

New Mexico Highlands University
Special Board of Regents Meeting
President's Conference Room
Rogers Administration Building
NMHU Main Campus
Las Vegas, NM 87701
October 19, 2013 at 1:00 p.m.

1. Call to Order – Chairman Sanchez
2. Roll Call
3. Approval of Agenda for October 19, 2013
4. Approval of the Minutes of September 12, 2013
5. Reciprocal Employee Tuition Waiver Agreement with SFCC and SJC – Action Item
6. Expanding Student Life at HU
7. Faculty Senate Report – Dr. Maureen Romine
8. Staff Senate Report – Ms. Margaret Gonzales
9. President's Report – Dr. James Fries
 - A. Searches/Organizational Chart
 - B. HLC Ratios
 - C. FY14/15
 - D. Government Shutdown
 - E. Golf Course Well Lease to City
 - F. Green House Demolition
 - G. Hydrazine and Stable Isotopes
 - H. Los Alamos Public Schools
 - I. Bridge Street 1 of 10 Greatest Streets
 - J. Rio Mora NWR Article in Optic
 - K. Homecoming
 - L. 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) deliberations upon competitive sealed proposals for A/E services on Trolley Building; (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, §10-15-1(H)(2)(6)(7)&(8).
11. Public Action as Necessary on Closed Session Discussions – Action Item
12. Adjournment

**New Mexico Highlands University
Board of Regents Special Meeting
October 19, 2013**

The New Mexico Highlands University Board of Regents held a special meeting on October 19, 2013 in the President's Conference Room, Rogers Administration Building on the New Mexico Highlands University main campus in Las Vegas, New Mexico. Chairman Sanchez called the meeting to order at 1:07 p.m.

Attendance

Board Members Present: Mr. Leveo V. Sanchez, Ms. Nancy R. Long, Mr. Jesus L. López, Mr. Frank Marchi, and Mr. Michael Martinez.

Administrative Personnel Present: Dr. James Fries, President; Mr. Max Baca, Interim Vice President for Finance & Administration; Dr. Gilbert Rivera, Vice President for Academic Affairs; and Dr. Fidel Trujillo, Dean of Students.

Others Present: Dr. Maureen Romine, Faculty Senate President; Ms. Tina Sione, ASNMHU President; and Ms. Carolina Martínez, Executive Administrative Assistant; and numerous other individuals in the audience including; faculty, staff, and media.

Approval of the October 19, 2013 Meeting Agenda

Regent López moved to approve the October 19, 2013 agenda as presented. Regent Marchi seconded. Voting in favor were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Martinez. Motion passed unanimously.

Approval of the Minutes from September 12, 2013

Regent López moved to approve the minutes from September 12, 2013 as presented. Regent Martinez seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Martinez. Motion passed unanimously.

Reciprocal Employee Tuition Waiver Agreement with SFCC and SJC – Action Item

Vice President Rivera informed the Board that the university has had tuition waiver articulation agreements with Luna Community College and New Mexico State University for many years. San Juan College and the Santa Fe Community College have requested similar agreements. A tuition agreement to exchange tuition waivers for faculty and staff at SJC and SFCC with NMHU's was written. Vice President Rivera noted that students, faculty, and staff at both SFCC and SJC often do not know Highlands has centers in Santa Fe and Farmington. The Human Resources Offices at both colleges will be notifying their employees informing them of the tuition waiver. The notifications could generate new enrollment for Highlands.

President Fries added that the tuition waivers provide free advertisement for the university and could increase enrollment in classes that are already offered at the NMHU centers.

Regent Long moved to approve the Reciprocal Employee Tuition Waiver Agreement with SFCC and SJC (**Attachment A**). Regent Martinez seconded. Voting in favor of the motion were:

Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Martinez. Motion passed unanimously.

Expand Student Life at HU

After a discussion between Regent López and Regent Martinez regarding students concerns with the lack of off-campus activities, Regent López requested President Fries add a discussion regarding student life expansion to the agenda.

Dr. Trujillo, Dean of Students, reported that the lack of off-campus activities has been an ongoing concern for the university. He noted that students do have many opportunities to get involved in on-campus activities. Dr. Trujillo reported that there are currently 60 chartered clubs and organizations on campus. If students cannot find a club they are interested in, they are free to form their own club.

Dr. Trujillo reported that adding more student recreational opportunities is included in the university's master plan.

