of Dr. Bailey and that coming into here. Even though she was not part of the committee

her words snuck in there through her comments in the past. Regent Swentzell asked if there were any questions. Regent Velarde stated she would like to commend everyone, she loved them all of them, exactly that heart centered, the champion part. A lot is said in the words that could be put together and for everyone to put this together thoughtfully, thank you. Regent Archuleta stated he would like to thank everyone for the hard work. A lot of people do not know what goes behind the scenes, a lot of man hours, a lot of time and a lot of effort. Regent Juarez stated she would like to thank everyone who was a part of this process. She thinks this looks so great, especially the ideal characteristics, it will really help us differentiate between a good President and a great President. She loves the first and last, she can relate to, they really touch her heartstrings.

Board President Martin entertained a motion to approve the qualifications.

Regent Velarde moved to approve qualifications. Regent Archuleta – second. A roll call vote was taken. Board President Martin - yes, Regent Velarde - yes, Regent Swentzell - yes, Regent Archuleta - yes, Regent Juarez - yes. Motion passed unanimously.

V. APPROVAL OF PRESIDENT’S JOB DESCRIPTION

Regent Swentzell stated to reiterate something Dr. Garcia mentioned, there was a lot of blood sweat and tears also invested in this document. You may notice multiple pages so it doesn't all fit on the screen, but there have been changes since the Regents reviewed the job description. The committee invested a lot of time thinking closely and deeply about these various components of the job description and recognized redundancies in the job description that we started with and looked for ways to put them together into a cleaner and more synthesized document that covers the ground that is needed for this large role with a lot of moving parts. The different sections are numbered, have job numbers for each part of the job description. Those are partly for the committee, when comparing numbers. Those will go away in the final version. Regent Swentzell stated this was sent out to the Board in advance and asked Dr. Garcia if she had anything to highlight. Dr. Garcia stated there is a mistake in 2 as it should be Branch Community College and not Branch College. She would also like to point out the beginning piece recognizes this is the Board's only employee. There was comment from the committee as to why it was so focused on the Regents and it is because the Regents have to respond to you, you represent the constituency and the community. They have the authority to evaluate, supervise and terminate and she would like people to know why this is why it is heavy. On accountability, some of these items could be argued to be leadership or management. We have consensus that this is clearly leadership and this is really management. Kudos to everyone, this was not an easy task, especially with the number of people and doing it on Zoom was not great, in person would have been better. The residency was an issue that came up and Dr. Garcia was asked to bring it to the Board and to get legal advice. She would like the committee to know she did put that forward; it was after the committee met and just fidelity to the committee's wishes. She would just like to bring this item up. Otherwise, there was consensus on this job description.

Board President Martin stated the concern about the residency is that it would maybe limit people that were single or who had a disability from applying for the Presidency, so the Board will check with legal counsel to see if this is a problem and this will be resolved before there is a final document. This has not yet been addressed but will be looked into before finalizing the document. Board President Martin thanked Dr. Garcia. Regent Swentzell asked if there were any questions or comments from the Regents.

Regent Velarde state no questions and thank you Dr. Garcia for continuing to guide us. She appreciates that and being able to discuss that issue of why it was so Regent heavy it is not because they want it to be but this is the way the structure of it is. Thank you everyone, it is a lot of work and doing it over Zoom. Regent Velarde has been in these thought process meetings where we all come together and all in one room and you are writing things and they are put up on the wall and doing that via Zoom, she can imagine a very cumbersome process.

Regent Archuleta stated he would like to echo everyone and thankful for Dr. Garcia's effort and Regent Swentzell and Board President Martin and everybody involved, it is a nice detailed qualification list and he is really impressed.

Regent Juarez had no questions, she read through it a couple of times and it looks so great.

Board President Martin stated he would entertain a motion to approve the Presidential Job Description.

Regent Swentzell stated he would recommend with potential additional amendments. As we notice, there was a missing word or and things like that. Board President Martin stated the plan is these two documents will go to the Edit Committee of the Search Committee for one final check on punctuation and grammar. Regent Swentzell stated we have some extremely qualified members who are highly skilled and very motivated and willing to share their time and expertise and are grateful.

Regent Velarde stated maybe we move after getting guidance from attorney after residential portion. Board President Martin asked Mr. Zamora what he thinks. Mr. Zamora stated if he understands correctly, the description will come back for approval after the edits. They could table this question and ask that it come back one more time after the edits are made. If this is the last time it is coming through the Board, you could move to approve with the described edits. Board President Martin would like proceed to go ahead and move with edits so we don't have to call another meeting if that pleases the Board. Board President Martin entertained a motion to do that.

Regent Velarde moved to approve the job description with the approved edits. Second – Regent Juarez. A roll call vote was taken. Board President Martin - yes, Regent Velarde - yes, Regent Swentzell - yes, Regent Archuleta - yes, Regent Juarez - yes. Motion passed unanimously.

