

New Mexico Highlands University
Board of Regents Meeting
Margaret J. Kennedy Alumni Hall
905 University Avenue
NMHU Main Campus
Las Vegas, New Mexico 87701
October 27, 2017 at 10:00 a.m.

1. Call to Order – Chairman Leveo Sanchez
2. Roll Call
3. Approval of Agenda for October 27, 2017
4. Approval of the Minutes from October 11, 2017
5. Regent Sandra Turner’s Recognition of Service – Chairman Sanchez
6. Higher Learning Commission Update – Dr. Brandon Kempner
7. President’s Report – Dr. Sam Minner
 - A. Council of University Presidents (CUP) Update and Discussion
 - B. Rodgers Hall Program – Action Item
 - C. Rodgers Hall Schematic Design – Action Item
 - D. HLC Institutionalization
 - E. ACE Fellowship
 - F. 2018 Board of Regents Meeting Dates – Action Item
 - January 26, 2018
 - April 27, 2018
 - July 27, 2018
 - October 26, 2018
 - December 14, 2018
 - G. President’s Update
 - (Rockport Video)
 - Recognition of Rockport Volunteers
 - H. Other
8. Comprehensive Discussions – Dr. Sam Minner
 - A. Partnership with Santa Fe Sherriff and Santa Fe County Employees
9. Academic Affairs Report – Dr. Roxanne Gonzales
10. Strategic Enrollment Management Report – Dr. Edward Martinez
11. Foundation and Advancement Report – Ms. Theresa Law, JD, CFRE
12. Persons Wishing to Address the Board

13. Executive Session – (a) 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; (b) bargaining strategy preliminary to collective bargaining and ; (c) deliberations upon competitive sealed bids for a university bookstore provider; and (d) threatened or pending litigation subject to the attorney-client privilege in which the University is or may become a participant. All pursuant to NMSA 1978, § 10-15-1(H)(2)(5)(6)&(7).
14. Public Action as Necessary on Closed Session Discussions – Action Item
15. Student Affairs Report – Dr. Kimberly Blea
 - A. Policy for Use of Campus Facilities – Action Item
16. Athletics Report – Mr. Craig Snow
17. Faculty Senate Report – Dr. Ian Williamson
18. Staff Advisory Senate Report – Mr. Laird Thornton
19. ASNMHU Report – Ms. Natasha Lujan
 - A. ASNMHU Bylaws 2017-2018 – Action Item
20. Finance and Administration – Mr. Max Baca
 - A. Campus Bookstore Services Provider as per RFP 17-003-8 – Action Item
 - B. Quarterly Report and Certification FY18/Q1 – Action Item
 - C. System Revenue Bond Resolution for Renovation of Residential Halls – Action Item
21. Adjournment

**New Mexico Highlands University
Board of Regents Meeting
October 27, 2017**

The New Mexico Highlands University Board of Regents met on October 27, 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 10:15 a.m.

Attendance

Board Members Present: Mr. Frank Marchi, Ms. LouElla Marr-Montoya, and Mr. Leveo V. Sanchez. Mr. John Ramon Vigil joined the meeting at 1:30 p.m. and via conference call.

Administrative Personnel Present: Dr. Sam Minner, President; Dr. Roxanne Gonzales, Provost/Vice President for Academic Affairs; Mr. Max Baca, Vice President for Finance & Administration; Ms. Theresa Law, JD/CFRE, Vice President for Advancement; and Dr. Kimberly Blea, Dean of Students

Others Present: Dr. Brandon Kempner, Director of HLC Accreditation; Dr. Ian Williamson, Faculty Senate Chair; Ms. Ariadna Izaguirre, ASNMHU Student Senate Vice President; Ms. Carolina Martínez, Executive Administrative Assistant; and numerous individuals in the audience, including faculty, staff, students, and community members. The meeting was aired via Zoom and broadcast over the KEDP Radio Station

Approval of the October 27, 2017 Meeting Agenda

Regent Marchi moved to approve the October 27, 2017 meeting agenda. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

President Minner announced that Dr. Kempner is making one of his final HLC Departmental presentations. He requested that Dr. Kempner provide the HLC update upon his arrival.