President Fries added that the university shows free movies at Ilfeld Auditorium twice a week. He also mentioned that there are plans to open a fitness center in Archuleta Hall, the former dining hall.

Dr. Trujillo informed the Board that JC's Pizza invites HU students to their location after most athletic activities.

Regent Long suggested providing rental equipment to students such as rafts, kayaks, bicycles, hiking equipment, etc...

Faculty Senate Report – Dr. Maureen Romine

Dr. Romine presented her written report (**Attachment B**). She also provided a Faculty Professional Activities List (**Attachment C**).

A Faculty Senate Publicity Committee was formed to work on publicizing NMHU faculty member's research and activities. A short description related to their teaching; research; or services will be shared with the campus community via the NMHU website; the Foundation's Radio Program; and a brochure. Dr. Romine stated the goal of the publications is to let people know who the faculty members are and what they do.

Mr. Kerry Loewen, Faculty Senate Member and member of the Publicity Committee, informed the Board that as part of the HU Birthday Celebration activities, the Media Arts Department installed a glasses-free 3D monitor in the security booth of the student union building that projects a slide show of faculty doing actual research.

Staff Senate Report – Ms. Margaret Gonzales

Ms. Gonzales was unable to attend the meeting. She provided a Staff Senate Report (**Attachment D**) and the latest issue of the "Pony Express" (**Attachment E**) the staff newsletter.

Regents commented that they enjoy reading the staff newsletter.

Regent Marchi asked what concerns the staff had regarding the need to separate Human Resources and the Equal Employment Opportunity Commission (EEOC). President Fries responded that some staff members feel that the university should have two separate offices because they feel the HR represents management.

President's Report – Dr. James Fries, President

A. Searches/Organizational Chart

- There were 86 applicants for the Vice President for Academic Affairs/Provost position. After the first screening, the search committee reduced the applicant pool to 46. Dr. Trujillo is the committee chair. It is hopeful that a VPAA is hired by January 1, 2014.
- The Vice President for Advancement position was advertised and the target hire date is also January 2014. Mr. Loewen is the chairing the search committee.
- President Fries announced the appointment of Mr. Max Baca as Interim Vice President for Finance & Administration.

B. HLC Ratios

The Higher Learning Commission HLC runs financial ratios regularly and wants to see a CFI of 1.0 or higher. A rating between 1.0 – 0 is in the zone. Last year NMHU had rating at just below 1; for year 2012 NMHU's score was a .02%. Subsequently, NMHU was required to submit three years of audit reports along with several other financial documents to the HLC. The requirement stimulated a review of how NMHU was reporting the financial ratios and how they were being calculated. A key issue discovered was how the university handles capitalization and amortization of its major investments. President Fries noted that the Board recently passed a revised amortization schedule for facilities from 25 years to 50 years. It was further discovered that the Foundation Office was not capitalizing the major artwork donations received which total approximately \$2.5 million.

Regent Marchi asked who owned the artwork. President Fries responded that the artwork is owned by the Foundation because donations are made to the Foundation. He added that Risk Management informed the university that art which is owned by the university or is on loan to the university is covered under the risk management policy. Options for more insurance coverage are under review.

President Fries reported that a formal agreement between the university and the Foundation for the loan of the artwork needs to be finalized.

C. FY14/15

- The state funding formula for higher education continues to be an active conversation topic. Presidents at both two-year and four-year institutions are taking much more leadership in the funding formula process than in past years. NMHED has also been working on formula changes. President Fries presented the Mission Based Performance Funding Model (**Attachment F**).

- The university's RPSP and capital projects proposals have been submitted.
- The university received notice of a probable 10% increase in health insurance cost for next year on top of the 15% increase imposed this year.
- The federal government seems to be backing away from the Build America Bonds Program. The university used those bonds for partial funding of the interest on the student union building bonds. It is unclear how much the university will be impacted.

D. Government Shutdown

- The shutdown is over. The university did not see any impact on the financial aid programs.
- Special arrangements were made so that faculty and students could continue their research despite the Rio Mora NWR closure.

E. Golf Course Well Lease to City

The university and the City are continuing discussions regarding the golf course well. Refinements to the last draft of the lease continue to be made.

F. Green House Demolition

The green house was demolished and it is likely the property will be converted into a small parking lot.

G. Hydrazine and Stable Isotopes

The process with Millennium Enterprises to develop various chemical spill products is moving forward. The ZeenKleen website is up and running.

