1. Call to Order – Chairman Sanchez
2. Roll Call
3. Approval of Agenda for February 26, 2016
4. Approval of the Minutes from December 17, 2015
5. Academic Affairs – Dr. Teresita Aguilar
   A. New NMHU Mission Statement – Action Item
   B. NMHU’s Vision 2020_Strategic Planning Framework – Action Item
   C. Distance Learning Manual – Action Item
   D. Faculty Academic Calendar 2016-2017 – Action Item
   E. Strategic Planning Update_Next Steps for HU Vision 2020
   F. Update on HLC Work Group and Timeline
      a. Status on “Contingency Faculty Handbook”
      b. Status of “Retention Plan”
      c. Status of Integrative Budget Planning
   G. Update on Dean Searches
      a. Introduction of Dr. Lora Bailey, Dean of the School Education
      b. Status on Current Searches: Facundo Valdez School of Social Work and Business, Media, and Technology
   H. Update on Faculty Searches
   I. Academic Affairs Organizational Chart
   J. Provost Diversity Council Update
   K. “Dia de Los Niños” Memorials: Mr. Michael Sanchez, NM Senator and Dr. Tomas Salazar, NM Representative (April 30, 2016)
   L. Other
6. Student Affairs – Ms. Kimberly Blea
   a. Policy Statement on the Prevention Of and Response to Sex Offenses – Action Item
   b. Student Affairs Report
   c. Other
7. Strategic Enrollment Management – Dr. Edward Martinez
   A. Enrollment Management Report
   B. Other
8. Advancement – Ms. Theresa Law, JD, CFRE
   C. Foundation and Advancement Report
   D. Other
9. Finance and Administration – Mr. Max Baca  
   A. 2nd Quarterly Report – Action Item  
   B. FY17 Budget Discussion  
   C. Financial Update as a Result of Legislative Session  
   D. Other  

10. Athletics Report – Mr. Bob Clifford  

11. Faculty Senate Report – Dr. Brandon Kempner  

12. Staff Advisory Senate Report – Ms. Elizabeth Ratzlaff  

13. ASNMHU Report – Mr. Joseph Dominguez  

14. Persons Wishing to Address the Board  

15. President’s Report – Dr. Sam Minner  
   A. Proposed Board Meeting Schedule – Action Item  
   B. Proposal to Repave Sulzbacher Street – Action Item  
   C. Activities by President’s Goals  
   D. Trolley Building Update  
   E. Other  

16. 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).  

17. President’s Compensation to IRS – Action Item  

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

19. Adjournment
New Mexico Highlands University
Board of Regents Meeting
February 26, 2016

The New Mexico Highlands University Board of Regents met on February 26, 2016 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 10:05 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; Dr. Edward Martinez, Int. Vice President for Strategic Enrollment Management; Ms. Theresa Law, JD/CFRE, Vice President for Advancement; and Ms. Kimberly Blea, Int. Dean of Students

Others Present: Dr. Brandon Kempner, Faculty Senate Chair; Mr. Joseph Dominguez, ASNMHU President; and 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 February 26, 2016 Meeting Agenda
President Minner requested that item 14. Persons Wishing to Address the Board, after item 4. Approval of the Minutes from December 17, 2016. He also requested that the Executive Session follow item 7. Strategic Enrollment Management.

Regent Marchi moved to approve the Board meeting agenda for February 26, 2016 with the changes proposed by President Minner. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Approval of the Minutes from December 17, 2015
Regent Marchi moved to approve the minutes from December 17, 2015 as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Person’s Wishing to Address the Board
Representative Tomas Salazar addressed the Board regarding the “Dia de Los Niños” memorial he presented during the 2016 legislative session. Regents present thanked him for his hard work during the legislative session and for being so dedicated to New Mexico Highlands University and Luna Community College.

Mr. Robert Mishler, retired NMHU professor/Friends of the Museum Chair, called on Ms. Elizabeth Orem who presented to the Board of Regents a revived book by Perrigo, Lynn Irwin. La

Chairman Sanchez disseminated a copies of his biography by Roybal, David. Nerve of a Patriot: Global Trails of Leove V. Sánchez. Cundiyó, NM: Starline Printing, 2015. to the Board members, administration, Ms. Orem, Mr. Mishler, and several others.