Board President Martin would like to thank some members of the committee. Board President Martin would like to thank Professor Scott Braley, he helped us with the, as a scribe as did Regent Swentzell. Board President Martin would like to thank Juan Gallegos from IT that helped us set up groups during the Zoom meetings and Board President Martin would like to thank Amy Peña for all of her help contacting the committee and we couldn't have done it without the efforts of the entire committee but especially those four people, as President Bailey used to say were rockstars. Regent Swentzell served as the head of the edit committee and Board President Martin stated he would let him go ahead and set up a meeting with that committee to go over the final edits sometime next week and asked if that would work out. Regent Swentzell stated they would get on it immediately to stick with the timeline of getting this ad out with a final document by the end of this month.

VI. ADDITION OF STUDENT REPRESENTATIVES TO SEARCH COMMITTEE

Board President Martin called on Bruno Guedes, Student Senate President. Bruno Guedes stated after discussing with Student Senate and Don Appiarius they would like to have additional representation on the Presidential Search Committee since they believe the President also works with the students. They came up with two names for the committee. Mr. Guedes thanked Board President Martin for consideration. Board President Martin asked if the students were present and Mr. Guedes suggested Dolores Sanchez and Victor Navajas and asked if this was correct. Mr. Guedes stated this was correct.

Board President Martin entertained a motion to add those two students to the committee.

Regent Juarez moved to add the students to the Presidential Search. Second - Regent Velarde. Board President Martin - yes, Regent Velarde - yes, Regent Swentzell - yes, Regent Archuleta - yes, Regent Juarez - yes. Motion passed unanimously.

Board President Martin stated we have Regent Juarez with us, her term is expiring as a Regent and Board President Martin stated he would like to take a moment to thank her for all of her vision and her leadership both as a Student Senate President and as a Regent. It has been a pleasure having Regent Juarez and thank you for all you have brought to our meetings.

Regent Swentzell thanked Regent Juarez for her service and it has been very exemplary as far as other students looking for what it means to be a Student Regent and she has laid down an incredible model for future student regents to follow. Regent Swentzell stated Regent Juarez has an incredibly bright future ahead of her and he is very excited to see what she does in her future endeavors and best wishes and thank you for your service to Northern and the community.

Regent Velarde stated she is going to try not to cry here, she is a superfan of Regent Juarez. She thinks she is an amazing example of what a true leader is and that they are, she has it just within her, she was born with her amazingness and she can't wait to see the things she does out there. She knows Regent Juarez has plans to come back here eventually and she can't wait to see that. She wishes Regent Juarez so much happiness, and luck and good energy and love along her way and along her path and Regent Juarez should reach out to Regent Velarde if she needs anything, she is always here, even if it is just because you need a superfan. Good luck along your way and love and grace always.

Regent Archuleta stated again he is losing two of his favorite people, Dr. Bailey and Regent Juarez, it makes him really sad. He is a big fan of Evelyn; he has known her since she was a young kid and they share a mutual friend and they knew she was going places since she was small. She has the drive, the energy and the love of her community, she is going to come and give back. She is going to do amazing things and God Bless you in everything you do.

Regent Juarez stated she would like to thank everyone so much. It has been such a beautiful learning experience for her and it has been an honor to be constantly surrounded by such powerhouses like you all and to be constantly given support and guidance through this. She will never forget this experience and she is grateful for everyone she has met throughout this experience and everything she has learned. Everything she has learned, after every meeting she has about 50 acronyms to look up. It has been a ride and she is grateful to have the opportunity to sit on this

Board and learn from everyone and advocate and represent not just the students but the whole Northern community. Regent Juarez thanked everyone for their love.

Board President Martin stated the Board would go to the last item. Regent Swentzell stated Student President Guedes has his hand up. Board President Martin called on Mr. Guedes.

Mr. Guedes thanked Board President Martin and he wanted to thank Regent Juarez. He knows her as Evelyn. He would like to thank her for serving the students and thank you for serving as President last year. He is sure she did an awesome job and led the path for him as President this year and thank you for serving on the Board and advocating for the students. Regent Juarez will be missed and he hopes to see her around.

Dr. Don Appiarius stated he was clapping and not raising his hands. Having had the truly honor to work with Evelyn in some capacity over two years now, and with over thirty years of working very closely with students and having advised student government, she is perhaps one of the top three students with whom he has encountered in his entire life. She is a credit to the institution and a credit to the community and she is an amazing person and he knows she is going to go forward and represent obviously herself but her community and our institution in amazing ways to service mankind because he knows her heart is in the medical field and she is going to be an amazing physician. She is truly heart-centered and he feels extremely blessed during this time to have the opportunity to work with her.

Board President Martin stated they would move to the last item.

VII. ADJOURN

Board President Martin entertained a motion to adjourn.

Regent Swentzell moved to adjourn. Second - Regent Velarde. Board President Martin - yes, Regent Velarde - yes, Regent Swentzell - yes, Regent Archuleta - yes, Regent Juarez - yes. Motion passed unanimously.

The Board of Regents adjourned at 9:37AM.

APPROVED:

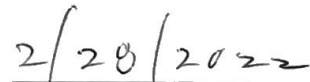


Michael A. Martin
President

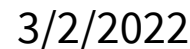


Erica Rita Velarde (Mar 3, 2022 06:06 MST)

Erica Velarde
Vice President



Date



Date






2022-03-01 11-40

Final Audit Report

2022-03-03

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