New Mexico Highlands University
Board of Regents Meeting
Margaret J. Kennedy Alumni Hall
905 University Avenue
NMHU Main Campus
Las Vegas, New Mexico 87701
December 14, 2018 at 9:00 a.m.

1. Call to Order – Chairman Leveo Sanchez

2. Roll Call

3. Approval of Agenda for December 14, 2018

4. Approval of the Minutes from November 19, 2018

5. Board of Regents Report
   A. Acknowledgement of Regent Vigil

6. Persons Wishing to Address the Board

7. President’s Report – Dr. Sam Minner
   A. President’s Update
   B. Council of University Presidents (CUP) Update
   C. Other

8. ASNMHU Report – Ms. Rebekah Peoble

9. Faculty Senate Report – Dr. David Sammeth

10. Comprehensive Discussion: Proposed Academic Affairs Organizational Restructuring – Dr. Roxanne Gonzales
    A. Response from Faculty Senate

11. Higher Learning Commission Update – Dr. Lee Allard

12. Academic Affairs – Dr. Roxanne Gonzales
    A. Alternative Teacher Certificate Program (ATCP) – Action Item
    B. Academic Calendar – Action Item
    C. Academic Affairs Report
    D. Other

13. Executive Session – (a) limited personnel matters related to hiring, promotion, demotion, dismissal, assignment, resignation, or or investigation or consideration of complaints or charges against any individual or public employee pursuant to NMSA 1978, § 10-15-1(H)(2); (b) bargaining strategy preliminary to collective bargaining and pursuant to NMSA 1978, § 10-15-1(H)(5); and (c) discussion on pending litigation regarding MAKWA pursuant to NMSA 1978, § 10-15-1(H)(7).
14. Public Action as Necessary on Closed Session Discussion related to MAKWA – Action Item

15. Strategic Enrollment Management – Dr. Edward Martinez
   A. Leveraging Financial Aid & Scholarships to Increase Enrollment – Action Item
   B. Strategic Enrollment Management Plan – Informational Item
   C. Satisfactory Academic Progress Process Change – Informational Item
   D. Students with 90+ Credits Graduation Initiative- Informational Item
   E. Strategic Enrollment Management Report
   F. Other

16. Finance & Administration Report – Mr. Max Baca

17. Foundation and Advancement Report – Dr. Terri Law

18. Student Affairs Report – Dr. Kim Blea

19. Adjournment
New Mexico Highlands University
Board of Regents Meeting
December 14, 2018

The New Mexico Highlands University Board of Regents held a meeting on December 14, 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 9:10 a.m.

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

Board Members 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; Dr. Lee Allard, Director of Institutional Research; Ms. Carolina Martinez, Executive Administrative Assistant. 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 December 14, 2018 Meeting Agenda
Regent Vigil motioned to approve the December 14, 2018 agenda as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez. Motion passed unanimously.

Approval of the Minutes from November 19, 2018
Regent Marchi moved to approve the minutes from November 19, 2018 as presented. Regent Vigil seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez. Motion passed unanimously.

Board of Regents Report

Acknowledgment of Regent Vigil (Attachment A)
President Minner read a proclamation honoring Regent Vigil. Regent Vigil thanked the Board and administration for their leadership and commitment to Highlands. Chairman Sanchez recognized that Regent Vigil was prepared for every meeting and was knowledgeable on subject matter. Regent Marchi commented that Regent Vigil was always prepared to make informed decisions at meetings. Regent Marr-Montoya remarked that it was a pleasure serving on the Board with Regent Vigil.
Person’s Wishing to Address the Board

- Dr. Orit Tamir, Anthropology professor at NMHU since 1997, addressed the Board with concerns regarding the lack of shared governance while developing the Academic Affairs organizational structure proposal that Dr. Gonzales presented to the faculty at the general faculty meeting and the last senate meeting. There was no attempts to discuss the reorganization with faculty and staff. She discovered that secretaries were unaware about the discussion and are concerned about their jobs. Dr. Tamir feels that the Faculty Senate was left out of the process in the development of the Academic Affairs organizational restructuring proposal.

