

# BOARD OF REGENTS MEETING

JANUARY 12, 2018

NORTHERN New Mexico College





**NOTICE**

The Board of Regents of Northern New Mexico College will hold a regular meeting on **Friday, January 12, 2018 at 8:30AM** at the Northern New Mexico College – Espanola Campus, Espanola, New Mexico.

**FINAL AGENDA**

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. COMMENTS FROM THE BOARD**

A. Board of Regents Meeting Dates for 2018– Action Required

**IV. APPROVAL OF MINUTES**

**V. PRESIDENT’S REPORT AND ANNOUNCEMENTS**

A. Celebrate Northern – Informational

B. Energy Audit – Informational

C. Legislative Preview - Informational

**VI. STAFF REPORTS**

A. Vice President for Finance & Administration

1. Audit(s) Update - Informational

2. Fiscal Watch – Action Required

3. Monthly Budget Adjustment Requests (BARs) – Action Required

4. Disposition of College Property – Action Required

5. FY19 Budget Guidance – Action Required

B. Provost & Vice President for Academic Affairs

1. Out of Country Travel Request – Action Required

**VII. PUBLIC INPUT**

**VIII. EXECUTIVE SESSION**

(1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee;

(2) Bargaining strategy preliminary to collective bargaining;

a. Guidance from Board of Regents

(3) Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and

a. Update on Velasquez Case

b. Update on Monument Case

c. Update on Rodriguez Case

(4) Real estate acquisition or disposal.

a. No Items

Pursuant to provisions of NMSA 1978, Section 10-15-1(H)(2)(5)(7)&(8)

**IX. POSSIBLE ACTION PERTAINING TO EXECUTIVE SESSION DISCUSSION**

**X. ADJOURNMENT**

*In accordance with the Americans with Disabilities Act (ADA), physically challenged individuals who require special accommodations should contact the President’s Office at 505-747-2140 at least one week prior to the meeting or as soon as possible.*



**MEMORANDUM**

**To:** Northern New Mexico College Board of Regents  
**From:** Richard J. Bailey, Jr., President  
**Date:** January 12, 2018  
**Re:** Board of Regents Minutes

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**Issue**

Northern New Mexico College (NNMC) provides, on a monthly basis, Board of Regents Minutes from the previous month for review and approval.

**Recommendation**

Staff recommends that the Board of Regents approve the Board of Regents Minutes for December 8, 2018 as submitted or if applicable, as amended.

**NORTHERN NEW MEXICO COLLEGE  
BOARD OF REGENTS REGULAR MEETING  
DECEMBER 8, 2017**

**I. CALL TO ORDER**

A regular meeting of the Board of Regents of Northern New Mexico College was held on Friday, December 8, 2017, in the Boardroom of Northern New Mexico College, Espanola Campus. Regents present: Kevin F. Powers, Damian Martinez (Via Conference Call), Dr. Robert Rhodes and Joshua Martinez. Board President Powers called the meeting to order at 8:40AM. President Richard J. Bailey took roll call for the meeting and Board President Powers explained Regent Garcia was not available as she had a previous engagement and was not able to reschedule.

Northern New Mexico College staff present: President Richard J. Bailey, Jr.; Ricky Bejarano, Interim Vice President for Finance & Administration; Dr. Ivan Lopez Hurtado, Provost & Vice President for Academic Affairs, Chris Trujillo, IT, Alex Williams, Business Office, Senior Financial Analyst, Sandy Krolick, Creative Director, Communications & Marketing, Ryan Cordova, Athletic Director/Men's Basketball Coach, Jacob Pacheco, Director of Financial Aid, David Lindblom, Creative Director of Canal Seis and Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs.

Others present: Barron Jones, Rio Grande Sun, and Jake Arnold.

**II. APPROVAL OF AGENDA**

**Regent Rhodes moved to approve the final Agenda as published. Second – Regent Joshua Martinez. Motion passed unanimously.** Board President Powers stated the Agenda as published is approved. President Bailey stated the College was talking about taking action on a single course fee but what is not ready for the Board of Regents as to what the specifics of what that will be. The Administration agrees it wants to try something in this area but do not have a proposal. This will be informational only.

**III. COMMENTS FROM THE BOARD**

**A. Introduction of the Board of Regents (Dr. Robert Rhodes, Joshua K. Jiao Martinez)**

Board President Powers stated he would like to introduce the new Regents, Dr. Robert Rhodes and Joshua Martinez, Student Regent. Board President Powers asked both Regents to talk about their backgrounds. Regent Rhodes stated he retired from Higher Education and retired from New Mexico Junior College as Vice President for Outreach where he was for about 12 years and he continues to do legislative work for the Junior College. He is not a lobbyist but a governmental affairs employee. Dr. Rhodes has worked for the legislature for about 25 years and has been in higher education for about 25 years. Before this Dr. Rhodes was in the private sector and ran a Walmart store for several years, running the retail side of it. (inaudible). Dr. Rhodes focus in higher education has always been on training programs whether it is building them or managing programs. (inaudible). Dr. Rhodes reaches out to the community and works on providing those needs. Dr. Rhodes stated he happy to be here. He is a Norteno, he grew up in Las Vegas. Espanola was one of his vacation spots and they would come to Espanola or go up into the wilderness. Regent Damian Martinez stated he also hails from Las Vegas. Dr. Rhodes stated this is what he heard.

Board President Powers asked Regent Martinez for an introduction. Regent Martinez stated he is currently going for his BA in Electromechanical Technology and will be getting his Associate's next semester. (inaudible). Regent Martinez looks forward to the opportunity to be involved with the community. (inaudible). Regent Martinez is also working on getting input from other students. Regent Martinez stated he grew up in Espanola and graduated from Espanola Valley High School.

Board President Powers thanked both Regents for their introduction and it is wonderful to have both of them on the Board of Regents and they are going to add a lot to the discussions and hopefully this will allow the Board of Regents to make better decisions as a full board and direct the College in the right way. Board President Powers thanked the Regents for serving and Board President Powers looks forward to working with them.

#### B. Board of Regent Committees Reorganization

Board President Powers stated he has been giving this some thought and he is overly excited about the fact that the Board of Regents has five Regents. It is great to have a full contingent of Regents and there are currently two committees in the current organization – Audit/Finance/Facilities Committee and Academic/Student Affairs Committee. Regent Damian Martinez stated there is also an Executive Committee that has met maybe twice in the two years since he has been on the Regents. Board President Powers stated he is not sure the Board has utilized that committee maybe as well as it should. Board President Powers stated he is going to repopulate these committees and he does not think there is too much of a change. The Audit/Finance/Facilities Committee which is Board President Powers and Regent Damian Martinez is probably a good situation, where there is the President and Treasurer on this. The Academic/Student Affairs Committee, Board President Powers would like to appoint Dr. Rhodes and Regent Joshua Martinez to run this Committee. Dr. Rhodes has a lot of experience in Academic Affairs and Regent Joshua Martinez would have a lot of interest in Student Affairs so it makes great sense to have those two individuals on that committee. With respect to the Executive Committee, Board President Powers stated as a matter of practice, and the Board does not have to stick to this, as of right now, Board President Powers would like to have himself and Vice President Garcia on this committee. Moving forward, Board President Powers stated he thinks this would be a good arrangement and would keep all Board Members involved in committee business and put the right talents on those committees. Board President Powers asked if there is any objection to this arrangement and asked if action needed to be taken. Board President Powers thought it might be a good idea to have a vote on this to validate it if there are no questions or concerns. Board President Powers asked for Regent Comment. (inaudible).

Regent Rhodes asked if this is what keeps the Board of Regents in line for the rules and laws. Board President Powers stated the way that the Board of Regents has operated historically is that the VP for Finance and Administration directs the Audit/Finance/Facilities Committee, the Provost directs the Academic/Student Affairs Committee and the President would direct the Executive Committee. This should probably be memorialized that these administrative positions would provide the agendas and materials and have some sort of agenda meeting or phone call to discuss what would be discussed at the committee meetings. The Audit/Finance/Facility meeting typically meets earlier in the week before the Board Meeting to discuss the Agenda items that will appear on the next Board Meeting and any particular items that are essential. Regent Damian Martinez stated he is good. Board President Powers asked for a motion to accept those assignments.

**Regent Joshua Martinez moved to assign those Board Members to the Committees and to memorialize the administrative function that would assist those committees. Second – Regent Rhodes. Motion passed unanimously.**

### C. HERC Representative

Board President Powers stated there are two Board Members assigned as representatives to the Higher Education Regents Committee (HERC). This is a statewide organization of Regents that is dedicated to do really a couple of things, Regent Education and Training and outreach to legislature and HED, and full disclosure on this, Board President Powers is the current President of the organization and he has been serving has a representative. There have been a couple of different representatives and current Regent Damian Martinez is in that position but with his schedule and his location in Las Cruces, typically the meetings are held in Albuquerque or Santa Fe and it is a large inconvenience for Regent Damian Martinez and it puts him in a difficult position to have to try to make those meetings. Board President Powers was thinking since the Board has an individual on the Board of Regents who has a lot of experience with legislative matters and happens to be almost retired, that maybe Regent Rhodes would consider taking over that position and alleviate some of the stress on Regent Damian Martinez. Board President Powers spoke with Regent Damian Martinez and he felt that would be fine. If that situation works for both Regents it might be a good way to move forward. Regent Damian Martinez stated he had no comment. Board President Powers stated the Board of Regents should take action on this to appoint Dr. Rhodes as the second Regent Representative to HERC.

**Board President Powers moved to appoint Regent Rhodes to be the second representative to HERC. Second Regent Damian Martinez. Motion passed unanimously.**

### D. Board of Regents Meeting Dates for 2018

Board President Powers stated it would be important to discuss and arrive at a proper meeting date and time for the regular meetings. Board President Powers knows people are traveling from far and wide and Board President Powers has been confused on the actual meeting dates. The meeting in January has already been talked about which is Friday, January 12, 2018. Going forward, the Board of Regents needs to establish a target date. Regent Damian Martinez has requested having meetings on Mondays if at all possible and that would help in terms of his travel schedule. Regent Damian Martinez stated this is correct. Moving forward if the Board of Regents could have Monday morning meetings that would be good. Regent Rhodes asked if it would be possible (inaudible) on the same day. (inaudible). Regent Damian Martinez stated he generally, because they are in the morning, he comes up the night before and leaves after the meeting to drive back so he is only gone one night if possible. If the meetings were during the week it means Regent Damian Martinez has two days of travel. Regent Rhodes stated it is not a problem, he is retired.