Approval of the October 11, 2017 Meeting Minutes

Regent Marchi moved to approve the October 11, 2017 meeting minutes as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Regent Sandra Turner's Recognition of Service – Chairman Sanchez

Chairman Sanchez stated that Regent Turner served the university well during her time as a member of the Board of Regents. He called on Regent Marr-Montoya to read a proclamation (**Attachment A**) in recognition of Regent Turner's work and dedication to New Mexico Highlands University students, faculty, and staff. A recognition plaque was displayed.

President Minner noted that Regent Turner worked tirelessly and selflessly for the university.

President's Report – Dr. Sam Minner

Council of University Presidents (CUP) Update and Discussion

President Minner reminded the Board that the university is a member of CUP. He noted that Mr. Garrey Carruthers, President of New Mexico State University, was elected to Chair CUP.

Mr. Mark Saavedra serves as the full-time Executive Director and Ms. Therese Graham is the full-time administrative assistant.

CUP has taken a collaborative action in support of DACA. They have also taken a joint position to not support the Science Standards recently proposed by the New Mexico Public Education Department.

Rodgers Hall Program – Action Item

Ms. Baca presented the Rodgers Hall Program (**Attachment B**).

Rodgers Hall Schematic Design – Action Item

Ms. Baca and Mr. Mark Baker of Baker A+D presented the Rodgers Hall Schematic Design.

Ms. Baca stated the architects meet with the administration and Dr. Ian Williamson, Faculty Senate Chair, to solicit their input on the renovations. The estimated completion date is March 2019.

Chairman Sanchez expressed concern that a classroom in the building would be unutilized.

President Minner stated that he would like the administration building to be more vibrant and that students be in the building more often.

Regent Marchi inquired on the shower installation in the designated Board of Regents meeting area. Ms. Baca informed the Board that installing a shower in the building would increase LEED certification points by promoting healthy living such as running or biking to work.

Chairman Sanchez asked how the Board of Regents Conference Room would be used when Board meetings are not in session. President Minner stated that the conference room would be available for the Board of Regents meetings, Labor Board Management Relations Board meetings, and meetings of any other groups.

Mr. Max Baca and Dr. Roxanne Gonzales suggested revisions to the layout.

Regent Marchi moved to approve the Rodgers Hall Program as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Regent Marr-Montoya moved to approve the Rodgers Hall Schematic Design (**Attachment C**) as presented. Regent Marchi seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

HLC Institutionalization

President Minner informed the Board that the HLC Institutionalization was an assurance argument attachment to highlight the new or improved processes for our accreditation probation areas. (**Attachment D**).

President Minner outlined his 2017-2018 HLC Activities as follows: Dr. Kempner will remain as HLC Liaison ensuring a smooth transition for an IR Director; 2-4 individuals will attend the HLC's Assessing General Education Workshop; HU members will again attend the HLC's annual conference; we will continue to participate in the HLC Persistence Academy; allocate additional resources, if available, to assessment practices; continue to have HLC updates at every Executive Team and Board meeting; and hold a HLC Campus Forum a minimum of once yearly.

ACE Fellowship

President Minner stated that one responsibility he continues to undertake is to development of new internal talent via a fellowship. He has implemented the fellowship program since his arrival at HU. Dr. Jennifer Lindline was the first Presidential Leadership Fellow. Dr. Beth Massaro was appointed the fellowship this year. President Minner would like to make a recommendation that the Board support an American Council on Education (ACE) Fellows Program (**Attachment E**). This recommendation would go before the Board after July 1st.

2018 Board of Regents Meeting Dates – Action Item

- January 26, 2018
- April 27, 2018
- July 27, 2018
- October 26, 2018
- December 14, 2018

Regent Marchi moved to approve the 2018 Board of Regents Meeting Dates as listed. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

President's Update

Ms. Michelle Bencomo is the university's Customer Relations Coordinator. She will work with students to resolve their concerns from beginning to end. Ms. Bencomo was previously the Financial Aid Scholarship Coordinator. She is committed HU students and their success.

Ms. Bencomo addressed the Board and thanked President Minner and the administration for the opportunity to assist HU and the students.

President Minner implemented the President's Leadership Development Program last year; Dr. Beth Massaro was selected to serve as this year's leadership fellow. One of her first tasks was to organize a volunteer hurricane clean-up effort in Rockport, Texas. A group of 40 students with 2 staff members volunteered to participate in the clean-up. Mr. Rick Loffredo, Assistant Director of University Relations, created a video to document the volunteer effort. The video was shown.

