New Mexico Highlands University
Board of Regents Special Meeting
Margaret J. Kennedy Alumni Hall
NMHU Main Campus
Las Vegas, NM 87701
October 27, 2011 at 9:00 a.m.

1. Call to Order – Chairman Leveo V. Sanchez
2. Roll Call
3. Approval of Agenda for October 27, 2011
4. Approval of the Minutes from July 27, 2011, August 4, 2011, and September 9, 2011
5. Consent Calendar – Action Items
   a. Quarterly Report
   b. Annual and Sick Leave Policies
   c. Vacation of 9th Street (2 blocks: Columbia to the Early Childhood Center)
6. Academic and Student Affairs Committee – Regent Caitlin Syner
   a. Food Service Contract – Action Item
   b. Desire 2 Learn
   c. Informational Items
7. Finance and Administration Committee Report – Regent Jesus L. López
   a. WeCar Program – Action Item
   b. Golf Course Well Water – Action Item
   c. Informational Items
8. Faculty Senate Report – Dr. Maurine Romine
9. Staff Advisory Senate Report – Ms. Margaret Gonzales
10. Student Senate Report – Mr. Chris Burns
11. Persons Wishing to Address the Board
12. President's Report
13. 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 the attorney-client privilege 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)
14. Adjournment

New Mexico Highlands University
Board of Regents Special Meeting
October 27, 2011

The New Mexico Highlands University Board of Regents held a special meeting on October 27, 2011 in 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 9:10 a.m.

Attendance
Board Members Present: Mr. Leveo V. Sanchez, Mr. Jesus L. López, Mr. Frank Marchi, and Ms. Caitlin Syner. Ms. Nancy R. Long participated in the meeting via conference call.

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. Margaret Gonzales, Staff Advisory Senate President; Mr. Chris Burns, ASNMHU President; 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 Santa Fe Center, the NMHU Farmington Site, and over the KEDP Radio Station.

Approval of Meeting Agenda for October 27, 2011
Regent López moved to approve the October 27, 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 July 27, 2011, August 4, 2011, and September 2, 2011
President Fries informed the Board that the agenda incorrectly listed the minutes. The minutes requiring Board approval are for meetings held July 27, 2011, August 4, 2011 and September 2, 2011, not September 9, 2011. Regent López moved to approve the minutes from July 27, 2011, August 4, 2011, and September 2, 2011 as presented. Regent Syner seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

Consent Calendar – Action Items

a. Quarterly Report (**Attachment A**)
b. Annual and Sick Leave Policies (**Attachment B**)
c. Vacation of 9th Street (2 blocks: Columbia to the Early Childhood Center) (**Attachment C**)

Regent López stated that a quorum of the board met at the Finance & Administration subcommittee meeting held on October 24, 2011, stating that he, Regent Marchi and Regent Syner discussed the consent calendar items in detail during the Finance & Administration Committee meeting.

Regent López moved to approve consent calendar items A-C as presented. Regent Syner seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

Academic and Student Affairs Committee Report

a. **Food Service Contract – Action Item**
Regent Syner informed the Board that the Food Service Contract was presented and approved at the Finance & Administration Committee meeting.

President Fries reported that ABL has been the contracted food service vendor for the past eight years and it was time to process a request for proposal for a new vendor. ABL has agreed to provide services through the middle of December. A new vendor would begin their contract during the winter break and be ready to provide services when the spring semester begins. The new vendor will maintain current rates through the end of the fiscal year.

President Fries commended Mr. Trujillo for his work chairing the food service committee. President Fries thanked the food service committee for their hard work.

Regent Syner moved for approval of the Food Service Contract with A'viands as presented (**Attachment D**). Regent Marchi seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

b. **Desire to Learn** (**Attachment E**)
No discussion was held.

c. **Informational Items**
Vice President Rivera provided a written VPAA Report (**Attachment F**) and an Enrollment Report (**Attachment G**).

Dr. Fidel Trujillo, Dean of Student Affairs provided a written Student Affairs Report (**Attachment H**).

Finance and Administration Committee Report
Regent López informed the Board that the WeCar Program and the Golf Course Well Water items were discussed at length and approved during the Finance & Administration Committee meeting.

a. WeCar Program – Action Item

Regent López reported that a Request for Proposal (RFP) would have to be processed for a campus car rental program. Regent López informed the Board that a similar program was established at the University of New Mexico. Regent López reported that the WeCar program would place fleet cars on campus which would be available for students, faculty, and staff to rent for an hour or less.

