New Mexico Highlands University  
Board of Regents Meeting  
Margaret J. Kennedy Alumni Hall  
NMHU Main Campus  
Las Vegas, NM 87701  
March 30, 2011

1. Call to Order – Chairman Leveo V. Sanchez

2. Roll Call

3. Approval of Agenda for March 30, 2011

4. Approval of the Minutes from January 12, 2011

5. Matters from the Board
   a. Swearing in of Newly Appointed Regents Members – Honorable Judge Horace Lucero
   b. Board of Regents Officer Elections – Action Item
   c. Board of Regents Subcommittee Appointments

6. University & National Avenues – Action Item

7. FY11 2nd Quarterly Report – Action Item

8. Naming of Lora Shields and Stu Clark Buildings – Action Item

9. President’s Report
   a. Legislative Report
   b. FY12 Budget Overview
      - Legislative Funding
      - Budget Planning
   c. FY12 Room and Board Rates – Action Item
   d. FY12 Tuition and Fees – Action Item
   e. Utilities Usage
   f. Other

10. 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) threatened or pending litigation subject to the attorney-client privileges in which the University may become a participant; and (4) real estate acquisition or disposal. Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(5)(7)&(8)

11. Adjournment
New Mexico Highlands University  
Board of Regents Special Meeting  
March 30, 2011

The New Mexico Highlands University Board of Regents held a special meeting on March 30, 2011 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 9:05 a.m.

Attendance  
Board Members Present: Mr. Leveo V. Sanchez, Mr. Jesus L. López, Mr. Frank Marchi, and Ms. Caitlin Syner.


Administrative Personnel Present: Dr. James Fries, President; Dr. Gilbert Rivera, Vice President for Academic Affairs, Mr. Lawrence Trujillo, Associate Vice President for Finance & Administration, and Dr. Fidel Trujillo, Dean of Student Affairs.

Others Present: Dr. Maureen Romine, Faculty Senate Chair; Ms. Maxine Salas, Staff Advisory Senate President; Mr. Joannes Paulus, AGSNMHU President; and Ms. Carolina Martínez, 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 Rio Rancho Center, and over the KEDP Radio Station.

Approval of Meeting Agenda for March 30, 2011  
Regent López moved to approve the March 30, 2011 agenda as presented. Regent Marchi seconded. Voting in favor were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

Approval of the Minutes from January 12, 2011  
Regent López moved to approve the minutes from January 12, 2011 as presented. Regent Long seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

Matters from the Board

Swearing in of Newly Appointed Regent Members – Honorable Judge Horace Lucero  
Chairman Sanchez introduced newly appointed regents, Frank Marchi and Caitlin Syner. Chairman Sanchez also introduced the Honorable Judge Horace Lucero who administered the oath to Regents Marchi and Syner.

Chairman Sanchez informed the Board that Regent Syner is an undergraduate majoring in psychology and minoring in sociology. During her time at NMHU she has served as student orientation leader, peer advisor, and soccer player. Regent Syner has been a participant in the
Big Brothers/Big Sisters Program since 2009. She plans to complete a Master’s degree in Psychology at NMHU.

Chairman Sanchez informed the Board that Regent Marchi is a graduate of NMHU, and sits on the NMHU Foundation Board. Regent Marchi is an insurance executive at the Lujan Insurance Company in Albuquerque.

President Fries commented that the university is fortunate that Governor Susanna Martinez nominated and the state senate confirmed these two very capable, intelligent, and dedicated individuals to the university and he welcomed both to the Board.

Regent López commented that for some years now Highlands has been on a very steady and stable course and that is due to a Board of Regents that does not meddle in the day to day activity of the university. The Board has placed a great and genuine confidence in President Fries. He is happy that the Board is joined by two very high caliber regents.

**Board of Regents Officer Elections – Action Item**

Regent López stated that there is not another board in New Mexico that is fortunate enough to have such an honorable, distinguished leader as Leveo Sanchez. Regent López moved that Chairman Sanchez continue another term as Chairman of the Board of New Mexico Highlands University. Regent Long seconded. Voting in favor were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

Regent Long moved to elect Regent López as Vice Chair of the Board. Regent Marchi seconded the motion. Voting in favor were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

Regent López moved to elect Regent Syner as the Secretary/Treasurer of the Board. Regent Marchi seconded the motion. Voting in favor were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

**Board of Regents Subcommittee Appointments**

Chairman Sanchez reappointed Regent López as Chair of the Finance and Administration Committee and appointed Regent Marchi to serve on the Finance and Administration Committee along with Regent López. Regents López and Marchi both agreed to serve on the committee.

