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2018

### October 9, 2018 Finance and Facilities (F&F) Committee Meeting

Senior Vice President for Finance and Administration

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**THE UNIVERSITY OF NEW MEXICO**  
**Board of Regents' Finance and Facilities Committee (F&F)**  
**October 9, 2018 – Meeting Summary**

**Committee Members Present:** Regent Marron Lee, Regent Tom Clifford, and Regent Rob Doughty

**Administration Present:** Garnett Stokes, UNM President

**Non-Voting Members Present:** Regent Michael Brasher

**Presenters in Attendance:** Marcos Roybal, Purchasing; Norma Allen, OPBA; Nicole Dopson, Academic Affairs; Vahid Staples, OPBA; Ava Lovell, Health Sciences Center (HSC) Finance and Administration; Dr. Alice Letteny, UNM-Valencia; Cynthia Rooney, UNM-Los Alamos; Dr. James Malm, UNM-Gallup; Dr. Patrick Valdez, UNM-Taos; Eddie Nunez, Athletics; Rob Robinson, Athletics; Terry Babbit, President's Office; and Rich Wood, Academic Affairs

**ACTION ITEMS:**

1. **Call to Order, Confirmation of a Quorum, and Adoption of Agenda.** Regent Lee called the meeting to order at 12:33 p.m. in Scholes Hall, Roberts Room, and confirmed that a quorum was established. **Regent Doughty moved to adopt the agenda and Regent Clifford seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
2. **Approval of Finance and Facilities Committee Meeting Summary from September 4, 2018.** **Regent Clifford moved to approve and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
3. **Approval of Disposition of Surplus Property for Main Campus for September 2018.** Marcos Roybal gave the presentation. Regents' approval was requested for the disposition of surplus property for the month of September 2018. Items listed in the E-Book are obsolete or beyond repair. **Regent Clifford moved to approve and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
4. **Approval of FY18 Main, HSC, and Branch Campuses, Categorization of Reserves Report, Pursuant to UAP 7000.** Norma Allen, Nicole Dopson, Vahid Staples, and Ava Lovell gave the presentation. Regent's approval was requested for the FY18 Main, HSC, and branch campuses' Categorization of Reserves report, pursuant to UAP 7000. The reports are detailed in the E-Book.

Discussion covered the units that were as noted having a deficit on the report. Regent Clifford requested a copy of the deficit reduction plans for review. Ms. Dopson and Ms. Lovell will forward a copy of the plans to Regent Clifford.

Regent Clifford inquired if Sandoval Regional Medical Center (SRMC) records were included in the report. Ms. Lovell explained SRMC records were not included because the reporting of reserves for the component units is not a requirement of HED nor for UAP 7000. Regent Clifford requested reserve fund reports for SRMC and other components which were not included in the presentation. Regent Clifford inquired about committed, dedicated, and discretionary funds related to restricted and unrestricted funds. Ms. Lovell explained the committed, dedicated, and discretionary terms are used for the University's internal categorization of reserves, and the restricted and unrestricted terms are used when reporting to

HED. Regent Clifford noted the importance of knowing the differences between the University and HED reports. Regent Clifford requested definitions and descriptions of terms used to identify the types of funds cited in reports.

Branch campus presidents provided an overview of unrestricted reserve funds and the planned use for each campus. Regent Clifford requested enrollment trends, budget reports, source of campus reserves, and expenditure plans from each branch campus. **Regent Clifford moved this item forward without recommendation and Regent Doughty seconded. The motion was passed by unanimous vote with a quorum of committee members present and voting.**

- 5. Recommendations for Consent Agenda Items on Full Board of Regent's Agenda.** Regent Lee recommended item 3 to be placed on the full Board of Regents' consent agenda. Regent Lee recommended action item 4 be placed as a non-consent item on the full Board of Regents' agenda.

### **INFORMATION ITEMS:**

- 6. Monthly Athletics' Report on Revenue, Expenditures, and Compliance.** Eddie Nunez, Rob Robinson, and Nicole Dopson gave the presentation. Mr. Nunez provided an overview on achievements, community involvement, and trends in Athletics. Mr. Robinson described the monthly revenues and expenses compared to the original and revised budget for FY19. Ms. Dopson gave an overview of scholarships and Title IX. The reports are detailed in the E-Book.
- 7. Update Regarding 2018-2019 Enrollment Data and Tuition and Fee Implications.** Terry Babbitt gave the presentation. Discussion was held on student recruitment and retention strategies. Regent Clifford noted parental/family communication could be improved, and he requested to review communication plans that support the retention of students. The presentation is detailed in the E-Book.
- 8. Discussion on Use of Reserves as Mitigation for Tuition Shortfall/BAR.** Rich Wood gave the presentation. Approaches to manage the budget shortfall were discussed. Regent Clifford commented on the need to prioritize where cuts will be made, and Regent Doughty commented on the importance of stakeholder involvement for evaluating and determining next steps. The presentation is detailed in the E-Book.
- 9. Faculty Salary Update.** Rich Wood gave the presentation. Regent Clifford recommended that future presentations on the status of faculty salaries and reports be made more comprehensive and should include details, such as cost of living and comparisons of pay at different levels of title and seniority. President Stokes commented the University competes in a national market when recruiting and retaining faculty, and she explained more work needs to be done in gathering data for management of resources. Regent Clifford inquired if course offerings are aligned to meet student needs. Discussion was held on the management and planning of course offerings. Regent Clifford requested a report on the number and frequency of course offerings. Mr. Babbit and Mr. Wood will provide the reports. Regent Lee inquired about the status of the dashboard report that tracks student progress, and she suggested a future presentation for the committee. The presentation is detailed in the E-Book

### **COMMENTS:**

There was no public comment.

**EXECUTIVE SESSION:**

- A. Vote to close the meeting and proceed into executive session.  
**Regent Clifford voted to close the meeting and proceed into executive session and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
- B. Discussion and determination where appropriate of potential purchase, acquisition, or disposal of real property, *pursuant to Section 10-15-1. H (8), NMSA (1978)*.
- C. Vote to re-open the meeting.  
**Regent Clifford voted to re-open the meeting and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**
- D. Certification that only those matters described in paragraph B above were discussed in executive session, and any matter discussed in executive session will, if necessary, be subsequently ratified in the open session of the public meeting.

**Regent Clifford moved to adjourn at 3:34 p.m., and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**