Board President Powers stated regarding the 12th, there is another meeting that is scheduled for the 11th that Regent Damian Martinez would like to attend, he is going to drive up for that meeting and then stay overnight and have the Board Meeting on the 12th and drive back. If the Board of Regents does go forward with this Monday morning meetings, Regent Damian Martinez gives up part of his weekend to travel up here the night before to participate in the meeting and Board President Powers acknowledges this and appreciates this that he is willing to sacrifice a chunk of his precious weekend to serve the College. Regent Damian Martinez stated historically, the Board of Regents has done the third Thursday. Board President Powers stated moving forward he would like to look at the third or fourth Monday of the month. He knows there is some sensitivity with respect to being able to have financial statements for the Board of Regents. Board President Powers asked if it was the third or fourth Monday if there would be good financials from the previous month.

Regent Joshua Martinez stated one of the problems he has is that his classes on Monday are from 9:30AM-4:00PM. Regent Damian Martinez asked for Regent Joshua Martinez classes during the week. Regent Joshua Martinez stated on Monday he has class at 9:30AM and has a two-hour break in between and his day ends at 4:00PM, on Tuesday and Thursdays it starts at 11:00AM or 12:00PM and ends at 3:00PM and on

Fridays he works but he can take off. Regent Damian Martinez stated it is Tuesday, Wednesday or Friday that would be best for Regent Joshua Martinez. Regent Joshua Martinez stated it would be. Board President Powers stated he would not have any problem if the meeting was on Friday afternoon. With Regent Damian Martinez, maybe he could drive up Friday and stay overnight Friday night. This is another option. Regent Damian Martinez stated it is. Board President Powers stated he is okay with this, he is retired, lives in Albuquerque and if the Board of Regents wanted to have an earlier meeting on Monday morning that is fine as well, he could get to Espanola by 8:00AM and if the Board of Regents gets these meetings down to a science it might also work. Regent Joshua Martinez stated this would work. Regent Damian Martinez stated the Board of Regents could get these meetings to an hour and a half but they may have Executive Session and public input. Board President Powers stated the Agenda could be reorganized to take care of the meeting matters first and do the informational stuff later as well. Board President Powers stated he does not have a preference and it is a matter of getting as many Board members accommodated as possible and make it as easy as possible to include all the Board members. Regent Damian Martinez asked what Regent Garcia would prefer. Board President Powers stated he believes Regent Garcia would be better with the Monday because she is working Friday, Saturday and Sunday. Regent Damian Martinez asked that it be tabled until the next time Regent Garcia is at the Board Meeting. Board President Powers stated this could be done and the other suggestion would be to go to a 7:00AM Monday morning meeting. Regent Damian Martinez stated he has issues with this and the reason he has issues with this is the Board of Regents has to follow the Open Meetings Act and he can make an argument all day that if you have meetings when generally do not expect the meetings to happen, you are not really going by the Open Meetings Act. Generally, it is not the business day at 7:00AM. Regent Rhodes asked if 7:30AM would work.

Board President Powers stated he likes the idea of tabling this because the Board of Regents is set on the January 12th date. Regent Rhodes thinks that February will be the legislative session and the session is over the 17th. (inaudible). President Bailey stated if the CUP is called in, they all have to go. Regent Rhodes stated this is a little bit of a wild card. Board President Powers stated everyone knows the issues and would like the Board of Regents to think about it and it will be put on the Agenda for the January 12th meeting and it will be figured out then. (inaudible). Regent Rhodes asked when the Agenda would be posted. Board President Powers stated two weeks prior. The Open Meetings Resolution will also need to be amended to say the regular meetings are held on the third Monday or fourth Friday. Board President Powers stated this is tabled and as of right now, the January meeting will be set for January 12th at 8:30AM.

#### **IV. APPROVAL OF THE MINUTES**

**Regent Damian Martinez moved to approve the minutes (November 3, 2017) as presented. Regent Rhodes - Second.**

#### **V. PRESIDENT'S REPORT AND ANNOUNCEMENTS**

##### **A. Celebrate Northern**

President Bailey stated he would make this quick and he has some good news to report:

1. The day after the last Board of Regents Meeting the College had the 22nd Annual Northern Foundation Gala and President Bailey gave a special thank you to Terry Mulert, Executive Director of the Foundation. Every year the College has the Gala it gets better and better and that is a testament to his work and all the volunteers who pull together to make this work. President Bailey thanked the Foundation Board, the Gala raised over \$100,000 after expenses. President Bailey gave a big thanks to Ohkay Owingeh Pueblo and Tsay Corporation who helped fund the event and this was a community wide effort to make this happen along with partnership with Moving Arts Espanola,

Moving Arts Espanola. Ryan Cordova, Athletic Director and Men's Basketball Coach stated President Bailey is right, it was a great community event. Rio Arriba County stepped up, there were a number of corporate sponsors who stepped up. David Lindblom and his crew did a great job, IT worked with Ohkay Owingeh and it was fantastic. President Bailey stated it is already on the books for next year. At some point Mr. Mulert will come and actually give a report on the Gala. President Bailey stated the College is working on having a Foundation Board and College Board work session.

2. President Bailey thanked the Espanola Public Schools Educational Foundation Board. There are two initiatives that are going right now. One is a STEM mentor collective that Regent Joshua Martinez is familiar with and this is where College students are serving as mentors for middle school and high school students in the areas of STEM. The other is a partnership with Match New Mexico to provide third grade literacy programs at Hernandez Elementary and that is one of the most challenging Elementary schools in the district. The EPSEF donated funding so that those mentors could get paid for this as they were paying for it on their own and for the Faculty Members who were doing this out of pocket.
3. The College met with the Mexican Consulate who has given the College \$10,000 this year to support Mexican Students and Mexican American students. The College is one of very few schools to get money from the Mexican Consulate but they are very pleased with the way the College is using the money and the work the College is doing with the students. President Bailey gave a special thanks to Dr. Mario Izaguirre Sierra who helped coordinate this.
4. The LFC just submitted their quarter one report card on higher education. The College was singled out in a good way. They looked at graduation rates (6 year) and in the last year the College has gone from 15% to 19% to 22% and the College is up above 24%. The improvement in this is remarkable and it is a testament to faculty and hard work of students.
5. Accreditation - there was an LFC hearing this week and there was some confusion that came out of that meeting about the status of the College's accreditation. President Bailey distributed a letter to the Board of Regents (attached) and the bottom line is the College's status with the Higher Learning Commission which gives the College accreditation is incredibly strong. In 2016 they did a review, the College passed with flying colors, they have given the College a 10-year accreditation and the College will have a follow up in 2026 and in addition they allowed the College to go into what is called Open Pathway which is the highest tier. The HLC has a lot of confidence in the College. This report and accreditation came before the uncovering of the embezzlement. The embezzlement happened, President Bailey flew out to Chicago and met with the Vice President of the HLC to make it clear that this was not going to affect the accreditation. The HLC has been very pleased with what the College has done and every month the HLC receives a report on what the college is doing to correct the audit findings and business practices. President Bailey would like to make it very clear to the state and to the public that accreditation is sound. This is important because tonight the College is going to celebrate commencement and when those students walk the stage and hold that degree, accreditation is a validation that what they are holding in their hand a quality high caliber education, meaning it will be respected everywhere they go, no matter where they go. In addition to the HLC accreditation, every single program that is eligible for its own specific accreditation has been accredited by a national body. Not every school in the State can say this. The Colleges accreditation is very strong and President Bailey would like to make it very clear to the Board of Regents, students and community.



6. One of the College's former students, Adriana Suazo, daughter of a facilities staff member was recently offered the Pfizer Student of Toxicology Undergraduate Student Travel Award because of her unbelievable research. President Bailey reached out to her to congratulate her and she stated she would not have been able to accomplish what she accomplished had she not had the experience she had at the College. The College continues to follow students even after they leave the College.
7. In the College's twitter feed, there is an article that looks at the accomplishments of faculty and staff and it is really remarkable and President Bailey encouraged everyone to go to the feed and to look at the link. President Bailey gave a special thanks to Sandy Krolick and Mohammad Ali who knocked this out of the park.
8. The College has a new Billboard up near Exit 183 and thanked Sandy Krolick and Mohammad Ali for the design.
9. The College is members of CUP but as opposed to the research institutions, the College also does a lot of certificate and Associate's programs and one of the recommendations from the HED is that in addition to CUP the College joins the NMICC and Western is the other four-year school also sits on both. The College is exploring this and based on what Dr. Rhodes said early to bring strategic decisions on some of these, encouraging some of these traditional trades programs which are in the College's best interest.

#### B. El Rito Campus Update

President Bailey invited the Board of Regents to the Solar Array Launch Party and Holiday Celebration Party on Friday, December 15th at 4:00PM at Alumni Hall in El Rito. Luis Reyes from Kit Carson will be coming to talk about the Solar Array, Santa Claus will be there and Jasmine Serrano and her family will be singing. President Bailey encouraged everyone to attend.

#### C. Energy Audit

The College has made progress on this. A Committee looked at packages from the energy service companies pre-approved by the State. The College is not going to have to pay a dime, the College is going to do an infrastructure redesign to embrace renewable energy and assess the College on a long term fiscal footing. Strategically it is the right thing to do. At the January 12th meeting, there will be a presentation on the energy audit.

#### D. Tuition Promise

President Bailey stated this is a challenging issue but he wants to hit it on. Three years ago, the College started tuition promise with the thought that let's look at students who will come in and be guaranteed tuition as long as they stay in the program. President Bailey stated this is a good idea but in the past one of the things that was done in tuition is that the College has not really done the data analysis that it needs to do and this is on the College's side to present the Board of Regents with sound tuition. There may be a push and he knows the press is there and he wanted to be careful. There may be a consideration for adjusting tuition both ways. If the College increases tuition 10% but the College loses 20% of the students it is a bad proposition on a business standpoint but if the College drops tuition 1% and gains 10% more students. The College needs to have the flexibility to do some of these things. The other challenge is the College cannot offer traditional trades programs if the College strategically brings them back one at a time, the college cannot offer them at \$130 a credit hour, the College has to have the flexibility to look at designing a two-tier system. If the College has a two-tier system and the possibility of lowering tuition, the management of tuition promise in the

system administratively will be very challenging. President Bailey has directed, at least on the marketing side, the College stop talking about and promising tuition promise for next year to give the College the flexibility in the spring to look at flexible tuition. President Bailey gave a caveat that this is not a precursor to a plan to increase tuition, it is not. The College understands because it services the community, it has to be very careful about the tuition rates and every dollar matters. This is not about raising tuition but it is about giving the College and the Board of Regents flexibility to start looking at other options. Because of this President Bailey brought it to the Board of Regents for action.

Board President Powers stated this is an action item and the Board of Regents needs to be clear about what action it is taking. What Board President Powers heard is that the Board of Regents needs to suspend the Tuition Promise Program going forward. It is not necessarily, the Board of Regents is not going to preclude bringing it back but with respect to the 2018-2019 Academic Year, the Board of Regents is going to suspend it for at least that period of time until the College and the Board of Regents can study the rest of the tuition structure and make adjustments to it. Having the Tuition Promise in place during that period of time would greatly confuse and really compound that whole process. President Bailey stated every current student that has been part of the Tuition Promise Program, the College will honor that promise. The tuition for those students will not change but students starting in the fall of 2018 the Program will be suspended. Once the College does the data and brings it to the Board of Regents in the spring, this will give the College better feedback moving forward.