Chairman Sanchez reappointed Regent Long as Chair of the Academic and Student Affairs Committee. Regent Marchi agreed to serve on the Academic and Student Affairs Committee as needed.

Chairman Sanchez asked Regent Syner to serve on both committees and indicated that he would serve on both committees as well. Regent Syner agreed.

Regent López acknowledged that most of the detailed discussion is done during the committee meetings and then decisions by the committee are brought before the full board.

**University & National Avenues – Action Item**
Chairman Sanchez welcomed Mayor Alfonzo Ortiz, Jr., Mayor of the City of Las Vegas and Mr. Tim Dodge, City Manager to the meeting. President Fries welcomed both to the meeting and informed the Board that he had several meetings with the Mayor, City Manager, Luna Community College President, County Manager, superintendents of the local schools, and others over the past several months to identify projects that will benefit the community and in the process will benefit the university and other entities that are key to the community. He is appreciative of the growing relationship between the university and the city through the meetings.

Mayor Ortiz stated that the city plan is an interesting concept to try bringing people into the community by channeling people to the plaza, and by developing a sports complex and the river walk.

Mr. Dodge informed the Board that he is an NMHU alum and that he cares about Highlands and the Las Vegas Community. Mr. Dodge said that the City is proposing to convert University Avenue and National Avenues to one-way streets, making University Avenue a “Gateway” to both business districts and NMHU.

Mayor Ortiz added that with proper lighting, signage, and beautification of the area the City would be more attractive to visitors. Mayor Ortiz informed the Board that the City’s target date for the enhancement of Las Vegas with the proposed Gateway Project is August 2011.

Regent López asked Mayor Ortiz and Mr. Dodge if the City held public forums to inform the community that the City intends to change the traffic direction on University to a one-way street with traffic flowing from east to west and that National Avenue traffic direction be changed from two-way street to one-way street with traffic flowing from west to east. Mayor Ortiz responded public meetings were held and that changes to National Avenue are still under discussion with President Fries.

President Fries informed the Board that the university received a grant from the New Mexico Department of Transportation that would fund 75% of engineering work for the current plan to convert National Avenue from a two-way street to a one-way street with traffic flowing from east to west. President Fries stated that if NMHU is going to change the plans for National Avenue the grant would need to be amended soon in order to retain the assistance from the NMDOT.

Mr. Dodge stated that a traffic study needs to be performed to determine if University Avenue becoming a one-way beginning at Grand Avenue and ending at the University and National intersection is feasible.

Regent López asked if the City held public meeting and invited input and discussion from the community. Mr. Dodge responded that the City has held several public meetings as part of its comprehensive master planning. After a lengthy discussion regarding holding public forums to inform and solicit discussion and input from the community regarding the proposed street changes and funding and pedestrian safety, Regent López moved that the Board be supportive of the City’s plan but urge that the City undertake, as quickly as possible, at least two public
meetings on the specific plans for University and National Avenues before the Board takes a formal stand. Regent Marchi seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

FY11 Quarterly Report (2nd) – Action Item
President Fries informed the Board that Dr. Bill Taylor is back in the School of Business and teaching full-time and thanked him again for his service as Vice President.

Mr. Trujillo informed the Board that Regent López reviewed and approved the FY11 2nd Quarterly Report in late January. The report was submitted to the Higher Education Department as required.

Regent López moved for approval of the FY11 2nd Quarterly Report as presented (Attachment A). Regent Long seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

Naming of Lora Shields and Stu Clark Buildings – Action Item
President Fries informed the Board that the Lora Shields building and Lora Shields Science Annex remodels are nearly complete. President Fries reported that the buildings are now one facility and recommended that the Board name the facility the Lora Shields Building.

Regent López moved for approval of the naming of the Lora Shields Science Building and the Science Annex as the Lora Shields Building. Regent Marchi seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

President Fries informed the Board that a dedication plaque in the lobby of the Student Center dated January 14, 1989 renamed Stu Clark Gymnasium to the New Mexico Highlands University Student Center after it was remodeled. President Fries recommended that the Board consider renaming the Student Center the Stu Clark Building.

