

New Mexico Highlands University
Board of Regents Meeting
Margaret J. Kennedy Alumni Hall
Las Vegas, New Mexico
January 18, 2008 at 9:00 am

1. Call to Order – Chairman Javier M. Gonzales
2. Roll Call
3. Approval of Agenda for January, 18, 2008
4. Approval of Minutes from November 9, 2007 and January 9, 2008
5. Academic Affairs Committee – Regent Rosanna Vázquez
6. Budget & Finance Committee – Regent Robert Benavides
7. Buildings & Grounds Committee
8. Student Affairs Committee - Regent Sherry Salas
9. Student Senate Report – Mr. Michael Sallee
10. Faculty Senate Report – Dr. Maureen Romine
11. Persons Wishing to Address the Board
12. President's Report – Dr. James Fries, President
 - a) Establishment of a corporation under the University Research Park Act – Action Item
 - b) Endorsement of legislation to enact a pilot program for pre-med majors – Action Item
 - c) Approval of facilities lease for Social Work in Albuquerque – Action Item
 - d) Other
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) bargaining strategy preliminary to collective bargaining; (3) threatened or pending litigation subject to the attorney-client privilege in which the University may become a participant; and (4) real estate acquisition or disposal. Pursuant to provisions of NMSA 1978, §10-15-(H)(2)(5)(7)&(8)
14. Comments by Regents
15. Adjournment

**New Mexico Highlands University
Board of Regents Meeting
January 18, 2008**

The New Mexico Highlands University Board of Regents met in regular session on Friday, January 18, 2008 at the Margaret J. Kennedy Alumni Hall, New Mexico Highlands University, Las Vegas, New Mexico. Chairman Gonzales called the meeting to order at 10:00 am.

Attendance

Board Members Present: Mr. Javier M. Gonzales, Ms. Sherry Salas, and Ms. Rosanna Vázquez

Administrative Personnel Present: Dr. James Fries, President; Ms. Judy Cordova, Vice President for Student Affairs; Dr. Gilbert Rivera, Interim Vice President for Academic Affairs; Mr. Steve Wilson, Vice President for Finance & Administration, and Ms. Rachel King, Legal Counsel

Others Present: Dr. Maureen Romine, Faculty Senate Chair; Mr. Michael Sallee, Student Senate President; Ms. Carolina López, Board of Regents 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, Santa Fe, Raton, and Rio Rancho Centers, and over the KEDP Radio Station

Chairman Gonzales informed the Board that Regent Benavides was excused from the January 18, 2008 meeting and that Regent Adams resigned as a member of the NMHU Board of Regent on Monday, January 14, 2008. Chairman Gonzales stated that he was grateful for the hard work that Regent Adams put forth during his term as a regent. Chairman Gonzales announced that Governor Bill Richardson appointed Mr. Jesus López to replace Regent Adams in his term.

President Fries read a statement from Regent Adams (Attachment A). President Fries commented that he appreciated his service to the University.

Approval of Agenda for Meeting of January 18, 2008

Regent Vazquez moved to approve the January 18, 2008 agenda. Regent Salas seconded the motion. Voting in favor were: Regent Gonzales, Regent Salas, and Regent Vázquez. Motion passed unanimously.

Approval of Minutes from November 9, 2007 and January 9, 2008

Regent Salas moved to approve the November 9, 2007 and January 9, 2008 minutes. Regent Gonzales seconded the motion. Voting in favor were: Regent Gonzales, Regent Salas, and Regent Vázquez. Motion passed unanimously.

Academic Affairs Committee – Regent Rosanna Vázquez

Regent Vázquez stated that Vice President Rivera provided a written report (Attachment B).

Regent Vázquez indicated that there were no action items and that the following items were discussed: persistence programs, recruitment of students and faculty.

Chairman Gonzales indicated that there was a need for Highlands to offer competitive salaries when recruiting faculty. President Fries reported that compacted faculty salaries have been an issue that faculty and administration need to address. Chairman Gonzales asked, of the 20 faculty positions advertised, how many positions were tenure track and about the hiring timeline. Vice President Rivera replied that more than 20 positions were advertised and that most of them were tenure/tenure-track and on the main campus, and that with the exception of two positions, they have been filled with visiting professors. He further reported that the hiring date for all positions would be April 1, 2008.