President Fries reported that Enterprise plans to open a car rental at the train depot. President Fries informed the Board that the rental cars on campus would be equipped with a sophisticated card reading security providing computerized access to the vehicle being rented. President Fries reported that if the program is approved NMHU would be the 15th campus nationwide with the WeCar rental program.

Regent Syner moved to authorize President Fries to pursue negotiations for a car rental service on campus (**Attachment I**). Regent Marchi seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

b. Golf Course Well Water – Action Item (Attachment J)

Regent López informed the Board that the City of Las Vegas is requesting the City and NMHU enter into an agreement of exchange for water privileges. President Fries informed that the City will provide effluent water for the university in exchange for accessing water at the Golf Course for consumer usage during this drought period. Regent López stated that during the Finance & Administration Committee it was decided unanimously that at no time will the university relinquish its water rights to the City in any way shape or form. Regent López noted that the university will simply lend the City temporary access to the water rights so that the City can deal with the current water crisis in Las Vegas. Regent López reiterated that at no time will the university relinquish or divest the University of any water rights.

Regent López moved authorize the President to negotiate a temporary water exchange between the university and the City of Las Vegas involving the Golf Course well water that preserves the university's best interest. Regent Marchi seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Syner. Motion passed unanimously.

c. Informational Items

No informational items were discussed.

Faculty Senate Report – Dr. Maureen Romine

Dr. Maureen Romine read her written report (**Attachment K**).

Dr. Romine called on Mr. Sean Weaver to present on behalf of the Faculty Senate Website Committee. Mr. Weaver informed the Board that the University Relations Office has been working with the Media Arts Department and the Staff Senate Website Committee to design a

new website for the university. Mr. Weaver reported that the new site is expected to launch during the winter break.

Staff Advisory Senate Report – Ms. Margaret Gonzales
Ms. Gonzales read her written report (**Attachment L**).

Student Senate Report – Mr. Chris Burns
Mr. Burns, ASNMHU President reported that the ASNMHU meets once every two weeks and that the meetings are open to the public. Mr. Burns informed the Board that all of the senate seats have been filled with a mix of undergraduate and graduate students. Mr. Burns informed the Board that the ASNMHU has formed an ad hoc Graduate Committee that will focus on assisting graduate students with their concerns.

Person's Wishing to Address the Board
Ms. Thomasinia Ortiz-Gallegos commented that student participation in various events on campus is up and she feels that will increase student retention numbers. Ms. Ortiz-Gallegos commended the ASNMHU and Regent Syner for their involvement in assisting with student issues.

Mr. Ed Manzanares informed the Board of the following:

- Women's soccer team qualified for the post season games for the second year in a row.
- The volleyball team is currently sitting in 8th place, if they win two out of three games within the next two weeks, they will qualify for post season games for the first time in nine years.
- The football team's record to date is 4-4. Mr. Manzanares anticipates a few more wins now that the quarterback is able to get back on the field.
- The men's cross-country team placed 3rd and the women's cross-country team placed 5th at the RMAC championships.
- The women's basketball team plays their first game on October 31st at New Mexico State.
- The men's basketball team plays their first game on November 2nd in Espanola.
- The women's rodeo team has won two championships so far this year. They are off to a great year.

Mr. Manzanares noted that the *Albuquerque Journal* has been providing excellent coverage on the NMHU teams.

President Fries added that the *Las Vegas Daily Optic* has also been providing great coverage on the NMHU sports teams.

Dr. G. Doyle Daves informed the Board that President Fries had requested that the Foundation Board purchase the lot adjacent to the NMHU building in Rio Rancho. The Foundation Board, with the assistance of the Facilities Department, performed an audit to find ways to improve the effectiveness of the current building. The Foundation Board refinanced its current mortgage, the purchase of the new lot and the building improvements with a 4% loan from the Bank of Las Vegas which reduced the monthly mortgage payment. The savings will be used to provide

additional scholarships to NMHU students. The Board thanked Dr. Daves and the Foundation Board for their hard work and for their contributions to the university and students.

