

New Mexico Highlands University  
Board of Regents Meeting  
Margaret J. Kennedy Alumni Hall  
NMHU Main Campus  
Las Vegas, NM 87701  
January 27, 2010 at 9:00 am

1. Call to Order – Chairman Leveo V. Sanchez
2. Roll Call
3. Approval of Agenda for January 27, 2010
4. Approval of the Minutes from October 28, 2009 and November 3, 2009
5. 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; (3) real estate acquisition or disposal. Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(5)&(8)
6. Vice President for Academic Affairs Report – Dr. Gilbert Rivera
  - a. Faculty Handbook Changes – Action Item
  - b. Informational Items
7. Vice President for Student Affairs Report – Ms. Judy Cordova-Romero
  - a. Informational Items
8. Vice President for Finance and Administration Report – Dr. William Taylor
  - a. FY09 Audit Report – Action Item
  - b. Quarterly Report – Action Item
  - c. Acquisition of Property – Action Item
    - 1010 9<sup>th</sup> Street
    - 1014 9<sup>th</sup> Street
  - d. DOT Co-op Agreement – Action Item
  - e. Albuquerque Lease – Action Item
  - f. Informational Items
9. Faculty Senate Report – Dr. Maureen Romine
10. Staff Advisory Senate Report – Ms. Maxine Salas
11. Student Senate Report – Mr. Wade Lopez
12. Graduate Student Senate Report – Mr. Simon Cao
13. Persons Wishing to Address the Board

14. President's Report – Dr. James Fries
  - a. Hope and Related Scholarships – Action Item
  - b. NMHU License Plates – Action Item
  - c. Budget/Legislative Overview
  - d. Naming Policy
  - e. Informational Items
  
15. Campus Planning
  - a. Master Plan – Studio Insite Architects
  - b. Student Union – Studio Southwest Architects
  
16. Adjournment

**New Mexico Highlands University  
Board of Regents Meeting  
January 27, 2010**

The New Mexico Highlands University Board of Regents met on January 27, 2010 at the Margaret J. Kennedy Alumni Hall, on the New Mexico Highlands University main campus in Las Vegas, New Mexico. Chairman Sanchez called the meeting to order at 9:20 am.

**Attendance**

Board Members Present: Mr. Leveo V. Sanchez, Mr. Pete Aguilar, Ms. Nancy R. Long, and Mr. Jesus L. López.

Board Members Absent: Mr. Gregory A. Rael.

Administrative Personnel Present: Dr. James Fries, President; Dr. Gilbert Rivera, Vice President for Academic Affairs, Dr. William Taylor, Vice President for Finance & Administration, and Ms. Judy Cordova-Romero, Vice President for Student Affairs.

Others Present: Dr. Maureen Romine, Faculty Senate Chair; Ms. Maxine Salas, Staff Advisory President; Mr. Wade López, ASNMHU President; Ms. Carolina Garduño, Executive Administrative Assistant; and numerous other individuals in the audience, including faculty, staff, students, community representatives, and media. The Board meeting was broadcast live via instructional television video to the NMHU Farmington, Rio Rancho, Santa Fe, and Raton Centers, and over the KEDP Radio Station.

**Approval of Meeting Agenda for January 27, 2010**

Regent Long moved to approve the January 27, 2010 agenda. Regent Aguilar seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

**Approval of the Minutes from October 28, 2009 and November 3, 2009**

Regent López moved to approve the minutes from October 28, 2009 and November 3, 2009 as presented. Regent Long seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

**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; (3) real estate acquisition or disposal. Pursuant to provisions of NMSA 1978, 10-15-1 (H)(2)(5)&(8).** Regent López moved to enter into executive session for the sole purpose of discussing the items listed. A roll call was taken and voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion carried and the Board went into executive session at 9:22 a.m.

Regent López moved to come out of executive session into open session and stated that only those items specified under the executive session item were discussed and that no action was

taken. Regents present confirmed. Regent Long seconded the motion. A roll call was taken and voting in favor of coming out of executive session into regular session were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion carried unanimously and the meeting was called back to order at 10:33 a.m.