Regent Vázquez asked how tenured faculty positions at the centers were determined. Vice President Rivera noted that in an effort to increase sustainability at the centers some of the programs that pull in enrollment numbers will have tenured faculty positions.

Regent Salas asked if students were invited to serve on the faculty search and screen committees. Vice President Rivera reported that students were serving on some of the committees and that more students would be asked to participate.

Regent Vázquez announced that the School of Business received their accreditation from the Association of Collegiate Business Schools and Programs. Regent Vázquez informed the Board that the School of Education has elected to withdraw its appeal for accreditation from the National Council for Accreditation of Teacher Education (NCATE). Regent Vázquez pointed out the accreditation from the Higher Learning Commission and the New Mexico Public Education Department, not NCATE, provides students with the opportunity to obtain state licensures.

Regent Vázquez asked President Fries when a retreat could be scheduled to discuss the NMHU centers and retention issues. President Fries recognized that there was a need for a retreat.

Vice President Rivera reported that enrollment at the Centers was down 3% but that Highlands' overall enrollment increased by 2% over last year.

Chairman Gonzales stated that at the last Board meeting he requested that the Center Directors provide a center update during the Board of Regents meetings and called on Mr. Lew Granados, NMHU-Rio Rancho Center Director to report.

Mr. Granados reported the following:

- Graduation rates increased by 73 students, 201 students graduated in 2007
- Center has a good relationship with Albuquerque and Rio Rancho Public Schools
- He is working with Central New Mexico Community College to offer classes at the center, specifically on a 12 hour ESL program for endorsement purposes
- A collaboration with Cuba Independent Schools to provide Teaching Assistant certification is in process

Chairman Gonzales asked how many faculty members were at the Rio Rancho Center and for the student enrollment numbers. Mr. Granados reported that there were 14 faculty and 3 vacant positions at the center and that the enrollment was at 555.

Chairman Gonzales asked Mr. Granados to work closely with the Rio Rancho Mayor's Office to continue a good working relationship.

Chairman Gonzales called on Dr. Steve Martinez, Director of the NMHU-Santa Fe Center and NMHU-Espanola Site to report.

Dr. Martinez summarized his Director's Mid-Year Report:

- Due to substantial enrollment growth a location assessment needs to be performed within the next 3-2 years
- The Espanola Site secured a \$1.5 million Title III grant
- Memorandum of understandings with Santa Fe Public Schools and Espanola Public Schools are in place
- He anticipated that both the Santa Fe Center and the Espanola Site will have their largest enrollment increases since their inception
- Partnerships with the New Mexico Suicide Prevention Program, Big Brothers/Big Sisters Program, and the Santa Fe Community College are in process

Chairman Gonzales thanked Dr. Martinez for his efforts to expand the NMHU-SFCC Center and the Espanola Site, stating that it was a good start.

Chairman Gonzales welcomed Ms. Evonne Roybal-Tafoya, Director of Educational Outreach Services and Interim Director of the NMHU-Raton Site.

Ms. Roybal-Tafoya reported the following:

- The Raton Site currently offers 14 televised courses, 3 internet courses, and 7 on-site courses
- The Site Ribbon Cutting Ceremony is scheduled for February 1, 2008

Chairman Gonzales thanked Ms. Roybal-Tafoya for her efforts and stated that he was optimistic about the site expansion.

Budget and Finance Committee – Regent Robert Benavides

Vice President Wilson presented the Budget & Finance Committee report (Attachment C).

Chairman Gonzales asked when the 2007 audit would be available. Vice President Wilson informed the Board the Audit would be available in February.

Buildings & Grounds Committee

Regent Salas provided an overview of the written Buildings & Grounds report (Attachment D).

Chairman Gonzales indicated that he liked the new project timeline report and asked if a similar report could be prepared for all capital projects.