President's Report

President Fries reported the following:

- Thanked Mr. Manzanares for his hard work turning the Athletic program into a positive program. He noted that 1 out of every 4 students at NMHU is a student athlete.

- Thanked Dr. Daves, the Foundation Board and Dr. Sharon Caballero, Director of the Foundation for putting the Rio Rancho lot purchase package together and stated that the additional funding will provide a tremendous increase in student scholarships.

- ASNMHU President, Mr. Burns coordinated the "University Celebrity" event, approximately 12 people auditioned and performed at the talent competition. The event was professionally organized by Mr. Burns. The winner will go on to compete with other students at other universities.

- Dr. Rivera provided a detailed enrollment report during the Academic & Student Affairs Committee meeting stating that the enrollment count is up slightly but down in credit hours.

- Highlands was listed in two national reports: the U.S. News and World Reports listed Highlands as having the lowest in-state tuition of a four-year institution in the country; and a separate website listed Highlands as having the lowest out-of-state tuition for a four-year institution in the country.

- Last fall a bus load of 30 students from California visited the campus and enrolled at NMHU, this fall a bus load of 30 students from Colorado visited the campus and most of the students enrolled at the university.

- The student union building construction is well underway. The anticipated completion period is May-June.

- An article on Dr. Michael Petronis and Dr. Jennifer Lindline will be featured in National Geographic regarding their research on ancient volcanoes in New Mexico. National Geographic has also sent a crew to NMHU to film their interviews.

- Improved services, facilities, and university oriented business in Las Vegas directly impact enrollment. The owners of the Kiva Theatre plan to build a four-plex theater with a coffee shop and deli on Bridge Street. Enterprise Rent-A-Car is opening a rental site at the train station. The City has been resurfacing a lot of street throughout the city; enforcing various ordinances; and addressing water issues.

- FY13state revenue projections indicate revenues may be up by $245 million. Triggers were included in House Bill 2 last year with the 1.75% shift in retirement funding and if

revenue projections continue at current levels, the shift would be reverses with a $50 million impact on the state budget.

- The Higher Education Department Cabinet Secretary is to have a final draft of the revised funding formula by November 1, 2011.

- The Higher Learning Center at the Santa Fe Community College is in operation this fall. NMHU did see an increase in enrollment at the site due to our participation in the center.

- Moss Adams Audit Firm has completed an audit of the university. The exit interview will take place next week.

- The State Street Ballet Company will perform "Jungle Book" at Ilfeld Auditorium on November 9th.

- The 2nd Annual Mayor's Ball is scheduled for October 29, 2011. Highland's students under the direction of Dr. Andre Garcia-Nuthmann will perform parts of "Phantom of the Opera" during diner.

- On November 13th portions of the Santa Fe Symphony along with NMHU choral groups will perform the "Messiah". The event is expected to sell out.

- Attendance at the free movies at Ilfeld is averaging more than 200 per show, mostly students.

- The university owns patents on a number of things including the remediation of hydrazine. The hydrazine patent has piqued the interest of the United States Air Force. NASA has verified most of the product claims, they are testing its disposability.

President Fries thanked and recognized Mr. Lawrence Trujillo, Associate Vice President for Finance & Administration for his hard work and dedication to the university, informing the Board that Mr. Trujillo was retiring. President Fries informed the Board that Mr. Trujillo took on the responsibilities of the Vice President for Finance & Administration upon Dr. Bill Taylor's return to the School of Business. Regent López stated that Mr. Trujillo has done a great job and that he would be missed by the university. Regent Marchi thanked Mr. Trujillo for taking the time to explain the university finance to him when he was a new regent. Chairman Sanchez also thanked Mr. Trujillo for his hard work.

Regent López along with Regent Syner proposed that the Board hold a two-day Board Retreat. President Fries stated that he would begin planning a retreat after the legislative session ends.

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 the attorney-client privilege 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 Long; Regent López, Regent Marchi, and Regent Syner. Motion carried and the Board went into executive session at 10:40 a.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 Long, Regent López, Regent Marchi, and Regent Syner. Motion carried unanimously and the meeting was called back to order at 12:36 p.m.

Adjournment

Regent Syner moved to adjourn. Regent Marchi seconded. Motion carried and the meeting adjourned at 12:36 p.m.

Chairman
NMHU Board of Regents

Secretary/Treasurer
NMHU Board of Regents