Regent López congratulated Regents Aguilar and Rael on their confirmation as NMHU Regents by the New Mexico State Senate.

Regent López commended President Fries for the improved stability, progress and morale amongst the faculty, staff and students at NMHU. Regent López stated that the Board had made it a policy to not, either collectively or individually, interfere in the day to day operations of the university.

**Vice President for Academic Affairs Report – Dr. Gilbert Rivera**  
**Faculty Handbook Changes – Action Item**

Vice President Rivera provided an overview of the proposed faculty handbook changes (**Attachment A**). Vice President Rivera informed the Board that the changes were approved by the Faculty Senate At Large.

Regent Long moved to approve the Faculty Handbook Changes as presented. Regent Aguilar seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

Vice President Rivera summarized his written report (**Attachment B**) for the Board.

**Vice President for Student Affairs Report – Ms. Judy Cordova-Romero**

Vice President Cordova-Romero presented the Student Affairs Report (**Attachment C**).

**Campus Planning**

**Master Plan – studioINSITE Architects**

President Fries welcomed members of the City of Las Vegas, San Miguel County, City of Santa Fe and the Las Vegas community. President Fries invited everyone present to the Campus Master Plan Open Meeting at 6:00 pm at Kennedy Hall. President Fries informed the Board that the university put out an RFP for the Master Plan and selected studioINSITE to assist the university to develop the Master Plan. President Fries called on Mr. Dennis Rubba and Mr. Chris Geddes to present the Master Plan. Mr. Geddes shared the list of goals that were developed by the Master Plan Committee and studioINSITE. The goals include: balance the strategic goals of the university with the physical campus; make the campus pedestrian-oriented; reinforce the identity of NMHU; and promote the historic, cultural, economic and social aspirations of the community. Mr. Geddes provided an overview of potential plans for the existing buildings, parking issues, streets throughout campus, signage, and landscaping and the artificial turf elimination.

Regent López welcomed and introduced Mr. Andrew Feldman, Las Vegas City Councilman; Mr. Tim Dodge, City Manager; Mr. Elmer Martinez, Director of Community Development; Mr.

Gerald Baca, Zoning & Licensing Supervisor; and Mr. Alex Tafoya, San Miguel County Planning & Zoning Supervisor to the meeting.

Regent López invited comments and input on the university's Master Plan and reminded those present about the Master Plan Open Forum scheduled that evening. Regent López noted that this was not the first public meeting the university has held to inform the community about the university's Master Plan.

Councilman Feldman commented that the university's Master Plan looks like a good plan noting that turning National Avenue into one-way street would bring more traffic to the downtown area. He thanked NMHU for involving the community. Councilman Feldman stated that it is important the NMHU make the campus pedestrian friendly.

Mr. Elmer Martinez introduced Ms. Melanie Gallegos, the new City Planner. Mr. Martinez acknowledged his support for the university's Master Plan adding that the health of the university goes along with the health of Las Vegas.

Mr. Tim Dodge recognized the long range planning the university is doing and hopes to continue working with the university to ensure that the university's and the city's plans complement each other. Mr. Dodge thanked President Fries for inviting the Mayor and city officials to the meeting. Mr. Dodge stated that Councilor Diane Moore had no objections to the Master Plan.

Mr. Alex Tafoya stated that National Avenue provides access to the old town historic district and the university needs to maintain that access. Mr. Tafoya added that Highlands should incorporate the Gallinas River Walk into its plan.

#### **Student Union – Studio Southwest Architects**

President Fries called on Ms. Shary Adams and Mr. David Friedlaender to present an update on the Student Union Building plans.

Ms. Adams provided an overview on the Student Union design plans pointing out that the building would be the first in New Mexico to utilize a ground source heat exchange system. Ms. Adams reported that the Student Union would house the campus post office; a theater with retractable seating; a ballroom that would split into three smaller meeting rooms; a computer lab; meeting chambers; and meeting rooms. Ms. Adams informed the Board that the building would be the first in Las Vegas to have a skywalk. The skywalk would connect the 2<sup>nd</sup> floor of the Student Union to Donnelly Library.

