

New Mexico Highlands University
Board of Regents Meeting
Margaret J. Kennedy Alumni Hall
905 University Avenue
NMHU Main Campus
Las Vegas, New Mexico 87701
February 3, 2017, at 9:00 a.m.

1. Call to Order – Chairman Leveo Sanchez
2. Roll Call
3. Approval of Agenda for February 3, 2017
4. Approval of the Minutes from December 2, 2016 and December 7, 2016 (AGB Training)
5. Higher Learning Commission Update – Dr. Brandon Kempner
6. Board of Regents Update – Chairman Sanchez
 - A. Statewide Regents Meeting
 - B. New Mexico Higher Education Regents Committee – Regent Sandra Turner
7. Comprehensive Discussions – Dr. Sam Minner
 - A. Budget Priorities
 - B. Tuition (Preliminary)
 - C. Facundo Valdez School of Social Work
 - D. Spanish Program
 - E. Bilingual Program in the School of Education
8. President’s Report – Dr. Minner
 - A. University Branding Policy – Action Item
 - B. President’s Update
 - C. Other
9. Academic Affairs – Dr. Carol Linder
 - A. New Proposal for Disposal of Withdrawn Books – Action Item
 - B. Academic Affairs Report
 - C. Other
10. Strategic Enrollment Management Report – Dr. Edward Martinez
11. Foundation and Advancement Report – Ms. Theresa Law, JD, CFRE
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 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).

13. Public Action as Necessary on Closed Session Discussions – Action Item
14. Persons Wishing to Address the Board
15. Finance and Administration – Mr. Max Baca
 - A. Acceptance of Audit FY16 – Action Item
 - B. Mid-Year FY17 Solvency Bar – Action Item
 - C. Second Quarterly Financial Actions Report and Certification FY17– Action Item
 - D. Disposition of Property – Action Item
 - E. VPFA Departmental Updates
 - F. Other
16. Student Affairs Report – Ms. Kimberly Blea
17. Athletics Report – Mr. Bob Clifford
18. Faculty Senate Report – Dr. Brandon Kempner
19. Staff Advisory Senate Report – Mr. Laird Thornton
20. ASNMHU Report – Mr. Julian Padilla
 - A. Resolution Concerning the Diversity of the New Mexico Highlands University Campus Community
 - B. Resolution Objecting to the Continual Lack of State Funds for NMHU and New Mexico's Universities
 - C. Resolution Supporting Safe-Zone Status for New Mexico Highlands University
21. Adjournment

**New Mexico Highlands University
Board of Regents Meeting
February 3, 2017**

The New Mexico Highlands University Board of Regents met on February 3, 2017, 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 9:05 a.m.

Attendance

Board Members Present: Regent Ms. LouElla Marr-Montoya, Ms. Sandra Turner, and Mr. Leveo V. Sanchez. Mr. Frank Marchi, participated in the meeting via conference call.

Board Members Absent: Ms. Ryan Andrews-Armijo

Administrative Personnel Present: Dr. Sam Minner, President; Dr. Carol Linder, Int. Provost/Vice President of Academic Affairs; Mr. Max Baca, Int. Vice President for Finance & Administration; Dr. Edward Martínez, 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. Laird Thornton, Staff Advisory Senate President; Mr. Julian Padilla, ASNMHU President; Ms. Carolina Martínez, Executive Administrative Assistant; and numerous individuals in the audience, including faculty, staff, students, and community members. The meeting was broadcast over the KEDP Radio Station.

Approval of the February 3, 2017 Meeting Agenda

Regent Turner moved to approve the Board meeting agenda for February 3, 2017. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

President Minner recommended moving item 7E before 7A.

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

Approval of the Minutes from December 2, 2017 and December 7, 2017 (AGB Training)

Regent Marr-Montoya moved to approve the minutes from December 2, 2017 and December 7, 2017 (AGB Training) October 28, 2016 as presented. Regent Turner seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Higher Learning Commission Update – Dr. Brandon Kempner (Attachment A)

Dr. Kempner provided a written Higher Learning Commission (HLC) Update.