Board President Powers stated what the Board of Regents is looking at is a temporary suspension of the Tuition Promise for Academic Year 2018 and 2019 subject to further study of the whole tuition system and it may be brought back in the future in some way, shape or form. This would not impact anybody currently taking advantage of the tuition promise.

President Bailey stated in the Strategic Direction, the College calls specifically that because of the community the College services access to quality affordable education is at the center. The College is the number one most affordable four-year program in the Southwest and it is the College's intention to stay on the top of this.

Regent Rhodes stated he wants to make sure this is worded correctly that this is suspended for new students (inaudible).

Board President Powers asked if everyone understands the motion. Regent Joshua Martinez stated that this is suspended and if there is an increase or decrease, if it is brought back, would students be able to (inaudible). Board President Powers stated this is a very good question. This would be a decision to make at the time and Board President Powers stated this would not be ruled out, those students who came in that were not able to take advantage of that program in 2019 and 2020 the Board of Regents could bring a Tuition Promise Program of some type, he does not see why the Board of Regents could not make it retroactive to those students to let them enter at that time that way they are protected for their last three years. That is certainly something, this cannot be made at this time because the Board of Regents does not know what it is going to do because it could end up with a different tuition structure. It is imperative that the Board of Regents not tie their hands while going into this comprehensive process of looking at the tuition promise. Board President Powers stated that as part of the record, the Board of Regents will definitely revisit it at the time and put some sort of mechanism to protect students who came in 2018 and 2019. The College has had Tuition Promise for three academic years. Again, those students are not affected by this action.

**Regent Rhodes moved for temporarily suspension of the Tuition Promise for Academic Year 2018 and 2019 subject to further study of the whole tuition system and it may be brought back in the future in some way, shape or form. This would not impact anybody currently taking advantage of the tuition promise. Second - Regent Joshua Martinez. Motion passed unanimously.**

Regent Rhodes stated a point of discussion, the legislature itself will be looking at how the Lottery Scholarship works. The Legislature has not taking any action but they did suggest ways of decoupling so it takes pressure off the Lottery Scholarship. Board President Powers stated there was an interest by the LFC members to look at the Lottery Scholarship Program to make significant changes to benefit the program. In recent years the discussion has been so what is the percentage of tuition that will be funded and the other day it turned and it is now how can we use the dollars that we have in a more effective way to help fund the students. Board President Powers was pleased with the way the discussion went. Board President Powers stated it is important the Board of Regents study the tuition, it is kind of like the Lottery Scholarship, it is not a one size fits all and he thinks what the College and Board of Regents is trying to do is look at the tuition structure to make it fit the various needs the College has and that is what they are trying to do as well with the Lottery Scholarship as well. Ricky Bejarano, Vice President for Finance and Administration before signing the tuition promise, the College has to have a cost analysis. What is it costing the College per credit hour to provide what it provides. Something has been done in the past but it is not a true cost analysis. This will be time consuming but Mr. Bejarano would encourage it being done. (inaudible).

President Bailey stated regarding the Lottery Scholarship, he would like to say a special thank you to students. Students attended the CUP Meeting and the two schools who stood out were the College and NM Tech. When discussing on how the Lottery Scholarship should be administered. NM Tech was interested in having it be solely merit based for Lottery Scholarship and the College did a survey where a majority of the College's students want it on a need base. That led to the discussion from the CUP what happens if everything became instead of individuals applying that say roughly here is what Northern gets every year for the Lottery Scholarship. President Bailey thought perhaps this money came to the Foundation with student input. In a perfect world, it would give flexibility. It is something to discuss. (inaudible).

Regent Rhodes stated one of his concerns has always been and this is not just needs based but the reality is that many of the schools that are not UNM and NMSU are students who self-pay, they are writing the check, not the Lottery Scholarship, not anything else. They are going out there and out of their pocket funding their education. Decoupling the Lottery Scholarship, changing the way it is done, Regent Rhodes believe it is going to help.

#### E. 50+ Single-Course Promotional Offer

President Bailey stated he was going to give credit to Sand Krolick for this idea. The College did some analysis on enrollment, it looked back at the days when the College had 2,300 students, 800 of the students, roughly, were taking one class. Very few of them were on a degree tract and that is not necessarily a bad thing. The purpose of higher education is to serve everyone who wants an education and if there are people who are in their 50's or 60's who just want to take a class, they just take a class. We should just find a way to help them take a class. That was a spark for this initiative. The reason it has moved from action to informational is that the College put a team together to look at the numbers and recognize the College needs to do a little more research because the classes that those 800 people were taking, a lot of those programs, some of those programs the College does not have any more so the College needs to do an analysis of what they were taking.

President Bailey stated another thing the College is working on is right now there is a Statewide statute that seniors over 65 can take classes for \$5.00 a credit hour but when you add in tuition and fees, it drives it up to close to \$200.00. The College is looking at whether or not it can take certain of those fees down. Ideally the College would like to offer those 50 and over that wanted to take one three credit hour class, total would be \$150.00. The College will have more information for the Board of Regents as soon as possible.

**The Board of Regents recessed at 9:50AM and returned at 10:00AM.** Regent Damian Martinez stated he would remain on the phone.

## **VI. STAFF REPORTS**

### **A. Vice President for Finance & Administration**

#### **1. Audit(s) Update**

Mr. Bejarano stated the regular audit will commence at noon on December 8, 2018. The College has hired REDW as the auditors. The process will be a lot more formal this year. They run a much tighter ship with the audit, they establish contacts. The College does not call everyone in for the entrance conference and discussions are (inaudible). One thing they do not want is to meet with 25 people. They will establish a meeting with the College and Foundation. In the past, Moss Adams and JAG would do both audits at the same time. The Foundation is a separate entity so there will be an entrance conference for the College and an entrance conference for the foundation. It is not a come as you like meeting, it is invitation only. Board President Powers stated this is not the College's idea, this is general practice. Mr. Bejarano stated this is correct.

Mr. Bejarano stated regarding the Forensic Audit, they will be issuing the report on December 15, 2017. At this point it appears there was no issues with the federal funds, which is good news. They reviewed one program in entirety as the feds requested they review it in detail. They touched 90% of all the items for approximately 6 years.

Board President Powers asked for comment or questions from the Board of Regents.

#### **2. Fiscal Watch**

Ricky Bejarano stated regarding the Fiscal Watch Report there is nothing unusual to report this month. Board President Powers stated the Finance Committee has reviewed these documents and had an opportunity to discuss with staff. Board President Powers asked Regent Damian Martinez for comment. Regent Damian Martinez stated he has no comment. Board President Powers entertained a motion to approve the Fiscal Watch Report as submitted.

**Regent Damian Martinez moved for approval of the Fiscal Watch Report as presented. Second - Regent Rhodes. Motion passed unanimously.**

#### **3. Monthly Budget Adjustment Requests (BARs)**

Mr. Bejarano stated these were reviewed through the Finance Committee. At the College, it was practice to run it at the line item level so there are more BARs. The College is close to 80 right now and at this time last year, the College was at 300. The College is looking at the entire budgetary system so it is on Banner rather than being offline. Regent Rhodes asked if this is being done because this is the way the College does it not because it is required by HED. Mr. Bejarano stated this is correct. The College is currently using the Access

Database and it will be used one more year. The goal is to get everything on the Banner System. Board President Powers entertained a motion to approve the BARs as submitted.

**Regent Damian Martinez moved to the BARs as submitted. Second - Regent Rhodes. Motion passed unanimously.**

4. Mid-Year BAR to HED

Mr. Bejarano stated the Mid-Year BAR which is essentially a projection of where the College is, it is a December 31 document and required. A couple of items worth mentioning, the College did have \$100,000 in new federal funding and also one of things the College is reporting is the mid-year BAR. (inaudible). The hiring of Cheryl James, Grants Director will also be reported at this time. Board President Powers stated to clarify the Mid-Year BAR is a roll out of a lot of the monthly BARs the College has had and unlike the monthly BARs it does not actually get reported to HED. This captures all that activity and lets HED know what the College is doing in terms of adjusting the budget. Mr. Bejarano stated at the end of the third quarter the College will make adjustments based on actual revenues that have flowed compared to what was budgeted and actual expenditures compared to what was budgeted. The College was not in a practice of doing this. Common practice is to do it at the end of the quarter. Board President Powers stated the format of this is different from the monthly BARs and this is a format HED has requested.

**Regent Damian Martinez moved to approve the Mid-Year BAR as presented. Second - Regent Joshua Martinez. Motion passed unanimously.**

5. Disposition of College Property

None.

6. Capital Assets

Mr. Bejarano stated he is happy to report and a lot of credit goes to Alex Williams, Jimi Montoya and the Business Office and IT Staff who have been tracking down where everything is. The College is going to certify capital assets for audit purposes. This is going to be as close as the College has come in a long time. The inventory is getting up to date, there is still a lot of work to be done but the team is getting it done. Mr. Bejarano asked for approval of the fixed assets. Board President Powers asked if there were any questions. This was reviewed and discussed in the Audit/Finance/Facilities Committee Meeting and a lot of work went into this. This is a nice document and he knows this is a difficult task to figure it out, locate it and document it. There is good progress being made in this area. Board President Powers entertained a motion to approve the Capital Assets Rollforward Report.

**Regent Rhodes moved to approve the Capital Assets RollForward Report as presented. Second - Regent Joshua Martinez. Motion passed unanimously.**

Dr. Rhodes had a comment for clarification - (inaudible). Mr. Bejarano stated this is what Alex Williams and the IT Staff did, they went out and found the assets. (inaudible). This is very timely.

**VII. PUBLIC INPUT**

None.

### **VIII. EXECUTIVE SESSION**

Board President Powers stated there are items that require the Board of Regents to go into Executive Session and would entertain a motion to do so. Regent Martinez asked if he would need to call back in. Board President Powers stated the Board of Regents would call Regent Martinez.

**Regent Rhodes moved to enter into Executive Session and discuss matters pursuant to NMSA 1978 Section 10-15-1(h) 2, 5, 7 and 8 of the New Mexico Statutes Annotated. Second – Regent Joshua Martinez.**

**A Roll Call vote was taken - Board President Powers– yes, Regent Rhodes – yes, Regent Joshua Martinez – yes. The Board of Regents entered into Executive Session at 10:10AM.**

### **IX. POSSIBLE ACTION ON EXECUTIVE SESSION**

Board President Powers entertained a motion to return from Executive Session, no decisions were made.