Regent Vázquez asked for a golf course water usage update. President Fries reported that a hearing regarding effluent water usage at the Environment Department went well. President Fries stated that Highlands was testing existing water wells for productivity. Regent Vázquez asked if the

Acequia's concerns were addressed. President Fries responded that Highlands was seeking a water discharge permit that is intended to protect the ground water quality, while the Acequia's concerns are based on water rights and that the Acequia's concerns regarding water quantity deals more with the City of Las Vegas.

Chairman Gonzales asked Regent Salas to chair the next Buildings & Grounds Committee meeting until a new regent was appointed to the Board. Regents Salas agreed.

Student Affairs Committee – Regent Sherry Salas

Regents Salas presented the Student Affairs Committee written report (Attachment E).

Regents Salas informed the Board that the committee acted on two items, which were, a New Student Orientation Fee; and Housing Application Fee increase. Regent Salas stated that the items would be presented at the next Board meeting.

Chairman Gonzales asked President Sallee if the Student Senate had reviewed and approved the new orientation fee and the housing fee increase proposal. President Sallee responded that the Student Senate had not reviewed the proposals. Chairman Gonzales requested that President Sallee ask the Student Senate to review the proposals and to make a presentation at the next Board of Regents meeting.

Student Senate Report – Mr. Michael Sallee

President Sallee reported that he was working on filling vacant seats on the Student Senate. He also reported that the Senate would be planning a memorial service to help the NMHU and Las Vegas communities mourn the loss of two NMHU students.

President Sallee announced that Rush Week is scheduled for the week of January 28, 2008. He thanked Ms. Margaret Gonzales and Mr. Ricky Serna from the Office of Campus Life for planning the Rush Week events.

Regent Salas asked how many students served on the Student Senate. President Sallee responded that there are 17 seats and that presently 13 student senators serve on the senate.

Faculty Senate Report – Dr. Maureen Romine

Dr. Maureen Romine presented her written report (Attachment F).

Chairman Gonzales offered to meet with the Faculty Senate and Student Senate at their next meetings.

Regent Vazquez asked for a time line for gathering information for the two distance education committees. Dr. Romine informed the Board that the Faculty Senate had recently formed the committees to address the Centers' needs and that meetings were not scheduled yet. Regent Vazquez stated that it would be a good idea to find out what the Center's concerns were before an Academic Retreat is scheduled.

Persons Wishing to Address the Board

Chairman Gonzales asked if anyone wished to address the Board. No one came forward.

President's Report – Dr. James Fries, President

a) Establishment of a corporation under the University Research Park Act – Action Item

President Fries informed the Board that the University Research Park Act (URPA) was adopted by the legislature two years ago and was updated this year. President Fries reported that the university has filed for a number of patents and has initiated discussions with a major corporation regarding the possibility of test marketing various patented products. President Fries reported that legal counsel had advised the university to establish a corporation under the URPA.

Chairman Gonzales informed the Board that the University Research Park Act was Resolution #6 and called for a motion (Attachment G).

Regent Vázquez moved to approve the establishment of a corporation under the University Research Park Act as presented. Regent Salas seconded the motion. Voting in favor were: Regent Gonzales, Regent Salas, and Regent Vázquez. Motion passed unanimously.

b) Endorsement of legislation to enact a pilot program for pre-med majors (Attachment H) – Action Item

President Fries reported that the item was currently under consideration at the legislature in two bills. Senator Steve Komadina is carrying Senate Bill #7 and Representative Nick Salazar is carrying House Bill #133. President Fries informed the Board that a similar bill was introduced at the legislature last year and was vetoed.

President Fries reported that the New Mexico Hispanic Medical Association (NMHMA) intends the legislature to address a concern that the majority of students entering medical school and other health fields are graduates of the University of New Mexico and New Mexico State University.. The NMHMA hopes that this legislation would appropriate \$250,000 to Highlands to establish a pilot program intended to increase the number of students pursuing pre-med studies and ultimately seeking admission to UNM and other medical schools throughout the country. President Fries informed the Board that the university had initiated meetings with the NMHMA and the UNM School of Medicine to ensure that all are in agreement with the pilot program moving forward. President Fries reported that the pre-med pilot program was not part of the university's priorities in the Research and Public Projects submission and without endorsement from the Board; it may be treated as a non-recurring program even if approved.