Chairman Sanchez asked Dr. Gonzales to respond. Dr. Gonzales informed that the Deans are still meeting with their teams and data are still being collected. She stated that the reorganizational structure is a proposal. Faculty will meet in the spring and provide their feedback to the administration. She feels that the reorganizational structure is being vetted.

- Dr. David Sammeth, Faculty Senate Chair, stated that the Faculty Senate did not assign faculty to the committees therefore, co-governance was not followed. Dr. Sammeth reported that three primary issues arose at the Faculty Senate meeting held on December 12, 2018. Number one the proposal was not developed through shared governance. Secondly, faculty do not believe the reasons behind the proposed re-organization are sound and see the proposed structure creating more problems. Third, the process appears to be a top down process where administration formed the committees and that faculty were handed a finished product. The Faculty Senate feels that the committees involved a lot of faculty time and that their hard work did not appear in the final product. The proposed changes do not address the challenges NMHU faces which are: funding; enrollment; internal processes that could be far more efficient; effective support of scholarships and research; and meeting the demands of the main campus, centers, and online learning face.

- Dr. Jennifer Lindline, Professor of Geology in the Natural Resources Management Department, addressed the Board regarding academic quality, which includes offering substantive classes; regular advisement of students; providing open and accessibility to our students; and the provision of a variety of co and extracurricular activities. Dr. Lindline feels that HU currently offers synergistic activities; interdisciplinary programs; innovative classes; and aligned majors, all of which have happened very organically. In her opinion, the proposed reorganization will erode these synergies.

- Dr. Kathy Jenkins, Professor of Exercise Physiology/Faculty Association President/Co-President of the Faculty and Staff Association/member of the Faculty Senate and a member of the executive team of the Faculty Senate, addressed the Board. She feels that the restructuring proposal does not address increasing enrollment and retention. She feels that the faculty were given a list of reasons for restructuring, none of which seems to be linked through data or scientific process to suggest they would work. During the Faculty Senate meeting, Provost Gonzales assured that no faculty or staff would be losing their positions during the restructuring. Dr. Jenkins said that reductions in force have to go through the Collective Bargaining Agreement and the Faculty Handbook by declaring financial exigency or by elimination of positions people held before. Dr. Jenkins said she co-chaired an ad hoc committee that reviewed documents and articles provided by Dr.
Gonzales. The ad hoc recommended no change be made to the current structure. In Dr. Jenkins opinion, the data reported to Dr. Gonzales was misrepresented at the Faculty Senate meeting. She knows that the ad hoc committee is not the deciding body and are only making recommendation but the committee demands to be heard. The committee recognized that more focus should be on grants and contracts, fixing the website, and improved communication from the provost.

- Dr. Michael Petronis, Full Professor of Geology at NMHU for 12 years, approached the Board to discuss research. Dr. Petronis feels that HU needs someone to work with faculty to write grants and alert faculty of available grant opportunities.

- President Minner informed the Board that during last year’s budget hearings, which were presented to the faculty several times, it was announced that more resources would be allocated to improve the website and more staff members to assist Mr. Sean Weaver, Director of University Relations, manage the website. Funding for an external consultant was also allocated. The consultant will be on campus to meet with faculty, staff, students, and administration to determine website needs.