Dr. Kempner reported the following:

- The university proposed 3 dates in November for an HLC visit
- The university's assurance argument is due one month prior to their visit

- A special Board meeting regarding the HLC's Assurance Argument will need to take place before their visit
- Dr. Kempner and Dr. Jennifer Lindline will be attending a an HLC Student Learning Outcomes and Outcomes Assessment training on February 13-14, 2017
- Dr. Kempner and Dr. Edward Martinez will be attending the HLC Persistence Assurance Academy
- President Minner, Dr. Kempner, and Dr. Martinez will be attending the HLC's Annual Conference March 31-April 4, 2017, in Chicago. President Minner invited a regent to attend the conference
- Chairman Sanchez indicated that the Board would collectively decide which Board member would be attending the conference
- Highlands was accepted to the HLC's Persistence and Completion Academy
- A team of 5-8 faculty and staff members will attend the Persistence and Completion Academy in June

President Minner informed the Board that a room at the HLC conference was reserved for a regent in the event one of the regents would like to attend.

Board of Regents Update – Chairman Sanchez

Statewide Regents Meeting

Regent Turner reported that Dr. Barbara Damron, Cabinet Secretary of Higher Education, called a Higher Education meeting. Regent Turner, Chairman Sanchez and Regent Marr-Montoya attended the meeting in which the state's budget, budget shortfalls, and plan to balance the budget was discussed. Secretary Damron commended colleges and universities on revising their four-year degree program requirements to 120 credit hours. Highlands was the first university to implement the change. A discussion regarding the Lottery Scholarship, lottery short comings, and ways to better utilize lottery scholarship funding was held. Another topic of discussion was the alignment of credit hours throughout all New Mexico colleges and universities.

Chairman Sanchez added that Secretary Damron was excited about the graduation rates going up. Secretary Damron also brought up dual credit for high school students and who gets the funds from these students. Chairman Sanchez stated that the high school gets paid and there has been an issue with that. Secretary Damron also obtained an agreement to continue meetings with the Regents on a monthly basis. Some meetings will be sponsored by Secretary Damron's office and others by the Government.

New Mexico Higher Education Regents Committee – Regent Sandra Turner

Regent Marr-Montoya reported that the New Mexico Higher Education Regent Coalition (HERC) consists Regents from four-year universities with the exception of UNM. She stated the purpose of the HERC is to organize a regent coalition which works in coordination with state universities to augment their concerns, direction, and goals. They will also be exchanging best practices and influencing legislation so all institutions are on same page. A discussion on what resources are available and how we can help each other; workplace infrastructure; responsiveness and accountability was held. Many other universities have similar concerns to Highlands. Dr. Dan Patterson represented 6.95the HERC at the Legislature on January 31st. Lottery program update

discussion on important potential pockets for training of regents across the state. Dr. Patterson will talk to Secretary Damron about the HERC working with Association of Governing Boards for the training and welcoming of new Regents. Additional issues discussion were different finances problems other universities were facing, judiciary responsibilities, policy on finance responsibilities, meeting protocol, presidential evaluations and contracts, rolls and composition of board committees. Regent Turner stated that New Mexico's graduation rate is at 71% and that HU constituted much to that success.

Comprehensive Discussion – Dr. Sam Minner

President Minner moved to Item 7E the Bilingual Program in the School of Education. Dr. Lora Bailey and Dr. Patricia Latham presented a PowerPoint presentation and Report (**Attachment B**) regarding ELL/HED Teacher Preparation Act.

Budget Priorities

President Minner gave an overview on the university's budget priorities. He stated that he will make the final recommendation and ensure that they tie into the strategic plan. The next step will be to share the budget plan with the university. Dr. Brandon Kempner stated that this is a multi-year new budget process. The new budgeting process in place will demonstrate to the HLC that the priorities tie to the strategic plan

Tuition (Preliminary)

New Mexico Highlands remains the most affordable four year university in the state of New Mexico and the third most affordable in the Southwest. Because of such low tuition, the University is more reliant on state funding. HU needs to continue to be more strategic and focused on bringing in more students and keeping those numbers up.

Facundo Valdez School of Social Work

Dr. Cristina Duran, Dean of the Facundo Valdez School of Social Work, presented a PowerPoint presentation (**Attachment C**).

Regent Turner commented that the National Association of Social Workers and many social workers have reached out to her asking that Highlands not close the social work program in Albuquerque. New Mexico State University has a social work program in Albuquerque and many students might transfer if the program from HU closes. President Minner asked that Dr. Cristina Duran and the faculty work on a proposal to go online. Dr. Duran stated that the key to keeping program open is sufficient training.

Spanish Program

Dr. Patricia Latham referred to the ELL Teacher Preparation Act Report of Sub Grant Allocation and Activities (**Attachment D**).