Chairman Sanchez introduced and welcomed: Dr. Edward Martínez, newly appointed Interim Vice President of Strategic Enrollment Management/Professor and Former Director of the ARMAS Program; Ms. Theresa Law, JD/CFRE, newly hired Vice President for Advancement; Mr. Bob Clifford, newly hired Director of Athletics; and Mrs. Kimberly Blea, newly appointed Dean of Students/Former Director of HUCARES

Academic Affairs – Dr. Teresita Aguilar

NMHU Mission Statement – Action Item
Dr. Aguilar stated that the administration is requesting approval of the NMHU Mission Statement (Attachment A).

The Strategic Plan Steering Committee generated the following new mission statement:
New Mexico Highlands University is a public comprehensive university serving our local and global communities. Our mission is to provide opportunities for undergraduate and graduate students to attain an exceptional education by fostering creative, critical thinking and research in the liberal arts, sciences, and professions within a diverse community.

The statement was approved by the Faculty, Staff, and Student Senates.

Regent Marr-Montoya moved to approve the NMHU Mission Statement as presented. Regent Marchi seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

NMHU’s Vision 2020 - Strategic Planning Framework – Action Item
Dr. Aguilar informed the Board that administration is seeking Board approval of the NMHU Strategic Planning Framework to include; HU Vision Statement, HU Core Values, and University Priorities (Attachment B).

HU Vision Statement: Our vision is to be a premiere university transforming lives and communities now and for generations to come.

HU Core Values: Excellence, Diversity, Accessibility, and Responsiveness

University Priorities: Academic Excellence, Academic Integration & Student Success; Strategic Enrollment Management; Vibrant Campus and University Life; Community Partnerships; Technological Advancement and Innovation; and Enhanced Communications and Efficiency Across the University
President Minner stated that many people were involved in the development of the 2020 Strategic Plan. He assured the Board that all are comfortable with moving the plan forward. The Strategic Plan would not have materialized without the hard work and dedication of Dr. Aguilar.

Regent Marchi moved to approve the NMHU Vision 2020_Strategic Planning Framework as presented. Regent Andres-Armijo seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

**Distance Learning Manual**
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.

Regent Andrews-Armijo moved to table the Distance Learning Manual. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

**Faculty Academic Calendar – Action Item**
Dr. Aguilar reported that a new academic calendar is being proposed for the fall of 2016. The current and past calendars have been for 17 weeks. The Faculty Senate Academic Affairs Committee reviewed the calendar and worked closely with Mr. Michael Raine, NMHU Registrar, to develop the proposed 16.5 week calendar. The new calendar will allow faculty to have two days, prior to classes starting, to provide additional advising, attend trainings, and prepare for the semester.

Dr. Kempner stated that the new calendar is a good solution for faculty and still keeps the university within the federal government contact hour requirement.

Regent Marchi moved to accept the Faculty Academic Calendar as presented (Attachment C). Regent Andrew-Armijo seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

**Strategic Planning Update_ Next Steps for HU Vision 2020**
Dr. Aguilar informed the Board that each unit will be generating their unit action plans that will be consistent with the new vision, core values, and priorities. There will be an annual assessment of their achievement of the various priorities and initiatives.

**Update on HLC Work Group and Timeline (Attachment D)**
Dr. Aguilar reported that a work group comprised of; administration, faculty and university leaders was established to address all of the issues that were raised during the site visit report received in November. The group is also working on a response to the HCL report. It will presented in to the HCL Hearing Committee in April.

**Status on “Contingency Faculty Handbook”**
Dr. Aguilar informed the Board that faculty are working diligently to finalize the Contingency Faculty Handbook. They hope to have it ready to present to the Board in March.
Status on “Retention Plan”
The Academic Affairs Office is working closely with Dr. Martinez to develop a comprehensive plan ready to be formally approved by the Board of Regents.

