

New Mexico Highlands University
Board of Regents Meeting
Margaret J. Kennedy Alumni Hall
NMHU Main Campus
Las Vegas, New Mexico 87701
December 17, 2015 at 10:00 a.m.

1. Call to Order – Chairman Sanchez
2. Roll Call
3. Approval of Agenda for December 17, 2015
4. Approval of the Minutes from November 9, 2015
5. Matters of the Board
 - A. Naming of the School of Social Work (Table November 9, 2015) – Action Item
6. Academic and Student Affairs
 - A. Academic Affairs – Dr. Teresita Aguilar
 - a. NMHU Mission Statement – Action Item
 - b. NMHU’s Strategic Plan 2020 Update
 - c. Distance Learning Manual Update
 - d. Academic Affairs Report
 - e. Other
 - B. Student Affairs – Dr. Fidel Trujillo
 - a. Student Affairs Report
 - b. Other
7. Finance and Administration – Mr. Max Baca
 - A. Legal Services Contracts (Tabled November 9, 2015) – Action Item
 - a. Cuddy & McCarthy
 - b. Sutin Thayer & Browne
 - B. Food Services Contract (A’viands) (Tabled November 9, 2015) – Action Item
 - C. FY15 Audit Review and Acceptance – Action Item
 - D. Disposition of Property – Action Item
 - E. Finance and Administration Report
 - F. Other
8. Athletics Report – Mr. Jim Deisler and Ms. Karin Gadberry
9. Faculty Senate Report – Dr. Brandon Kempner
10. Staff Advisory Senate Report – Ms. Kimberly Blea
11. ASNMHU Report – Mr. Joseph Dominguez
12. Persons Wishing to Address the Board
13. President’s Report – Dr. Sam Minner
 - A. University Events Update
 - B. Higher Learning Commission Visit
 - C. Best Colleges
 - D. Foundation Report

E. Other

14. 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; 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).
15. Emeritus Faculty Designation – Action Item
16. Public Action as Necessary on Closed Session Discussions – Action Item
17. Adjournment

**New Mexico Highlands University
Board of Regents Meeting
December 17, 2015**

The New Mexico Highlands University Board of Regents met on December 17, 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 Mr. Leveo V. Sanchez

Board members Absent: Ms. Sandra Turner

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

Others Present: Dr. Brandon Kempner, Faculty Senate Chair; Ms. Kimberly Blea, Staff Advisory Senate President; Mr. John Kennedy and Ms. Karen Kilgore, NMHU Legal Counsel/Cuddy & McCarthy Law; Ms. Carolina Martínez, Executive Administrative Assistant; and numerous individuals in the audience, including faculty, staff, students, community representatives, and media. The meeting was broadcast over the KEDP Radio Station.

Approval of the December 17, 2015 Meeting Agenda

President Minner requested that item 6.A.a. be discussed and that no action be taken on the item.

Regent Marchi moved to approve the Board meeting agenda for December 17, 2015 with the change proposed by President Minner. Regent Andrews-Armijo seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Approval of the Minutes from November 9, 2015

Regent Marchi moved to approve the minutes from November 9, 2015 as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Matters of the Board

Naming of the School of Social Work (Tabled November 9, 2015) – Action Item

Chairman Sanchez informed the Board that he received many phone conversations, petitions, email, and letters (**Attachment A**) in support of naming the School of Social Work in honor of Mr. Facundo Valdez. Chairman Sanchez informed the Board that Senator Gerald Ortiz & Pino provided a memorial to name the School of Social Work after Mr. Valdez.

Regent Andrews stated that Mr. Valdez was clearly a very influential man who deserves the honor.

Regent Marr-Montoya stated that she knew Professor Valdez and is in full support of naming the School of Social Work after him.

Regent Marchi stated that Mr. Valdez was more interested in helping others than getting glory for himself. He fully supports naming the School of Social work after Mr. Valdez.

President Minner informed the Board that he also received numerous emails in support of naming the School of Social Work in Mr. Valdez' honor.

Chairman Sanchez stated that he had discussions with several people including Senator Ortiz & Pino and is also in support of the naming of the School of Social Work after Mr. Valdez.