**Regent Martinez moved to return from Executive Session and only items on the Agenda were discussed and no action was taken. Second – Regent Rhodes. A roll call vote was taken – Board President Powers– yes, Regent Rhodes – yes, Regent Joshua Martinez – yes, Regent Damian Martinez - yes. Board President Powers stated the Board of Regents is back into regular session at 11:07AM**

### **X. ADJOURNMENT**

**Regent Joshua Martinez moved to adjourn. Second – Regent Rhodes. Motion carried unanimously. The Board of Regents Meeting adjourned at 11:07AM.**

APPROVED:

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Kevin F. Powers, Board President

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Rosario Garcia, Vice President



MEMORANDUM

**To:** Board of Regents  
Northern New Mexico College

**From:** Ricky Bejarano, Vice President for Finance & Administration

**Date:** January 12, 2018

**Re:** Fiscal Watch Report

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Issue

On a monthly basis, Northern New Mexico College (NNMC) provides a set of an institutional financial reports for Board of Regent (BOR) review and approval.

Overview

The NNMC Finance Department, on a monthly basis, prepares a Fiscal Watch Report for review and discussion at the monthly Audit, Finance and Facilities Committee (AF&F) meeting. The financial report provides an overview of the institution's financial condition for all unrestricted and restricted operational funds and grants throughout the College.

The Fiscal Watch reports are presented in the format prescribed by the New Mexico Higher Education Department (NMHED) and titles at the top of the page are highlighted in turquoise. An additional report with titles highlighted in yellow is also included to provide an undated budget status report for all Budget Adjustment Requests processed through the time of the monthly AF&F meeting.

In addition, the BOR is also provided individual reports for the following financial areas summarized in the monthly institution-wide fiscal watch report:

- Unrestricted funds (11s)
- Auxiliary Programs (12s)
- Institutional Grants (41)
- Student Aid (42)
- Plant Funds (91)
- Capital Outlay Funds (92)

NNMC produces these reports on a monthly basis to insure that the BOR is regularly informed about the current financial condition of the institution.

Recommendation

Staff recommends that the Board of Regents approve the Fiscal Watch Report for the period ending November 30, 2017.

## Northern New Mexico College

Statement of Net Position  
(Unaudited and Unadjusted)  
November 30, 2017

<b>Assets</b>	
<b>Current Assets:</b>	
Cash and Cash Equivalents	2,453,673
Short-Term Investments	-
AR - Just student	458,744
AR - Other than student	1,207,955
Inventories	267,452
Prepaid Expenses	230,411
Loans Receivable, net	132,472
<b>Total Current Assets</b>	<u>4,750,708</u>
<b>Non-Current Assets</b>	
Restricted Cash and Cash Equivalents	-
Restricted Short Term Investments	-
Investments Held by Others	-
Other Long-Term Investments	-
Prepaid Expenses	-
Capital Assets, net	33,394,259
<b>Total Non-Current Assets</b>	<u>33,394,259</u>
<b>Total Assets</b>	<u><b>38,144,967</b></u>
<b>Deferred Outflows of Resources</b>	
Pension Related (6/30/16 balances)	1,974,933
<b>Total Deferred Outflows of Resources</b>	<u>1,974,933</u>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	678,006
Other Accrued Liabilities	1,376,798
Deferred Income	95,312
LT Liabilities - Current Portion	-
<b>Total Current Liabilities</b>	<u>2,150,116</u>
<b>Non-Current Liabilities</b>	
Accrued Interest Payable	-
Accrued Benefit Reserves	-
Other LT Liabilities	142,216
Net Pension Liability	20,701,991
<b>Total Non-Current Liabilities</b>	<u>20,844,207</u>
<b>Total Liabilities</b>	<u><b>22,994,323</b></u>
<b>Deferred Inflows of Resources</b>	
Pension Related (6/30/16 balances)	2,659,419
<b>Total Deferred Inflows of Resources</b>	<u>2,659,419</u>
<b>Net Position</b>	
Invested in Capital Assets, net of Related Debt	33,394,259
Restricted for:	
Nonexpendable:	
Endowments	-
Expendable:	
General Activities	(61,596)
Federal Student Loans	-
Term Endowments	-
Capital Projects	-
Debt Service	-
Related Entity Activities	-
Unrestricted	
Unrestricted without NFP	2,519,972
Net Fiduciary Position	(21,386,477)
<b>Total Unrestricted (includes 6/30/16 NFP)</b>	<u>(18,866,505)</u>
<b>Total Net Position</b>	<u><b>14,466,158</b></u>



# Northern New Mexico College

## Summary of Operating and Plant Funds (Unadjusted and Unaudited) Fiscal Year 2018

Operating Funds	FY 2018 Original Budget	FY 2018 Revised Budget	FY 2018 Actuals as of November 30, 2017	Percentage Earned/Spent
<b>REVENUES</b>				
Tuition & Misc Fees	\$ 3,923,369	\$ 3,923,369	\$ 1,985,314	50.6%
Federal Appropriations	-	-	-	-
State Appropriations	10,438,300	10,438,300	4,349,000	41.7%
Local Appropriations	-	-	-	-
Gifts, Grants & Contracts	7,120,695	7,120,695	2,977,564	41.8%
Endowment/Land & Perm Inc	163,525	163,525	84,068	51.4%
Sales & Services	724,056	724,056	321,593	44.4%
Other	32,223	32,223	127,029	394.2%
<b>Total Revenue</b>	<b>22,402,168</b>	<b>22,402,168</b>	<b>9,844,568</b>	<b>43.9%</b>
<b>BEGINNING BALANCE</b>	<b>781,308</b>	<b>781,308</b>	<b>1,730,249</b>	<b>221.46%</b>
<b>TOTAL AVAILABLE</b>	<b>23,183,476</b>	<b>23,183,476</b>	<b>11,574,817</b>	<b>49.9%</b>
<b>EXPENDITURES</b>				
Instruction & General	16,050,843	16,050,843	6,019,633	37.5%
Student Social & Cultural	87,880	87,880	30,849	35.1%
Research	-	-	12,557	-
Public Service	574,306	574,306	157,520	27.4%
Internal Services	169,739	169,739	8,251	4.9%
Student Aid	4,534,943	4,534,943	2,204,198	48.6%
Auxiliary Enterprises	859,053	859,053	330,442	38.5%
Intercollegiate Athletics	676,712	676,712	265,826	39.3%
Independent Operations (NMDA)	-	-	-	-
<b>Total Expenditures</b>	<b>22,953,476</b>	<b>22,953,476</b>	<b>9,029,276</b>	<b>39.3%</b>
<b>NET TRANSFERS OUT / (IN)</b>	<b>230,000</b>	<b>230,000</b>	<b>56,605</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>23,183,476</b>	<b>23,183,476</b>	<b>9,085,880</b>	<b>39.2%</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>2,488,936</b>	

Plant Funds	FY 2018 Original Budget	FY 2018 Revised Budget	FY 2018 Actuals as of November 30, 2017	Percentage Earned/Spent
<b>REVENUES AND TRANSFERS</b>				
Required Student Fees	-	-	-	-
Bond Proceeds	-	-	-	-
Gifts, Grants and Contracts	-	-	-	-
Interest Income	-	-	-	-
State Appropriation	\$ 914,679	\$ 914,679	\$ 428,294	46.8%
Debt Service Transfers	-	-	-	-
Other	-	-	-	-
<b>Total Revenues and Transfers</b>	<b>914,679</b>	<b>914,679</b>	<b>428,294</b>	<b>46.8%</b>
<b>BEGINNING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL AVAILABLE</b>	<b>914,679</b>	<b>914,679</b>	<b>428,294</b>	<b>46.8%</b>
<b>EXPENDITURES</b>				
Capital Projects	914,679	914,679	462,476	50.6%
Building Renewal	230,000	230,000	48,514	21.1%
Internal Service Renewal/Replacement	-	-	-	-
Auxiliary Renewal/Replacement	-	-	-	-
Debt Retirement	-	-	-	-
<b>Total Expenditures</b>	<b>1,144,679</b>	<b>1,144,679</b>	<b>510,990</b>	<b>44.6%</b>
<b>NET TRANSFERS OUT / (IN)</b>	<b>(230,000)</b>	<b>(230,000)</b>	<b>(56,605)</b>	<b>24.6%</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>914,679</b>	<b>914,679</b>	<b>454,385</b>	<b>49.7%</b>
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(26,092)</b>	

# Northern New Mexico College

## Comparison of Operating and Plant Funds (Unadjusted and Unaudited) Fiscal Year 2018 and 2017

Operating Funds	FY 2018 Actuals as of November 30, 2017	FY 2017 Actuals as of November 30, 2016	Percentage Increase (Decrease)
<b>REVENUES</b>			
Tuition & Misc Fees	\$ 1,985,314	\$ 1,951,527	1.7%
Federal Appropriations	-	-	
State Appropriations	4,349,000	4,739,100	-8.2%
Local Appropriations	-	-	
Gifts, Grants & Contracts	2,977,564	3,741,647	-20.4%
Endowment/Land & Perm Inc	84,068	65,589	28.2%
Sales & Services	321,593	323,982	-0.7%
Other	127,029	82,202	54.5%
<b>Total Revenue</b>	<b>9,844,568</b>	<b>10,904,047</b>	<b>-9.7%</b>
<b>BEGINNING BALANCE</b>	<b>1,730,249</b>	<b>1,432,786</b>	<b>20.8%</b>
<b>TOTAL AVAILABLE</b>	<b>11,574,817</b>	<b>12,336,833</b>	<b>-6.2%</b>
<b>EXPENDITURES</b>			
Instruction & General	6,019,633	6,641,486	-9.4%
Student Social & Cultural	30,849	39,155	-21.2%
Research	12,557	2,033	517.7%
Public Service	157,520	165,785	-5.0%
Internal Services	8,251	(10,042)	-182.2%
Student Aid	2,204,198	1,980,270	11.3%
Auxiliary Enterprises	330,442	364,965	-9.5%
Intercollegiate Athletics	265,826	361,682	-26.5%
Independent Operations (NMDA)	-	-	
<b>Total Expenditures</b>	<b>9,029,276</b>	<b>9,545,335</b>	<b>-5.4%</b>
<b>NET TRANSFERS OUT / (IN)</b>	<b>56,605</b>	<b>-</b>	
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>9,085,880</b>	<b>9,545,335</b>	<b>-4.8%</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 2,488,936</b>	<b>\$ 2,791,497</b>	<b>-10.8%</b>

