

New Mexico Highlands University
Board of Regents Meeting
October 22, 2021

The New Mexico Highlands University Board of Regents held an in-person and virtual meeting on October 22, 2021. The meeting was held live at the Rodgers Administration Building, Room RAB107, 803 National Ave., Las Vegas, New Mexico. The university made every effort to accommodate members of the public as stated in the October 12, 2021 meeting announcement. The meeting was livestreamed via Zoom Platform. Members of the public were able to access the livestream through the following link:
<https://nmhu.zoom.us/j/99373471046>

Meeting ID: 993 7347 1046

One tap mobile

+13462487799,,99373471046# US (Houston)

+16699006833,,99373471046# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington D.C)

Meeting ID: 993 7347 1046

Find your local number: <https://nmhu.zoom.us/u/ac1SHcp0aW>

Call to Order – Chairman Marchi called the meeting to order at 9:03 a.m.

Roll Call - Board Members Present: Mr. William Garcia, Mr. Frank Marchi, Ms. Danelle Smith, Mr. Frank Sanchez and Mr. Christopher Ulibarri.

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

Others Present: Dr. Elisabeth Massaro, Faculty Senate Chair; Ms. Patricia Ives, University Legal Counsel, and Ms. Maria Sena, Senior Executive Administrative Assistant. Numerous faculty, staff, students, community members, and the general public participated in the meeting as it was streamed via ZOOM.

Approval of the October 22, 2021 Agenda

Regent Garcia moved to approve the Board’s virtual meeting agenda for October 22, 2021. Regent Ulibarri seconded. A roll call vote was taken, voting in favor: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Approval of the Minutes from September 27, 2021

Regent Ulibarri moved to approve the minutes from the September 27, 2021 meeting as presented. Regent Smith seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Consent Agenda

Regent Garcia moved to approve the Quarterly Report and Certification (FY22/Q1), the Faculty Senate

Report, the Associated Students of New Mexico Highlands University, the Staff Advisory Senate Report, and the 2022 Board of Regents meetings dates on the Consent Agenda as presented. Regent Ulibarri seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Board of Regents Report

Board of Regents Policy Guide

Chairman Marchi indicated that during the November's Board of Regents retreat with Dr. Gary Carruthers, Dr. Carruthers discussed the board roles and functions to make a more effective board which included board committees. In the July board meeting the regents were provided a draft for their review.

Regent Smith indicated that the policy provides guidance on what the standing committees entail, their membership and handling of the meetings.

Regent Garcia moved to approve the Board of Regents Policy Guide as presented. Regent Sanchez seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Higher Education Regents Coalition (HERC) Update

Chairman Marchi indicated that he attended the zoom meeting with Regent Garcia. Mr. Marc Saavedra, the Executive Director for the Council of University Presidents (CUP), provided a draft of the CUP legislative priorities. The priorities included the increase the in ING funding to restore 2021 cuts, and a base increase for the increase in group insurance liability. They are also requesting a minimum of a seven percent increase in compensation, support strategies to make the legislative lottery scholarship solvent, and support the continued development of the opportunity scholarship.

He stated another topic included the broad band issue. About twenty different groups are working on this issue. They narrowed it down to six groups to determine arrogation points. Highlands is being considered for this area.

Regents Comments-No action items

Regent Sanchez-No comments.

Regent Smith-She indicated she is happy that Highlands was able to implement the Evergreen Solution Compensation Study to increase the minimum wage to \$15 an hour. However, she is disappointed that the University has not been able to negotiate a salary increase for the faculty. She stated that the board made significant funds available to increase faculty salaries in the Spring so that the faculty could be equal to peer institutions in terms of wages. She wanted to encourage the administration and the faculty to get this done.

President Minner indicated that no bargaining sessions occurred between July and September. However, the sessions have been initiated. Regent Garcia indicated that he was in agreement with Regent Smith that the University needs to move forward to get this completed. President Minner stated that he is committed to getting these negotiations done.