Status on “Integrative Budget Planning”
Dr. Aguilar called on Mr. Baca to report. Mr. Baca informed the Board that it was discovered during the HLC visit that the university did not have substantiated that showed that people provided input at the various stages of the budget process. The process was opened by tying in the budget to the new university priorities. He has met with the faculty; the newly formed Staff Senate; and the ASNMHU budget committees regarding the FY17 university budget and in preparation for the HCL response hearing.

Update on Dean Searches

Introduction of Dr. Lora Bailey, Dean of the School of Education
Dr. Bailey began her position as the Dean for the School of Education on February 1, 2015. A short biography was provided (Attachment E).

Status on Current Searches:
Facundo Valdez School of Social Work and Business, Media, and Technology
The Facundo Valdez School of Social Work Dean search application deadline was extended to March 18, 2016.

Finalists are being interviewed for the Dean of the School of and Business, Media, and Technology position.

Update on Faculty Searches (Attachment F)
Currently there are ongoing searched for (10) College of Arts & sciences tenure-track professors and (5) searches for School of Education tenure-track professors.

Academic Affairs Organizational Chart (Attachment G)
Dr. Aguilar announced: Dr. Carol Linder was appointed Interim Associate Vice President for Academic Affairs, Dr. Warren Lail is the newly appointed Interim Graduate Dean; and Dr. Jim Alarid is the new Interim Director of Research

Provost Diversity Council Update
Dr. Aguilar reported that the Diversity Council is working to create a council mission statement.

“Dia de Los Niños” Memorials: Mr. Michael Sanchez, NM Senator and Dr. Tomas Salazar, NM Representative (April 30, 2016)
Dr. Aguilar informed the Board that both of the House and Senate the submitted memorials (Attachment H) during this legislative session. The memorials indicate April 30, 2016 is the “Dia de Los Niños”. As a board member on the National Latino Children’s Institute she was charged with requesting that the respective leadership in our state to endorse April 30th at “Dia
de Los Niños” to which the entire state can celebrate children with various activities, events, and special events on our campuses and communities.

**Academic Affairs Other**
Dr. Aguilar informed that she challenged all of her direct reports to a HIPs donation match of up to $100. Academic Affairs had jointly raised $4,300. An anonymous donation of $1,000 was made on behalf of Academic Affairs.

**Student Affairs – Ms. Kimberly Blea**
Ms. Blea thanked President Minner and the Board of Regents for giving her the opportunity to serve the students and university as the Dean of Students.

**Policy Statement on the Prevention of and Response to Sex Offenses – Action Item**
Ms. Blea informed the Board that federal legislation passed in 2013 with the Violence Against Women Act, and with that, amendments to the Clery and Title IX Acts were also made. This affects how the university responds to and reports incidences on campus, how the university works to prevent incidences, and how we train our campus community to respond to incidences. Every institution is required to identify Title IX Coordinator, currently our university’s designee is Ms. Donna Castro, Human Resources Director.

The HUCARES Director’s cell phone number will be added to the policy for individuals reporting incidences after hours and weekend calls.

Regent Marchi moved to approve the Policy Statement on the Prevention of and Response to Sex Offenses with the amendment to add cell phone numbers to the policy (Attachment J). Regent Andres-Armijo seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

**Student Affairs Report**
Ms. Blea informed the Board that there have been some reorganization and changes to the reporting process upon Dr. Martínez’ appointment as Int. VPSEM. Some of the offices that reported to the Dean of Students now report the VPSEM.

Ms. Blea provided a written report in advance of the meeting (Attachment J) and highlighted a few items from her report:
- CultureFest is scheduled for March 28-April 1, 2016. The week’s events include student performances, international student musical performances; food tasting, and films.
- ASNMIHU elections will be held April 14-15, 2016.
- The Spring Career Fair is scheduled for April 21, 2016. Mr. Ron Garcia does an excellent job organizing NMHU’s very successful career fairs.
- Ms. Corilia Ortega was hired as Interim Director of HUCARES.
- Over 300 students participated in last year’s RezFest, it is hopeful that this year’s event, scheduled for April 21, 2016, will have an even greater participation.
- The Student Transportation Initiative coordinated by the Office of Campus Life will begin providing student transportation on Saturdays beginning this spring semester.
Student Affairs Other
NMHU’s homecoming is scheduled for the week of October 3rd.