Plant Funds	FY 2018 Actuals as of November 30, 2017	FY 2017 Actuals as of November 30, 2016	Percentage Increase (Decrease)
<b>REVENUES AND TRANSFERS</b>			
Required Student Fees			
Bond Proceeds			
Gifts, Grants and Contracts			
Interest Income			
State Appropriation	\$ 428,294	\$ 1,590,547	-73.1%
Debt Service Transfers			
Other			
<b>Total Revenues and Transfers</b>	<b>428,294</b>	<b>1,590,547</b>	<b>-73.1%</b>
<b>BEGINNING BALANCE</b>	<b>-</b>	<b>-</b>	
<b>TOTAL AVAILABLE</b>	<b>428,294</b>	<b>1,590,547</b>	<b>-73.1%</b>
<b>EXPENDITURES</b>			
Capital Projects	462,476	1,590,547	-70.9%
Building Renewal	48,514	28,412	70.7%
Internal Service Renewal/Replacement			
Auxiliary Renewal/Replacement			
Debt Retirement			
<b>Total Expenditures</b>	<b>510,990</b>	<b>1,618,960</b>	<b>-68.4%</b>
<b>NET TRANSFERS OUT / (IN)</b>	<b>(56,605)</b>	<b>-</b>	
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>454,385</b>	<b>1,618,960</b>	<b>-71.9%</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (26,092)</b>	<b>\$ (28,412)</b>	<b>-8.2%</b>

Some revenues are reported on a seasonal basis or by semester and therefore may affect the Increase/(Decrease) to Fund Balance

# Northern New Mexico College

Statement of Cash Flows  
(Unaudited and Unadjusted)  
November 30, 2017

<b>Cash Flows from Operating Activities</b>	
Receipts from student tuition and fees	\$ 1,849,481
Receipts from grants and contracts	3,045,099
Other receipts	-
Payments to or on behalf of employees	(4,930,674)
Payment to suppliers for goods and services	(3,000,414)
Receipts from Sales and Services	321,593
Payments for scholarships	(2,337,270)
Other Operating Revenue	181,125
Net cash (used) by operating activities	<u>(4,871,060)</u>
<b>Cash Flows from Non-Capital Financing Activities</b>	
State Appropriations	4,777,294
Gifts for other than Capital Purposes	-
Private Gifts for Endowment	-
Other Non-operating Expense	-
Net Cash provided (used) for non-capital financing activities	<u>4,777,294</u>
<b>Cash Flows from Capital and Related Financing Activities</b>	
Proceeds from Capital Debt	-
Capital Gifts, Grants and contracts	-
Purchase/Construction/Renovation of Capital Assets	-
Principal Received/Paid on Capital Debt and Leases	-
Interest and Fees Paid on Capital Debt and Leases	-
Building Fees Received from Students	-
Net Cash provided (used) for capital financing activities	<u>-</u>
<b>Cash Flows from Investing Activities</b>	
Investment Earnings	84,068
Net Cash provided by Investing Activities	<u>84,068</u>
Increase (Decrease) in Cash and Cash Equivalents	(9,699)
Cash and Cash Equivalents- beginning of year	2,463,372
Cash and Cash Equivalents- end of reporting period	<u>\$ 2,453,673</u>

# Northern New Mexico College

## Summary of Operating and Plant Funds (Unadjusted and Unaudited) Fiscal Year 2018

Operating Funds	FY 2018 Original Budget	FY 2018 Revised Budget thru BAR.ID 87	FY 2018 Actuals as of November 30, 2017	Percentage Earned/Spent
<b>REVENUES</b>				
Tuition & Misc Fees	\$ 3,923,369	\$ 3,923,369	\$ 1,985,314	50.6%
Federal Appropriations	-	-	-	-
State Appropriations	10,438,300	10,438,300	4,349,000	41.7%
Local Appropriations	-	-	-	-
Gifts, Grants & Contracts	7,120,695	7,894,121	2,977,564	37.7%
Endowment/Land & Perm Inc	163,525	163,525	84,068	51.4%
Sales & Services	724,056	631,425	321,593	50.9%
Other	32,223	176,712	127,029	71.9%
<b>Total Revenue</b>	<b>22,402,168</b>	<b>23,227,452</b>	<b>9,844,568</b>	<b>42.4%</b>
<b>BEGINNING BALANCE</b>	<b>781,308</b>	<b>781,308</b>	<b>1,730,249</b>	<b>221.46%</b>
<b>TOTAL AVAILABLE</b>	<b>23,183,476</b>	<b>24,008,760</b>	<b>11,574,817</b>	<b>48.2%</b>
<b>EXPENDITURES</b>				
Instruction & General	16,050,843	16,411,901	6,019,633	36.7%
Student Social & Cultural	87,880	90,307	30,849	34.2%
Research	-	-	12,557	-
Public Service	574,306	537,655	157,520	29.3%
Internal Services	169,739	166,899	8,251	4.9%
Student Aid	4,534,943	5,237,767	2,204,198	42.1%
Auxiliary Enterprises	859,053	859,053	330,442	38.5%
Intercollegiate Athletics	676,712	566,713	265,826	46.9%
Independent Operations (NMDA)	-	-	-	-
<b>Total Expenditures</b>	<b>22,953,476</b>	<b>23,870,294</b>	<b>9,029,276</b>	<b>37.8%</b>
<b>NET TRANSFERS OUT / (IN)</b>	<b>230,000</b>	<b>264,182</b>	<b>56,605</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>23,183,476</b>	<b>24,134,476</b>	<b>9,085,880</b>	<b>37.6%</b>
<b>ENDING FUND BALANCE</b>	<b>\$ (0)</b>	<b>\$ (125,717)</b>	<b>\$ 2,488,936</b>	

Plant Funds	FY 2018 Original Budget	FY 2018 Revised Budget	FY 2018 Actuals as of November 30, 2017	Percentage Earned/Spent
<b>REVENUES AND TRANSFERS</b>				
Required Student Fees				
Bond Proceeds				
Gifts, Grants and Contracts				
Interest Income				
State Appropriation	\$ 914,679	\$ 881,099	\$ 428,294	48.6%
Debt Service Transfers				
Other				
<b>Total Revenues and Transfers</b>	<b>914,679</b>	<b>881,099</b>	<b>428,294</b>	<b>48.6%</b>
<b>BEGINNING BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL AVAILABLE</b>	<b>914,679</b>	<b>881,099</b>	<b>428,294</b>	<b>48.6%</b>
<b>EXPENDITURES</b>				
Capital Projects	914,679	915,281	462,476	50.5%
Building Renewal	230,000	230,000	48,514	21.1%
Internal Service Renewal/Replacement				
Auxiliary Renewal/Replacement				
Debt Retirement				
<b>Total Expenditures</b>	<b>1,144,679</b>	<b>1,145,281</b>	<b>510,990</b>	<b>44.6%</b>
<b>NET TRANSFERS OUT / (IN)</b>	<b>(230,000)</b>	<b>(264,182)</b>	<b>(56,605)</b>	<b>21.4%</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>914,679</b>	<b>881,099</b>	<b>454,385</b>	<b>51.6%</b>
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ (26,092)</b>	

Statement of  
Revenues, Expenditures, and Other Changes in Financial Position  
for the period ended November 30, 2017

## 11 Current Unrestricted Funds

	CURRENT YEAR	PRIOR YEAR	COMPARISON	
	11/30/2017	11/30/2016	CURRENT TO PRIOR	PERCENT
<b>REVENUES:</b>				
Academic Tuition	1,127,050.21	1,104,359.04	22,691.17	2.06
Continuing Educ Tuition and Fees	15,040.75	47,646.04	(32,605.29)	(68.43)
Academic Fees	749,722.02	712,154.55	37,567.47	5.28
Nursing Standardized Testing Fee	6,608.25	4,437.50	2,170.75	48.92
State Government Appropriations	4,246,000.00	4,629,800.00	(383,800.00)	(8.29)
Government Grants and Contracts	93,116.01	112,507.28	(19,391.27)	(17.24)
Endowment Land and Permanent Fund	84,067.77	65,589.42	18,478.35	28.17
Sales and Service	523.00	337.00	186.00	55.19
Other Sources of Revenue	101,444.89	138,840.85	(37,395.96)	(26.93)
Housing and Food Service	4,418.12	-	4,418.12	
<b>TOTAL REVENUES:</b>	<b>6,427,991.02</b>	<b>6,815,671.68</b>	<b>(387,680.66)</b>	<b>(5.69)</b>
<b>EXPENDITURES:</b>				
Instruction	2,027,331.06	2,036,154.99	(8,823.93)	(0.43)
Academic Support	474,651.55	468,280.51	6,371.04	1.36
Student Services	458,902.39	461,866.22	(2,963.83)	(0.64)
Institutional Support	1,564,716.68	1,060,274.84	504,441.84	47.58
Operations and Maintenance of Plant	716,340.39	718,282.26	(1,941.87)	(0.27)
Public Service	148,398.99	165,784.81	(17,385.82)	(10.49)
Internal Service Departments	8,250.71	(10,041.53)	18,292.24	(182.17)
Student Aid Grants and Stipends	46,876.48	48,621.28	(1,744.80)	(3.59)
<b>TOTAL EXPENDITURES:</b>	<b>5,445,468.25</b>	<b>4,949,223.38</b>	<b>496,244.87</b>	<b>10.03</b>
<b>TRANSFERS AMONG FUNDS:</b>				
Transfer In	122,270.59	49,702.35	72,568.24	146.01
Transfer (Out)	(249,108.89)	(34,308.16)	(214,800.73)	(626.09)
<b>TOTAL TRANSFERS AMONG FUNDS:</b>	<b>(126,838.30)</b>	<b>15,394.19</b>	<b>(142,232.49)</b>	<b>(923.94)</b>
<b>NET INCREASE/DECREASE IN NET ASSETS</b>	<b>855,684.47</b>	<b>1,881,842.49</b>	<b>(1,026,158.02)</b>	<b>(54.53)</b>
Fund Balance, Beginning of the Period	1,730,248.64	1,472,433.86	257,814.78	17.51
Fund Balance, End of the Period	2,585,933.11	3,354,276.35	(768,343.24)	(22.91)

Statement of  
Revenues, Expenditures, and Other Changes in Financial Position  
for the period ended November 30, 2017

