

New Mexico Highlands University
Special Board of Regents Meeting
President's Conference Room
Rodgers Administration Building
NMHU Main Campus
Las Vegas, NM 87701
February 11, 2015 at 10:00 a.m.

1. Call to Order – Chairman Sanchez
2. Roll Call
3. Approval of the Agenda for February 11, 2015
4. Approval of the January 23, 2015 Meeting Minutes – Action Item
5. Review Construction Documents and Approve RFP for Trolley Building – Action Item
6. President's Report – Dr. James Fries
7. 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 is or may become a participant; and (3) real estate acquisition or disposal. Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(7)&(8).
8. Public Action as Necessary on Closed Session Discussions – Action Item
9. Adjournment

**New Mexico Highlands University
Board of Regents Special Meeting
February 11, 2015**

The New Mexico Highlands University Board of Regents held a special meeting on February 11, 2015 in the President's Conference Room in the Rodgers Administration Building on the New Mexico Highlands University main campus in Las Vegas, New Mexico. Chairman Sanchez called the meeting to order at 10:17 a.m.

Attendance

Board Members Present: Mr. Frank Marchi, Mr. Michael Martinez, and Mr. Leveo V. Sanchez. Ms. Nancy R. Long participated in the meeting via conference call.

Board Members Absent: Mr. Jesus L. López

Administrative Personnel Present: Dr. James Fries, President; Dr. Teresita Aguilar, Vice President for Academic Affairs/Provost; Mr. Max Baca, Interim Vice President for Finance & Administration; Dr. Fidel Trujillo, Dean of Students; and Mr. William Wootton, Vice President for Advancement

Others Present: Mr. John F. Kennedy, NMHU Legal Counsel/Cuddy & McCarthy Law; and Ms. Carolina Martínez, Executive Administrative Assistant; and numerous other individuals in the audience, including faculty, staff, and community representatives.

Chairman Sanchez welcomed Ms. LouElla Marr-Montoya, NMHU Board of Regents nominee, to the meeting.

President Fries announced that Ms. Sandra Turner, NMHU Board of Regents nominee, had a prior commitment and could not attend today's meeting.

Approval of the Meeting Agenda for February 11, 2015

Regent Marchi moved to approve the February 11, 2015, agenda as presented. Regent Martinez seconded. Voting in favor were: Regent Marchi, Regent Martinez, and Chairman Sanchez.

Regent Long joined the meeting via conference call at 10:20 a.m.

Approval of the Minutes from January 23, 2015

Chairman Sanchez recommended the following corrections:

1. Page 1, the last sentence in the Selection of the Presidential Search Firm paragraph should read, "The firms were asked to submit a best and final offer; all five firms elected to do so. The committee determined that only three of the five firms were within competitive range."
2. Page 2, the third sentence in the second paragraph should read, "The Board of Regents is requesting that the Search Committee submit six finalists to the Board of Regents and to order rank them. The Board of Regents will later decide how many of those six finalists will be brought to campus or another location for meetings."

Regent Marchi moved to approve the minutes from January 23, 2015 subject to the two corrections recommended by Chairman Sanchez. Regent Martinez seconded. Voting in favor of the motion were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez.

Review Construction Documents and Approve RFP for Trolley Building – Action Item

Ms. Sylvia Baca, Interim Facilities and Planning Director, introduced Mr. Mark Baker and Mr. Tomas Sanchez of Baker A+d; and Mr. Clay Simmons, of Progressive Construction Management.

Mr. Baker provided a Trolley Building construction review noting the following:

- A+d Baker is at 100% completion on the media arts facility construction documents.
- The project is on budget.
- An RFP for construction will be advertised next week and a pre-proposal conference for general contractors interested in bidding on the project is scheduled for February 23, 2015.
- The deadline for bid submittal is March 27, 2015. It is a qualification based bid therefore, the bid will be awarded to the team with the right price, right team, and with experience building a building of this size and type.

President Fries ask for the LEED certification target. Mr. Baker responded that LEED Silver certification for the Trolley Building is being sought. President Fries asked if the project design was unchanged from the last presentation approved by the Board. Mr. Baker answered that there has been no change of course, the original renderings which include saving two sides of the original Trolley Barn continue to be included in the design. Mr. Baker reported that the base bid meets the Media Arts Program's recommendations entirely. A lecture hall had been built into the budget as an add-alternate.

Discussion regarding remediation of two additional canals was held. President Fries asked if the canals could be encapsulated instead of removed to save funding. Ms. Baca reported that encapsulation of the canals is a possibility and will need to be researched.

Regent Marchi asked who was serving on the RFP evaluation committee. Ms. Baca informed the Board that Mr. Mark Baker; Mr. Clay Simmons; Mr. Dominic Chavez, NMHU General Fund Supervisor; Mr. Michael Saavedra, NMHU Purchasing Director; and herself make up the RFP evaluation committee.

