

New Mexico Highlands University
Special Board of Regents Meeting
President's Conference Room
Rogers Administration Building
NMHU Main Campus
Las Vegas, NM 87701
November 1, 2013 at 9:00 a.m.

1. Call to Order – Chairman Sanchez
2. Roll Call
3. Approval of Agenda for November 1, 2013
4. Approval of the Minutes of October 19, 2013
5. 1st Quarterly Report – 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) 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).
8. Public Action as Necessary on Closed Session Discussions – Action Item
9. Adjournment

**New Mexico Highlands University
Board of Regents Special Meeting
November 1, 2013**

The New Mexico Highlands University Board of Regents held a special meeting on November 1, 2013 in the President's Conference Room, Rodgers Administration Building on the New Mexico Highlands University main campus in Las Vegas, New Mexico. Chairman Sanchez called the meeting to order at 9:07 a.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; and Dr. Fidel Trujillo, Dean of Students.

Others Present: Ms. Carolina Martínez, Executive Administrative Assistant; and numerous other individuals in the audience including; faculty, staff, and media.

Approval of the Meeting Agenda November 1, 2013

Regent López moved to approve the November 1, 2013 agenda as presented. Regent Martinez seconded. Voting in favor were: Chairman Sanchez, Regent López, Regent Marchi, and Regent Martinez. Motion passed unanimously.

Approval of the Minutes from October 19, 2013

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

1st Quarterly Report – Action Item

Mr. Baca summarized the 1st Quarterly Report (**Attachment A**) which will be submitted to the New Mexico Higher Education Department (NMHED) as required of all institutions.

Mr. Baca reported that the university's audit is in its final stages. The audit exit conference is scheduled for November.

Regent López moved to approve the 1st Quarterly Report as presented. Regent Marchi seconded. Voting in favor of the motion were: Chairman Sanchez, Regent López, Regent Marchi, and Regent Martinez. Motion passed unanimously.

Regent Long joined the meeting at 9:12 a.m.

President's Report

President Fries reported the following:

- The NMHED completed their capital project recommendation list. Included in the recommendation list is \$6 million for Highlands's infrastructure; it is ranked #6.

- The Funding Formula remains a topic of conversation. NMHED met with Presidents from both 2-year and 4-year institutions to discuss their budget requests and review some of the factors used on their funding formula.
- Members of the university are meeting with a team from the Legislative Finance Committee to discuss college readiness and to find out what Highlands is doing in regards to developmental programing and other efforts to enhance student success rates at NMHU.
- NMHU hosted the Rocky Mountain Athletic Conference (RMAC) annual fall meetings on October 25-26, 2013. Roughly 50 university presidents, athletic directors, and senior women's administrators were in attendance. One item under consideration is the possibility of further conference expansion, from 14 to 16 schools. The conference would split into two sections. Schools requesting joining the conference are Westminster, Salt Lake City, UT; and South Dakota School of Mines, Rapid City, SD.
- A new brewery will soon be opening in Las Vegas.

Mr. Baca introduced Mr. Ian Harmon, Owner; and Mr. Clay Simmons, Construction Manager, both of Progressive Construction Management (PCM). Mr. Baca noted that PCM was selected as the university's owner's representative at the last Board meeting.

Mr. Harmon provided a brief history and background on PCM. He listed the company's experience with construction/restoration on historical buildings.

Baker A+D

Mr. Mark Baker, Principal at Baker A+D, provided a company background and presented their architectural design for the Trolley Building.

Mr. Baker informed the Board of the following:

- Listing of architectural contracts awarded
- They are a small operation but plan to hire a CAD technician
- They have assisted NMHU previously but did not participate in the RFP preparation
- They work closely with Mr. Ed Cocker, Historical Consultant

Autotroph

Mr. Alexander Dzurec, Principal of Autotroph; Mr. Steve Raike, AIA, Lake Flato; and Mr. Peter Brill, President of PBI Construction Consulting presented their Trolley Building architectural design. Mr. Dzurec and Mr. Raike provided background information on their respective companies.

Collectively they informed the Board of each company's role:

- PBI has worked with both Autotroph and Lake Flato. PBI will unify the team and ensure that the project stays on budget and on time.
- Lake Flato will serve as the design architect; lead on the early phases of the project & schematic design; set the projects goals and vision

- Autotroph will provide/serve as the executive architect, lead construction; documents and permitting; and lead construction and administration

Dekker/Perich/Sabatini

Mr. Daniel Kemme, AIA; and Mr. Ronald Witherspoon, AIA provided an overview of DPS's past projects two of which are at NMHU; the Ivan Hilton Science Building and the Viles & Crimmin Residence Hall. Together, Mr. Kemme and Mr. Witherspoon presented their architectural plans for the Trolley Building.

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 2:22 p.m.

Regent López 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 3:33 p.m.

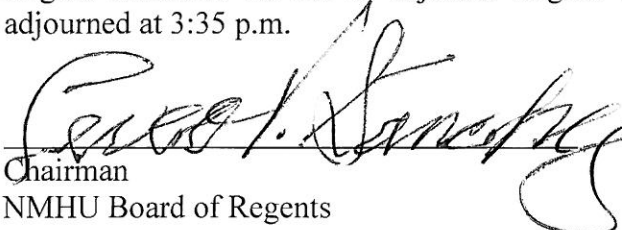
Public Action as Necessary on Closed Session Discussions – Action Item

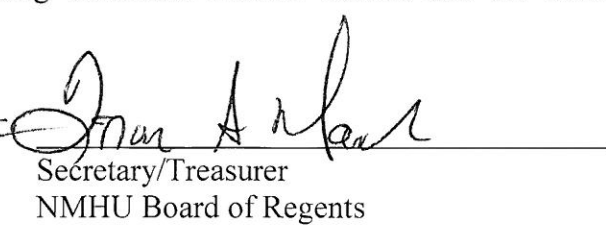
President Fries stated that on behalf of the review committee, who reviewed the proposals from various firms for architectural and engineering services on the Trolley Building, he is please to recommend to the Board that a contract be issued to Baker Architecture & Design for the trolley Building project with compensation to be negotiated.

Regent López moved to approve President Fries' recommendation as stated. Regent Martinez seconded. Voting in favor of the motion were: Chairman Sanchez, Regent Long, Regent López, Regent Marchi, and Regent Martinez. Motion passed unanimously.

Adjournment

Regent Martinez moved to adjourn. Regent Long seconded. Motion carried and the meeting adjourned at 3:35 p.m.


Chairman
NMHU Board of Regents


Secretary/Treasurer
NMHU Board of Regents