

THE UNIVERSITY OF NEW MEXICO
Board of Regents' Finance and Facilities Committee (F&F)
January 8, 2019 – Meeting Summary

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

Administration Present: Garnett Stokes, University President and Dr. Craig White, Senior Vice President for Finance and Administration

Presenters in Attendance: Bruce Cherrin, Purchasing; Lisa Marbury, Institutional Support Services; Susan Rhymer, KNME; Lea Briggs, CULLS; Fran Wilkinson, CULLS; Ying-Bing Jiang, Chemical Engineering; Elizabeth Metzger, Financial Services Division; Eddie Nunez, Athletics; Terry Babbitt, Enrollment Management; Julie Coonrod, Civil Engineering Graduate Studies; Tom Neale, Real Estate; Connie Beimer, Government Relations; Mathew Munoz, Government Relations; Norma Allen, OPBA; and Chien-Chih Yeh, Internal Audit

ACTION ITEMS:

- 1. Call to Order, Confirmation of a Quorum, and Adoption of Agenda.** Regent Lee called the meeting to order at 12:36 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 December 4, 2018.** **Regent Doughty moved to approve and Regent Clifford 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 December 2018.** Bruce Cherrin gave the presentation. Regents' approval was requested for the disposition of surplus property for the month of December 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 Request for:**
 - a. Project Construction for KNME-TV Americans Disabilities Act (ADA) Stand-Alone Exterior Elevator.** Lisa Marbury and Susan Rhymer gave the presentation. Regents' approval was requested for the project construction for the KNME-TV ADA stand-alone exterior elevator. The new elevator will provide access to the second and third floors of the TV station. The current access to these floors does not comply with ADA guidelines. Discussion was held on the requirements for entry into the building and for relocating KNME to another site. Regent Clifford requested a Facility Condition Index (FCI) for the building, and he requested the estimated costs associated with the relocation of KNME. The report is detailed in the E-book. This request was approved pending review of the requested information. **Regent Doughty**

moved to approve and Regent Lee seconded. Regent Clifford abstained. The motion passed by majority vote with a quorum of committee members present and voting.

b. Project Construction for South Campus Repository. Lisa Marbury, Lea Briggs, and Fran Wilkinson gave the presentation. Regents' approval was requested for the construction of the book repository for the south campus library. Discussion was held on the retention procedures for library materials and the source of funding for the project. The Regents requested the retention policy for library materials, user rates, itemized expense reports for the project, and the Building Renewal & Replacement (BR&R) budget. The report is detailed in the E-book. This request was approved pending review of the requested information. **Regent Lee moved to approve and Regent Doughty seconded. Regent Clifford abstained. The motion passed by majority vote with a quorum of committee members present and voting.**

5. Approval of Purchase of a JEOL Transmission Electron Microscope. Bruce Cherrin and Dr. Ying-Bing Jiang gave the presentation. Regents' approval was requested for the purchase of a JEOL transmission electron microscope for \$2.5M. The funding sources for this instrument are from both the National Sciences Foundation (\$1.75M) and UNM (\$750K). The report is detailed in the E-book. **Regent Clifford moved to approve and Regent Doughty seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.**

6. Recommendations for Consent Agenda Items on Full Board of Regent's Agenda. Regent Lee recommended items 3 and 5 be placed on the full Board of Regents' consent agenda.

INFORMATION ITEMS:

7. Monthly Consolidated Financial Report for the Month Ended November 30, 2018. Elizabeth Metzger presented the Monthly Consolidated Financial Reports through November 30, 2018. Regent Clifford inquired about the FY20 preliminary budget adjustment request submitted to the Higher Education Department (HED). Norma Allen responded that the FY20 preliminary budget information was submitted in November 2018. The Regents requested copies of the documents that were submitted to HED. Discussion was held on auditing reserve accounts at the University. Regent Doughty and Regent Clifford requested Internal Audit to develop a design methodology to audit reserve accounts. The requested design methodology is to be presented at the Audit and Compliance meeting in February 2019. The financial reports are detailed in the E-book.

8. Monthly Athletics' Report on Revenue, Expenditures, and Compliance. Eddie Nunez and Rob Robinson gave the presentation. Mr. Robinson presented the monthly revenues and expenses compared to the original and revised budget through November 30, 2018 year-to-date (YTD). This report compares the FY19 budget to monthly actuals and FY19 YTD monthly actuals to prior YTD monthly actuals. Mr. Nunez provided the highlights of achievements for the women's track team. The reports are detailed in the E-book.

9. Status of Financial Positions at UNM Main Campus:

- a. **Athletics CFO/Interim.** Eddie Nunez gave a brief update on the vacant position. The job description is being reviewed and may be posted as early as next week.
- b. **Internal Auditor/Interim.** Terry Babbit gave a brief update on the vacant position. Chien-chih Yeh was appointed the Interim Internal Audit Manager until the end of the month. Candidates will be presented to the audit committee for approval.
- c. **Senior Vice President for Finance and Administration.** Terry Babbitt and Julie Coonrod gave a brief update on the vacant position. Four candidates will be selected for a site visit in March or April 2019.

10. Update on Albuquerque Institute for Mathematics and Science (AIMS).

Tom Neale gave a verbal presentation. Discussion was held on the progress of the relocation plans for AIMS. An ideal location was located, and a letter of intent was submitted to the property owner. A response from the property-owner is expected later in the week.

11. Update on UNM Ticketing. Bruce Cherrin gave a verbal presentation on the status of UNM Ticketing. Paciolan, LLC was awarded the contract, and a discussion was held on the features provided by the ticketing system.

12. Update on 2019 Legislative Session. Connie Beimer and Mathew Munoz gave a verbal presentation. Discussion was held on legislative activities.

COMMENTS:

There was no public comment.

EXECUTIVE SESSION:

No executive session was held.

Regent Doughty moved to adjourn at 2:16 p.m., and Regent Clifford seconded. The motion passed by unanimous vote with a quorum of committee members present and voting.