

New Mexico Highlands University
Board of Regents Meeting
Margaret J. Kennedy Alumni Hall
905 University Avenue
NMHU Main Campus
Las Vegas, New Mexico 87701
August 24, 2018 at 10:30 a.m.

1. Call to Order – Chairman Leveo Sanchez
2. Roll Call
3. Approval of Agenda for August 24, 2018
4. Approval of the Minutes from July 27, 2018
5. Board of Regents Update
6. President’s Report – Dr. Sam Minner
 - A. Rodgers Hall Project RFP for General Contractor (Tabled on July 27, 2018) – Action Item
 - B. Music Program Performance and Rehearsal Facility Usage Update
 - C. Other
7. Executive Session – (a) limited personnel matters related to 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; and (c) 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)&(7).
8. Public Action as Necessary on Other Closed Session Discussions – Action Item
9. Finance and Administration Report – Mr. Max Baca
 - A. Golf Course – Action Item
10. Adjournment

**New Mexico Highlands University
Board of Regents Special Meeting
August 24, 2018**

The New Mexico Highlands University Board of Regents held a special meeting on August 24, 2018, 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 10:45 a.m.

Attendance: Board Members Present: Mr. Frank Marchi, Ms. LouElla Marr-Montoya, Regent Mr. Leveo V. Sanchez, and Mr. John Ramon Vigil.

Absent: Mr. Dan Padilla

Administrative Personnel Present: Dr. Sam Minner, President; Dr. Roxanne Gonzales, Provost/Vice President for Academic Affairs; Dr. Edward Martinez, Interim Vice President for Strategic Enrollment Management; Mr. Max Baca, Vice President for Finance & Administration; Dr. Terri Law, JD/CFRE, Vice President for Advancement; and Dr. Kimberly Blea, Dean of Students.

Others Present: Dr. David Sammeth, Faculty Senate Chair; Ms. Rebekah Peoble, ASNMHU President; Ms. Carolina Martínez, Executive Administrative Assistant; and numerous individuals in the audience, including faculty, staff, students, and community members. The meeting was streamed via ZOOM and broadcast on the KEDP Radio Station.

Approval of the August 24, 2018 Meeting Agenda

Regent Vigil moved to approve the August 24, 2018 meeting agenda for as presented. Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez.

Approval of the Minutes from July 27, 2018

Regent Marchi moved to approve the minutes from July 27, 2018 as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez.

Board of Regents Updates

Regent Vigil informed that he represented the Board at the NMHU-Santa Fe Center New Student Orientation on August 15, 2018 and the Convocation Ceremony on August 21, 2018.

President's Report – Dr. Sam Minner

Rodgers Hall Project RFP for General Contractor (Tabled on July 27, 2018) – Action Item

President Minner communicated that at the last Board meeting, the Board asked that the administration to revisit the budget for the scope of work in the event that the university does not receive additional funding from the state.

President Minner called on Ms. Sylvia Baca, Facilities Director, Mr. Mark Baker, Baker Design + Architects, and Mr. Clay Simmons, Construction Manager, Progressive Construction Management (PCM) to present.

Ms. Baca presented the bid lots by order of priority, estimated general contractor costs, and revised budget. The new timeline was also presented. Ms. Baca informed the Board that the revised timeline allows adequate time for completion before funds are reverted to the state on June 30, 2020.

Regent Marr-Montoya commented that she would like the project completed before October 2019.

Mr. Craig Snow, Interim Athletic Director informed the Board that homecoming is scheduled for October 2019. President Minner suggested holding a building grand opening during that week.

Regent Marchi asked if weather would be a factor in the reconstruction. Ms. Baca responded that the project is enclosed therefore weather should not be a factor or cause delays.

Regent Marr-Montoya asked when the university would be notified if additional state funding would be awarded. Mr. Baca responded that the New Mexico Higher Education Department (NMHED) would make their announcements in late October/early November.

Regent Vigil moved to approve the Rodgers Hall Project RFP for a General Contractor (**Attachment A**) as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez.

Music Program Performance and Rehearsal Facility Usage Update

President Minner reminded the Board that at the July 27, 2018 meeting a faculty member raised concerns with fees for the use of facilities for music and theater rehearsals and performances. He called on Dr. Roxanne Gonzales, Provost/Vice President of Academic Affairs to report.

Dr. Gonzales informed the Board that she worked with Dr. Warren Lail, Interim Dean for the College of Arts & Sciences, to find a resolution. Dr. Gonzales reported that faculty in that department developed the proposal which in the Board meeting packets (**Attachment B**).

Regents present thanked the administration for their time and effort to resolve the music department's concerns.

