

New Mexico Highlands University
Board of Regents Meeting
Margaret J. Kennedy Alumni Hall
NMHU Main Campus
Las Vegas, New Mexico 87701
Monday, March 30, 2015 at 10:00 a.m.

1. Call to Order – Chairman Sanchez
2. Roll Call
3. Approval of Agenda for March 30, 2015
4. Approval of the Minutes of February 11, 2015
5. Academic and Student Affairs
 - A. Academic Affairs Report – Dr. Teresita Aguilar
 - a. Academic Integrity Policy – Action Item
 - b. MFA Proposal – Action Item
 - c. Other
 - B. Student Affairs Report – Dr. Fidel Trujillo
 - a. Housing Requirement Proposal – Action Item
 - b. Other
6. Finance and Administration – Mr. Max Baca
 - A. Finance and Administration Report – Mr. Max Baca
 - a. Electrical Distribution System Project – Action Item
 - b. Disposal of Property – Action Item
 - c. Sole Source Contracts
 - d. February Financial Report
 - e. FY16 Budget
 - Process
 - Legislative Action
 - Tuition & Fees
 - f. Other
7. Faculty Senate Report – Dr. Maureen Romine
8. Staff Advisory Senate Report – Ms. Kimberly Blea
9. ASNMHU Report – Mr. Gabriel Cordova
 - A. ASNMHU Resolution #5: Cyberbullying
10. Persons Wishing to Address the Board
11. President’s Report – Dr. Jim Fries
 - A. Enrollment
 - B. Scholarships
 - C. Athletic Success
 - D. Lone Star Conference

- E. SUB Awards
- F. Commencement(s)
- G. Process for Selection of Auditors
- H. Other

12. Executive Session – (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, of or investigation or consideration of complaints or charges against any individual or public employee; (2) bargaining strategy preliminary to collective bargaining; (3) threatened or pending litigation subject to the attorney-client privilege in which the University is or may become a participant; and (4) real estate acquisition or disposal. Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(5)(7)&(8).

13. Public Action as Necessary on Closed Session Discussions – Action Item

14. Matters from the Board

- A. Board of Regents Officer Elections – Action Item
- B. Board of Regents Subcommittee Appointments
- C. Regular Board Meeting Dates – Action Item
- D. Next Board Meeting Date – Action Item
- E. Presidential Search Update

15. Adjournment

**New Mexico Highlands University
Board of Regents Meeting
March 30, 2015**

The New Mexico Highlands University Board of Regents met on March 30, 2015 in the Margaret J. Kennedy Alumni Hall on the New Mexico Highlands University main campus in Las Vegas, New Mexico. Chairman Sanchez called the meeting to order at 10:07 a.m.

Attendance

Board Members Present: Ms. Ryan Andrews-Armijo, Mr. Frank Marchi, Ms. LouElla Marr-Montoya, and Ms. Sandra Turner, and Mr. Leveo V. Sanchez

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

Others Present: Dr. Maureen Romine, Faculty Senate Chair; Ms. Kimberly Blea, Staff Advisory Senate President; Mr. Joseph Dominguez, ASNMHU President; 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. The meeting was broadcast live over the KEDP Radio Station

Approval of the March 30, 2015 Meeting Agenda

Regent Marchi moved to approve the March 30, 2015 meeting agenda as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Approval of the Minutes from February 11, 2015

Regent Marchi moved to approve the minutes from February 11, 2015 as presented. Regent Turner seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Academic Affairs Report – Dr. Teresita Aguilar

Academic Integrity Policy – Action Item

Dr. Aguilar reported that the proposed policy was developed and refined by the various faculty groups and the administration. The policy was shared with student affairs and the ASNMHU. The administration is recommending Board approval of the Academic Integrity Policy.

Dr. Aguilar informed the Board that the administration would like to implement the policy this summer since the university does not have such a policy in place. President Fries noted that the university does have software that helps professors detect plagiarism.

Dr. Trujillo reported that the policy was presented to the ASNMHU who were in support of the policy if an appeals process could be included in the policy.

Regent Andrews-Armijo stated that some students were concerned with how long a faculty member would keep their papers and if their work was used for other purposes.