Regent Ulibarri-No comments but did agree with both Regents Smith and Garcia that the faculty salary issue needs to be resolved.

Regent Garcia-No additional comments.

Board of Regents Committee Updates

Academic Affairs-Regent Garcia

Regent Garcia provided a PowerPoint presentation. He indicated that the purpose of this committee is to ensure that the board has a complete understanding of the educational programs and that Highlands is providing and ensuring that policies and practices promote educational quality.

He stated that the committee will need to monitor cost effectiveness and during the initial meeting, they discussed the Centers and how can they be evaluated.

He indicated that the Board will need to develop an understanding of academic programs, focus on the total educational experience, and understand the accreditation process.

Athletic-Regent Garcia

Regent Garcia indicated that the Athletic Committee will have their first initial meeting on November 9, 2021. They will be using the SWOT Analysis as their initial discussion.

Budget, Finance & Audit-Regent Smith

Regent Smith indicated no meeting was held prior to this board meeting. This committee covers the annual budget for reporting requirements, Human Resources, and Payroll, Purchasing, and Government Relations.

She stated for fiscal year 2020, revenues are up for the summer. There was a minor decline in fall 2021 revenues with a loss of approximately \$200,000.

She informed the board that Highlands will be disbursing another round of emergency relief funds and that more data reports have been required by the Council of University President and Legislative Finance Committee.

She stated that there is a staff shortage in the Human Resources Department. Staff shortages are not unique to Highlands but they are committed to making the Human Resources and Payroll Department more effective by the end of the fiscal year.

In Government Relations, she indicated that there is a large projected state revenue. The upcoming legislative session is only thirty days which may complicate the ability to get large projects funded.

Strategic Enrollment Management/Donor Engagement-Regent Sanchez

Regent Sanchez indicated that he has been reviewing enrollment charts for the past several years. In 1995 Highlands had 250 students outside the main campus area. All students were attending the main campus. Today there is little to no activity on main campus. There is a small number of students on campus. If we don't worry about main campus enrollment, there will not be a need for a campus in Las Vegas. He indicated that Highlands continues to lose students every year and we keep doing the same thing to try and recruit more students and expecting different results.

He stated that the committee will be meeting on a regular basis to determine how to move in a different direction to bring an enrollment increase to the University.

Student Affairs-Regent Ulibarri

Regent Ulibarri indicated that his committee has not met. He was waiting for policy guide to be approved. He will schedule the first meeting of the committee for the beginning of November.

NMHU Foundation Report-Dr. Carlotta Lockmiller

Dr. Lockmiller indicated that she has submitted a report to the board but would like to update them on a few items. Homecoming was a great success. Congratulations to Dr. Law and her team on the success of this event.

She indicated that on the September report it shows that the Foundation has over ten million dollars invest with the State Investment Council. The Foundation is proceeding with a feasibility study for a multi-year comprehensive fundraising campaign. This would be the first ever campaign that Highlands has done.

President's Report-Dr. Sam Minner Campus Update

President's Council on Diversity, Equity, and Inclusion

Dr. Minner stated that he established the President's Council on Diversity, Equity, and Inclusion. Dr. Rebecca Moore provided a brief update to the board on their activities. She indicated that during the January board meeting, she provided a list of accomplishments. She stated that the Council is represented by thirteen faculty, seven staff, and three administrators.

Sustainability Taskforce

Dr. Minner stated that he established the Sustainability Taskforce. Dr. Jesus Rivas provided a brief update to the board on their activities. He indicated that the committee meets once a month. They brain storm on the climate crisis and how they can minimize the impact by the institution. The committee is developing an assessment of the campus to start some initiatives. He encouraged all the departments to create a conversation or a sustainability class.

COVID-19 Update

Dr. Minner indicated that the University is still under a COVID semester. There are very few students on campus. Majority are student athletics. He is working on bringing back campus activities.