President Minner gave a PowerPoint presentation on recent university activity (**Attachment F**).

President Minner reported that the Leveo and Patricia Sanchez football field renovation is near completion.

Many events have taken place at the university residence including a reception for the Ballen Scholars and a dinner for the Chicago Scholar students.

Regent Marchi thanked President Minner and Mrs. Joan Minner for their hard work they tirelessly devote to the university and HU students, faculty, and staff.

Regent Marr-Montoya thanked President and Mrs. Minner for hosting a reception for the Viles Scholarship Recipients. Approximately 25 students attended the reception.

President Minner requested that the Board consider a spring workshop focusing on the AGBs document on Best Practices Nationally on Shared Governments. Workshop attendees would include the regents, HU administrators, faculty and staff leadership, and the presidents of the different unions. This workshop would help the various groups work together to promote HU. President Minner would invite Ms. Susan Whealler Johnston, principle author and member of AGB, to present. Regents present agreed to participate.

Higher Learning Commission Update – Dr. Brandon Kempner

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

Dr. Kempner reported the following:

- He has worked to inform the campus of the upcoming HLC accreditation visit
- The university's job is to demonstrate to the HLC how we meet the accreditation criteria and how we addressed our probation areas
- The 120 page assurance argument with evidence was provided (**Attachment H**).
- The first visit will be on November 3rd at the Albuquerque Center. The HLC reviewers will be visiting 3 of the 4 HU centers
- The core of the visit will be on Monday and Tuesday on the main campus

An updated visit schedule and list of meeting attendees were provided (**Attachments I**).

Regents thanked Dr. Kempner and President Minner for all of their hard work preparing the university for the HLC Accreditation visit.

Comprehensive Discussion – Dr. Sam Minner

President Minner called on Dr. Roxanne Gonzales and Mr. Robert Anaya to present on the Partnerships with the Santa Fe Sheriff and Santa Fe County Employees (**Attachment J**). Mr. Robert Anaya stated that the partnership with the Santa Fe Sheriff and Santa Fe County Employees has been a great success. The various participants completed coursework that helped them with their employment.

Dr. Warren Lail, Interim Dean of the College of Arts & Sciences, taught classes for these programs. He stated that the students were enthusiastic about the courses. He stated that he would like HU to become the destination for Law Enforcement continuing education credit.

Dr. Bill Taylor, Dean of Business Media & Technology, stated that students in these programs earn full college credit that they can apply towards a degree. Students can use what they learn in their everyday lives. Finding faculty for these courses is one difficulty with this programs.

Academic Affairs – Dr. Roxanne Gonzales (Attachment K)

Two Faculty members published books. Dr. Robert Karaba published *Making sense of Freedom in Education: Three Elements of Neoliberal and Pragmatic Philosophical Frameworks*. He is a professor of educational leadership. Mr. Rod Sanchez published a children's book called *Ben and IQ Explore Hot Air Ballooning*. Mr. Sanchez is a business professor.

The university will host an event, as part of the Powers of Excellence, showcasing faculty and staff publications, books, and concerts.

HU was selected to establish a Math & Science Academy by the Los Alamos National Laboratory. The LANL grant will promote teacher education and leadership in the STEM field.

The School of Business Media Arts & Technology completed a three day accreditation visit earlier this month. Dr. Taylor stated that the team provided a list of strengths and area of improvement.

The Provost and Deans will be participating in a retreat to develop post HLC planning to address the kind of programs we should be offering, what we need to do to improve enrollment, and how to utilize campus centers more effectively.

Strategic Enrollment Management Report – Dr. Edward Martinez

President Minner presented the Strategic Enrollment Management Report (**Attachment L**) on behalf of Dr. Martinez.

His team has been very active in developing and providing updated recruitment material

The Ruffelo Noel-Levitz, Demand Builder Program, was implemented. Demand Builder is collects student analytical data on HU graduates.

We are making strategic recruitment efforts to reach students from many different states.

Person's Wishing to Address the Board

No one came forward.