President's Report - Other

- President Minner had a radio interview with the KSFR radio affiliate from Santa Fe.
- He is scheduled for several meetings with Rotary, Kiwanis, City, County, etc. to talk about GO Bond D.
- One gubernatorial candidate is secured for a Q&A session. We are seeking confirmation from a second candidate in order to have a full debate that will focus on rural New Mexico issues. The Q&A session will be held in Ilfeld Auditorium on October 18, 2018. The university will be clear that it does not support one candidate over the other.
- The Masters of Fine Arts proposal was received at the Higher Learning Commission.

- To date 11,088 tickets to the Matanza were given to students, faculty and staff or sold. Dr. Law thanked the Matanza committee, faculty, staff, alumni office, and others who donated food, supplies, and their time organizing the Matanza. The Matanza is scheduled for August 25, 2018 from 10am to 4pm at the Leveo and Patricia Sanchez Family Stadium.
- He met with Triad Security who will be assuming management of Los Alamos National Lab. The meeting was positive; they plan expand efforts at Highlands.
- The proposed Native American Social Work Program will likely be funded this year.
- The Mariachi Club is ordering uniforms as students join.
- A location for the eSports initiative was identified in Stu Clark. Computers are ordered. Many students have expressed interest and excitement about the initiative.
- A number of student organizations will be invited to dinners at the university residence.

Chairman Sanchez asked if program reviews would be scheduled now that the university is no longer on probation. President Minner indicated that he was waiting for the probation sanction from the Higher Learning Commission (HLC) was lifted before beginning program reviews. He called on Dr. Gonzales to provide further information. Dr. Gonzales reported that she would like departments to review their programs in terms of course reviews, major and minors, suspend/delete courses, or adding new programs based on workforce. One of her initiatives is to find programs that will attract students to Las Vegas and make the campus more robust.

Dr. Sammeth expressed his excitement that the university is no longer on HLC probation and that Faculty Senate is already thinking about the strategic plan. He sees faculty deeply engaged in discussions about how to move forward with the content delivery.

Chairman Sanchez asked if the eight new faculty members relocated to Las Vegas. President Minner said that some faculty are living in Las Vegas with their families. He said others are not living here due to housing issues, schools, and lack of jobs for their spouses.

Regent Marchi requested information on the enrollment numbers. President Minner called on Dr. Edward Martinez report on enrollment.

Dr. Martinez informed of the following enrollment numbers from this time last semester to now:

- Continuing student enrollment is down by 161
- Dual credit students enrollment is down 2 students
- Graduate student enrollment is down 11
- First time freshmen enrollment is up by 31 students
- Returning student enrollment is down by 19
- The number of transfer students is up by 16

Overall, enrollment is down by 146 as compared to this time last year, equivalent to a 4% decline. Dr. Martinez stated that our student population in 2017 was 3,284 and now, in 2018, our student population is 3,138. Dr. Martinez said that the retention rate of our 2017 cohort is 51%, up 6% from our previous cohort. Dr. Martinez informed that registration ends next Monday and enrollment numbers will fluctuate as students are still registering.

Dr. Martinez announced that the newly hired transfer student recruiter would be housed on the CNM campus beginning September 4th. This recruiter's primary responsibility will be to recruit transfer students to all HU locations.

Dr. Warren Lail said that the Academic Affairs Task Force reviewed the enrollment numbers and recruitment and retention rates of graduate students. He informed that the retention to completion rate is 83%. A recruitment study of graduate students found that most of our students are coming from UNM and internally. Dr. Lail said that a review of President Minner's enrollment goal of 4500 students by 2022 found that 38% of that total enrollment would be graduate students; an increase of 500 graduate students is required to reach that goal. The plan to attain that President Minner's goal is to offer more professional degree programs, and more online graduate programs.

Chairman Sanchez asked Dr. Blea for the residence hall occupancy. Dr. Blea responded that once all students have checked into their rooms she would provide a final occupancy report to President Minner to share with the Board. She did note that the residence halls are near capacity.

Chairman Sanchez commended the university on the recent *Albuquerque Journal* article that painted Highlands's athletics positively. Chairman Sanchez called on Mr. Craig Snow to provide an Athletic Department update. Mr. Snow reported that there are approximately 50-60 New Mexico athletes playing for Highlands. Chairman Sanchez thanked Mr. Snow for the recruitment of New Mexico students.

Regent Marr-Montoya commended Mr. Snow and the Athletic Department for the 3.1 GPA Highlands student athletes earned last semester.

President Minner announced that the statewide colleges and universities basketball tournament will be held at the University of New Mexico Basketball Pit on November 9-10th.

Dr. Gonzales provided a response to Regent Marr-Montoya's inquiry about the 8-week courses by informing the board that second set of 8-week courses begin on October 17th. Only upper division courses in Graduate Education, Nursing, and Business will be offered.