- Mr. Robert Anaya, NMHU-Santa Fe Center Coordinator, addressed the Board. Mr. Anaya commented that he and a friend, currently the Principal of Taos High School, attended HU. They have both done well in their careers due to the education they received at Highlands. He is thankful for the approachable and personable faculty that provided structure and guidance during his undergraduate and graduate coursework. He thanked Ms. Thomasinia Ortiz-Gallegos, Registrar, for hiring him at the HU-SF Center where he had the opportunity to help students navigate their way through school to receive their degrees. Mr. Anaya noted that HU was recently on academic probation and that he can attest that HU leadership assembled the appropriate team to ensure Highlands was removed from HLC probation. President Minner had the foresight to appoint Dr. Brandon Kempner, a direct representative of the faculty senate, to spearhead the accreditation detail. President Minner offered and extension for administration and faculty to work together. He said another example of the administration reaching out to faculty was when they recognized the value and merit in Dr. Ian Williamson and appointed him as the Associate Vice President for Academic Affairs. Dr. Williamson is also a former member of the faculty senate. He thanked Dr. Sammeth for visiting the centers to learn more about their processes and needs.

- Regent Marchi commented that he is glad discussions are taking place. He agreed with Mr. Anaya that HU handled the HLC accreditation in a great way. We now have a more transparent budget process, etc. and can now concentrate on recruitment and retention. Regent Marchi reminded everyone that President Minner created four task forces. The task forces were looking at athletics, student affairs, business administration, and academic affairs. Mr. Max Baca, Vice President of Finance & Administration, made some revisions and improved his area in a positive way. The next task force is Academic Affairs. Dr. Gonzales was asked to review academic affairs the process. He added that he does not disagree with many of the statements made today but feels that HU our educational model needs to keep up with the changing environment. He asked that the matter be vetted and that a proposal that everyone agrees on be brought to the Board.

- Regent Marr-Montoya agreed with Regent Marchi stating that the proposal is in the planning stages and that the faculty and administration need to work together
• Chairman Sanchez encouraged everyone to work together to pursue and agenda that is inclusive and productive and for the benefit of the institution.

**President’s Report – Dr. Sam Minner**

• The university received internal approval and Higher Learning Commission (HLC) approval on the Alternative Teacher Certificate Program. The MFA program launched this fall. This is the second new program approved in approximately 19 years as per Dr. David Sammeth. He commented that is not acceptable to be a higher education institution and only add two new program to our offerings.

• He attended the first pre-construction meeting this week. The project is running smoothly. He is adamant that the project will not go over budget.

• A team of faculty and administrators visited Georgia State University to learn about their retention model. Dr. Roxanne Gonzales provided a written report on their findings. One of the main items discovered is that they are pro-active in retaining students who have dropped out with one semester left to graduate. They reach out to them and offer them funding to pay for their final semester. Secondly, GSU spends a lot on analytical tools. Dr. Gonzales submitted a budget request, for FY19-20, to help improve our retention rates.

**Council of University Presidents (CUP) Update**

Last week CUP met with members of the Legislative Finance Committee to express several concerns. CUP is requesting 8% of new money and a 5% increase for compensation increase for employees. The New Mexico Higher Education Department’s recommendations are a 2% new money and a 4% compensation increase.

**President – Other**

• President Minner informed the Board of the following:
  • The university is no longer on HLC probation by the HLC. It was so much work across the institution, but we were successful.
  • Academic Affairs received the final approval of our new MFA degree program, our new alternative teacher education program.
  • In our Facilities Department, the GO Bond measure passed by a wide margin securing funding for our buildings. Renovate of our historic Rodgers Building is underway.
  • The Advancement Office raised more than $103K brought in on Giving Tuesday. Thanks to a generous donor, the Stu Clark Building was revamped.
  • In Athletics, our women’s track and field team won the RMAC. Doug Moses, Wrestling Coach, was inducted into the Hall of Fame. The men’s basketball is currently ranked #1 in the RMAC and #8 in the nation.
  • Student Affairs: Thousands in attendance at the Arts@HU Ice Cube concert in the fall. HU has carefully re-designed the Title IX process on campus. The HU@TheRoundhouse program was launched this week.
  • In our business affairs, he and Mr. Baca have been working are to finalize the all HSI issues; HU had the best audit since he arrived at NMHU.
  • The NMHU Mariachi troupe was reestablishment
  • An E-sports program was established
• NMHU held the first Matanza in many years
• HU has increased support for the VATOS Rugby Team
• He asked Dr. Sammeth to make some recommended changes to the Strategic Plan; the new strategic plan process launches during the spring term, 2019
• The possible administrative reorganization and academic affairs. So that’s definitely on the docket for spring
• There will possibly be some new board members
• HU is launching major renovation improvements on the HU website
• There is a decent chance for compensation increases; CUP is advocating for a 5% increase
• CUP is also requesting a one time allotment of $50mil for BR&R; $15mil in ER&R; and $23mil for a Banner replacement