Strategic Enrollment Management – Dr. Edward Martinez

Enrollment Management Report
Dr. Martinez thanked President Minner and the Board of Regents for the opportunity to serve as Int. VPSEM. He informed the Board that offices now reporting to the VPSEM include; Financial Aid, Academic Support Services, Recruitment, Admissions (graduate, undergraduate, and international), Native American Office, and Dual Enrollment.

Dr. Martinez pointed out the following from his written report (Attachment K):
He traveled to Coachella Valley to meet with Coachella Valley Economic Partnership members regarding the potential reestablishment of an MOU that would provide scholarships to CV students attending NMHU.

He is working with Dr. Linder and the Retention Committee to develop a draft 2016-2020 Retention Plan. Upon completion, the plan will be forwarded to the administration, faculty, staff, and ASNMHU senators for their review and endorsement. The plan will be presented to the HCL in April.

Four phone bank sessions held. Prospective students were called and informed of their admissions status and orientation dates.

Students with a 3.0 GPA or higher were invited to HU Scholars Day scheduled for April 21, 2016. Regent Marr-Montoya suggested that effort be made to invite Bridge Scholarship recipients to a similar event.

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 Marchi 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 12:13 p.m.

Regent Marchi moved to return to open session. Regent Andrews-Armijo 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 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 2:33 p.m.
Advancement – Ms. Theresa Law, JC, CFRE

Foundation and Advancement Report
Ms. Law thanked everyone for welcoming her to Highlands and President Minner for selecting her for the VPA position.

Ms. Law noted the following from her written report (Attachment L):

- She is currently recruiting for two positions within the Foundation Department. Ms. Darlene Chavez will be retiring March 4th. Advertisement for a Senior Annual Giving Officer position has gone out. Ms. Lyla Maestas is was hired as an interim office assistant. Juli Salman has taken on the role of Interim Alumni Affairs Coordinator.
- A staff retreat is scheduled for April 29, 2016. The mains topic will be to develop an annual operating plan for foundation and alumni activities. Another topic will be to develop a foundation budget which was an audit finding during the last audit.
- Changes to the donor database will be made.
- Over $60k has been raised to meet the HIPs Endowment Grant of $500k. Our required match is $250k.
- She reached out to the H-Club representative as a result, she and Mr. Bob Clifford, Athletic Director, will be attending their March 5th meeting to discuss athletic fundraising.
- The Foundation Board meeting will meet on March 18th at the NMHU-Rio Rancho Center.

Finance & Administration – Mr. Max Baca

2nd Quarterly Report – Action Item
Mr. Baca informed the Board that the New Mexico Higher Education Department redesigned their budget reporting forms, there is a slight difference from the last report. University revenues look good and remain flat for both spring and fall. Expenditures are low. There is an effort to minimize operations expenditures which include; the golf course, meal plan, and housing.

Regent Marchi moved to approve the 2nd Quarterly Report (Attachment M) for submission to the NMHED as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

FY17 Budget Discussion
Financial Update as a Result of the Legislative Session (Attachment N)
Mr. Baca reported that he is in the process of reviewing all of the FY16 expenditures. A memo to the campus community informing them of possible budget reductions.

Highlands’ I&G funding will be decrease by $830k. Additionally, Athletics, AP-New Mexico, Forest and Watershed, and Minority Services will also have their funding decreased. An additional $190k cut will be made to the FY16 budget.

Tuition and fees must be increased in order to maintain solvency.

During this legislative session, it was determined that the $4.5 million GO Bond to renovate the Rogers Administration Building remain funded but is still subject to the Governor’s veto.
The university could still possibly receive $111k for athletic equipment.

Some discussion regarding the possibility of raising tuition and fees was held.

**Finance and Administration Report**
Mr. Baca called on Ms. Sylvia Baca to report on the university master plan. Ms. Baca reported that the university has contracted with StudioInsite. They were the firm that developed the Five-Year Master Plan in 2010. It is time to have the master plan updated. StudioInsite representatives met with the administration, the general faculty, and the Facilities Department to develop a scope of work to aid them with master plan revisions.