Executive Session – (a) limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation of, or the investigation or consideration of complaints or charges against any individual or a public employee; (b) bargaining strategy preliminary to collective bargaining; and (c) 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 Vigil seconded. A roll call was taken; voting in favor were Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez. Motion carried. The Board entered into executive session at 12:20 p.m.

Regent Marr-Montoya motioned 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 the Board took no action. Regents present confirmed. A roll call was taken and voting in favor of returning to open session were Regent Marchi, Regent Marr-Montoya, Regent

Vigil, and Chairman Sanchez. Motion carried unanimously and the Board returned to open session at 1:42 p.m.

Public Action as Necessary on Other Closed Session Discussions

No action was taken.

**Finance and Administration Report – Mr. Max Baca
Golf Course – Action Item**

Mr. Baca reported that although the golf course averages 5,500 rounds of golf per year it runs at a loss of approximately \$175,000-\$200,000 yearly. By the end of fiscal year 2018, the cumulative deficit reached approximately \$2.6 million.

Mr. Baca reported that President Minner is holding a Community Forum on August 30, 2018, at 6:00 p.m. in the Student Union Building Ballroom. Invitation letters to local city and county officials, business owners, school officials, and golf groups were mailed. *Optic* ads about the forum were also placed.

President Minner reported that he is taking a three-prong approach to rectify the golf course balance deficit. The first is to increase revenues; secondly would be to seek out partnerships; and thirdly would be to sell the property both residentially and commercially.

Regent Marchi asked for clarification about the \$200,000 loss last fiscal year. Stating that if the university lost \$200,000 and only brought in \$100,000 then the \$20,000 proposed limit is already exceeded the for this fiscal year.

President Minner said the plan is not to overspend by more than \$20,000. President Minner indicated that increasing rounds, developing partnerships, and developing property has potential to bring in some additional revenue. The selling of properties will take time.

President Minner stated that he does not want to close the golf course because it is a critical community asset but the university will not continue to increase or carry the deficit balance.

Chairman Sanchez stated that there are key items to consider: 1) have the Golf Course carry itself, 2) the golf course owes HU \$2.6 million, and 3) whoever ends up with it, has to make it viable for the community. Chairman Sanchez mentioned that the Santa Fe Community Foundation might be able to provide assistance and/or partnership stating that the foundation is very community oriented.

A discussion Dr. Keith Tucker on property development to generate a revenue stream was held.

Mr. Tucker commented that development of the golf course property would benefit the university and Las Vegas greatly. Mr. Tucker commended President Minner for approaching him and the School of Business to assist with this task. He feels there are several experts within the school that could provide expertise during this critical time.

Mr. Baca said the administration is requesting the following approval (**Attachment C**):

- The university not increase the negative fund balance by \$20,000 for FY19 and reduce expenditures to match realistic revenue projections
- Engage key area stakeholders for potential one-time or reoccurring revenues
- Update the golf course economic study to identify tax-based impacts for Las Vegas and San Miguel
- Explore the selling of residential and/or commercial properties
- Investigate other potential revenues streams by end of calendar year 2018
- Present an action plan to Board of Regents on how to eliminate the negative fund balance and long-term sustainability by end of Spring 2019

Regent Vigil remarked that the university needed to support student outcomes and assessments, rather than carrying the golf course. He would like to see the negative balance at zero.

Regent Marchi noted that the \$20,000 cap was irrelevant considering the \$2.6 million loss but he would consent to the \$20K budgetary margin.

President Minner suggested initiating a campaign for golf course funding through the Foundation Office. Dr. Law agreed that a campaign could be generated but it would likely bring in fewer dollars than fundraising for scholarships or student and faculty needs.

Regent Marchi noted that the main opportunity for saving the golf course would be to sell the land within and surrounding the course.

Regent Marr-Montoya indicated that the university needed to stay within budget and not increase the negative balance by more than \$20K.

Regent Marr-Montoya moved to approve that the administration make every attempt to stay within budget and not exceed the \$20,000 cap. Regent Marchi seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez.

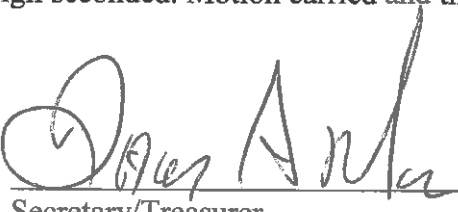
Mr. Baca thanked that Board for their votes today noting that the discussion helps solidify the shared governance aspect within the fiscal matters of the institution.

Adjournment

Regent Marr-Montoya moved to adjourn. Regent Vigil seconded. Motion carried and the meeting adjourned at 2:30 p.m.



Chairman
NMHU Board of Regents



Secretary/Treasurer
NMHU Board of Regents