Dr. Kempner provided an update on COVID cases on campus. He indicated that in August the University had 62 cases; September 28 cases; and October 10 cases. The University is still following the CDC guidelines and includes social distancing and masking inside. The University rolled out a vaccinate incentive for students. A testing site has been set up at Melody Park and approximately 150 tests are conducted every week.

Communication Initiatives

Dr. Minner indicated that he has added some communication initiatives to keep the campus informed. He has his virtual office hour once a week, his regular office hours, a virtual coffee once a month, he is part of the agenda at Faculty and Staff Senate and does a weekly message on Fridays.

Compensation Update

Dr. Minner indicated that his big plan is compensation. Highlands will never meet the goals of compensation with the funds that are provided by the State of New Mexico. The University has moved from \$12.00 an hour to \$15.00 an hour. He would like to have the best hourly rate in northern New Mexico and have the best paid faculty among New Mexico.

Facilities Update

Dr. Minner indicated that the Cultural Park by Melody Park is complete. The Matanza will be the first major event to be held in the new park.

He stated that improvements have been made at the Wilson Complex. New bleachers and a new scoreboard have been installed. Paving of National Ave is taking place and stucco and new roof are being installed at the Sala de Madrid building.

Community Outreach

Dr. Minner indicated that Linda Anderle, Community Liaison continues to work on community outreach. Due to COVID-19, events have been limited.

Community Engagements by HU Executives

Dr. Minner provided a PowerPoint of some of the community engagements that the administration is involved in.

Legislative Updates

Dr. Minner stated that ING funding and compensation will be the number one priority at this year's legislative session.

The Big Five

Dr. Minner listed his big five important issues. They include fiscal accountability, right portfolio of programs, compensation, private giving, and community connections.

Challenges include COVID-19, staff shortages in Human Resources, ITS, and Institutional Research.

Gene Torres Golf Course Resolution

Regent Garcia provide a brief history of the golf course. He also stated that he has worked with the community, particularly the City of Las Vegas, San Miguel County, Las Vegas City Schools, and West Las Vegas to identify efficiencies and benefits for the continued operation of the golf course. The taskforce recommended that the City and County each agree to work with Highlands and contribute \$70,000 a year for the next two years. The University would serve as the fiscal agent for the group and Vice President of Finance, Administration, and Government Relations would be the central point of contact for all matters pertaining to the operation of the golf course.

He stated that the plan requires two steps, one to provide a subsidy to reopen the course for two years and two to use the two year timeframe to develop the vacant land which will supplement the subsidy and allow the course to operate.

Regent Smith indicated that she supports the resolution. However, she felt that Highlands had no business being a developer. She stated that the lots are very old and they might not have the infrastructure that is needed. Regent Garcia agreed. He stated that he had reached out to Kim Murphy from Lobo Development Cooperation. Mr. Murphy had assisted the board previously with the golf course.

Regent Garcia moved to approve the Gene Torres Golf Course Resolution as presented. Regent Ulibarri seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

HLC Discussion-Dr. Keith Tucker

Higher Learning Commission (HLC) Update

Dr. Tucker indicated that HLC will be conducting their four-year visit on February 28, 2022. The date is not confirmed and it is unclear if the visit will be in person or via zoom. It is usually a two- or three-day visit.

NMHU Board of Regents expectations during HLC Visit

Dr. Tucker indicated to the board that they will need to know the mission and vision statement, the university core values, and an overall view of the University.

Dr. Tucker stated that he would share the assurance arguments with the board. He will also work with Dr. Minner to develop a question and answer sheet for the board to review.

Public Comment

No one came forward

Lunch Break

Regent Sanchez moved to break for lunch. Regent Garcia seconded. A roll call vote was taken, voting in favor: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried. Board entered into lunch at 11:57 a.m. The Board of Regents meeting reconvened at 12:36 p.m.

