

New Mexico Highlands University  
Special Board of Regents Meeting  
President's Conference Room  
Rodgers Administration Building  
NMHU Main Campus  
Las Vegas, NM 87701  
July 29, 2014 at 10:00 a.m.

1. Call to Order – Chairman Sanchez
2. Roll Call
3. Approval of the Agenda for July 29, 2014
4. New Specialization: Addiction Counseling (MA in COUN) – Action Item
5. “Cowboy Bucks” Cards – Action Item
6. Disposal of Surplus Property (Obsolete Electrical Equipment) – Action Item
7. NMHU-NMDOT Park & Ride MOU – Action Item
8. Beer Tent During Home Football Games – Action Item
9. President's Report
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) bargaining strategy preliminary to collective bargaining; and (3) threatened or pending litigation subject to the attorney-client privilege in which the University is or may become a participant; Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(5)&(7)
11. Collective Bargaining Agreement Articles #14 and #25 – Action Item
12. Public Action as Necessary on Closed Session Discussions – Action Item
13. Adjournment

**New Mexico Highlands University**  
**Board of Regents Meeting**  
**July 29, 2014**

The New Mexico Highlands University Board of Regents held a special meeting on July 29, 2014 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 10:05 a.m.

**Attendance**

Board Members Present: Mr. Leveo V. Sanchez, Mr. Frank Marchi, and Mr. Michael Martinez. Ms. Nancy R. Long arrived at 10:10 am.

Board Members Absent: Mr. Jesus L. López

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

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, students, community representatives, and media.

**Approval of the July 29, 2014 Meeting Agenda**

President Fries recommended removing items #4 New Specialization: Addiction Counseling (MA in Counseling) – Action Item and item #8 Beer Tent During Home Football Games – Action Item off of the agenda.

Regent Marchi moved to amend and approve the July 29, 2014 meeting agenda as recommended by President Fries. Regent Martinez seconded. Voting in favor were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez. Motion passed unanimously.

**“Cowboy Bucks” Cards – Action Item**

Dr. Trujillo informed the Board the “Cowboy Buck” would allow students, parents, and others to deposit funds into an account. Using students IDs, employee IDs, or visitor gift cards individuals could purchase items at campus retail locations. The proposal would allow the use of the cowboy bucks at the Purple Brew Coffee Shop; NMHU Bookstore; Einstein Bros Bagels; SUB convenience store; and any campus vending machine with credit card capabilities. In the future the cowboy bucks would be operational at Ilfeld Auditorium, athletic events, and concessions. The business office will oversee the accounting and deposits on the cards. Various offices on campus provided input regarding the cards. The terms and conditions spell out the minimum deposits, caps for daily spending allowances at the various locations as well as procedures for any refunds.

Regent Long asked why there were spending caps on the cards. Dr. Trujillo responded that the caps were a safety precaution in the event of lost or stolen cards.

Regent Marchi asked what the maximum amount on a card could be. Dr. Trujillo answered that there was no maximum amount set. Regent Marchi asked about possible fraudulent use and what the university's liability would be in the event of fraudulent use. President Fries pointed out that a disclaimer statement regarding any lost or stolen cards could be added to #16 of the proposed policy.

Dr. Aguilar called to President Fries' attention that item #6 of the policy reads there is a \$50 daily limit at vending locations; this may be problematic if students want to buy books. A lengthy discussion regarding minimum deposits and maximum daily usage cap was held. Regents present authorized the administration to determine cap amount for daily spending and to make policy adjustments as needed.

President Fries summarized that the administration would work with NMHU legal counsel to develop language regarding a disclaimer on item #16; language will be revised regarding the \$50 limit per day at vending locations; and language will be inserted in #4 regarding a statement of the maximum amount allowable on a card.

Regent Marchi moved to approve the "Cowboy Bucks" Cards (**Attachment A**) with the revisions as summarized by President Fries. Regent Long seconded. Voting in favor were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez.

#### **Disposal of Surplus Property (Obsolete Electrical Equipment) – Action Item**

Mr. Baca informed the Board that the electrical equipment listed was obsolete therefore, the university is requesting Board for approval to dispose of the items.

Regent Long moved to approve the Disposal of Surplus Property (Obsolete Electrical Equipment) (**Attachment B**) as presented. Regent Martinez seconded. Voting in favor were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez.

#### **NMHU-NMDOT Park & Ride MOU – Action Item**

President Fries informed that Board, that three years ago, NMHU entered into an MOU with the New Mexico Department of Transportation (NMDOT) Park & Ride to establish a pick-up/drop-off location on the NMHU campus. The park & ride service is used by a number of students and community members. This MOU is an extension of the previous agreement that will allow the NMDOT Park & Ride to continue using the stop on campus. The stop is on the north end of the Wilson parking lot. There is no additional liability to the university because both entities are state agencies.