Dr. Trujillo informed that Board that the ASNMHU voted 15 to 0 in honor of naming the School of Social Work after Mr. Valdez.

Regent Marr-Montoya moved to approve naming of the School of Social Work in honor of Mr. Facundo Valdez. Regent Marchi seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Mr. Ian Valdez, son of Mr. Facundo Valdez, and many other family members thanked the Board of Regents and President Minner for the honor.

Academic Affairs – Dr. Teresita Aguilar

NMHU Mission Statement

Dr. Aguilar stated that the administration is requesting that no action on the NMHU Mission Statement be taken at this point. The Strategic Plan Steering Committee generated the following new mission statement, "*NMHU is a public comprehensive university serving our local and global communities our mission is to provide opportunities to attain and exceptional education by fostering creative and critical thinking in the liberal arts, sciences, and professions within a diverse community.*" The statement emerged from survey feedback from the Faculty, Staff, and Student Senates.

The new statement which evolved from all of the respondent's feedback and the top statement from the survey will be sent back to all constituents for approval and it hopeful that the finalized statement will be brought before the Board for approval at the next meeting.

Dr. Brandon Kempner stated that the faculty were concerned that they voted for and approved a mission statement that was later changed.

Dr. Aguilar noted that there was a sense of urgency for approval of the university mission statement as concerns were raised by the Higher Learning Commission during their recent accreditation visit.

NMHU's Strategic Plan 2020 Update

Dr. Aguilar informed the Board that once a mission statement is in place, the next steps are to seek Board approval of the vision statement, core values, and priorities. At that point the university will

work to develop unit plans and actions plans which must be in place before the end of this academic year. The HLC will return to NMHU during the 2017-18 academic year and we need to show that we are taking the strategic planning, documenting, evaluating, and implementing seriously.

Distance Learning Manual Update

Dr. Aguilar reported that the Distance Learning Manual was approved by the Faculty Senate at their last meeting. The manual will be presented to the Board at a later date.

Academic Affairs Other

- Three finalists were interviewed for the School of Education Dean position.
- Phone interviews for the School of Business Dean position are complete. Finalists will be brought to campus for interviews early in the spring semester.
- The search committee for the School of Social Work Dean was given its charge and can now begin the search process. The application deadline is January 4th.
- Data on the seventeen learning communities is being analyzed to determine how Highlands can improve on the next wave of learning communities.
- Governor Susana Martinez called a Governor's Symposium with all New Mexico higher education institutions leaders. The symposium included a discussion on meta-majors, common core curriculum, and course numbering.

Student Affairs Report – Dr. Fidel Trujillo

Dr. Trujillo informed the Board that he provided a written report in advance of the meeting (**Attachment B**) and highlighted a few items from his report.

A student transportation program was implemented in November. University buses drive students to various business in Las Vegas. To date, 40 students have utilized the transportation program. Dr. Trujillo credits Ms. Margaret Gonzales for getting the program up and running. Ms. Gonzales has also organized a campus food bank.

Tow vigils in memory of Mr. John MaGahie, faculty member and Mr. Tyler Schlosser, student were held. Several student, faculty, and staff were in attendance.

Finance & Administration – Mr. Max Baca

Legal Services Contract (Tabled November 9, 2015) – Action Item

- Cuddy & McCarthy
- Sutin Thayer & Brown

Mr. Baca stated that the administration is recommending a one-year contract extension.

Regent Marr-Montoya moved extend the Cuddy and McCarthy contract for legal services for one more year. Regent Andrews-Armijo seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Mr. Baca stated that the administration is also recommending that the Sutin Thayer & Browne contract be extended for an additional year.

Regent Marchi moved to extend the Sutin Thayer & Browne legal contract for an additional year. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Food Services Contract (A’viands)(Tabled November 9, 2015) – Action Item

Mr. Baca reported that the four-year food services contract with A’viands expires December 20, 2015. The administration is recommending a six month contract renewal, at which point the university and A’viands will undergo contract negotiations and/or the university may determine whether or not to issue an RFP in the spring.

Regent Andrews-Armijo asked for the results of the dining hall survey that was recently conducted. Mr. Baca indicated that A’viands receive a 54% overall satisfaction score.