Regent Vazquez asked if the funding were not spent would it go into Highlands' general fund. She also asked if Highlands was prepared to spend the funds by the end of the fiscal year. President Fries informed the Board that the appropriation would be available next fiscal year.

Dr. Romine stated the Dr. Ben Nelson's concern was the ability to use funding for student scholarships for pre-med students. Chairman Gonzales asked if the President would work with the sponsors to amend the language in the proposal to include scholarship and recruitment appropriations. Vice President Wilson reported that through conversations with the NMHMA

and others it was determined that funding could be used for scholarships and recruitment. President Fries replied that he would review that language to clarify the usage of the funding.

Regent Vázquez moved to approve the endorsement of legislation to enact a pilot program for pre-med majors with the discussion to try to add language that clarifies the usage for scholarships and recruitment. Regent Salas seconded the motion. Voting in favor were: Regent Gonzales, Regent Salas, and Regent Vázquez. Motion passed unanimously.

c) Approval of facilities lease for Social Work in Albuquerque (Attachment I) – Action Item

President Fries reported that the lease for a Social Work facility in Albuquerque was approved at the November 9, 2007 but significant changes were made and it should be revisited. President Fries indicated that a larger space has become available and would allow for all of the Social Work staff to relocate from the Rio Rancho Center to Albuquerque. President Fries further reported that some Social Work courses would still be offered at the Rio Rancho Center. President Fries pointed out that the rate per square foot was the same as previously approved by the Board in November but it was a larger space. President Fries noted that the new lease would be a three-year lease instead of the five-year lease. Chairman Gonzales asked if legal counsel reviewed the lease, he pointed out that the university could not enter into multi-year leases because they bind the university and wants to ensure that the university is protected in the event that the program is not refunded yearly. Regent Vazquez asked if the lease included language that would not hold the university accountable for the remainder of the lease if the program was no longer funded. Ms. Rachel King, NMHU Legal counsel, informed the Board that the lease included language that the lease was subject to annual appropriation. Regent Vazquez asked why the lease was reduced to three years. President Fries stated that reducing the number of years simplified the lease process.

Chairman Gonzales called on Dean Alfredo Garcia for additional comments. Dean Garcia reported that he had preformed a needs assessment and found that 77% of the students enrolled in the Social Work program at NMHU-Rio Rancho lived in Albuquerque. Opening a site in Albuquerque would better serve current students and allow for expansion of the program. Dean Garcia estimated that the programs enrollment would increase by 50-60 students if it moved to Albuquerque. Dean Garcia pointed out that moving the Social Work program out of the Rio Rancho Center would allow for growth of the other programs at the Center.

Chairman Gonzales asked who would assume the costs associated with outfitting the building with classroom space. Dean Garcia informed the Board that the landlord would incur up to \$30,000 of remodeling costs to create the classrooms which would be enough to cover the cost of building 4 classrooms.

Chairman Gonzales asked when the class would be marketed and available in Albuquerque. Dean Garcia replied that courses would be offered at the new location beginning June 1, 2008.

President Fries informed the Board that the landlord was incurring the costs of remodeling the building for classrooms but that the university would provide the tables, chairs, and computers.

Chairman Gonzales thanked Dean Garcia for his efforts to expand the Social Work program noting that adding a new location offers a great opportunity for improving enrollment.

Dean Garcia thanked the Board and administration for their support in his expansion efforts.

Chairman Gonzales asked for an enrollment report on an annual basis.

Regent Vázquez moved to approve the facilities lease for Social Work in Albuquerque. Regent Salas seconded the motion. Voting in favor were: Regent Gonzales, Regent Salas, and Regent Vázquez. Motion passed unanimously.

d) Other

President Fries announced the following:

- The registration deadline is January 22, 2008. The retention numbers for first year, first time freshman are showing improvement from last year
- The Legislative Session is well underway and support for Highlands looks good. The university is well organized and all requests have been submitted
- Initial recommendations for next year's budget from both the executive and legislative finance committee include a 2% compensation package
- The executive branch did not include a tuition credit or a cap on the level of tuition increases that could be imposed at various institutions. The LFC's proposal includes a 1.5% tuition credit and a 4.5 % cap on tuition
- Institutions have been asked not to charge tuition to high school students participating in dual enrollment programs
- The LFC is recommending an increase in the BR&R appropriation formula funding from 70% to 80%
- Las Vegas Day at the Legislature is scheduled for January 30, 2008. Highlands will be co-sponsoring the breakfast
- Highlands is proposed to receive a one-time appropriation of \$260,00 for facility improvements through BR&R funding
- The New Mexico Finance Authority approved financing for the new Residence Hall
- Remodeling of the Science Annex and Burris Hall is well underway
- The Golf Course plans were reviewed at the Buildings & Grounds Committee meeting and the consideration of potential residential/commercial property will need to be revisited by the Board

- The radio station licenses are all still active with the exception of the Taos license
- The Raton Learning Center ribbon cutting ceremony is scheduled for February 1, 2008
- The University of New Mexico is seeking a gross receipts tax increase in Rio Rancho for higher education facilities and has requested Highlands/ support
- The Highlands Homecoming Game has been scheduled for October 25, 2008 against Western New Mexico University, a traveling trophy was initiated last year and WNMU has the trophy

President Fries announced that he was privileged to serve at Highlands for one year and listed goals the university needs to address:

- Establish on campus working and learning environment that fosters integrity, respect, tolerance, fairness, quality, equity, and accountability
- Expects that the campus and the Board will revisit the University's strategic plan
- Conclude a successful collective bargaining agreement with the Faculty Association
- Provide professional development for the Board, administration, and staff
- Hire a Vice President for Institutional Advancement
- Improve the NMHU website and outreach to the media to improve marketing and fundraising
- Improve the overall campus aesthetics and functionality
- Continue to enhance the campus' image through heightened visibility throughout New Mexico
- Work on ways to improve student retention

Chairman Gonzales thanked President Fries for his time and effort noting that the university has made a lot of progress since he joined the university. Chairman Gonzales stated that President Fries has brought stability to Highlands.

President Fries thanked the students, faculty, and staff for their joint effort to move the university forward.

Dr. Romine thanked President Fries for bringing stability and quality to the university.

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 privilege in which the University may become a participant; and (4) real estate disposal. Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(5)(7)&(8). Regent Vázquez moved to adjourn to executive session Regent Salas seconded the motion. A roll call was taken and voting in favor of the motion were: Regent Gonzales, yes; Regent Salas, yes; and Regent Vázquez, yes. Motion carried and the Board went into executive session at 11:44 am.

Regent Vázquez moved to come out of executive session into open session. Regent Salas seconded the motion. For the record, Chairman Gonzales stated that only those items cited in the motion were discussed in executive session and no action was taken. Regents present confirmed the statement. A roll call was taken and voting in favor of the motion were: Regent Gonzales, yes; Regent Salas, yes; and Regent Vázquez, yes. Motion carried unanimously and the meeting was called back to order at 1:17 pm.

Comments by the Regents

No Comments were made.

Joan Lucero-Sisneros, Director of the NMHU-Farmington Center, reported the following:

17 courses are beamed to the Center this semester

14 courses are beamed from the Center

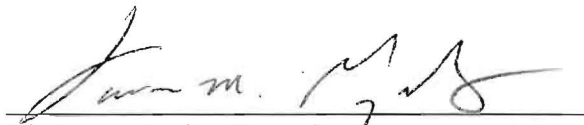
The Center offers 24 on-line courses and 84 on-site courses

President Fries asked for the Center's enrollment numbers. Ms. Lucero-Sisneros informed the Board that 273 students are enrolled at the NMHU-Farmington Center. President Fries asked if the 273 students included on-line students. Ms. Lucero-Sisneros responded no. President Fries noted that therefore the total enrollment for the center exceeded 273.

Chairman Gonzales asked Ms. Lucero-Sisneros is she could host the next Board of Regents meeting. Ms. Lucero-Sisneros responded yes.

Adjournment

Regent Salas moved to adjourn the meeting. Regent Vázquez seconded the motion. Motion carried and the meeting adjourned at 1:21 pm.



Chairman Javier Gonzales
NMHU Board of Regents



Secretary/Treasurer Rosanna Vázquez
NMHU Board of Regents