**Athletics Report – Mr. Bob Clifford**
Mr. Clifford reported the following:
- NMHU held its first ever signing party where 18 new freshman were signed. There are 20 preferred walk-ons. There will be 80 full-time football players this upcoming season. Mr. Jeff Mills, head football coach, has been doing an excellent job recruiting players with good character and integrity.
- Men’s Basketball had a great season. Mr. Craig Snow is the new head basketball coach.
- He is hopeful the people will begin to recognize Highlands as the new “Cowboy Nation”.
- His goal is to see student begin and end their education at NMHU.
- He is working with an outside company to possibly sponsor our athletes.
- A graduate student was hired to be the first athletic student advisor.
- Mr. Oscar Mendoza, new soccer coach, signed 12 new player.

**Faculty Senate Report – Dr. Brandon Kempner**
Dr. Kempner provided a written Faculty Senate Report (Attachment O). He noted that the contingency faculty handbook has been the main Faculty Senate issue.

Dr. Kempner also informed the Board that there are a lot of state-wide core curriculum changes mandated for all of the New Mexico universities to examine all of the lower division core. They are asking all universities to determine the required courses that all of the freshmen and sophomores take. A new system will be established at the state level that will then trickle out to all of the NM universities. All of the NM universities will then establish a common course numbering system for all of the 100 and 200 levels.

Faculty Senate is working on a new administration evaluation system for this year’s evaluations. Regent Marchi asked if the Faculty perform a Board of Regents evaluation. Dr. Kempner replied that he would follow-up.

**Staff Advisory Senate Report – Ms. Elizabeth Ratzlaff**
Ms. Ratzlaff provided a written Staff Advisory Senate Report (Attachment P) for inclusion in the Board meeting materials.

**ASNMHU Report – Mr. Joseph Dominguez**
Ms. Blea reported the following on behalf of Mr. Dominguez:
- There are two senate vacancies.
• President Minner recently attended an ASNMHU meeting to discuss campus life and his ideas to improve it.
• Students are developing a survey to assess student perceptions of a possible fee increase to support campus life which in turn could increase student retention and graduation rates.

President’s Report – Dr. Sam Minner

Proposed Board of Meeting Dates – Action Item
President Minner proposed scheduled meeting dates. After some discussion the following Board of Regents meeting dates will be:

   Friday, April 8, 2016
   Friday, July 29, 2016
   Friday, October 28, 2016
   Friday, December 9, 2016

All meetings will begin at 10 a.m. and will be held in Kennedy Hall unless otherwise noted in the meeting announcement.

Regent Marchi moved to approve the Board Meeting Dates as discussed. Regent Andrew-Armijo seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Proposal to Repave Sulzbacher Street – Action Item
President Minner called on Ms. Sylvia Baca to present.

Ms. Baca informed the Board that the university would like to participate in the New Mexico Department of Transportation Local Government Road Fund Program. Sulzbacher Street, from 11th Street to Mora Avenue, was identified for re-construction pending grant funding. Highlands is requesting for $122,652.55, the total cost for the project is estimated at $165,536.74. The project will include: re-paving existing roads, construction of roadside parking, improvements to the current drainage system, signage, and road striping.

Regent Marchi moved to accept the Proposal to Repave Sulzbacher Street (Attachment R) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Andrews-Armijo, Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Chairman Sanchez instructed the administration as follows: if it is determined to be cost effective when pavement Sulzbacher under the grant program that additional work to pave joint areas be included.

Activities by President’s Goals
President Minner reminded the Board that they established six goals for him upon his hire.
The first goal is outreach to the community, faculty, students, and staff emphasizing accessibility and visibility.

Community: He is serving on a couple of community boards. He and his wife Joan live in Las Vegas and try to spend as much time in Las Vegas as possible. He is a frequent figure at local establishments.

Faculty: He invited the Faculty Senate President to attend the Executive Team meetings seven months ago. In addition to those meetings, he and Dr. Kempner meet monthly. Monthly Faculty/Staff Forums are being scheduled. This week he and Mr. Sean Weaver, University Relations Director, held a forum regarding a university marketing campaign.