Ms. Baca provided a budget overview (**Attachment A**).

Mr. Baker provided a Trolley project timeline schedule (**Attachment B**).

Regent Martinez moved to approve the Review Construction Documents and Approve RFP for Trolley Building as discussed. Regent Marchi seconded. Voting in favor of the motion were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez.

President Fries informed the Board that the Trolley project will be presented to the NM Higher Education Department (NMHED) Capital Projects Committee on March 11, 2015. Then

approximately one month after that meeting the project will go before the NM State Board of Finance for approval.

President's Report – Dr. James Fries

- Las Vegas Day at the Legislature is February 26, 2015. The evening event begins at 6pm at the La Fonda Hotel.
- The President of San Juan College informed him that a bond issue for improvements of a SJC building that houses the NMHU-Farmington Center passed. The improvements will allow NMHU to occupy more space in the building.
- Mr. Oscar Mendoza is the new head soccer coach.
- The university has launched a search for a new head football coach.
- The newly re-organized H-Club has received 503c3 status from the IRS.
- Over 30 applications were received for the Dean of the College of Arts & Sciences position. Ten people applied for the School of Education Dean position, all of which were external. The Dean positions for the School of Business Media Arts & Technology and School of Social Work will be filled with interim appointments.
- President Fries thanked Dr. Aguilar and the Strategic Planning Committee for their work on the university's 2020 Strategic Plan.
- System problems in the Ivan Hilton Science Building are ongoing. Currently the adequacy of the fume hoods and air handling need to be resolved.
- Both the Legislative Finance Committee and the Executive Branch proposals included increased funding for higher education but neither include funding for a compensation package for employees.
- A one page flyer (**Attachment C**) will be distributed to legislators. The flyer lists the university's highlights and new funding requests.

Regent Marchi asked for an update on the New Mexico Hispanic Medical Association funding request. Mr. Baca informed the Board that the \$100K NMHMA bill was introduced by Senator Ortiz y Pino. The bill has not yet been heard.

- This year's spring enrollment compared to last spring's is down by 162 in headcount (5%). Of those 162, 40 were concurrent students.

Fall to spring retention rates have been improving over that last four years. In the fall of 2011-12 retention was 72.2%; 2012-13 retention was 75.0%; 2013-14 retention rates were 75.4%; and retention rates for 2014-15 were 77.5%.

- In an effort to increase enrollment the university has sent out scholarship letters to admitted students; letters informing prospective students that the ACT is no longer an admissions requirement; and letters regarding college cost.
- Tuition and fees revenues are approximately \$270K shy of the budget target for the year.
- The university is running behind on various indirect costs revenues for grant programs.
- Housing was at 81% capacity this fall and at approximately 70% capacity this the spring semester. The food service is similarly impacted by the decreased enrollment but have a greater opportunity to off-set costs by ordering less food or trimming staffing.
- The university's final BAR is due at NMHED by May 1st.
- An articulation agreement with Diné College is near completion.

Executive Session – (1) limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or the 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 is or 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 Martinez moved to enter into executive session for the sole purpose of discussing the items listed. Regent Marchi seconded. A roll call was taken; voting in favor were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez. Motion carried. The Board entered into executive session at 11:48 a.m.

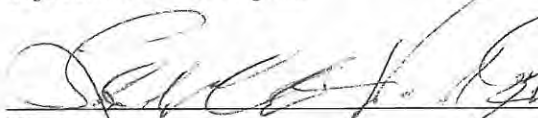
Regent Martinez moved to return to open session. Regent Marchi seconded. Regent Martinez stated for the record that only those items specified under the executive session were discussed and no action was taken by the Board. Regents present confirmed. Voting in favor of returning to open session were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez. Motion carried unanimously and the Board returned to open session at 12:45 p.m.

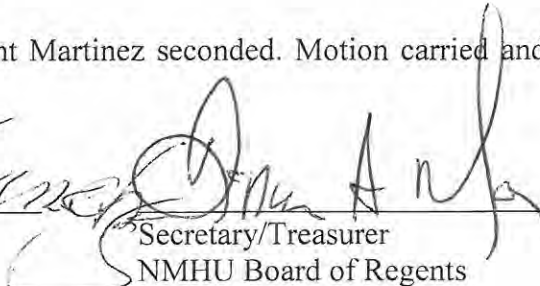
Public Action as Necessary on Closed Session Discussions – Action Item

No action was taken.

Adjournment

Regent Marchi moved to adjourn. Regent Martinez seconded. Motion carried and the meeting adjourned at 12:46 p.m.


Chairman
NMHU Board of Regents


Secretary/Treasurer
NMHU Board of Regents