Regent Martinez moved to approve the NMHU-NMDOT Park & Ride MOU (**Attachment C**) as presented. Regent Long seconded. Voting in favor were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez.

#### **President's Report**

- President Fries informed the Board of the following:
- Two members of the Highlands community have had serious medical issues.
  - Dr. Rey Martinez, faculty member in the School of Social Work, was seriously injured in a head on collision in Colorado. Despite multiple injuries including a punctured aorta, he is making excellent progress.

- Mr. Donato Sena, NMHU Campus Police Chief, underwent surgery to remove his larynx. He had a recurrence of cancer. He is making good progress. He will be fitted with a voice box.
- The overall fall enrollment numbers are flat compared to this time last year. Our headcount is down by 25 and credit hours are down by 123. Enrollment on the main campus is down by 5%. One main difference from prior years is that the university is holding one large orientation rather than several smaller ones. A fall freshman convocation will be held as part of this year's orientation session.
- In an effort to boost Native American student enrollment, several members from the university will meet with the President and others at Diné College to establish a relationship. Dr. Maggie George, President of Diné College, is a Highlands alumna.
- New Mexico State University (NMSU) is raising their admissions gpa requirement from 2.5 to 2.75.
- The State Board of Finance denied Northern New Mexico College's request to build a residence hall.
- The Facilities Department is moving lockers from the field house into the Stu Clark.
- The former Archuleta Dining Hall will be converted into a workout room for students.
- Facilities is working with architects on a possible remodel of the kitchen and bathroom at the President's house.
- The Highlands Stable Isotopes has been able to produce labelled compounds and approximately \$45,000 was invoiced during the month of July.
- A corporation that sells hydrazine to universities, industries, and other operations has tested ZeenKleen and it met their requirements. We anticipate they will begin marketing our product to their consumers.
- The U.S. Air Force has approved the university's hydrazine remediation method and agrees that our product is superior to existing techniques. They are in the process of authorizing Hill Air Force Base to run field tests.
- The university claimed \$49,000/month as a match on a square footage for the Gear-Up Grant. The match should have been calculated on a yearly basis. Staff is working on a resolution.
- He is holding monthly meeting with Sen. Pete Campos, President of Luna Community College; Mr. Gene Parson, Superintendent of West Las Vegas Schools; and Dr. Ruben Cordova, Superintendent of Las Vegas City Schools to discuss ways to jointly improve education. Their goals are: to reduce the dropout rate in Las Vegas; improve college success for students coming out of our local school systems; and build community support for the

importance of education at all levels. A meeting invitation will be extended to the Superintendent of Mora Schools.

- Highlands is hosting a joint meeting of the Legislative Finance Committee and the Legislative Education Study Committee on August 25-26, 2014. He will have one hour to share information about Highlands and highlight the university's goals.
- He invited the Board to attend the 2014 Freshman Fall Convocation. It is scheduled for Friday, August 15, 2014 at 9:30am.

**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; and (3) threatened or pending litigation subject to the attorney-client privilege in which the University is or may become a participant; Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(5)&(7).** Regent Long 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 went into executive session at 11:08 a.m.

Regent Marchi moved to come out of executive session into open session. Regent Long seconded. Regent Long 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: Regent Long, Regent Martinez, Regent Marchi, and Chairman Sanchez. Motion carried unanimously and the meeting was called back to order at 12:20 p.m.

**Collective Bargaining Agreement Articles #14 and #25 – Action Item**

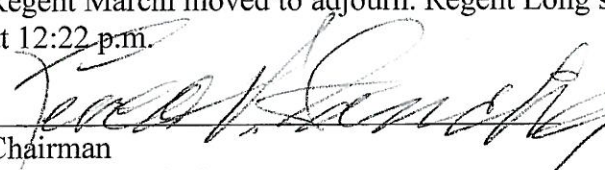
Regent Long moved to amend the Collective Bargaining Agreement Articles #14 regarding sabbaticals by inserting the word “normally”; and #25 regarding salary increases for faculty (**Attachment D**) as proposed. Regent Martinez seconded. Voting in favor were: Regent Long, Regent Marchi, Regent Martinez, and Chairman Sanchez

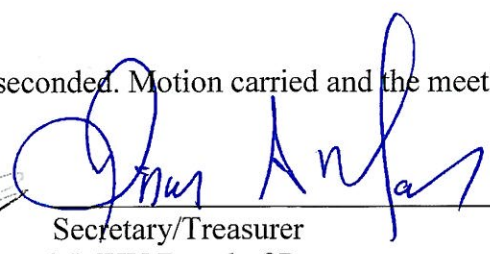
**Public Action as Necessary on Closed Session Discussions – Action Item**

No further action was taken.

**Adjournment**

Regent Marchi moved to adjourn. Regent Long seconded. Motion carried and the meeting adjourned at 12:22 p.m.

  
Chairman  
NMHU Board of Regents

  
Secretary/Treasurer  
NMHU Board of Regents