

**New Mexico Military Institute
Board of Regents
Open Meeting 0800 19 October 2018
Board of Regents Conference Room, Lusk Hall – Roswell, NM**

MINUTES

The Board of Regents of New Mexico Military Institute telephonically met at 0800 on Friday 19 October 2018 at New Mexico Military Institute, Board of Regents Conference Room, Lusk Hall – Roswell, NM

Call to Order:

COL Timothy Paul called the meeting to order.

Pledge of Allegiance

Regents Present:

COL Timothy Paul; President

COL Barbara Trent; Vice President – attended telephonically

Mr. Stirling Spencer; Secretary

Mr. Bradford Christmas; Member

Mr. Phillip Ingram; Member

ITEM 1 Approval of Agenda

COL Timothy Paul called for a Motion to approve the Agenda as presented for the 19 October 2018 meeting. Mr. Brad Christmas made a Motion to approve the agenda as presented. Seconded by Mr. Stirling Spencer.

COL Timothy Paul - For, COL Barbara Trent – For, Mr. Stirling Spencer – For, Bradford Christmas – For, Phillip Ingram – For.

ITEM 2 Approval of 30-31 July 2018 Minutes

COL Timothy Paul called for a Motion to approve the 30-31 July 2018 minutes as presented. Mr. Brad Christmas made a Motion to approve the minutes as presented. Seconded by Mr. Stirling Spencer.

COL Timothy Paul - For, COL Barbara Trent – For, Mr. Stirling Spencer – For, Bradford Christmas – For, Phillip Ingram – For.

ITEM 3 Approval of Fixed Assets

COL Judy Scharmer approached the governing board seeking approval for the Fixed Asset Certification as of June 30, 2018. Each year NMMI is required to record the fixed assets after an assessment and audit. The certification has been reviewed by NMMI's Fixed Asset Disposition Committee.

Once approved the certification must be signed to fulfill the State Auditor's requirement.

Mr. Stirling Spencer made the motion to approve the fixed asset certification as presented. Seconded by Mr. Phillip Ingram.

COL Timothy Paul - For, COL Barbara Trent – For, Mr. Stirling Spencer – For, Bradford Christmas – For, Phillip Ingram – For.

ITEM 4 **Approval of the MOA between NMMI and the State of Sinoloa, MX**

COL Timothy Paul called for a Motion to approve the MOA between NMMI and State of Sinoloa, MX as presented with modifications to item 4. Mr. Phillip Ingram made a Motion to approve the MOA between NMMI and State of Sinoloa, MX as presented with modifications to item 4. Seconded by Mr. Bradford Christmas.

COL Barbara Trent – For, Mr. Stirling Spencer – For, Bradford Christmas – For, Phillip Ingram – For.

ITEM 5 **Approval of Admissions SOP Revision – ACT/SAT test optional**

COL Timothy Paul called for a Motion to approve the Admissions SOP Revision – ACT/SAT test optional as presented.

Mr. Stirling Spencer made a Motion to approve the Admissions SOP Revision – ACT/SAT test optional as presented. Seconded by Mr. Brad Christmas.

COL Barbara Trent – For, Mr. Stirling Spencer – For, Bradford Christmas – For, Phillip Ingram – For.

ITEM 6 **Review and Action regarding the Admissions standard for “Criminal Record”**

Item was tabled.

ITEM 7 **Approval of the Annual Audit Plan**

1. Follow Up on 2016 Review of Golf Course.
2. Follow Up on 2017 Travel Expenses Limited Review.
3. Limited Review on Godfrey Athletic Center Revenue.
4. Limited Review athletic grant-in-aid (AGA).
5. Audit of Cadet Activity funds (annual request).
6. Audit of Payroll Reports.
7. Audit of Title IX Compliance.
8. Audit of IT Compliance.
9. Assist with gathering information for the upcoming Accreditation.
10. Perform budget to actual comparison of operational activities on a sporadic basis throughout the year.

11. Perform formal follow-up procedures relating to internal or external audit findings.
12. Conduct periodic reviews or analysis of various financial information/records to assess the reliability of the data and to monitor the implementation of established procedures or policies.
13. Assist the audit effort of the external auditors.
14. Maintain audit resource materials and participate in continuing education programs in order to stay updated on changes in the industry.
15. Other requests for services and assistance will be provided as directed.

Mr. Phillip Ingram made the motion to approve the annual audit plan as presented. Seconded by Mr. Stirling Spencer.

COL Timothy Paul - For, COL Barbara Trent – For, Mr. Stirling Spencer – For, Bradford Christmas – For, Phillip Ingram – For.

ITEM 8 **Superintendent Update**

MG Grizzle updated the governing board on academics, athletics, alumni trips, and important events happening at NMMI.

ITEM 9 **Messages from the board**

None.

ITEM 10 **Confirmation of next meeting/adjourn**

Mr. Phillip Ingram made the motion to adjourn. Seconded by Mr. Stirling Spencer.

COL Timothy Paul – For, COL Barbara Trent – For, Mr. Stirling Spencer – For, Bradford Christmas – For, Phillip Ingram – For.

For the Board of Regents

COL Timothy Paul, President

ATTEST:

Stirling Spencer, Secretary/Treasurer