**President’s Update (Attachment B)**

President Minner provided a PowerPoint presentation:
• Giving Tuesday; thanks to Dr. Law and her team, the university raised over $100K
• Students in Dr. Edgar Vargas Blanco’s Intermediate Spanish as a Heritage Language and Advanced Spanish for Health classes at Highlands are engaging in a cultural exchange by communicating via Skype, email and other online modes with students at Nazarbayev University in Astana, the capital of Kazakhstan
• New Mexico Highlands University business students participated in the Fourth New Mexico Business Ethics Case Competition Nov. 9-10 at the University of New Mexico
• Students in business faculty Melanie Zollner’s Business Ethics course represented Highlands at the competition. Zollner coached the students for the competition along with business faculty Carla Romero
• Students enjoy their time at Stu Clark while playing E-sports
• Student-athletes at HU posted some strong graduation rates, according to the NCAA
• The NCCA released the Academic Success Rate report in a Nov. 14 news release, referencing graduation rates for the Division II 2008-2011 student-athlete cohort. Some highlights of the report for Highlands graduation rates include:
  • Women’s volleyball – 76 percent
  • Men’s cross-country – 71 percent
  • Women’s cross-country/track – 70 percent
  • Women’s basketball – 70 percent
  • Men’s baseball – 70 percent
  • Women’s soccer – 68 percent
  • Men’s wrestling – 61 percent
• Greg Lukianoff, a campus free speech advocate, spoke at New Mexico Highlands Nov. 8
• New Mexico Governor-Elect Michelle Lujan Grisham appointed Dean Cristina Durán to her government transition team; Dr. Durán will serve on the transition team for New Mexico Children, Youth and Families Department
• Highlands University psychology professor Sarah Tracy collaborated with the Farmington Police Department on research that determines its Victim Advocate Program increases conviction rates
• Anthropology professor Orit Tamir will publish a research study that sheds new light on what matters morally to nontraditional college students 25 and older; Dr. Tamir authors the paper, "On Being Nontraditional Students: What Really Matters," that will be published in the scholarly journal, Teaching and Learning Anthropology.

• Music professor Andre Garcia-Nuthmann received media praise from the Albuquerque Journal for his vocal performance in the New Mexico Bach Society Chorale Winter Solstice concerts in Santa Fe and Albuquerque.

• New Mexico’s Public Education Department selected Jessica Sanders, a science teacher at Roswell’s Berrendo Middle School, as its 2019 Teacher of the Year.

• The first ski trip of the year, as part of the Campus Life Initiative, students ski free.

• Over 200 HU employees attended the Holiday gathering hosted by President & Mrs. Minner at the University House on December 6.

ASNMHU Report – Ms. Rebekah Peoble

• Ms. Peoble raised an issue on shared governance stating that she has not seen an example of an issue brought to the Board being resolved in favor of the person bringing the issue.

• Ms. People reported that a student senator voluntarily took a survey regarding online schooling. The survey will be brought to the Board when it is finalized.

• The student body President at Luna Community College, Mr. John Noel, attended an ASNMHU meeting. The ASNMHU and Luna student governments are collaborating to host an event. She feels that LCC is a resource for student recruitment.

• Students have requested ASNMHU funding for their national exam fees and leadership conferences.