Executive Session – (a) 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; (b) bargaining strategy preliminary to collective bargaining and ; (c) deliberations upon competitive sealed bids for a university bookstore provider; and (d) threatened or pending litigation subject to the attorney-client privilege in which the University is or may become a participant. All pursuant to NMSA 1978, § 10-15-1(H)(2)(5)(6)&(7). 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 Marchi, Regent Marr-Montoya, and Chairman Sanchez. Motion carried. The Board entered into executive session at 1:25 p.m.

Regent Vigil joined the meeting at 1:30 p.m. and exited the meeting at 2:45p.m.

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 Marchi, Regent Marr-Montoya, and Chairman Sanchez. Motion carried unanimously and the Board returned to open session at 2:52 p.m.

Public Action as Necessary on Closed Session Discussions – Action Item

No action was taken.

Foundation and Advancement Report– Ms. Theresa Law, JC, CFRE

Ms. Law highlighted the following items from her written report (**Attachment M**):

- Ms. Stephanie Santillanes was hired as the Senior Annual Giving Officer
- An Alumni Happy Hour was held in Phoenix, AZ on October 7th
- The HU basketball team is participating in a Statewide Tournament at the UNM Pit on November 11th-12th. There will be tailgating, a cheering section, and Happy Hour. The Alumni Package includes a t-shirt, free drink at happy hour, and a ticket to the tournament
- The Electric Light Parade Reception on December 2nd at Kennedy Hall
- The 2nd Annual Rio Rancho Family Skating Party is scheduled for December 14th at the Santa Anna Star Center

Student Affairs Report – Dr. Kimberly Blea

Dr. Blea informed the Board of the following:

- The Arts @ HU series a Campus Life Initiative has kicked off. A brochure was created to promote Art @ HU; the university is selling season passes for the events
- The Cheech and Chong Comedy Show was held on October 13th
- Mariachi Reyna de Los Angeles is scheduled for November 11th
- Country music star Josh Turner will be perform at HU's Wilson Complex on February 3rd
- The Housing & Student Conduct Office implemented the Walk-in Wednesday and Table-Talk Thursdays events where the housing director and custodial supervisor are to speak with students about concerns or ideas to improve their residential experience
- Brochures to reach out to Luna students for recruitment in housing were created
- The Annual House Call event where faculty, staff, and administrators meet with residence hall students and get feedback on their housing and college experiences
- The Career Fair is scheduled for November 2nd; over 30 employers have registered, many are HU alumni
- The Outdoor Recreation Center offers many excursions and has a variety of equipment rentals; the center will be purchasing the Flybook program which uses technology to help students rent equipment and sign up for excursions
- Ms. Patsy Romero, Campus Life Administrative Assistant, is retiring October 31st.
- Ms. Corilia Ortega was hired at HU Cares as the Interim Director

Policy for Use of Campus Facilities – Action Item

The Policy for Use of Campus Facilities was approved in July 2016. After implementing the policy, some language revisions were needed.

Regent Marchi moved to approve the revisions to the Policy for Use of Campus Facilities (**Attachment N**) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Athletics Report – Mr. Craig Snow

President Minner informed the Board that he will present his report on behalf of Coach Snow. Mr. Snow has done a great job and his efforts are appreciated.

- An agreement with the Luna athletics was signed allowing the LCC teams use of our fields
- The Cowgirl Sweethearts, a youth cheer group, have been cheering during weekend basketball games
- Coach Snow arranged for a motivational speaker to speak with all of the HU coaching and athletic staff regarding professional development and unity
- With recent salary savings the athletic department was able to hire Mr. Steven Miera to assist Coach Snow with athletic activities and responsibilities

Faculty Senate Report – Dr. Ian Williamson

Dr. Williamson provided a written report (**Attachment O**).

Dr. Williamson reported the following:

- He has been at HU since 2004
- He has served on many committees has chaired several committees
- The Faculty Senate revising the advising manual to include improvements to the faculty search procedures
- As Faculty Senate Chair, he will continue to work with President Minner on the Big Ideas Reading Group and Learning Happens Here
- He has participated in numerous budget forums and various meetings
- The Faculty Senate has reviewed the President's Goals and the Executive Strategic Plan

Staff Advisory Senate Report – Mr. Laird Thornton

A written report was provided (**Attachment P**)

ASNMHU Report – Ms. Natasha Lujan

Ms. Ariadna Izaguirre, Vice President of ASNMHU, reported on behalf of Ms. Lujan.