Regent Long asked if the university had adequate funding to build the Student Union. President Fries responded yes, stating that the Board approved a \$14 million bond which was the final funding amount needed to complete the project.

Regent Aguilar asked if NMHU's Facilities Department staff would be adequately trained to maintain the new heating system. Ms. Adams responded that the maintenance staff would be trained for one year; the building and heating system will be easier to maintain than others; and the building will be LEED certified.

Chairman Sanchez noted that Mr. Wade López, ASNMHU President exited the meeting at 12:05 p.m.

**Faculty Senate Report – Dr. Maureen Romine**

Dr. Maureen Romine, Faculty Senate Chair presented her written report (**Attachment D**).

**Staff Advisory Senate – Ms. Maxine Salas**

Ms. Maxine Salas, Staff Advisory Senate President presented her written report (**Attachment E**). Chairman Sanchez asked how many staff members NMHU employed. Ms. Salas reported that the university employs approximately 350 staff members of which 130 are professional staff, 90 are facilities staff, and 130 are clerical staff.

**Student Senate Report – Mr. Wade López**

Vice President Cordova-Romero informed the Board that the ASNMHU held their first meeting in early January where they discussed tuition and fees; budget; and working with clubs and organizations.

**Graduate Student Senate Report – Mr. Simon Cao**

Vice President Cordova-Romero reported that the AGS is focusing on tuition and fees issues.

Vice President Cordova-Romero stated that both the ASNMHU and AGS are concerned with reestablishing the *La Mecha* school newspaper.

**Persons Wishing to Address the Board**

Mr. Vincent Garcia, Director of the NMHU-Raton Center informed the Board the enrollment at the Raton Center had increased and that the center is starting to running out of space. Mr. Garcia announced that the center will hold an open house on March 18, 2010 for the area high schools. Mr. Garcia inquired about the possibility of intercepting the Senate Bill 182 funding for Raton before it is reverted back to the state. President Fries responded that the university has followed up on SB 182 several times and called on Mr. Lawrence Trujillo, Associate Vice President for Finance & Administration for clarification on the bill.

Mr. Trujillo reported that he met with the State Department of Finance & Administration (DFA) regarding the issue. Mr. Trujillo explained that when the appropriation was established a few years ago it was issued to the City of Raton at which time the City needed to certify that the project was ready to be started and that a completion plan was in place; that did not occur. Mr. Trujillo further explained that since the project was never certified the funding was issued for use as severance tax bond and the bond expired.

Chairman Sanchez asked for the total enrollment at the NMHU-Raton Center. Mr. Garcia stated that the enrollment is approximately 65 for the Spring 2010 semester.

Regent López moved to recess for lunch. Regent Long seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion carried and the Board recessed at 12:42 p.m.

Chairman Sanchez called the meeting back to order at 1:25 p.m.

**Vice President for Finance & Administration Report – Dr. William Taylor  
FY09 Audit Report – Action Item**

Vice President Taylor informed the Board that the FY09 Audit Report, recently approved by the State Auditor, needs formal approval from the Board of Regents before it is submitted to the State. Vice President Taylor called on Mr. Nesbitt Hagood, NMHU Comptroller to present the audit report.

President Fries commended Mr. Hagood and the Business Office staff for their hard work in preparing documents for the auditors in record time.

Regent Long moved for approval and acceptance of the FY09 Audit Report as presented (**Attachment F**). Regent López seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

**Quarterly Report – Action Item**

Mr. Hagood informed the Board that the DFA requires that quarterly reports are submitted in a standard format and that the budget expenditures and revenues are on schedule.

Regent López moved to approve the Quarterly Report as presented (**Attachment G**). Regent Long seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

**Acquisition of Property – Action Item**

Mr. Trujillo informed the Board that the 1010 9<sup>th</sup> Street property owned by Ms. Valerie Vasquez and the 1014 9<sup>th</sup> Street property owned by Mr. & Mrs. Jeff Salman would cost the university \$75,000 and \$125,000 respectively. Vice President Taylor added that purchasing the properties would enable the NMHU to create approximately 50 parking spaces near the new residence hall.