Dr. Carol Linder stated that they have hired Dr. Edgar Vargas Blanco and Dr. Carlos Velasquez Torres in the Spanish Department. Dr. Vargas Blanco is also in charge of the Language Learning Center in Douglas Hall.

President Minner stated that he made a commitment to the Board of Regents to improve the build of the Spanish Program. Despite the budget shortfall, he authorized the hiring of 1-2 professors in the Spanish Program and one tenure-track Spanish instructor, that search is underway.

Bilingual Program in the School of Education

Dr. Lora Bailey and Dr. Patricia Latham had an in depth discussion on the Bilingual Program in the School of Education (**Attachment E**).

President's Report – Dr. Sam Minner

University Branding Policy – Action Item

President Minner informed the Board that one of his first priorities upon being hired was to improve the university's branding and marketing. Highlands has too many symbols and logos.

Mr. Sean Weaver worked with Ms. Angela Meron and Mariah Hausman both professors of Media Arts, to assist him with the development of the policy and logo.

Regent Turner moved to adopt the university branding policy presented and that is replace the 2010 branding policy (**Attachment F**). Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

President's Update

- The search for a Vice President of Academic Affairs has been successfully completed. Dr. Roxanne Gonzales was selected as the new VPAA and will begin her role on April 10th. She will reside in Las Vegas as per contract stipulation. President Minner thanked Carol Linder for her exceptional work while serving as the Interim Provost. He added that Dr. Linder is passionate about the job and a great model for HU.
- President Minner stated that HU Professor, Dr. Dick Greene, was selected by the National Academies of Science, Engineering and Medicine as a Jefferson Fellow. He will begin his fellowship next year. The Jefferson Fellowship is a very prestigious scholarship.
- Mr. Marty Fine, HU's new football coach has been on campus for a few weeks. There have been many rave reviews from parents, perspective student athletes, and others.
- President Minner informed that last week HU had its first group of Chicago Scholars on campus. They are high schools students from Chicago who will be attending Highlands and trying out for one of the teams.
- President Minner stated he is pleased with the changes in the executive level and the team that has been formed. He also addressed his ongoing commitment to diversity stating that he has successfully hired three women, two men, three Hispanics, two Anglos, and three external and two internal candidates to the University. President Minner is also committed to HU being a safe zone. HU also has its 1st gender neutral bathroom on main campus.

- President Minner reported that Mr. Javier Gonzales, Mayor of Santa Fe and former Chairman of the Highlands Board of Regents will be the keynote speaker at this year's commencement ceremony.
- Personnel Updates: Dr. Brandon Kempner is now putting fulltime efforts on the university's accreditation; Dr. Denise Montoya, the new director of Human Resources, is doing a great job and adding professionalism to that department; Mr. Joe Gieri is the university's new IT Director; and an offer was made to hire a new comptroller.
- President Minner stated that he is pleased with the Campus Life Initiative. Many of the events have been well attended. The National Dance Troup of Ireland will be performing this coming Wednesday. The performance will be free for all HU students.

Regent Frank Marchi thanked President Minner for his positive attitude and great leadership.

Academic Affairs – Dr. Carol Linder

New Proposal for Disposal of Withdrawn Books – Action Item

Dr. Carol Linder presented the proposed policy.

Regent Turner moved to approve the proposed policy to dispose of discarded Donnelley Library by donating the excess to the Better Work Books Service (**Attachment G**). Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Academic Affairs Report

Dr. Linder informed the Board that her written report (**Attachment H**) contained detailed information of all areas of Academic Affairs.

- The university is continuing the Power of Excellence Recognition Program this Spring, receptions are hosted by President and Mrs. Minner at their home
- Jeanie Flood is the newly hired Director of Nursing. She will replace Dr. Susan Williams who retired. Upon her retirement, Dr. Williams was hired on contract basis to assist with the program's accreditation and teach one course
- Dr. Linder cited some academic probation statistics:
There were 313 students on academic probation in the fall of 2016, 184 of those students were undergraduate students and 129 of those were freshman. 27 students were dismissed for one semester, 12 students were allowed to return upon their appeal, 2 students were dismissed for year

Strategic Enrollment Management – Dr. Edward Martinez

Enrollment Management Report

Dr. Martinez highlighted areas of his written report (**Attachment I**)

Dr. Martinez pointed out the following:

- He is working with Mr. Sean Weaver on a series of marketing material for parents
- Mr. Dave Trites from Ruffalo Noel Levitz visited that campus in early January to work with the university's Retention Advisory Council
- The university is working with RNL to develop the Targeted Application Generation campaign. TAG will increase the number of student enrollment applications for the 2017 fall semester
- There are 24 new international students enrolling at HU bringing the total up to 94. Five students are being sponsored through the Global UGrad Program.