There are three orders for stable isotope compounds that total \$54,500; a \$37,500 order for 100g of the compound; \$7,000 for 1g of another compound; and \$10,000 for 1g of a third compound; Additionally, \$388,500 in quotes for isotopically labeled compounds have been issued.

H. Los Alamos Public Schools

Vice President River and Dr. Belinda Laumbach, Dean of the School of Education have met with Los Alamos Public Schools in cooperation with Los Alamos National Labs (LANL) to draft a Memorandum of Understanding (MOU) to have 50-100 teachers earn their master's degrees through NMHU. Schools with master's level teachers obtain additional state funding. Los Alamos Public Schools and LANL will pay for teacher tuition and NMHU will provide on-site instruction in educational leadership, curriculum & instruction, and possibly some TESOL. The goal is to get the first set of students through one of the master's programs within two years.

I. Bridge Street 1 of 10 Greatest Streets

The *Las Vegas Optic* printed an article (**Attachment G**) on Bridge Street being named one of the 10 great streets in America by the American Planning Association. A ceremony

dedicating both the remodeled breezeway and recognizing the designation of Bridge Street was held on Saturday, October 12, 2013.

J. Rio Mora NWR Article in Optic

The *Las Vegas Optic* ran an article (**Attachment H**) on the celebration of the Rio Mora National Wildlife Refuge celebrating its one year anniversary. Highlands is mentioned numerous times throughout the article because of all the research HU does at the refuge.

K. Homecoming

During this year's homecoming, Highlands celebrated the 120th year of the university; the 90th year of Ilfeld Auditorium; and the 30th year of the Foundation. Activities were well attended. President Fries thanked the Office of Campus Life; the Foundation Office, Mr. Loewen and the media arts students for all their hard work and preparation for the events.

L. Other

- President Fries showed the dedication plaque that will be mounted in the Viles & Crimmin Residence Hall.
- College Night, co-sponsored by NMHU and Luna Community College is scheduled for October 22, 2014 at the City's Recreation Center. Several hundred students attend college night to gather information on college and the admissions process.

Chairman Sanchez asked President Fries to give a brief report on the Governor's Teacher Education Task Force meeting. President Fries reported that there have been three meetings in which the state of education in New Mexico and ways in which higher education institutions might be able to make adjustments that would improve the overall quality offered in public schools have been discussed. The main focus is on the schools of education and the Public Education Department teacher licensure requirements. Representatives from all higher education institutions with Schools of Education in New Mexico have attended the meetings.

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) deliberations upon competitive sealed proposals for A/E services on Trolley Building; (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, 10-15-1 (H)(2)(6)(7)&(8). Regent López moved to enter into executive session for the sole purpose of discussing the items listed. Regent Martinez seconded. A roll call was taken and voting in favor were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Martinez. Motion carried and the Board went into executive session at 3:10 p.m.

Regent Marchi moved to come out of executive session into open session. Regent Long seconded. Regent López stated for the record that only those items specified under the executive session item were discussed and 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,

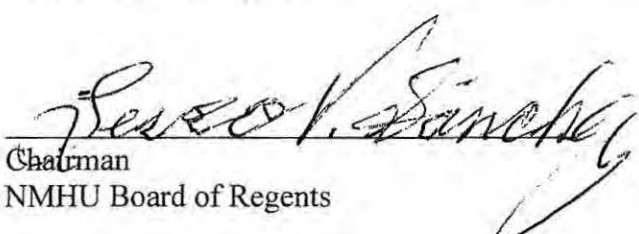
Regent Long, Regent López, Regent Marchi, and Regent Martinez. Motion carried unanimously and the meeting was called back to order at 5:00 p.m.

Public Action as Necessary on Closed Session Discussions – Action Item

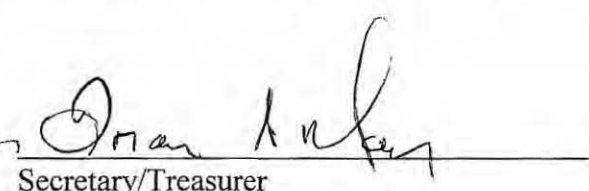
Nothing further was discussed and no action was taken.

Adjournment

Regent Long moved to adjourn. Regent Martinez seconded. Motion carried and the meeting adjourned at 5:02 p.m.



Chairman
NMHU Board of Regents



Secretary/Treasurer
NMHU Board of Regents