Provost/Vice President of Academic Affairs (VPAA) -Dr. Roxanne Gonzales

Master of Science of Nursing Family Nurse Practitioner (MSN/FNP) and Doctor of Nursing Practice (DNP)

Dr. Gonzales presented an overview of the Master of Science of Nursing Family Nurse Practitioner and Doctor of Nursing Practice. This will be the first of these types of programs for the State of New Mexico. She indicated that there is a lack of health care workers in Northern New Mexico health care. Highlands has partnered with Eastern and Western to meet industry need. Students going into this program are already registered nurses. This program will be an online program.

Regent Garcia moved to approve the Master of Science of Nursing Family Nurse Practitioner (MSN/FNP) and Doctor of Nursing Practice (DNP) as presented. Regent Smith seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Auditing Policy, Course Re-Activation Policy, Graduate Transfer of Credit Policy and the Revision of Section V.N.5 & 6 of the Faculty Handbook

Regent Ulibarri stated that because the board has had time to review all the policies and revisions presented to them he moved to approve the Auditing Policy, Course Re-Activation Policy, Graduate Transfer of Credit Policy, and the Revision of Section V.N.5 & 6 of the Faculty Handbook as presented. Regent Garcia seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

NMHU Academic Outcomes Assessment Handbook

Dr. Gonzales stated two updates have been made to the handbook. The cycle for completing the assessment has moved from one year to two years and a few revisions and some language updates.

Regent Ulibarri moved to approve the NMHU Academic Outcomes Assessment Handbook as presented. Regent Smith seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Wiley Update – Office of Online and Extended Learning

Dr. Wilson indicated that they continue to work on enrollment with Wiley. They have started recruiting for the Spring semester. Currently there are eighteen students admitted for the Spring. Sixty-two students are currently enrolled.

He stated that areas for improvement have been identified. They are working with Wiley to determine what data sets and how frequently and how Wiley will be contacting prospective students.

VPAA Report

Dr. Gonzales indicated that the Regents had her report and she stood for questions.

Regent Smith asked about the Innovation Center. Dean Paraboteeah discussed the center and what resources would be available to the community and students who wanted to start a new business. These individuals would come to the department and they would help write out a business plan and get them access to financial resources they might need.

Dean of Student Affairs-Dr. Kimberly Blea

Title IX Policy

Dr. Blea introduced Ruth Mariampolski, Director of Compliance and IX Coordinator. Ms. Mariampolski has worked to develop a policy as a result of the need to respond to regulations and this policy compliments other policies that Highlands has in place. Dr. Blea indicated that the policy has been presented to the Student Senate, Staff Senate, and Faculty Senate with all providing approval.

Ms. Mariampolski provide an overview and information regarding this policy. She stated that every person has the right to make a report. It is all about making sure the people affected feel safe. Highlands will have access to online training platforms, including cross examination.

Dr. Blea indicated that she had not submitted this policy for review by Highlands Legal Counsel. Regents agreed that policy needs to be reviewed by legal counsel, however they also agreed that this policy needs to be in place for the University.

Regent Smith moved to approve the Title IX Policy as presented subject to review by legal counsel and reporting of any findings and possible revisions to the board at the next Board of Regents meeting. Policy would take effective immediately. Regent Garcia seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Dean of Student Affairs Report

Dr. Blea indicated that the regents had her report and she stood for questions.

She provided a few highlights of the new general store that was opened recently for students. Store is located at the SUB on the first floor. Students are using it regularly. The store monitors what types of food students are taking and manages inventory.

She also discussed the Simplicity Residence Platform. It is a software program that provides the University the ability to more effectively communicate with student and their application process for housing and room assignment.

**Vice President of Student and Donor Engagement (VPSDE)-Dr. Terri Law
Official Fall 2021 Enrollment**

Dr. Law provided an enrollment PowerPoint presentation. She indicated that Highlands has experienced another 4.3% decrease. However, Highlands is not alone. Santa Fe Community College had a 28% decrease. She agreed that Highlands could not continue to see decrease after decrease of student enrollment on main campus.