Ms. Lujan is attending HACU National Conference along with Regent John Ramon Vigil.

Ariadna reported the following:

- The ASNMHU Members gave snow cones to students in SUB. This was a way to introduce themselves to the campus.
- Students are concerned about campus safety. A Safety Walk was organized that will take place on November 7th; during this walk, participants will look for way to make the campus safer.
- Students formed a committee to end catcalling on campus.
- Included in the Board packet are the ASNMHU Bylaws; they were approved by ASNMHU Senate on September 10th. The Bylaws are revised every year and require Board approval.

Regent Marchi moved to approve the ASNMHU Bylaws (**Attachment Q**) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez

Finance & Administration – Mr. Max Baca

Campus Bookstore Services Provider as per RFP 17-003-8 – Action Item

Mr. Baca reported that after much review and discussion the administration recommended that they be able to negotiate a contract with Sodexo/BBA Solutions within 30 days. The administration will work to negotiate a one-year contract with yearly renewals for up to seven year and a six day termination clause for each party.

Regent Marr-Montoya moved to approve a bookstore management contract with Sodexo/BBA Solutions and authorized the administration to negotiate the contract (**Attachment R**). Regent Marchi seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Quarterly Report and Certification FY18/Q1 – Action Item

Mr. Baca reported that both of these items are required by the New Mexico Higher Education Department. The standardized financial reports and do not include any unanticipated expenditures.

Regent Marchi moved to approve First Quarterly Report and Certification (**Attachments S**) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

System Revenue Bond Resolution for Renovation of Residential Halls – Action Item

Mr. Baca called on representatives from the Modrall Sperling Law Firm and RBC Capital Markets presented the Bond action items.

President Minner stated that this is forward movement and growth for the institution. Upgrading our residential facilities will make the university more attractive to students and increase enrollment.

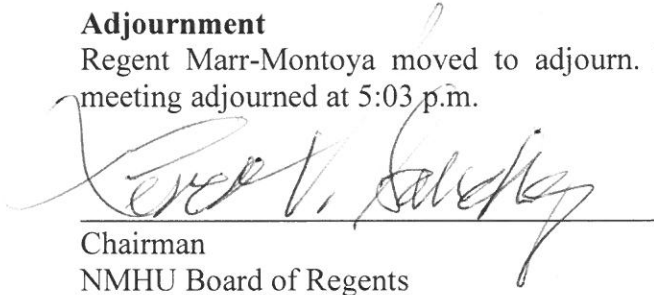
Regent Marchi moved to approve the authorizing and approving submission of a completed application for Financial Assistance and Project Approval to the New Mexico Finance Authority (**Attachment T**) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Regent Marchi moved to approve authorizing the issuance and sale of up to \$14,500,000 of the Regents of New Mexico Highlands University System Refunding and Improvement Revenue Bonds, Series 2018, to be issued in two series for the purpose of providing funds to refund on a crossover basis the outstanding Regents of New Mexico Highlands University System Revenue Bonds, Series 2009B (taxable direct payment build America Bonds) and for the purpose of providing funds for purchasing, erecting, altering, remodeling, expanding, improving, repairing, furnishing and equipping of buildings, improvements and facilities for the use of the university,

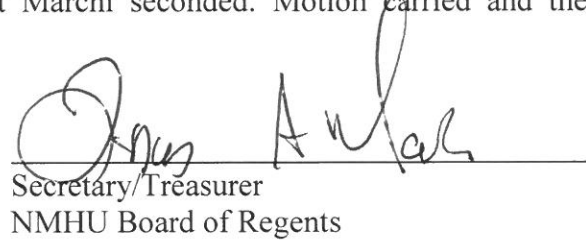
including but not limited to, improvements to student housing facilities; providing for the form, terms and conditions of the bonds; with certain terms, including terms pertaining to the payment of principal of and interest on such bonds to be approved in a subsequent resolution; entering into certain covenants and other agreements; and providing other details in connection therewith. (**Attachment U**) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez.

Adjournment

Regent Marr-Montoya moved to adjourn. Regent Marchi seconded. Motion carried and the meeting adjourned at 5:03 p.m.



Chairman
NMHU Board of Regents



Secretary/Treasurer
NMHU Board of Regents