Advancement – Ms. Theresa Law, JC, CFRE

Foundation and Advancement Report

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

- Next Foundation Board meeting scheduled for March 17th in Rio Rancho. Items on the agenda will include: election of a new treasurer; selection of a new investment manager; discussion on Home field Advantage Campaign; and proposed updates to the bylaws to change officer structure

Other

- February 17th is HU Day at the legislature there will be giveaways with the HU logo
- The Alumni Board to meet on February 17th
- Alumni Day is scheduled for February 18th for softball and women's basketball
- March 5th is Alumni Day at the Museum
- A reception for Alumni is scheduled for March 10th during the Science Fair
- March 17th is Alumni Happy Hour at the Turtle Mountain Brewing Company
- The H-Club will hold their semi-annual meeting on March 18th in Rio Rancho

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. Pursuant to provisions of NMSA 1978, §10-15-1(H)(2)(5)&(7). Regent Marr-Montoya moved to enter into executive session for the sole purpose of discussing the items listed. Regent Turner seconded. A roll call was taken; voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez. Motion carried. The Board entered into executive session at 12:51 p.m.

Regent Marr-Montoya moved to return to open session and stated for the record that only those items specified under the executive session were discussed and no action was taken by the Board. Regent Turner seconded. Regents confirmed. A roll call was taken and voting in favor of returning to open session were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez. Motion carried unanimously and the Board returned to open session at 3:18 p.m.

Public Action as Necessary on Closed Session Discussions – Action Item

No action was taken.

Person's Wishing to Address the Board

Lilia Roman, graduate student, voiced her concerns regarding the need for resources for undocumented students; the consideration of Highlands becoming a sanctuary campus; and requested HU designate safe zones around campus.

Eric Romero, Assistant Professor of Native American Hispanic Studies/Diversity Council Chair/MECHA Club Advisor, expressed his concerns regarding student solidarity, and helping the students feel safe on campus.

President Minner informed the Board that he had issued several global emails to students, faculty, and staff voicing HU's solidarity and that all students are welcome at Highlands.

Finance & Administration – Mr. Max Baca

Acceptance of Audit FY16 – Action Item

Mr. Baca reported that the university audit concluded in November. The university auditors turned the audit in to the New Mexico State Auditor's Office one and a half week's late. Mr. Baca discussed the late audit with the State Auditor.

Regent Turner moved to accept the FY16 Audit (**Attachment K**) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Mid-Year FY17 Solvency BAR – Action Item

The university is required to complete a Budget Adjustment Request due to the state cutting the university's budget by 5% equating to nearly \$1.6 million.

Regent Turner moved to Mid-Year FY17 Solvency BAR (**Attachment L**) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Second Quarterly Financials Action Report & Financials Certification Report – Action Item

Mr. Baca reported that the New Mexico Higher Education Department required new forms for quarterly financial reporting. The new forms were completed and will be submitted to NMHED if approved by the Board.

Regent Marr-Montoya moved to approve the Second Quarterly Financials Action Report & Financials Certification Report (**Attachments M and N**) as presented. Regent Turner seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

Disposition of Property – Action Item

Mr. Baca informed the Board that the university would like to dispose of 8 pellets of books and obsolete IT equipment.

Regent Marr-Montoya moved to approve the Disposition of Property (**Attachment O**). Regent Turner seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Turner, and Chairman Sanchez.

VPFA Departmental Reports

Mr. Baca provided a written summary (**Attachment P**).

Mr. Baca highlighted the following:

- Mr. Clarence Romero is the interim Campus Police Chief. He is temporarily replacing Mr. Donato Sena who retired. A search has commenced
- Mr. Joe Gieri, the new IT Director, was introduced to the Board

Student Affairs Report – Ms. Kimberly Blea

Ms. Blea provided a written report in advance of the meeting (**Attachment Q**).