She stated that most graduate and undergraduate students are from New Mexico. Expanded efforts have taken place to recruit in home sector. The Native American student population is over ten percent. The University needs two years of ten percent and over to apply for the designation of Native American Serving Institution.

Mr. Pacheco spoke about general partnerships with other institutions and the data driven approach for student recruitment.

He indicated that he is working on a partnership with the Denver Public Schools. They have over eight thousand seniors. His office wants to highlight the wrap around services offered by his departments. These students will not need to fill out an application form. They will just be admitted. The partnership has yielded approximately 130 applications.

VPSDE Report

Dr. Law indicated that the Regents had her report and she stood for questions. She did highlight Giving Tuesday that will occur on November 30, 2021.

Vice President of Finance, Administration, and Government Relations (VPFAGR)-Mr. Max Baca

Policy 09 Purchase Requisition Process Policy Revision

Mr. Baca and Mr. Flure discussed the update and changes to the policy. Mr. Baca indicated that this policy pushes responsibility to lower level management. The goal of this policy is to make sure the University stay in compliance and improves processes.

Regent Smith moved to approve the Policy 09 Purchase Requisition Process Policy Revision as presented. Regent Ulibarri seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Research and Public Service Projects (RPSP) for FY23 Approval

Mr. Baca discussed RPSP projects for FY23. He stated that he has submitted the RPSP to the Higher Education Department, however, he notified them that approval was still needed by the Board of Regents. Mr. Baca indicated that all the projects are the same except for two.

Regent Ulibarri moved to approve the Research and Public Service Projects (RPSP) for FY23 as presented. Regent Smith seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

NMHU Vatos Rugby Team Update

Mr. Jake Covington stated that the University team has won three D3 national championships. They are considered part of the national collegiate rugby. He stated that they are short on players and due to COVID-19, they have lost approximately eighty percent of their players. Currently they have eight players but fourteen students are showing up to practice. He stated that they will be traveling to play open division tournaments.

VPFAGR Report

Mr. Baca indicated that the regents had his report and he stood for questions.

Executive Session– (a) limited personnel matters related to the contract and goals of Dr. Sam Minner, NMHU President and limited personnel matters related to the dismissal, resignation, and/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 pursuant to NMSA 1978, § 10-15-1(H)(5); (c) threatened or pending litigation subject to the attorney-client privilege in which the university is or may become a participant pursuant to NMSA 1978, 10-15-1(H)(7); and (d) real estate acquisition or disposal. Pursuant to NMSA 1978, § 10-15-1(H)&(8). Regent Ulibarri moved to enter into executive session for the sole purpose of discussing the items listed. Regent Smith seconded. A roll call vote was taken, voting in favor: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried. The Board entered into executive session at 3:15 p.m.

Regent Ulibarri moved to return to open session. Regent Smith seconded. Regent Ulibarri 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, voting in favor of returning to open session were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried and the Board returned to open session at 4:37 p.m.

Public Action as Necessary on Executive Session Discussion

Regent Smith indicated that the Board has revised the goals for President Minner into short term and long-term goals. Regent Smith moved to approve the revised goals, have the University Council incorporate them into the current President's contract, and bring back the revised document to the board for review as presented. Regent Garcia seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, Regent Ulibarri, and Chairman Marchi. Motion carried.

Follow up Items

1. HLC Visit-President Minner and Dr. Tucker will develop a question and answer sheet for the Board.
2. Title IX Policy-Review by legal counsel and report back any findings and changes to the Board at the next meeting.
3. RPSP Service Projects-Future documents to include current projects and new projects.
4. President Minner's revised goals. Legal Counsel will update the goals and bring back to board for final review.
5. Status of Golf Course Resolution with the City and County.
6. Union negotiations with NMHU Faculty.

Adjournment

With no further business, the meeting adjourned at 4:39 p.m.



Chairman
NMHU Board of Regents



Secretary/Treasurer
NMHU Board of Regents