Regent Marr-Montoya moved to approve the Academic Integrity Policy as presented (**Attachment A**). Regent Turner seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

MFA Proposal – Action Item

Dr. Aguilar introduced the Master's of Fine Arts in Media and Cultural Affairs. Dr. Aguilar informed the Board that there is not a similar program offered in state. This is a revision of the current Master's degree but it elevates the degree to a terminal degree. The degree will offer a strong service learning component which is highly unusual at the graduate level.

Mr. Kerry Loewen, Associate Professor of Media Arts, reported the proposed program was approved by the Faculty Academic Affairs Committee in 2013 and by the graduate council in 2014. It is anticipated that at the end of five years there would be 24 students per year in the program.

Mr. Loewen introduced Ms. Lauren Addario, Media Arts Recruitment Coordinator who reported that the Media Arts department is in its fifth year of the AmeriCorps public technology program. Thirty-two NMHU students have participated in AmeriCorps with approximately 75% getting jobs.

Regent Marr-Montoya moved to approve the Master of Fine Arts Proposal as presented (**Attachment B**). Regent Marchi seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Vice President Aguilar summarized her written report (**Attachment C**).

- Dr. Aguilar highlighted the following:
- The university is actively moving forward with the Deans searches. There were 39 applicants for the Dean of College of Arts & Sciences. Twelve people applied for the Dean of the School of Education position.
- Ten active searches are in place for tenure-track faculty positions.
- Extensive meetings to gather information for the 2020 Strategic Plan have been held with both on-campus members and community members. The Strategic Planning Committee hopes to report to the Board by the end of April with recommended priorities.
- The university is working under the direction of Dr. Jean Hill, Director of Institutional Research, to prepare for a September 28-29, 2015 visit from the Higher Learning Commission.
- All freshman will be required to participate in the Freshmen Learning Communities. They will be required to enroll in two courses and take the Freshman Forum course. At least 14

courses have been designed for the fall. Some discussion regarding different strategies and examples of learning communities programs was held.

Student Affairs Report – Dr. Fidel Trujillo

Housing Requirement Proposal – Action Item

Dr. Trujillo informed the Board the Eastern and Western New Mexico Universities both require their freshman to live on campus. Empirical evidence shows that students who live in a residence hall perform better academically. Dr. Trujillo presented the housing requirement proposal (**Attachment D**).

Dr. Romine informed the Board that the Faculty had concerns with the exception “married and prefer to live off campus”, faculty did not agree with the word “married” and thought the exception should read “married or partnered and prefer to live off campus”. President Fries noted that the last exception listed “other unique circumstances” would address the faculty’s concerns.

President Fries noted that the administration would like to implement the policy in the fall of 2016.

Chairman Sanchez noted that when there is a drop in housing occupancy there is also a drop in meal plans which causes a negative financial impact on the university.

Regent Marchi asked who would decide if waivers were approved or denied. Dr. Trujillo responded that currently, requests are received in the Housing Office who then refers the waivers to him. Dr. Trujillo indicated that an appeals process would be included in the housing contact, the housing website, and the student handbook.

Chairman Sanchez recommended that the housing requirement policy be implemented for the fall 2015 semester.

Regent Turner moved to approve the Housing Requirement Proposal for implementation the fall of 2015. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez. Abstaining: Regent Andrews-Armijo.

Women’s Indoor Track Team Recognized

Dr. Trujillo recognized NMHU student athletes who have represented the university very well at the national level and called on Mr. Bob DeVries, Head Cross Country and Track Coach. Coach DeVries was named the RMAC Coach of the Year (2nd time) and the USTFCCA Outdoor Region XI coach of the year. Coach DeVries introduced Mr. Patrick Johnson, Track & Field Assistant Coach and the track & field team:

Nacia Johnson	New York City, NY	hurdles
Stefania Gyamfi	Edmonton, Alberta, Canada	sprinter
Kristen Montano	Las Vegas, NM (Robertson)	relays
Shanice McPherson	Manchester, Jamaica	long jump (long jump national record holder)
Salcia Slack	Kingston, Jamaica	jumps (heptathlon national record holder)

Coach DeVries informed the Board that Senator Pete Campos introduced a proclamation in honor of the track team's accomplishments during the legislative session.

Board members present congratulated the team and coaches for their hard work and achievements.

President Fries commended Coach DeVries and Coach Johnson for their efforts training and recruiting the team.