Ms. Blea highlighted the following:

- Ms. Blea introduced Mr. Bob Luginbill, Sodexo On-site Manager. President Minner noted that he has heard great things about Sodexo and their services. He added that all HU faculty and staff can eat in the dining hall for \$5 every day. Also, as part of the university's community outreach, Sodexo is providing lunch to the community for \$5 every Wednesday
- The HU Housing occupancy rate is at 79% for the Spring semester
- An events calendar for the month of February was provided (**Attachment R**)
- The centers are utilizing the Campus Life Initiative funding to attend events such as: seeing the Nutcracker at the Lensic Theater in Santa Fe, ski trips, and ice skating
- The Outdoor Recreation Center has developed a Peer Resource Leadership program which will offer student led excursions
- The Career Services website for student job postings is an improved service for students
- Due to being short staffed, the Career Services Office will not hold the Educators Career Fair this Spring

Athletics Report – Mr. Bob Clifford

Mr. Clifford reported the following:

- Athlete GPAs for the fall semester are: 17 student athletes have a 4.0 GPA or better; 64 have a 3.5 GPA or above and 74 athletes have a 3.1 GPA or above
- Mr. Clifford introduced Mr. Marty Fine, new Head Football Coach. Coach Fine stated that this has been a wonderful opportunity and he is happy to be here. He also stated that 14 out of 15 new recruits being brought in are from New Mexico. Chairman Sanchez asked if Coach Fine was planning on hiring new staff. Coach Fine has hired several new staff members. He stated that there needs to be more investment in

community outreach and the children in the community and that these new hires will work towards such improvements

- Chairmen Sanchez asked Mr. Clifford what resources the Athletic Department provide for the VATOS Rugby Team. Mr. Clifford stated that they are allowed to use the football field. He also stated that a \$2500 Donation was made to the VATOS by the Athletic Club.
- Chairmen Sanchez raised the concern that the VATOS are not allowed to use the strength and conditioning room. Mr. Clifford will meet with VATOS President to arrange a time for the VATOS to use the facilities.

Faculty Senate Report – Dr. Brandon Kempner

Dr. Kempner informed the Board that his written Faculty Senate Report (**Attachment S**)

Dr. Kempner noted that Faculty Senate elections were held this semester and that his term ends in August.

Staff Advisory Senate Report – Mr. Laird Thornton

Mr. Thornton provided a written Staff Advisory Senate Report (**Attachment T**) for inclusion in the Board meeting materials and highlighted the following:

- The Staff Senate is working to improve the campus climate by hosting brown bag lunches called “HU: Learning Happens Here”. Dr. Kempner was the first presenter who spoke about Zombies the next lecture is scheduled for February 28th
- The 19 member Customer Service Committee will meet to discuss various department roles and how to better communicate between departments to improve our services
- DACA students will be invited to present at the next Staff Advisory Senate meeting

ASNMHU Report – Mr. Julian Padilla

Mr. Padilla read his written report (**Attachment U**).

ASNMHU passed a few resolutions at their last meeting.

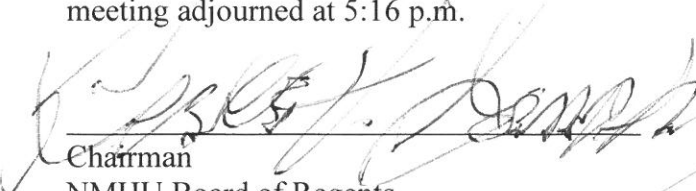
Resolution #1 targets the diversity of the campus-community in which the faculty as a whole doesn't reflect the demographics of our student body (**Attachment V**).

Resolution #2 concerns the continual lack of state funding for NMHU and New Mexico Universities in which the ASNMHU recognizes that the lack of funding results in higher tuition for students (**Attachment W**).

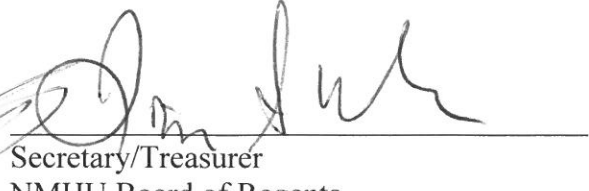
Resolution #3 ASNMHU an act to support NMHU declaring Safe Zone status (**Attachment X**).

Adjournment

Regent Marchi moved to adjourn. Regent Marr-Montoya seconded. Motion carried and the meeting adjourned at 5:16 p.m.


Chairman

NMHU Board of Regents


Secretary/Treasurer

NMHU Board of Regents