## 12 Current Unrestricted Funds Designated

	CURRENT YEAR	PRIOR YEAR	COMPARISON	
	11/30/2017	11/30/2016	CURRENT TO PRIOR	PERCENT
<b>REVENUES:</b>				
Academic Fees	49,843.89	47,377.43	2,466.46	5.21
State Government Appropriations	103,000.00	109,300.00	(6,300.00)	(5.76)
Other Sources of Revenue	7,893.00	3,573.52	4,319.48	120.88
Auxiliary Enterprises	216,612.56	222,737.09	(6,124.53)	(2.75)
Housing and Food Service	73,573.79	71,433.15	2,140.64	3.00
Sostenga	-	704.50	(704.50)	(100.00)
Staff and Faculty Housing	19,856.05	17,947.61	1,908.44	10.63
Inter-Collegiate Athletics	17,837.41	5,873.57	11,963.84	203.69
<b>TOTAL REVENUES:</b>	<b>488,616.70</b>	<b>478,946.87</b>	<b>126,802.70</b>	<b>26.48</b>
<b>EXPENDITURES:</b>				
Student Aid Grants and Stipends	56,500.00	-	56,500.00	
Auxiliary Enterprises	330,442.41	363,628.67	(33,186.26)	(9.13)
Intercollegiate Athletics	265,825.65	350,882.28	(85,056.63)	(24.24)
<b>TOTAL EXPENDITURES:</b>	<b>652,768.06</b>	<b>714,510.95</b>	<b>(61,742.89)</b>	<b>(8.64)</b>
<b>TRANSFERS AMONG FUNDS:</b>				
Transfer In	117,132.87	-	117,132.87	
Transfer (Out)	-	-	-	-
<b>TOTAL TRANSFERS AMONG FUNDS:</b>	<b>117,132.87</b>	<b>-</b>	<b>117,132.87</b>	<b>-</b>
<b>NET INCREASE/DECREASE IN NET ASSETS</b>	<b>(47,018.49)</b>	<b>(235,564.08)</b>	<b>188,545.59</b>	<b>80.04</b>
	(47,018.49)	(235,564.08)	305,678.46	(129.76)
Fund Balance, Beginning of the Period	-	94,420.55	(94,420.55)	(100.00)
Fund Balance, End of the Period	(47,018.49)	(141,143.53)	94,125.04	(66.69)
end fb by fd #	(47,018.49)	(141,164.03)	20.50	-

Statement of  
Revenues, Expenditures, and Other Changes in Financial Position  
for the period ended November 30, 2017

## 41 Grants

	CURRENT	PRIOR YEAR	COMPARISON	
	YEAR		CURRENT TO	PERCENT
	11/30/2017	11/30/2016	PRIOR	
<b>REVENUES:</b>				
Government Grants and Contracts	917,774.02	1,654,762.67	(736,988.65)	(44.54)
Private Gifts and Grants	44,503.98	21,020.22	23,483.76	111.72
Other Sources of Revenue	-	(207.39)	207.39	100.00
<b>TOTAL REVENUES:</b>	<b>962,278.00</b>	<b>1,675,575.50</b>	<b>(713,297.50)</b>	<b>(42.57)</b>
<b>EXPENDITURES:</b>				
Instruction	546,259.41	853,404.90	(307,145.49)	(35.99)
Academic Support	3,179.97	4,737.28	(1,557.31)	(32.87)
Student Services	143,454.23	209,050.12	(65,595.89)	(31.38)
Institutional Support	14,514.00	544,315.05	(529,801.05)	(97.33)
Operations and Maintenance of Plant	1,720.19	-	1,720.19	
Research	12,557.09	2,032.85	10,524.24	517.71
Public Service	9,121.28	-	9,121.28	
Student Aid Grants and Stipends	171,864.66	20,434.18	151,430.48	741.07
<b>TOTAL EXPENDITURES:</b>	<b>902,670.83</b>	<b>1,633,974.38</b>	<b>(731,303.55)</b>	<b>(44.76)</b>
<b>TRANSFERS AMONG FUNDS:</b>				
Transfer In	-	207.39	(207.39)	(100.00)
Transfer (Out)	(59,607.17)	(43,300.35)	(16,306.82)	(37.66)
<b>TOTAL TRANSFERS AMONG FUNDS:</b>	<b>(59,607.17)</b>	<b>(43,092.96)</b>	<b>(16,514.21)</b>	<b>38.32</b>
<b>NET INCREASE/DECREASE IN NET ASSETS</b>	<b>-</b>	<b>(1,491.84)</b>	<b>1,491.84</b>	<b>100.00</b>
Fund Balance, Beginning of the Period	-	-	-	
Fund Balance, End of the Period	-	(1,491.84)	1,491.84	

Statement of  
Revenues, Expenditures, and Other Changes in Financial Position  
for the period ended November 30, 2017

## 42 Student Aid

	CURRENT YEAR	PRIOR YEAR	COMPARISON	
	11/30/2017	11/30/2016	CURRENT TO PRIOR	PERCENT
<b>REVENUES:</b>				
Academic Fees	128.68	28.18	100.50	356.64
Government Grants and Contracts	1,817,039.23	1,836,265.41	(19,226.18)	(1.05)
Private Gifts and Grants	105,131.26	113,259.90	(8,128.64)	(7.18)
Other Sources of Revenue	916.71	586.18	330.53	56.39
<b>TOTAL REVENUES:</b>	<b>1,923,215.88</b>	<b>1,950,139.67</b>	<b>(26,923.79)</b>	<b>(1.38)</b>
<b>EXPENDITURES:</b>				
Instruction	-	14,745.01	(14,745.01)	(100.00)
Academic Support	-	2,767.50	(2,767.50)	(100.00)
Student Services	68,563.20	24,123.76	44,439.44	184.21
Institutional Support	-	3,461.25	(3,461.25)	(100.00)
Operations and Maintenance of Plant	-	2,632.50	(2,632.50)	(100.00)
Student Aid Grants and Stipends	1,928,956.74	1,911,214.92	17,741.82	0.93
Auxiliary Enterprises	-	1,586.25	(1,586.25)	(100.00)
Intercollegiate Athletics	-	10,860.00	(10,860.00)	(100.00)
<b>TOTAL EXPENDITURES:</b>	<b>1,997,519.94</b>	<b>1,971,391.19</b>	<b>26,128.75</b>	<b>1.33</b>
<b>TRANSFERS AMONG FUNDS:</b>				
Transfer In	12,707.91	27,698.77	(14,990.86)	(54.12)
Transfer (Out)	-	-	-	-
<b>TOTAL TRANSFERS AMONG FUNDS:</b>	<b>12,707.91</b>	<b>27,698.77</b>	<b>(14,990.86)</b>	<b>(54.12)</b>
<b>NET INCREASE/DECREASE IN NET ASSETS</b>	<b>(61,596.15)</b>	<b>6,447.25</b>	<b>(68,043.40)</b>	
	(61,596.15)	6,447.25	(68,043.40)	(1,055.39)
Fund Balance, Beginning of the Period	-	-	-	
Fund Balance, End of the Period	(61,596.15)	6,447.25	(68,043.40)	
end fb by fd #	(61,596.10)	6,447.27		



Statement of  
Revenues, Expenditures, and Other Changes in Financial Position  
for the period ended November 30, 2017

## 91 Unexpended Plant Funds

	CURRENT YEAR	PRIOR YEAR	COMPARISON	
	11/30/2017	11/30/2016	CURRENT TO PRIOR	PERCENT
REVENUES: (none)				
TOTAL REVENUES:	-	-	-	-
EXPENDITURES:				
Plant Funds	48,513.80	28,412.30	20,101.50	70.75
TOTAL EXPENDITURES:	48,513.80	28,412.30	20,101.50	70.75
TRANSFERS AMONG FUNDS:				
Transfer In	22,422.27	-	22,422.27	
Transfer (Out)	-	-	-	-
TOTAL TRANSFERS AMONG FUNDS:	22,422.27	-	22,422.27	-
NET INCREASE/DECREASE IN NET ASSETS	(26,091.53)	(28,412.30)	2,320.77	8.17
Fund Balance, Beginning of the Period	-	-	-	
Fund Balance, End of the Period	(26,091.53)	(28,412.30)	2,320.77	(8.17)

Statement of  
Revenues, Expenditures, and Other Changes in Financial Position  
for the period ended November 30, 2017

## 92 Capital Projects

	CURRENT YEAR	PRIOR YEAR	COMPARISON	
	11/30/2017	11/30/2016	CURRENT TO PRIOR	PERCENT
<b>REVENUES:</b>				
State Government Appropriations	428,293.58	1,590,547.30	(1,162,253.72)	(73.07)
<b>TOTAL REVENUES:</b>	<b>428,293.58</b>	<b>1,590,547.30</b>	<b>(1,162,253.72)</b>	<b>(73.07)</b>
<b>EXPENDITURES:</b>				
Plant Funds	462,476.00	1,590,547.30	(1,128,071.30)	(70.92)
<b>TOTAL EXPENDITURES:</b>	<b>462,476.00</b>	<b>1,590,547.30</b>	<b>(1,128,071.30)</b>	<b>(70.92)</b>
<b>TRANSFERS AMONG FUNDS:</b>				
Transfer In	34,182.42	-	34,182.42	
Transfer (Out)	-	-	-	-
<b>TOTAL TRANSFERS AMONG FUNDS:</b>	<b>34,182.42</b>	<b>-</b>	<b>34,182.42</b>	<b>-</b>
<b>NET INCREASE/DECREASE IN NET ASSETS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Fund Balance, Beginning of the Period	-	-	-	
Fund Balance, End of the Period	-	-	-	



**MEMORANDUM**

**To:** Board of Regents,  
Northern New Mexico College

**From:** Ricky Bejarano, Interim Vice President for Finance & Administration

**Date:** January 12, 2018

**Re:** Monthly Budget Adjustment Requests

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Issue

On a monthly basis, Northern New Mexico College (NNMC) provides all Budget Adjustment Requests (BARs) for review and approval by the Board of Regents (BOR). Included in the packet are BARs for December 2017.

Overview

NNMC prepares BARs on an ongoing basis to ensure the transparent management and expenditure of all restricted and unrestricted financial resources of the college follow statutory requirements, state procurement and internal budgetary guidelines. In addition to the actual BARs and supporting line item budget information, the NNMC Finance Department, also provides a year-to-date listing of all BARs processed by the institution in the normal course of business. The various types of budget adjustments presented to the BOR for review and approval include:

- Initial Budgets (0 restricted, 0 unrestricted)
- Budget Increases (1 restricted, 6 unrestricted)
- Budget Decreases (0 restricted, 0 unrestricted)
- Budget Transfers (0 restricted, 1 unrestricted)
- Total BARS – 8 (Total BARS Year to Date – FY18=94)

The Interim Vice President of Finance and Administration is responsible for the approval of all intra-department budget transfers and regular line item budget maintenance, resulting in a net zero impact to institutional operating budgets. BOR authorization is requested for all inter-department budget transfers and budget adjustments requiring an increase or decrease in current budget authorization levels.

The Audit, Finance and Facilities Committee is responsible for reviewing all Budget Adjustment Requests prior to the monthly BOR meetings for final action.

Recommendation

Staff recommends that the Board of Regents approve the attached Budget Adjustment Requests as prepared internally through December 31, 2017.