Student: Student dinners at the President’s residence were held last semester. The student dinners are continuing this semester with a focus on students from the centers.

Approximately 29 social events at the university residence ranging from student dinners, book club discussion, and full-professors.

Staff: Staff are invited to all campus-wide forums.

The second goal is to develop and implement effective marketing and recruitment campaign. He spent a tremendous amount of time last fall developing and engineering the new Office of Strategic Enrollment Management that includes recruitment. Acquisition of some technical expertise, tools, and assistance that will be used in that office are being finalized. The next step is to develop a strategic enrollment management plan to determine overall goals. The last part of this goal is branding and marketing. He has worked with Mr. Weaver who has developed a plan that was recently shared with the faculty and staff. A recommendation regarding marketing and branding will be brought before the Board in the fall.

The third goal is to establish student centric events on campus. The university has done a few things such as; added a transportation program, added foreign film showings in conjunction with the United World College. The largest component included the possibility of a new student fee. He met with the student government about what the possibilities could be if they supported a new student fee. He assured them that a new student fee would not be presented to the Board unless there is strong student support. Discussions with the ASNMHU included the development of an outdoor recreational office on our campus. A place where student could rent items such as mountain bikes, skis, or camping equipment. A variety of clinics would also be held through that office. Many additional on and off-campus activities could be scheduled for example, the new theater could be rented and students could attend a free showing. Additionally, an HU Lyceum could be established. Events would include 3-4 events such as an opera, ballet, and /or a symphony where students would attend for free and possibly be a part of. Lyceum activities would be available to the community at a low cost.

His fourth goal is to evaluate the senior management team and develop a professional management plan. President Minner reported that he holds weekly meetings with the executive team. Some time is devoted to management and leadership discussion around some brief
reading. An Executive Team Retreat at the Rio Mora National Wildlife Refuge was held on Monday and Tuesday of this week. Two leadership consultants met with each member to discuss their leadership challenges and strengths. As a result of the one-on-one meetings with the consultants, there will be a 360 evaluation of all of his direct reports. This is also part of his professional development plan.

Develop and implement and effective student retention plan is goal number five. This goal is in line with his second goal, the restructuring of strategic enrollment management, which also includes retention.

As part of his sixth goal he plans to improve the academic reputation standing. Great work has been done in terms of our regional accreditor to gain or retain accreditation.

**Trolley Building Update**
President Minner reported that the Trolley Building is on budget. He called on Ms. Baca to report. Ms. Baca informed the Board that the contractors are now only two weeks behind schedule. The project was started four weeks behind schedule. Substantial completion is scheduled for the 3rd week in July. The building furniture is on order. The building is now sealed.

**University Events Update**
President Minner provided a slideshow and synopsis of Highlands’ events. Photos were provided by the University Relations staff (Attachment S).

The Board will tour the Trolley Building site during their next meeting.

**President Other**
President Minner informed the Board that a $10k donation to the HIPs endowment challenge was made by Ms. Viola Martínez.

He sends a weekly updates to the Board of Regents. He also sends weekly updates to the NMHU faculty and staff.

**President’s Compensation to IRS – Action Item**
Mr. Baca reported that during the recent Human Resources Office IRS audit, auditors found how the university recognizes the university home. If the house was on the university campus, the university would pay the property taxes on the home. Since the home is off-campus the ruling is that the university would have to keep track of all costs, all attendee, associated with all events held at the university home. The auditors determined that the university could charge the President 5% of the appraised value of the actual home in lieu of documenting all details for all events held at the home. The house is valued at $260k. Since President Minner entered a contract with the Board of Regents prior to the audit, it is the administration recommendation that it not be punitive to the President. Therefore, the administration is requesting that the Board modify the President’s contract to pick up the tax liability so his contract will remain net natural.

Regent Marr-Montoya moved to approve the President’s Compensation to the IRS by increasing the President’s contract in the amount of $10,480 to address the tax liability that was recently
discovered during the Human Resources IRS audit. 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 4:47 p.m.

Chairman
NMHU Board of Regents

Secretary/Treasurer
NMHU Board of Regents