Regent Andrews-Armijo moved to extend the Food Services Contract with A’viands for six months during that time survey assessments and meetings regarding service should be held. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

FY15 Audit Review and Acceptance

Mr. Baca reported that the NM Attorney General’s Office had not yet released the university’s audit and no action is required at this time.

Disposition of Property – Action Item

Mr. Baca requested Board approval to dispose of outdated books from the Donnelley Library inventory.

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

Finance and Administration Report

- Mr. Baca reported the following:
- Budget revenues look good, EOS and NMHU-Rio Rancho are still areas for budgetary concern and will continue to be monitored.
- A lot of scholarships were increased last year, he is working with Ms. Eileen Sedillo to ensure that the university meets expenditure budgets.
- He recently visited Washington, DC in an effort to increase government relations. President Minner will travel to Washington in the spring.

Athletics Report – Mr. Jim Deisler and Ms. Karin Gadberry

Ms. Gadberry reported:

- The men’s basketball team is currently 3-0 in the RMAC conference, they are the only undefeated team. This is Coach Craig Snow’s first season at NMHU.
- The women’s soccer team’s new coach is Mr. Oscar Mendoza. The team qualified for the RMAC Conference Tournament. They ended their season with a record of 7-11-1.

- Collins Kurui Iten, one of our men's cross-country team member placed 12th at the NCAA Nationals which earning him NCAA and USTFCCCA All-American Awards.
- Renovations to the wrestling facilities are underway. With 40 wrestlers, NMHU is the only university in New Mexico with wrestling team.

Mr. Deisler noted that NMHU has approximately 290 student athletes of those athletes: 23 have a 4.0 gpa; 79 have a 3.5+ gpa; and more that 50% have a gpa of over 3.0 or higher. The baseball team had highest semester cumulative gpa which was 3.34. Regent Marr-Montoya suggested that a news article be written regarding our athlete's gpas.

A football team recruitment update on was provided. Coach Mills plans to visit every NM high school scouting for in-state-recruits.

Faculty Senate Report – Dr. Brandon Kempner

Dr. Kempner provided a written Faculty Senate Report (**Attachment D**) that lists the senate's spring semester priorities. He also noted that the faculty members glad the administration working on the HLC report and moving forward issues that have been simmering.

Staff Advisory Senate Report – Ms. Kimberly Blea

Ms. Blea provided a written Staff Advisory Senate Report (**Attachment E**) for inclusion in the Board meeting materials. She acknowledged the NMHU staff for their hard work and dedication.

Ms. Blea informed the Board that the Staff Senate will have regular radio stops on the NMHU-KEDP Radio Station.

A staff survey was issued to determine the best way for staff to raise their concerns with the Staff Senate.

President Minner attended the last Staff Senate meeting. Staff appreciated the opportunity to ask questions and discuss issues with him.

President Minner has initiated a faculty development plan and is receptive to the idea of starting a staff development program.

ASNMHU Report – Mr. Joseph Dominguez

Dr. Trujillo informed the Board that Mr. Dominguez was feeling well however, he did provide a written report (**Attachment F**).

The ASNMHU passed Resolution #2 (Act of Supporting the Naming of the School of Social Work after Mr. Facundo Valdez).

Person's Wishing to Address the Board

No one came forward.

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 Marr-Montoya moved to enter into executive session for the sole purpose of discussing the items listed. Regent Andrews-Armijo seconded. A roll call was taken; voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez. Motion carried. The Board entered into executive session at 12:07 pm.

Regent Marr-Montoya moved to return to open session. Regent Marchi seconded. Regent Marr-Montoya 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 returning to open session were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez. Motion carried unanimously and the Board returned to open session at 1:23 pm.

President's Report – Dr. Sam Minner

President Minner stated that he is concluding his first semester at Highlands. He noted that it has been a pleasure being at Highlands and he is looking forward to a lot more victories.

President Minner stated that his three top initiatives are: advancement; recruitment, enrollment management, and retention; and campus life. He presented his initiatives (**Attachment G**).

President Minner reported that in his first few months at NMHU there have not been many changes to the academic portfolio with the exception of the MFA receiving approval both internally and at the state level.