# Northern New Mexico College

FY18 (2017-2018)

Monday, January 08, 2018

BAR No.	Fund Type	BAR Type	Approved	Fund	Org	Fund Title	FTE	Amount
17180001	Combined	Maintenance	12/13/2017	11000	4206	Instruction & General	0.00	\$0
17180002	Unrestricted	Maintenance	7/25/2017	11000	2263	Instruction & General	0.00	\$0
17180003	Unrestricted	Maintenance	7/25/2017	11000	2431	Instruction & General	0.00	\$0
17180004	Unrestricted	Maintenance	7/25/2017	11303	1020	Indirect Cost Funds	0.00	\$0
17180005	Unrestricted	Maintenance	8/18/2017	11000	1007	Instruction & General	0.00	\$0
17180006	Restricted	Increase	8/18/2017	41460	2355	Northern New Mexico STEM	0.00	\$7,080
17180007	Unrestricted	Increase	8/18/2017	11012	1007	Department Discretionary	0.00	\$17,009
17180008	Restricted	Increase	8/18/2017	41461	1007	LANS Investment 2017	0.00	\$60,000
17180009	Restricted	Increase	9/25/2017	41101	2725	High School Equivalent Program	0.00	\$92,433
17180010	Unrestricted	Maintenance	10/10/2017	11012	1040	Department Discretionary	0.00	\$400
17180011	Unrestricted	Maintenance	8/24/2017	12105	3121	Athletics Administration	0.00	\$0
17180012	Restricted	Increase	9/25/2017	41181	2811	ABE Federal	0.00	(\$1,467)
17180013	Foundation	Approved Budget	9/25/2017	34000	1005	Foundation-Operating	0.00	\$74,012
17180014	Unrestricted	Maintenance	8/24/2017	11000	2054	Instruction & General	0.00	\$0
17180015	Restricted	Decrease	9/25/2017	41211	2811	ABE State	0.00	(\$17,550)
17180016	Unrestricted	Maintenance	8/24/2017	12011	3731	Food Service Espanola	0.00	\$0
17180017	Restricted	Increase	9/25/2017	41102	3052	College Assistance Migrant Progr	0.00	\$71,178
17180018	Restricted	Increase	9/25/2017	41103	3052	Upward Bound 2017	0.00	\$274,022
17180019	Unrestricted	Maintenance	8/31/2017	91210	4521	Equipment Repair & Replacemen	0.00	\$0
17180020	Restricted	Decrease	9/25/2017	40108	2355	NSF CC*DNI	0.00	(\$3,030)
17180021	Restricted	Maintenance	8/31/2017	41102	3052	College Assistance Migrant Progr	0.00	\$0
17180022	Unrestricted	Maintenance	8/31/2017	11201	3041	Financial Aid Admin Cost Allowa	0.00	\$0
17180023	Unrestricted	Increase	9/25/2017	11011	2431	Nursing Enhancement	0.00	\$33,192
17180024	Unrestricted	Maintenance	8/31/2017	11012	2212	Department Discretionary	0.00	\$0 <sup>27</sup>
17180025	Restricted	Maintenance	8/31/2017	41101	2725	High School Equivalent Program	0.00	\$0 <sup>43</sup>
17180026	Unrestricted	Maintenance	9/18/2017	11000	2722	Instruction & General	0.00	\$0

BAR No.	Fund Type	BAR Type	Approved	Fund	Org	Fund Title	FTE	Amount
17180027	Restricted	Maintenance	9/18/2017	41193	2571	Carl Perkins - Vocational Services	0.00	(\$1,380)
17180028	Unrestricted	Transfer	9/25/2017	41461	2114	LANS Investment 2017	0.00	\$0
17180029	Restricted	Increase	9/25/2017	40116	2355	NSF Cybersecurity	0.00	\$153,824
17180030	Unrestricted	Maintenance	9/18/2017	11000	1007	Instruction & General	0.00	\$0
17180031	Restricted	Increase	9/25/2017	41191	2571	Perkins Redistribution Funds	0.00	\$2,059
17180032	Restricted	Decrease	11/3/2017	40106	2263	NM INBRE	0.00	(\$13,432)
17180033	Restricted	Increase	11/3/2017	40115	2263	UTEP BUILDing Scholars	0.00	\$20,000
17180034	Restricted	Increase	11/3/2017	40111	2263	NSF BEST	0.00	\$43,055
17180035	Restricted	Maintenance	10/10/2017	40108	2355	NSF CC*DNI	0.00	\$0
17180036	Restricted	Maintenance	10/10/2017	41101	2725	High School Equivalent Program	0.00	\$21,516
17180037	Restricted	Maintenance	10/10/2017	41102	3052	College Assistance Migrant Progr	0.00	\$15,600
17180038	Unrestricted	Maintenance	10/10/2017	11000	2431	Instruction & General	0.00	\$0
17180039	Foundation	Increase	11/3/2017	36000	6300	Temporarily Restricted	0.00	\$5,000
17180040	Restricted	Increase	11/3/2017	41460	2355	Northern New Mexico STEM	0.00	\$2,150
17180041	Restricted	Decrease	11/3/2017	40103	2263	NSF DUE NMIMT	0.00	(\$4,958)
17180042	Unrestricted	Maintenance	10/10/2017	11012	2355	Department Discretionary	0.00	\$0
17180043	Foundation	Increase	11/3/2017	36000	6100	Temporarily Restricted	0.00	\$7,500
17180044	Restricted	Maintenance	10/10/2017	40106	2263	NM INBRE	0.00	\$0
17180045	Unrestricted	Maintenance	12/13/2017	11801	3501	Internal Services	0.00	(\$170,844)
17180046	Unrestricted	Maintenance	10/10/2017	11000	4202	Instruction & General	0.00	\$0
17180047	Unrestricted	Increase	11/3/2017	11000	2826	Instruction & General	0.00	\$5,000
17180048	Restricted	Decrease	11/3/2017	40104	2355	NSF DUE PEARL	0.00	(\$16,064)
17180049	Restricted	Increase	11/3/2017	92536	2826	GO Bond 2014 Library Allocation	0.00	\$9
17180050	Restricted	Decrease	11/3/2017	40110	2268	SWNRCT Program USDA	0.00	(\$23,104)
17180051	Restricted	Increase	11/3/2017	40112	2355	NSF INCLUDES	0.00	\$114,929
17180052	Restricted	Increase	11/3/2017	40113	2355	NSF EDUCERE	0.00	\$67,619
17180053	Restricted	Maintenance	10/10/2017	41103	3052	Upward Bound 2017	0.00	\$0
17180054	Restricted	Maintenance	10/12/2017	40106	2263	NM INBRE	0.00	\$0 <sup>28</sup>
17180055	Unrestricted	Maintenance	1/4/2018	11000	1020	Instruction & General	0.00	\$0 <sup>43</sup>
17180056	Restricted	Increase	11/3/2017	40114	2268	USDA OASCR	0.00	\$1,522

BAR No.	Fund Type	BAR Type	Approved	Fund	Org	Fund Title	FTE	Amount
17180057	Restricted	Maintenance	10/12/2017	11012	2212	Department Discretionary	0.00	\$0
17180058	Restricted	Increase	11/3/2017	41144	4201	Title III NRGSC-NNMC	0.00	\$61,996
17180059	Unrestricted	Maintenance	10/12/2017	11000	4011	Instruction & General	0.00	\$0
17180060	Unrestricted	Maintenance	10/26/2017	34000	4206	Foundation-Operating	0.00	\$0
17180061	Unrestricted	Maintenance	10/26/2017	12105	3121	Athletics Administration	0.00	\$0
17180062	Unrestricted	Maintenance	12/13/2017	11000	4206	Instruction & General	0.00	\$0
17180063	Restricted	Increase	11/3/2017	41103	3052	Upward Bound 2017	0.00	\$6,900
17180064	Unrestricted	Increase	11/3/2017	11011	2431	Nursing Enhancement	0.00	\$7,500
17180065	Restricted	Decrease	12/8/2017	11730	3421	Small Business Development Ctr	0.00	(\$51,051)
17180066	Unrestricted	Maintenance	11/16/2017	11000	2355	Instruction & General	0.00	\$0
17180067	Foundation	Maintenance	11/16/2017	34000	4206	Foundation-Operating	0.00	\$0
17180068	Foundation	Maintenance	11/16/2017	34000	4206	Foundation-Operating	0.00	\$0
17180069	Unrestricted	Maintenance	11/16/2017	11000	4202	Instruction & General	0.00	\$0
17180070	Unrestricted	Maintenance	12/1/2017	11000	2131	Instruction & General	0.00	\$0
17180071	Unrestricted	Maintenance	12/1/2017	11000	1005	Instruction & General	0.00	\$0
17180072	Restricted	Decrease	12/8/2017	40108	2355	NSF CC*DNI	0.00	(\$981)
17180073	Restricted	Decrease	12/8/2017	40113	2355	NSF EDUCERE	0.00	(\$28)
17180074	Restricted	Decrease	12/8/2017	41102	3052	College Assistance Migrant Progr	0.00	(\$222)
17180075	Restricted	Maintenance	12/1/2017	41170	2212	Alliance for Minority Participatio	0.00	\$0
17180076	Restricted	Decrease	12/8/2017	41458	2268	LANL Rio Arriba Internship Prog	0.00	(\$14,945)
17180077	Unrestricted	Transfer	12/8/2017	92532	4521	STB-2013 J. Montoya Renovation	0.00	\$0
17180078	Unrestricted	Increase		11012	1007	Department Discretionary	0.00	\$20,122
17180079	Restricted	Increase		41223	2811	C3 Initiative	0.00	\$15,535
17180080	Restricted	Maintenance	12/13/2017	41455	2263	The Grass Foundation	0.00	\$0
17180081	Unrestricted	Transfer		11000	2826	Instruction & General	0.00	\$0
17180082	Unrestricted	Maintenance	12/13/2017	11000	2871	Instruction & General	0.00	\$0
17180083	Foundation	Increase		36800	7401	Foundation SERPA End Investm	0.00	\$20,000
17180084	Unrestricted	Increase		83027	3281	Student Organizations	0.00	\$2,427 <sup>28</sup>
17180085	Unrestricted	Increase		92539	2826	GO Bond 2016 Library Allocation	0.00	\$17,090 <sup>43</sup>
17180086	Unrestricted	Maintenance	12/13/2017	11801	3501	Internal Services	0.00	\$0

BAR No.	Fund Type	BAR Type	Approved	Fund	Org	Fund Title	FTE	Amount
17180087	Unrestricted	Increase		11201	3041	Financial Aid Admin Cost Allowa	0.00	\$20,961
17180088	Unrestricted	Maintenance	1/4/2018	12105	3122	Athletics Administration	0.00	\$0
17180089	Restricted	Maintenance	1/4/2018	11730	3421	Small Business Development Ctr	0.00	\$0
17180090	Restricted	Maintenance	1/4/2018	41103	3052	Upward Bound 2017	0.00	\$0
17180091	Restricted	Maintenance	1/4/2018	41101	2725	High School Equivalent Program	0.00	\$0
17180092	Restricted	Maintenance	1/4/2018	41102	3052	College Assistance Migrant Progr	0.00	\$0
17180093	Unrestricted	Increase		11012	2811	Department Discretionary	0.00	\$5,246
17180094	Unrestricted	Maintenance	1/5/2018	11000	1005	Instruction & General	0.00	\$0
<b>BAR Net Total</b>							<b>0.00</b>	<b>\$1,073,617</b>