Regent López moved for approval of the renaming of the Student Center to the Stu Clark Building. Regent Marchi seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

President Fries informed the Board that proper signage would be ordered and installed.

President’s Report

Legislative Report
President Fries reported that 284 bills were passed during the 2011 Legislative Session and that Governor Martinez has until April 8, 2011 to sign or veto any legislation passed during the session. Several bills that were introduced and that would have affected higher education negatively were not passed.
President Fries informed the Board that the legislature approved the state’s FY12 budget; and that its impact on Highlands is better than anticipated. President Fries reported that the SEMOS Program received a $100,000 allocation from Governor Richardson last fall; the funding may be recalled and reallocated by Governor Martinez. Highlands is the fiscal agent for the SEMOS Program. President Fries reported that the CESDP Program received two allocations from Governor Richardson amounting to $350,000 which may also be recalled and reallocated.

President Fries reported that over the past decade the higher education funding formula was based primarily on the number of student credit hours generated as well as a small portion on head count and another small portion on facilities square footage along with different tiers of funding. The formula was used during this legislative session to get a base number on university funding and several adjustments were then made.

Retired employees who returned to work will now be required to pay their share of the retirement payment to the retirement board. NMHU employs 40 retirees who have returned to work. In the past employers paid both the employers and employees retirement payment. The retirement payment change reduced the university’s funding by $77,000. President Fries reported that another funding change is the non-discrimination waiver. The waiver allows illegal immigrants who graduated from New Mexico high schools to pay in-state tuition. The waiver negatively affected Highland’s budget by $3,500. The non-resident student waiver that allowed nonresident students taking six or fewer credit hours to pay in-state tuition rates was eliminated which negatively impacted Highland’s funding by $56,000. Funding for Dual Credit courses was also changed. Higher education institutions will no longer receive funding for high school freshman and sophomore dual credit courses. NMHU only offers dual credit to high school juniors and seniors, therefore Highlands funding was not impacted by the dual credit waiver change.

President Fries noted that the higher education funding formula will change significantly and may include three different funding formulas: research universities; comprehensive universities; and two-year schools by October 15, 2011. NMHU is classified as a comprehensive university.

**FY12 Budget Overview**

**Legislative Funding**

President Fries provided a PowerPoint presentation (Attachment B) which identified significant reductions in state funding between FY09 and FY12.

President Fries pointed out that the total budget reduction for NMHU in FY12 is approximately $611,000 or 2.2%.

President Fries informed the Board that state I&G funding for FY09 was $29,573,000 and in FY12 is will be $24,910,600 a reduction of $4,662,700 or 15.6%. The Athletic Program budget has been reduced by $510,000. President Fries pointed out that 1 out of 4 students at NMHU is an athlete. The Research and Public Service Projects (RPS) funding was reduced by $1,292,000 or 62.1%. The total reductions for NMHU are $6,464,900 or 19% over the three fiscal years.
President Fries indicated that the university had defined three main goals which are: to minimize the fiscal impact to the core mission of the university; to minimize the impact on faculty and staff; and to maintain the forward momentum established at NMHU.

**Budget Planning**
President Fries reported that the university will have to cover funding for:

- The growing Nursing Enhancement Program which was cut 8.1% or $18,000
- The $22,000 Native American Recruitment and Retention funding that was eliminated
- The Federal Title V finding of $155,000 for the Educational Outreach Services Program which provide the ITV and other distance delivery systems for the university
- The Risk Management insurance premiums are increasing by $119,000
- Adjustments in the current fiscal year to the 3.2% cut included $100,000 of non-recurring funds
- The IDEAL-NM program provides the support for the Blackboard System currently used for the online courses. The IDEAL NM was funded for $500,000 however universities will have to provide the funding difference to the services at their institutions
- Sabbatical requests will cost the university funding
- The university has been budgeting $200,000 for scholarships and spending between $400,000-$450,000, funding will be budgeted to reflect actual expenditures
- This legislative appropriation reduces the Athletics budget by approximately $100,000, last year the administration proposed dropping the Wrestling and Rodeo Programs but through the efforts of Senator Griego, Governor Richardson, and the university, the programs were funded for another year. The funding reductions shifted by $300,000.
- The unemployment insurance rates paid for by employers will increase drastically and figures are dependent upon the bill signed by the Governor. It is likely employers will pay $155 per employee for unemployment insurance.
- Health Premiums will not increase for the fourth year in a row

**FY12 Room and Board Rates – Action Item**
President Fries reported that a Request for Proposal (RFP) for a new food service contract is in process. President Fries stated that board rates cannot be determined until a food service contract is in place and requested that a decision on board rates changes be deferred until that time.