Faculty Senate Report – Dr. David Sammeth

• Dr. Sammeth reported that he along with all New Mexico faculty senate chairs and/or presidents were solicited to join Governor-Elect Lujan-Grisham’s transition team on higher education. Each representative of the various institutions were given several minutes to express their views. All agreed that the number one issue for the faculty is faculty salaries. The second top driver is the state mandated common core, which seems not to acknowledge the diversity of each institution. The third area of concern is the selection and vetting of board members.

• The visit to Georgia State University was very beneficial and informative, he is thankful that he had the opportunity to participate.

• He visited the Rio Rancho and Farmington Centers and met with faculty and students to understand how to better serve our students at the centers.

• Faculty are not opposed to structural organization change but are concerned about how the process was handled. The consensus idea is to ask his colleagues, administration, and the staff to make decisions based on a common direction.

Regents requested a copy of the Georgia State University visit report prepared by Dr. Gonzales.

Chairman Sanchez asked if students attending HU at the centers are eligible for scholarships through the Foundation. Dr. Terri Law responded that all NMHU students are eligible to apply for Foundation scholarships. Scholarships are awarded if students meet all required criteria. She
is working with donors to ensure that the 12-15 credit hour requirement is not an obstacle for center students. Most students taking courses at the centers do not take a full course load.

Dr. Sammeth added that the Farmington and Rio Rancho students had different positions on the $75 fee Campus Life Initiative fee. They do an excellent job in Farmington offering pizza, ice cream, and movie passes on a first-come first-serve basis. They also offer passes to the local workout facility. Some like how the initiative is handled but an equal number do not understand why they have to pay the fee.

Comprehensive Discussion: Proposed Academic Affairs Organizational Restructuring – Dr. Roxanne Gonzales

President Minner recognized that there are several different ways to approach an academic affairs reorganization. Currently there are many institutions reorganizing their academic affairs units throughout the nation. He stated that he welcomes the discussion and looks forward to moving the university forward.

Dr. Gonzales presented the Academic Affairs reorganization proposal (Attachment C). She emphasized that the restructuring is a proposal. She informed that she has received feedback from the School of Business, School of Social Work, and School of Education. Deans met with their faculty and some faculty have visited her office providing recommendations.

Response from Faculty Senate

Dr. Sammeth stating that he collected faculty comments some were:

- the reorganization is a solution looking for a problem
- a Dean’s duties can be addressed without a reorganization
- a proposed reorganization before strategic planning seems like an odd time to propose
- we are a small university which does not require layers of administrators
- we need to develop a model which centers faculty voices are not layered
- issues identified by the provost can be addressed without major reorganization

President Minner noted that with the current structure in place, HU has only added two new programs in approximately 19 years; enrollment continues declining; and HU was placed on HLC probation. Administrators, faculty and staff need to do better. He added that we need to look for common ground and be committed to improving outcomes by putting the best path forward.

Regents requested the list of faculty comments read by Dr. Sammeth.


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 pursuant to NMSA 1978, § 10-15-1(H)(2); (b) bargaining strategy preliminary to collective bargaining and pursuant to NMSA 1978, § 10-15-1(H)(5); and (c) discussion on pending litigation regarding MAKWA pursuant to
NMSA 1978, § 10-15-1(H)(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 and voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez. Motion carried. The Board entered into executive session at 12:45 p.m.

Regent Vigil moved to return to open session. Regent Marchi seconded. Regent Vigil 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 2:31 p.m.

Public Action as Necessary on Other Closed Session Discussions related to MAKWA – Action Item No action was taken.

Higher Learning Commission Update – Dr. Lee Allard
Dr. Allard informed that Board that he provided a written report in advance of the meeting (Attachment D).

Academic Affairs – Dr. Roxanne Gonzales

Alternative Teacher Certificate Program – Action Item
Dr. Gonzales reported that the HLC, NMHED, Faculty Senate, and Faculty Senate Academic Affairs Committee approved the ATCP.

Dr. Virginia Padilla-Vigil, Interim Dean of the School of Education, stated that if approved by the Board, the eight-week long ATCP program would be launched in March.