Student Affairs Report – Dr. Trujillo

Dr. Trujillo summarized his written report (**Attachment E**) and highlighted the following:

- Noel-Levitz visited NMHU to consult on enrollment management. Dr. Trujillo's student enrollment goals include: 475 new first-time students per year; 3,000 students on the main campus; 4,000-4,500 overall enrollment; and increased Native American and international student enrollment.
- Housings annual "Rez Fest" carnival is scheduled for April 23, 2015
- The Career Fair is scheduled for April 23, 2015, currently 50 employers scheduled to attend
- The Campus Life Office has scheduled their 17th annual Leadership Banquet for April 8, 2015.
- Academic Affairs has set the dates for their (5) summer orientation sessions.

President Fries recommended amending the agenda to move items 7. Faculty Senate Report; 8. Staff Advisory Senate Report; 9. ASNMHU Senate Report; before item 6. Finance and Administration.

Regent Turner moved to amend the Board agenda as outlined by President Fries. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Faculty Senate Report – Dr. Maureen Romine

Dr. Romine presented the written Faculty Senate Report (**Attachment F**).

Staff Advisory Senate Report – Ms. Kimberly Blea

Ms. Blea provided the Staff Advisory Senate written report (**Attachment G**).

President Fries invited the Board to the Employee Recognition Breakfast scheduled for April 16th at 7:30 am in the Student Union Ballroom.

ASNMHU Report – Mr. Joseph Dominguez

Mr. Dominguez provided the Staff Advisory Senate written report (**Attachment H**) noting the ASNMHU Resolution #5 regarding Cyberbullying was passed by the ASNMHU on March 2nd. The resolution will allow NMHU to restrict access to social media applications where cyberbullying and harassment occurs.

One of the amendments to be on the ASNMHU election ballots is concerning the reduction of executive stipends.

President Fries recommended amending the agenda to move items 12. Executive Session before item 6. Finance and Administration.

Regent Marchi moved to amend the Board agenda as recommended by President Fries. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Executive Session – (1) limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, of or the 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 is or may become a participant; and (4) real estate acquisition or disposal. Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(5)(7)&(8). Regent Turner 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 Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez. Motion carried. The Board entered into executive session at 12:35 p.m.

Regent Marr-Montoya moved to return to open session. Regent Marchi seconded. Regent Marchi 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. A roll call was taken and voting in favor of retuning to open session were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez. Motion carried unanimously and the Board returned to open session at 2:49 p.m.

Finance & Administration – Mr. Max Baca

Electrical Distribution System Project – Action

Mr. Baca reported that voters approved a \$5 million General Obligation Bond for infrastructure improvements. This proposal to the New Mexico Higher Education (NMHED) Capital Hearings Committee requests approval of a \$900,000 expenditure for an electrical distribution upgrade as the first major use of the infrastructure monies. The system serves eight university buildings.

Regent Marchi moved to approve the Electrical Distribution System Project as presented (**Attachment I**). Regent Turner seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Disposal of Property – Action

Mr. Baca reported that the items listed for disposal are obsolete and/or damaged beyond repair.

Regent Marchi moved to approve the Disposal of Property as presented (**Attachment J**). Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Sole Source Contracts

Mr. Baca read the sole-source procurements (**Attachment K**).

Regent Marchi stated that there was no justification report for item #6, Larry Salas, and asked for clarification. Mr. Baca responded that Mr. Salas is a counselor in the Coachella Valley School District in California who also recruits for NMHU under contract.

February Financial Report (Attachment L)

Mr. Baca reported that the university is approximately \$282,000 short on tuition and Fees revenues. Expenditures indicate that the university will maintain some fund balances. Projections show that the university will end the year in the black.

FY16 Budget

Process (Attachment M)

Mr. Baca informed that Board that included in their meeting packets is the NMHU Legislative marketing flyer; the Native American Institute request for the School of Social Work; and the marketing material for the Healthcare Pre-Professional Program. Both the Native American Institute and the Healthcare bills were left on the House Appropriation floor.

Legislative Action

Bills to provide \$1 million for infrastructure; \$130,000 for athletics and athletic vehicles; \$20,000 for improvements for the wrestling program; and \$30,000 for motor pool vehicles died along with other capital projects when the legislature adjourned. The university received \$187,000 in performance funding.

Tuition & Fees (Attachment N)

President Fries noted that NMHU's yearly rates are \$358 less than Eastern New Mexico University and \$1,514 less than Western New Mexico University. Both of those institutions have already approved tuition increases for the year. ENMU is increasing in both tuition and fees by 6.5%. WNMU has only increased tuition by 5% thus far.