Regent López moved to approve the Acquisition of both the 1010 9<sup>th</sup> Street property and the 1014 9<sup>th</sup> Street property for the amounts indicated (**Attachment H**). Regent Long seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

**DOT Co-op Agreement – Action Item**

Ms. Marisol Greene reported that the DOT Co-op Agreement Resolution #11 is needed to change the scope of work and the location in order to utilize the FY2010 Local Government Road Funds. The scope of work would change from improvements to Mora Street from Rosewald Avenue to Baca Avenue to the reconstruction of Diamond Avenue from University Boulevard for the approximate distance of 200 linear feet.

Regent López moved to approve the DOT Co-op Agreement as presented (**Attachment I**). Regent Long seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

### **Albuquerque Lease – Action Item**

Vice President Taylor informed the Board that the School of Social Work had outgrown its space; Albuquerque and that the landlord had offered additional space to the university. Mr. Trujillo stated that this new 46-month lease agreement would replace the current 36-month lease and would include the additional space needed to accommodate the increasing social work student enrollment at a lower cost per square foot.

Regent Long moved to approve the Albuquerque Lease as presented (**Attachment J**). Regent Aguilar seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

### **Informational Items**

#### **Capital Projects Report**

Ms. Greene provided an updated listing (**Attachment K**) of the 65 projects completed by facilities services; the 13 ongoing projects; and the 5 ongoing capital outlay projects.

Regents Aguilar asked Ms. Greene to provide an update on the pipes that burst in the new residence hall in December. Ms. Greene stated that water in the fire pipe lines froze causing the pipes to burst in two wings of the hall. Ms. Greene stated that the problem was addressed and everything is being done to prevent the incident from reoccurring.

Vice President Cordova-Romero reported that 56 beds were affected by the water damage; 50 students were relocated to other rooms; 3 students moved to another residence hall and 3 students cancelled their housing contracts. Vice President Cordova-Romero further reported that there was minimal water damage to personal belongings.

Regent Aguilar asked if the staff was receiving training to prevent similar incidents. Ms. Greene informed the Board that Facilities Department staff would receive training next week.

#### **ITS Report**

Mr. Max Baca, ITS Director provided a written report (**Attachment L**) and informed the Board that some system changes have been made to ensure that the computer system runs adequately.

President Fries noted that our ability to function as a university is tied to the technological services that Highlands is able to provide to students, faculty and staff. President Fries complimented Mr. Baca and the ITS staff for ensuring the computer system runs smoothly.

#### **President's Report**

##### **NMHU License Plates – Action Item**

President Fries credited Mr. Trujillo for identifying that New Mexico universities have the opportunity to work with the Motor Vehicle Department to develop school license plates. Mr. Trujillo worked with the Motor Vehicle Department to make it possible for NMHU to get a university license plate.

President Fries stated that the license plates would cost individuals an additional \$37 for their registration fee with \$25 of the cost coming to the university. President Fries indicated that the funding would be used to replenish the President's Fund at the Foundation.

President Fries thanked Mr. Sean Weaver and the University Relations staff for their work on designing the plate.

Regent López moved to approve the NMHU License Plate as presented (**Attachment M**). Regent Long seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

### **Hope and Related Scholarships – Action Item**

President Fries reported that the Hope Scholarship was developed in 2006 in an effort to increase student enrollment and that it is a tuition scholarship for incoming freshman regardless of age, financial need, and residency. President Fries informed the Board that New Mexico residents who are coming out of high school are eligible for the Lottery Scholarship Program, but under the Lottery Scholarship students must attend a higher education institution in New Mexico for one full semester; must maintain a 2.5 GPA; and must carry at least 12 credit hours in order to receive the scholarship the following semester. President Fries informed the Board that most higher education institutions provide a bridge scholarship for students during their first semester. NMHU offers the Road to Lottery Scholarship to New Mexico residents. President Fries noted that there are currently no academic requirements for the Hope and the Road to Lottery Scholarships. President Fries stated that the administration is proposing that the requirements for the Hope Scholarship include a 2.5 GPA for students entering the university; students who do not have a 2.5 GPA but are potentially eligible for the Lottery Scholarship could be given an opportunity grant. The grant would cover the same costs as the Hope Scholarship but would be a grant. In addition, this proposal recommends establishing a scholarship that would be comparable to the tuition waiver program for non-residence freshman and transfer students with a 3.0 GPA or better. The waiver would allow non-resident students to pay in-state tuition rates.

