

**New Mexico Military Institute
Board of Regents
Special Meeting 1300 15 May 2020
Open Zoom Meeting**

MINUTES

The Board of Regents of New Mexico Military Institute met at 1300 on Friday, 15 May 2020 via Zoom for an open meeting.

NOTE – Due to the current COVID-19 situation and the New Mexico Governor’s orders pertaining to gathering limitations, travel, social distancing and stay-at-home orders, this special meeting was conducted via Zoom.

Call to Order:

COL Tim Paul called the meeting to order.

Regents Present:

COL Tim Paul; President

COL Barbara Trent; Vice President

Mr. Bradford Christmas; Secretary/Treasurer

Dr. Cedric Page; Member

Regents Absent:

Mr. John Garcia; Member

ITEM 1 Approval of Agenda

COL Timothy Paul called for a Motion to approve the Agenda as presented for the 15 May 2020 meeting. Mr. Brad Christmas made a Motion to approve the agenda as presented. Seconded by COL Barbara Trent.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 2 Approval of 19 December 2019 Meeting Minutes

COL Timothy Paul called for a motion to approve the 19 December 2019 Meeting Minutes. Mr. Brad Christmas made a Motion to approve the minutes as presented. Seconded by Dr. Cedric Page.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 3 Approval of 17 April 2020 Meeting Minutes

COL Timothy Paul called for a motion to approve the 17 April 2020 Meeting Minutes. COL Barbara Trent made a Motion to approve the minutes as presented. Seconded by Mr. Brad Christmas.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 4 **Graduation Waiver**

Graduation Waiver was not presented/needed.

ITEM 5 **Approval of Spring 2020 Graduates**

MAJ Chris Wright approached the governing board seeking approval of the Spring 2020 graduates. (Ref. BOR Policy, 6.3 Duties and Functions of the Board, 7. Approve the curriculum, catalog, and all degrees awarded by New Mexico Military Institute.)

Total HS/JC Graduation Candidates: 188
Average Graduate Cumulative GPA: HS - 3.17; JC - 3.06

COL Timothy Paul called for a motion to approve the Spring 2020 Graduates. COL Barbara Trent made a Motion to approve the Spring 2020 Graduates as presented. Seconded by Dr. Cedric Page.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 6 **Approval of 5-year Capital Project Plan**

Mr. Kent Taylor seeking approval of the 5-year Capital Project Plan. Each year the Secretary of the Higher Education Department (HED) requires each HED institution to submit a Capital Projects Priority Plan of the next five years. It is a requirement that the plan be submitted no later than June 1. NOTE: NMMI has received HED guidance that only Safety and Security measures will be considered this year.

COL Timothy Paul called for a Motion to approve the 5-year Capital Project Plan as presented. COL Barbara Trent made a Motion to approve the 5-year Capital Project Plan as presented. Seconded by Mr. Brad Christmas.

ITEM 7 **Approve Operating Budget**

A. 2019 – 2020 Budget Revisions (unrestricted and restricted)

COL Judy Scharmer approached the governing board and explained that HED requires a final BAR due on May 1. Note: HED has extended the Final BAR due date from May 1 to May 15. A BAR allows NMMI to revise the original budget submitted to HED to reflect any significant changes. COL Scharmer and the Finance Committee have reviewed the BAR for FY 19/20 in detail.

COL Timothy Paul called for a Motion to approve the 2019 – 2020 Budget Revisions (unrestricted and restricted) as presented. Mr. Brad Christmas made a Motion to approve the 2019 – 2020 Budget Revisions (unrestricted and restricted) as presented. Seconded by COL Barbara Trent.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

B. 2020 – 2021 Budget

Significant 2020 – 2021 Initiatives:

- COVID – 19 Expected Impact
 - 10% reduction in enrollment associated revenue
 - PPE and related expenses
 - Recovery of laptops and other NMMI property
 - Freeze salary increases
 - Temporary hiring freeze on current vacancies and new positions (Procurement Office & HR Analysts)
- Use of reserves to cover Godfrey Athletic Center and Debt Service
- Minor Capital Budget Reduced
- Closely monitor further COVID-19 impacts

Significant 2020 – 2021 Capital Outlay Initiatives:

- Cahoon Hall \$18M - Phase II
- Sink Room renovations - RFP for construction.
- JRT Hall – scheduled to mobilize and begin demolition in the bowling area at the end of May.
- Obstacle Course - HED approved the project. RFP out for bid.
- EPC continues

COL Timothy Paul called for a Motion to approve the 2020 – 2021 Budget as presented. COL Barbara Trent made a Motion to approve the 2020 – 2021 Budget as presented. Seconded by Mr. Brad Christmas.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

C. 2021 – 2022 Preliminary Budget Projection

COL Judy Scharmer also requested the approval for the 2021 - 2022 Preliminary Budget Projection. The 2021 2022 Budget initiatives and RPSP documents are to be submitted to HED on or before November 1, 2020.