President Fries reported that room rates were set higher when the new dorms opened, subsequently a number of improvements have been made to the existing housing and the university is recommending that next year’s rates be based on equivalent rates for equivalent housing. President Fries stated that the university is otherwise recommending a 2% increase on FY12 room rates.

President Fries introduced Dr. Fidel Trujillo, the new Dean of Student Affairs. President Fries informed the Board that Dr. Trujillo received his bachelor’s and master’s degrees at NMHU, served as the student body president twice, served as the women’s assistant basketball coach, assistant athletic director, and was on the School of Education faculty.
President Fries reported that he and Dr. Trujillo met with student leaders to discuss the proposed rate increases and that the students understand that there is a need for the increases.

Regent López moved for approval of the Room and Board Rates as presented (Attachment C). Regent Syner seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

FY12 Tuition and Fees Rates – Action Item
President Fries informed the Board that the Western Interstate Commission for Higher Education (WICHE) performed a study of FY11 tuition and fees at four-year institutions across an 11 state region and found that Highlands’s rates were the lowest by far. President Fries provided an overview on tuition and fees at NMHU as compared to the other New Mexico universities.

President Fries stated that the university is proposing an increase in student fees of $3.70 per credit hour which is an increase of $44.40 per semester for full-time students. Total student fees would be $29.70 per credit hour.

President Fries stated that the university is proposing combined tuition and fees (Attachment D) increases of:

- $12/credit hour (9.76%) for full-time resident undergraduates totaling $144.00/semester;
- $28/credit hour (14.5%) for full-time non-resident undergraduates totaling $336.00/semester;
- $28/credit hour (11.67%) for full-time international undergraduates totaling $336.00/semester;
- $13/credit hour (9.85%) for full-time resident graduates totaling $156.00/semester;
- $30/credit hour (14.78%) for full-time non-resident graduates totaling $360.00/semester;
- $30/credit hour (11.07%) for full-time international graduates totaling $360.00/semester;

Regent Syner moved for approval of the Tuition and Fees as proposed and amended to include an additional $1.00 specifically for the Athletic Department. Regent Marchi seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

Regent Long exited the meeting at 12:00 p.m.

Utilities Usage
Ms. Marisol Greene, Director of Facilities and Ms. Sylvia Baca, Facilities Budget Analyst provided an overview of the university’s utilities informing the Board that boiler replacements;
low-flush toilets, water catchment systems, well water usage, xeriscaping, and other energy efficiencies have resulted in large utilities savings for the university.

Other
President Fries informed the Board of the following:

- The university is working with the Fire Marshall to improve the fire-safety on campus
- Several academic programs were proposed to the Santa Fe Community College Learning Center and the university is negotiating an agreement.
- There were over 80 applicants for the Vice President of Academic Affairs position

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) threatened or pending litigation subject to attorney-client privileges in which the University may become a participant; and (3) real estate acquisition or disposal. Pursuant to provisions of NMSA 1978, 10-15-1 (H)(2)(7) & (8). Regent López moved to enter into executive session for the sole purpose of discussing the items listed. Regent Marchi seconded. A roll call was taken and voting in favor were: Chairman Sanchez, Regent López, Regent Marchi, and Regent Syner. Motion carried and the Board went into executive session at 12:40 p.m.

Regent López moved to come out of executive session into open session. Regent Marchi seconded. Regent López stated for the record that only those items specified under the executive session item were discussed and that no action was taken. Regents present confirmed. A roll call was taken and voting in favor of coming out of executive session into regular session were: Chairman Sanchez, Regent López, Regent Marchi, and Regent Syner. Motion carried unanimously and the meeting was called back to order at 2:00 p.m.

Adjournment
Regent López moved to adjourn. Regent Syner seconded. Motion carried and the meeting adjourned at 2:01 p.m.

[Signatures]
Chairman
NMHU Board of Regents

[Signatures]
Secretary/Treasurer
NMHU Board of Regents