Regent Long moved to approve the scholarship proposals as presented (**Attachment N**). Regent Aguilar seconded the motion. Voting in favor were: Chairman Sanchez, Regent Aguilar, Regent Long, and Regent López. Motion passed unanimously.

### **Budget/Legislative Overview**

President Fries informed the Board that one Legislative bill, to be introduced, is to develop a "Super Board of Regents" in which there would be one Board of Regents for all of the higher education institutions in New Mexico. Other bills likely to be introduced include: have the Higher Education Department fall under the Legislative Education Study Committee; merge the Public Education Department with the Higher Education Department; and A Lottery Scholarship for graduate students.

President Fries provided a budget reduction overview noting that in FY09 NMHU had a 2.5% budget reduction, another 2.5% budget reduction at the beginning of FY10 and an FY10 solvency reduction which further reduced budgets within the current year.

President Fries stated that there are dramatic differences between the two budget proposals for FY11 as they relate to higher education. The Department of Finance & Administration (DFA) proposal impacts higher education much less than the Legislative Finance Committee (LFC) proposal. The DFA proposal includes a workload adjustment of \$21 million and includes a 3% budget reduction for all state government agencies. The LFC proposal also increased the workload adjustment of \$21 million but makes specific changes to higher education that impact 4-year institutions more than they would 2-year institutions. Both the DFA and LFC budgets assume roughly a \$200 million gap to close the funding problems. Both agencies feel that the \$200 million is either going to be covered through increased taxing or by further reductions or a combination of the two.

President Fries reported that NMHU had a 6.4% budget reduction for FY10 with the Athletic Department budget being reduced by 10.9% and the RPSP's being reduced by 8.4%.

President Fries reported that of the three capital projects requests: \$7.1 million to fund the Trolley Building Project; \$2.2 for Rodger's Administration Building renovations; and \$800 for renovations to current student union, the Higher Education Department approved the Trolley Building and Rodger's Building projects and the Department of Finance approved the Trolley Building project.

Regent Long asked if Education Retirement Board Employees were required to make a larger contribution towards their retirement in FY10. President Fries responded yes, noting that the university attempted to cover the reduction in take home pay by increasing salaries by 1.5%.

#### **Informational Items**

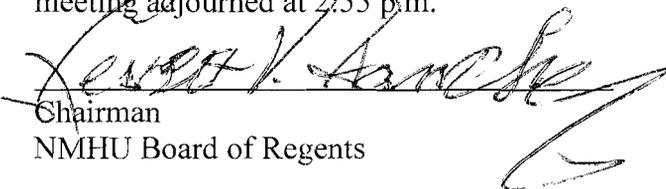
- President Fries announced that he had invited Ms. Sonia Sotomayor, United States Supreme Court Judge to be the 2010 Commencement Speaker.
- President Fries invited the Board to the Hispano Roundtable Banquet scheduled for February 2, 2010 in Albuquerque.
- President Fries announced that NMHU student athletes averaged an overall 2.91 GPA in the fall semester.

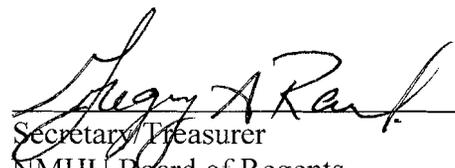
#### **Naming Policy**

President Fries provided a draft Naming Policy for the Board (Attachment O). President Fries stated that the Policy was in draft form and that the Faculty Senate, Student Senates, and Staff Advisory Senate still need to review the draft.

#### **Adjournment**

Regent López moved to adjourn. Regent Long seconded the motion. Motion carried and the meeting adjourned at 2:55 p.m.

  
Chairman  
NMHU Board of Regents

  
Secretary/Treasurer  
NMHU Board of Regents