President Fries asked the Board if they would entertain a proposed increase of tuition and fees at Highlands. Regents agreed there was not much choice but to consider an increase tuition and fees if the university wanted to compete, recruit, and improve.

VPFA March and April Newsletters (Attachment O)

Other

Mr. Baca reported the following:

- Mr. Melvin Lee was hired to serve as the new IT Director
- Searches are underway for a Budget Director, Human Resources Technician, IT Programmer, Golf Pro

Person's Wishing to Address the Board

No one came forward.

President's Report

- Dr. Aguilar is being recognized as a distinguished honoree by the Dream Builders
- He has signed every scholarship letter to congratulate them on being accepted to Highlands and on their scholarship award. Students and parents are invited to stop by the office and say hello. Students and parents stop by almost daily.
- The President's Office along with the University Relations Office sent out a 3,700 piece mailing to students and parents regarding college costs.
- A list of student athletes who were recognized for their accomplishments during the year was provided (**Attachment P**)

- **Lone Star Conference** – Currently NMHU is part of the Rocky Mountain Athletic Conference. The University received an invitation to join the Lone Star Conference (**Attachment Q**). WNMU was also invited to join the Lone Star. ENMU is already a member.

- **SUB Awards** – An article on building sustainability will reference the NMHU Student Union Building. The article will be published in a book in China (**Attachment R**).

- **Commencement(s)** – A list of the various university commencements was provided (**Attachment S**). President Fries invited the regents to participate in the commencement ceremonies.

- **Process for Selection of Auditors** – An RFP for a new auditing firm was advertised and proposals will be reviewed by the Board of Finance Committee.

- The Legislature approved a \$5.5 million endowment challenge grant to New Mexico higher education institutions. Legislation does not allow for matching scholarship donations. Further details still need to be developed by NMHED

Public Action as Necessary on Closed Session Discussions – Action Item

No action was taken.

Matters from the Board (Attachment T)

Board of Regents Officer Elections – Action Item

Regent Marchi moved to re-elect Regent Sanchez as Chair of the Board; Regent Turner as Vice Chair; and himself as Secretary/Treasurer. Regent Marr-Montoya seconded the motion. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez. Motion passed unanimously.

Board of Regents Subcommittee Appointments

Chairman Sanchez stated that the Board has two subcommittees namely the Academic & Student Affairs Committee and the Finance & Administration Committee. He indicated that the Board should have three committees to cover all university key issues. He appointed Regent Marr-Montoya to Chair the Academic Affairs Committee; Regent Turner to Chair the Student Affairs

Committee and Regent Andrews-Armijo to sit on that committee; and Regent Marchi to Chair the Finance & Administration Committee.

Regular Board Meeting Dates – Action Item

No action was taken.

Next Board Meeting Date – Action Item

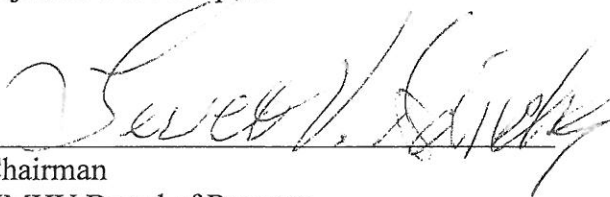
The Board agreed to hold a regular meeting on April 24, 2015 at 9 a.m.

Presidential Search Update

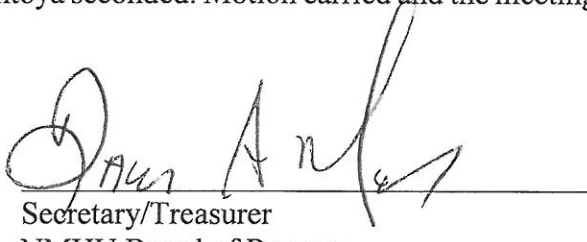
Chairman Sanchez informed that he has been in close contact with R.H. Perry, the search firm consultants, who informed him that as of late last Friday 37 applications for the presidential position were received. As of last night there were 48 candidates.

Adjournment

Regent Turner moved to adjourn. Regent Marr-Montoya seconded. Motion carried and the meeting adjourned at 5:08 p.m.



Chairman
NMHU Board of Regents



Secretary/Treasurer
NMHU Board of Regents