President Minner stated that his first lift was to improve all areas within the domain of advancement.

- In addition to searching for a new VP for Advancement, one goal is to improve the functionality of the Office of Advancement.
- The first strategic plan is to direct advancement to a particular outcome. The first initiative is to work towards achieving the High Impact Practices (HIP's) state funding match goal of \$150K.
- New tools are being implemented and utilized.
- There is a great pool of applicants for the Director of Advancement position.
- A search for an Annual Fund Director who will develop cases for need will begin soon.
- President Minner will bring an annual giving plan to the Board in the spring.

The second initiative is to establish an Office for Strategic Enrollment Management.

- A VP for SEM will be hired and will be a direct report to the President
- The goal is to increase enrollment for 4,500 by 2019
- Increase the annual retention by 2%
- Develop in-house branding and marketing campaign

- An RFP for technical assistance with recruitment, retention, and admissions was issued

His third initiative will be to dramatically improve student life. This initiative will be brought before the Board in the spring semester and will include:

- Establishing an HU Office of Outdoors where equipment can be checked out; clinics and excursions can be planned and taken.
- Dramatically improve campus life on/or near campus by showing films, hosting dances, and comedy and magic acts
- Introducing an HU Lyceum offering 3-4 major events such as ballets, operas, and theater events all of which will be free to all NMHU students.
- Students would serve on advisory groups to develop the events.

President Minner stated that improving campus life will increase student retention.

University Events Update

President Minner continues to be an active face of the institution both on and off the campus. A slideshow and synopsis of Highlands' events was presented. Photos were provided by the University Relations staff (**Attachment H**).

Best Colleges

President Minner reported that a Campus Climate Committee was formed. One of their goals is to land on the *Chronicle of Higher Education's* list of "Best College Campuses to Work".

Other

- He is initiating the President's Leadership Program and inviting members of the faculty to apply. The goal is to develop internal leaders.
- He will continue to provide weekly updates to the Board of Regents and campus community.

Chairman Sanchez commented that the Board members feel that he is doing an excellent job.

Emeritus Faculty Designation – Action Item

A recommendation from the School of Social Work to award Dr. Jill Baker Emeriti status. Dr. Baker retired at the end of last academic year. She served as the Associate Dean for the School of Social Work for seven years until she retired. The School of Social Work voting faculty, voted unanimously to award Dr. Baker emeriti status.

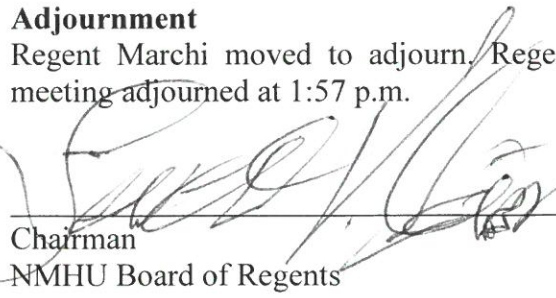
Regent Marr-Montoya moved to award Dr. Jill Baker emeriti status. Regent Marchi seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Public Action as Necessary on Closed Session Discussions – Action Item

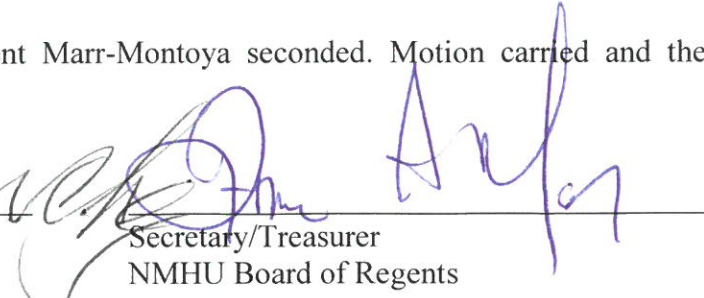
No action was taken.

Adjournment

Regent Marchi moved to adjourn. Regent Marr-Montoya seconded. Motion carried and the meeting adjourned at 1:57 p.m.



Chairman
NMHU Board of Regents



Secretary/Treasurer
NMHU Board of Regents