**Northern New Mexico College**  
**FY18 (2017-2018)**

**BAR Num 17180078**  
**Monday, December 04, 2017**

**Fund Type: Unrestricted**  
**BAR Type: Increase**

Fun Department Discretionary	Org Engineering	Category	Account	Description	FTE	Amount	
		Revenue	11012-2355-58001-604	Other Revenue	0.00	\$20,122	
<b>Total Revenue</b>						<b>0.00</b>	<b>\$20,122</b>
		Expense	11012-1007-71102-131	Advertising Expense	0.00	\$250	
		Expense	11012-1007-71123-131	Professional Development	0.00	(\$250)	
		Expense	11012-2355-61451-101	Student Salaries	0.00	\$5,850	
		Expense	11012-2355-71123-101	Professional Development	0.00	(\$549)	
		Expense	11012-2355-71123-101	Professional Development	0.00	\$4,989	
		Expense	11012-2355-71131-101	Supplies and Expense	0.00	(\$10,402)	
		Expense	11012-2355-71131-101	Supplies and Expense	0.00	\$122	
		Expense	11012-2355-71139-101	Project Activities	0.00	\$549	
		Expense	11012-2355-73105-101	Computer-Electr. 5000.00 and Over	0.00	\$10,402	
		Expense	11012-2355-73105-101	Computer-Electr. 5000.00 and Over	0.00	\$9,161	
<b>Total Expense</b>						<b>0.00</b>	<b>\$20,122</b>



Fun Department Discretionary  
Org Engineering

BAR Net Total Increase

0.00

\$20,122

<p>Vice President for Finance and Administration</p> <p>NNMC Board of Regents Representative</p>
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**Northern New Mexico College**

**BAR Num 17180079**

**FY18 (2017-2018)**

**Monday, December 04, 2017**

**Fund Type: Restricted**

**BAR Type: Increase**

Fun Indirect Cost Funds Org ABE Category	Account	Description	FTE	Amount
Revenue	11303-2811-80278-132	Transfer In Indirect	0.00	\$706
Revenue	41223-2811-54202-605	State Grant & Contract Revenue	0.00	\$14,829
<b>Total Revenue</b>			<b>0.00</b>	<b>\$15,535</b>
Expense	11303-1020-71951-131	Indirect Cost	0.00	\$706
Expense	41223-2811-61505-105	Other Salaries - Temp	0.00	\$11,680
Expense	41223-2811-62111-105	Medicare	0.00	\$56
Expense	41223-2811-62112-105	FICA	0.00	\$724
Expense	41223-2811-62121-105	Retirement - ERA	0.00	\$541
Expense	41223-2811-62141-105	Retiree Health Care - ERA	0.00	\$78
Expense	41223-2811-62181-105	Workers Compensation Insurance Bill	0.00	\$20
Expense	41223-2811-62190-105	Unemployment Compensation	0.00	\$23
Expense	41223-2811-72123-105	In-State Travel	0.00	\$1,000
Expense	41223-2811-80178-105	Transfer Out Indirect	0.00	\$706

Fun C3 Initiative  
Org ABE

Total Expense 0.00 \$15,535

BAR Net Total Increase 0.00 \$15,535

Vice President for Finance and Administration
NNMC Board of Regents Representative

**Northern New Mexico College**

**BAR Num 17180081**

Monday, December 04, 2017

**FY18 (2017-2018)**

**Fund Type: Unrestricted**

**BAR Type: Transfer**

Fun Instruction & General Org Library	Category	Account	Description	FTE	Amount
	Revenue	11000-2826-58001-111	Other Revenue	0.00	(\$5,000)
	Revenue	11012-2826-58001-604	Other Revenue	0.00	\$5,000
<b>Total Revenue</b>				<b>0.00</b>	<b>\$0</b>
	Expense	11000-2826-71131-111	Supplies and Expense	0.00	(\$2,500)
	Expense	11000-2826-71253-111	Honorariums	0.00	(\$2,500)
	Expense	11012-2826-71131-111	Supplies and Expense	0.00	\$2,500
	Expense	11012-2826-71253-111	Honorariums	0.00	\$2,500
<b>Total Expense</b>				<b>0.00</b>	<b>\$0</b>



**Northern New Mexico College**

**BAR Num 17180083**

**FY18 (2017-2018)**

**Tuesday, December 05, 2017**

**Fund Type: Foundation**

**BAR Type: Increase**

**Fun Foundation SERPA End Invesetments Temp Position**

**Org Foundation Serpa**

Category	Account	Description	FTE	Amount
Revenue	36800-7401-58001-301	Other Revenue	0.00	\$20,000
<b>Total Revenue</b>				<b>\$20,000</b>
Expense	36800-7401-71311-301	Other	0.00	\$20,000
<b>Total Expense</b>				<b>\$20,000</b>
<b>BAR Net Total Increase</b>				<b>\$20,000</b>

Vice President for Finance and Administration

NNMC Board of Regents Representative

**Northern New Mexico College  
FY18 (2017-2018)**

BAR Num 17180084  
Wednesday, December 06, 2017

**Fund Type: Unrestricted  
BAR Type: Increase**

Fun	Org	Category	Account	Description	FTE	Amount	
Student Organizations	SNA-Student Nursing Assoc	Revenue	83027-3281-58001-151	Other Revenue	0.00	\$1,647	
		Revenue	83027-3281-58002-151	Prior Year Revenue	0.00	\$780	
<b>Total Revenue</b>						<b>0.00</b>	<b>\$2,427</b>
		Expense	83027-3281-71131-151	Supplies and Expense	0.00	\$780	
		Expense	83027-3281-71131-151	Supplies and Expense	0.00	\$1,647	
<b>Total Expense</b>						<b>0.00</b>	<b>\$2,427</b>
<b>BAR Net Total Increase</b>						<b>0.00</b>	<b>\$2,427</b>

Vice President for Finance and Administration

NNMC Board of Regents Representative

**Northern New Mexico College**

**FY18 (2017-2018)**

**Fund Type: Unrestricted**

**BAR Type: Increase**

**BAR Num 17180085**

**Thursday, December 07, 2017**

**Fun GO Bond 2016 Library Allocation**

**Org Library**

<b>Category</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Amount</b>
Revenue	92539-2826-53250-960	GOB Drawdowns	0.00	\$17,090
<b>Total Revenue</b>				<b>\$17,090</b>
Expense	92539-2826-71582-960	Library Service Lease	0.00	\$6,400
Expense	92539-2826-73104-960	Electronics-Computer up to 4999.99	0.00	\$10,690
<b>Total Expense</b>				<b>\$17,090</b>
<b>BAR Net Total Increase</b>			<b>0.00</b>	<b>\$17,090</b>

Vice President for Finance and Administration

NNMC Board of Regents Representative



**Northern New Mexico College  
FY18 (2017-2018)**

**BAR Num 17180087  
Monday, December 11, 2017**

**Fund Type: Unrestricted  
BAR Type: Increase**

Fun Financial Aid Admin Cost Allowance  
Org Financial Aid Administration

Category	Account	Description	FTE	Amount
Revenue	11201-3041-89999-124	Fund Balance Budgeted	0.00	\$20,961
<b>Total Revenue</b>				<b>\$20,961</b>
Expense	11201-3041-61505-124	Other Salaries - Temp	0.00	\$890
Expense	11201-3041-62111-124	Medicare	0.00	\$10
Expense	11201-3041-62112-124	FICA	0.00	\$30
Expense	11201-3041-62151-124	Health Insurance	0.00	\$30
Expense	11201-3041-62152-124	Dental Insurance	0.00	\$15
Expense	11201-3041-62153-124	Vision Insurance	0.00	\$15
Expense	11201-3041-62161-124	Basic Life	0.00	\$10
Expense	11201-3041-71110-124	Dues and Membership	0.00	\$2,400
Expense	11201-3041-71123-124	Professional Development	0.00	\$425
Expense	11201-3041-71131-124	Supplies and Expense	0.00	\$1,157
Expense	11201-3041-71552-124	IS Motor Pool Services	0.00	\$379
Expense	11201-3041-72123-124	In-State Travel	0.00	\$1,500

**Fun Financial Aid Admin Cost Allowance**  
**Org Financial Aid Administration**

Expense	11201-3041-72124-124	Out-of-State Travel	0.00	\$6,000
Expense	11201-3041-73104-124	Electronics-Computer up to 4999.99	0.00	\$8,100
<b>Total Expense</b>			<b>0.00</b>	<b>\$20,961</b>

**BAR Net Total Increase**

**0.00**      **\$20,961**

Vice President for Finance and Administration

NNMC Board of Regents Representative

**Northern New Mexico College  
FY18 (2017-2018)**

BAR Num 17180093  
Friday, December 15, 2017

**Fund Type: Unrestricted  
BAR Type: Increase**

Fun Org	Department Discretionary ABE	Account	Description	FTE	Amount
Revenue	11012-2811-58001-604		Other Revenue	0.00	\$5,246
<b>Total Revenue</b>				<b>0.00</b>	<b>\$5,246</b>
Expense	11012-2811-71131-122		Supplies and Expense	0.00	\$746
Expense	11012-2811-71136-122		Test and Testing Service	0.00	\$4,500
<b>Total Expense</b>				<b>0.00</b>	<b>\$5,246</b>
<b>BAR Net Total Increase</b>				<b>0.00</b>	<b>\$5,246</b>

Vice President for Finance and Administration
NNMC Board of Regents Representative

# NORTHERN New Mexico College



## MEMORANDUM

**To:** Board of Regents  
Northern New Mexico College

**From:** Ivan Lopez, Provost and VPAA

**Date:** January 12, 2018

**Re:** Out-of-Country Travel Request for NNMC Professor Dr. Mario Izaguirre-Sierra

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### Issue

Out-of-the-Country Travel Request approval for Professor, Dr. Mario Izaguirre-Sierra, to present a seminar at the “Instituto de Biomedicina” in Sevilla, Spain.

### Overview

Pending the official invitation, Dr. Mario Izaguirre-Sierra, Biology faculty member from College of Arts and Sciences, is requesting permission to conduct a seminar on Cajal Bodies and Plants as Model Systems at the “Institution de Biomedicina” in Sevilla, Spain, between March and May 2018. Dr. Izaguirre-Sierra still needs final confirmation from the host. In case the invitation becomes official, the host will pay for this request. Dr. Izaguirre-Sierra will pay for any additional expenses out-of-pocket.

### Recommendation

I recommend the Board of Regents approve Dr. Izaguirre-Sierra’s request to travel to Sevilla, Spain to conduct this seminar.