Projected 21/22 Initiatives

HED requires the Regents to approve recurring appropriations for the 2022 year.

- Request of recurring appropriations for:
 - Knowles Scholarships (\$1,575,500)
 - Athletics to cover transportation costs (\$600,000)
- Other budget assumptions for 21/22
 - Continue Integration of Strategic Plan to Budget.
 - LGPF distribution @ 5.0% (LGPF MV \$17Billion)

- Continue to maintain minimum operating fund balance of \$5M.
- Annual debt service of \$1.5M.

COL Timothy Paul called for a Motion to approve the 2021 – 2022 Preliminary Budget Projection as presented. Mr. Brad Christmas made a Motion to approve the 2021 – 2022 Preliminary Budget Projection as presented. Seconded by COL Barbara Trent.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 8 **Review of 6/30/2019 Audited Financial Statements**

Axiom representative briefed the board on the audited financial statements ending 6/30/19.

ITEM 9 **Approval of Distance Learning Tuition and Fees**

COL Judy Scharmer requested the approval of the proposed REMOTE/ONLINE Tuition for FY21.

North American \$10,000

International \$16,200

Note: This will only be executed if travel restrictions prevent cadet in-person attendance.

COL Timothy Paul called for a Motion to approve the Distance Learning Tuition and Fees as presented. COL Barbara Trent made a Motion to approve the Distance Learning Tuition and Fees as presented. Seconded by Dr. Cedric Page.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 10 **Approval of NMMI Honorary Alumni Award**

BG Doug Murray has submitted a request with MG Grizzle’s approval for the BOR to consider an Honorary Alumna Award for COL (NMMI) George Brick effective upon his retirement from NMMI June 30, 2020.

Ref. BOR Policy - 10.3 President's Honorary Alumna Award (revision 02212017a) Honorees are non-NMMI graduates who are chosen because of their unique contributions, reputation, devotion and service to NMMI that singularly qualify them for special recognition as members of the NMMI community and family. The award is bestowed only upon the most worthy individuals, and therefore is not awarded every year. The award shall not be presented to current employees or students. The award requires a majority vote of the Board of Regents and qualifies the recipient to full alumni rights and privileges.

COL Timothy Paul called for a Motion to approve the NMMI Honorary Alumni Award as presented. Mr. Brad Christmas made a Motion to approve the NMMI Honorary Alumni Award as presented. Seconded by COL Barbara Trent.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 11 **Age Waiver Request**

COL Jose Barron, AD, and LTC Joe Forchtner, head JC football coach, asked the governing board for three age waivers. LTC Jon Graff, Commandant, has no issues with the age of the three applicants and adjustment to corps of cadets.

COL Timothy Paul called for a Motion to approve the age waiver as presented. COL Barbara Trent made a Motion to approve the age waiver as presented. Seconded by Dr. Cedric Page.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 12 **Internal Auditor Contract**

Approval on the employment contract for CPT Ma Eva Heacox for the 2010-2021 year as presented.

COL Timothy Paul called for a Motion to approve the Internal Auditor’s contract as presented. Mr. Brad Christmas made a Motion to approve the Internal Auditor’s contract as presented. Seconded by COL Barbara Trent.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

ITEM 13 **Superintendent Update**

MG Jerry Grizzle, Superintendent/President, updated the governing board with NMMI’s response and preparation for the Fall 2020 term due to the COVID-19.

ITEM 14 **Messages from the Board**

Thanked NMMI staff and faculty for the hard work with the planning and adjusting to COVID-19.

ITEM 15 **Confirmation of Next Meeting Date 1400hrs – July 9, 2020 Lusk Hall, BOR Conference Room. NOTE – Combined meeting date with NMMI Foundation Board of Trustees. NMMI Foundation Trustee meeting Luna Hall, Funk Conference Room at 1000hrs followed by invitation luncheon 1200hrs.**

ITEM 16 **Adjourn**

COL Timothy Paul called for a Motion to adjourn. Mr. Brad Christmas made a Motion to adjourn. Seconded by COL Barbara Trent.

COL Timothy Paul - For, COL Barbara Trent – For, Bradford Christmas – For, Dr. Cedric Page – For.

For the Board of Regents

COL Timothy Paul, President

ATTEST:

Bradford Christmas, Secretary/Treasurer