Dr. Gonzales is recommending that the Board of Regents approved the alternative teacher certification program as presented. The New Mexico Professional Practice Standards Council and the New Mexico Public Education Cabinet Secretary approved the program. The Faculty Senate Academic Affairs Committee approved the program on October 3, 2018 and the Faculty Senate approved the program on November 28, 2018.

Regent Marr-Montoya moved to approve the Alternative Teacher Certificate Program as presented. Regent Marchi seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, and Chairman Sanchez. Regent Vigil abstained. Motion passed.

Academic Calendar – Action Item
Regent Marr-Montoya moved to approve the Academic Calendar as presented. Regent Marchi seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez. Motion passed unanimously.

Academic Affairs Report
Dr. Gonzales informed that Board that he provided a written report in advance of the meeting (Attachment E).
Strategic Enrollment Management Report – Dr. Edward Martinez

Leveraging Financial Aid & Scholarships to Increase Enrollment – Action Item
A group reviewed many data to determine whether we can more effectively use our scholarship funding to increase enrollment and retention at HU. Findings and recommendation were provided in advance of the meeting (Attachment F).

Regent Vigil moved to approve the Leveraging Financial Aid & Scholarships to Increase Enrollment as presented. Regent Marr-Montoya seconded. Voting in favor were: Regent Marchi, Regent Marr-Montoya, Regent Vigil, and Chairman Sanchez. Motion passed unanimously.

Strategic Enrollment Management Plan – Informational Item
Dr. Martinez reminded that Board that the HLC indicated that the university did not have a strategic enrollment management plan to guide their enrollment initiatives and suggested HU develop a plan in response to their site visit report. A committee of faculty, staff, students, and administrators was formed to develop the strategic enrollment management plan. The ASNMHU endorsed the plan. It is under review by the Faculty Senate (Attachment G).

Satisfactory Academic Progress Process Change – Informational Item
Dr. Martinez reported that Ms. Susan Chavez, Financial Aid Director, along with the Financial Aid staff reviewed the Satisfactory Academic Progress process for applying for financial aid and receiving the Pell Grant. They determined the process was too restrictive and made some appropriate changes (Attachment H).

Students with 90+ Credits Graduation Initiative – Informational Item
Dr. Martinez informed the Board that HU identified one of the Strategic Goals as “Achieving Academic Excellence, Academic Integration and Student Success”. In an effort to help students succeed, a short proposal of how HU is going to reach out to the students based on information collected through conversations with these students was developed. Ms. Michelle Bencomo, Customer Relations Coordinator, has begun reaching out to identified students to determine their interest in returning to HU for their degree (Attachment I).

Strategic Enrollment Management – Dr. Edward Martinez
Dr. Martinez provided a written report (Attachment J).

Vice President for Finance & Administration Report – Mr. Max Baca
Mr. Baca provided a written report in advance of the meeting (Attachment K).

Foundation and Advancement Report – Dr. Terri Law
Ms. Law provided a written report that was included in the meeting binder (Attachment L). Dr. Law added that the year-end appeal is underway; to date $57K was received.

Student Affairs Report – Dr. Kimberly Blea
Dr. Blea provided her written report in advance of the meeting (Attachment M).
Dr. Blea reported:
- Mr. Ron Garcia retired as Director of Career Services. Mr. Tranquilino Hurtado has stepped in to fill the role
- Ms. Sessyon Crawford is a new staff member at HU CARES
- A memorandum of understanding with El Centro and Luna Community College to provide healthcare to all NMHU and LCC students will be signed in early January
- The Mariachi Vaqueros de Highlands along with Mariachi Cardenal, from Robertson High School, will perform on Wednesday, December 19th at the Serf Theater

Adjournment
Regent Marchi moved to adjourn. Regent Vigil seconded. Motion carried and the meeting adjourned at 4:08 p.m.

Chairman
NMHU Board of Regents

Secretary/Treasurer
NMHU Board of Regents