

New Mexico Highlands University
Special Board of Regents Meeting
May 23, 2022

The New Mexico Highlands University Board of Regents held a virtual special meeting on May 23, 2022. The university made every effort to accommodate members of the public as stated in the May 20, 2022 meeting announcement/agenda. 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

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Chairman Marchi called upon Dr. Kimberly Blea, Dean of Students to read an opening statement:

“Thank you for joining the NMHU Board of Regents today, May 23, 2022 for our virtual Special Board meeting. The university has made reasonable efforts to accommodate members of the public. The items to be addressed at this meeting are time sensitive and cannot wait, thus in accordance with the NM Attorney General’s Open Government Division Advisory, the meeting is being held as a virtual meeting only via Zoom Platform.

Board members participating in the meeting remotely are: Mr. William Garcia, Ms. Danelle Smith, Mr. Christopher Ulibarri, Dr. Frank Sanchez and Chairman Mr. Frank Marchi.”

“Also participating in the meeting remotely are Dr. Sam Minner, Dr. Roxanne Gonzales, Mr. Max Baca, and Dr. Kimberly Blea.”

“Should board members or the university lose connectivity and there is no longer a quorum, the Board meeting will be suspended and no action will be taken until a quorum is reconvened.”

Call to Order – Chairman Marchi called the meeting to order at 3:01 p.m.

Roll Call - Board Members Present: Mr. William Garcia, Mr. Frank Marchi, Ms. Danelle Smith, Dr. Frank Sanchez. Board Members Absent: 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 Government Relations; and Dr. Kimberly Blea, Dean of Students.

Others Present: Ms. Veronica Black, Staff Advisory 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 May 23, 2022 Agenda

Regent Garcia moved to approve the Board's virtual special meeting agenda for May 23, 2022 with the request made by President Minner. Regent Smith seconded. A roll call vote was taken, voting in favor: Regent Garcia, Regent Smith, Regent Sanchez, and Chairman Marchi. Motion carried.

Consent Agenda (Attachment A)

Regent Smith moved to approve the Quarterly Report and Certification for FY22/Q3, the Strategic Enrollment Management Plan, the Capital Outlay Submittal & Five-Year Capital Outlay Plan, the ASNMHU Constitution, the Chose First Name Policy, the Academic Calendar Change, and the Emeritus Designation for Linda LaGrange and Cristina Duran as presented. Regent Garcia seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, and Chairman Marchi. Motion carried.

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

Approval of the NMHU Faculty Association Article 11 (Fringe Benefits), Article 16 Investigations) and Article 25 (Salaries) (Attachment B)

Mr. Max Baca indicated that a memo was provided by Mariama Whalen from Labor Relations. The three different articles included fringe, investigations, and salaries. He stated that Article 16, Investigations, took three years for a conclusion. Article 25, Salaries, provided new rate for new hires and a provision for Faculty promotion. He indicated that it also included the four percent raise that was passed by the Legislature.

Dr. Katherine Jenkins spoke on behalf of the Faculty Association. She stated that they were thankful for Article 16. Parties looked at language from other universities and institutions in the RMAC and were able to come together. She stated that Article 11 moved the fringe benefits, especially with the ERB contributions, just in alignment with the law. She indicated that Article 25 increased the minimum salaries to assist in recruiting and retaining faculty.

Dr. Minner indicated that it has been the best compensation year for the University. Significant progress has been made in relation to our state institutions.

Regent Smith moved to approve the NMHU Faculty Association Article 11 (Fringe Benefits), Article 16 Investigations) and Article 25 (Salaries) as presented. Regent Garcia seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, and Chairman Marchi. Motion carried.

Approval of the NMHU Professional Staff Unit Article 19 (Salaries) (Attachment C)

Mr. Baca indicated that, if approved, the professional staff would receive an increase of four percent effective July 1, 2022.

Ms. April Kent spoke on behalf of the Professional Staff. She indicated that everything went very smoothly and was handled efficiently. Ms. Mariama Whalen also indicated that she concurred with Ms. Kent's comments.

Regent Smith moved to approve the NMHU Professional Staff Unit Article 19 Salaries as presented. Regent Garcia seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, and Chairman Marchi. Motion carried.

Approval of the NMHU Non-Exempt Unit Article 30 (Compensation) (Attachment D)

Mr. Baca indicated that, if approved, the Non-Exempt staff increase would receive an increase of four percent effective July 1, 2022. He indicated that the non-exempt staff are the hourly individuals.

Ms. Cheryl Trujillo spoke on behalf of the Non-Exempt staff. She stated that the non-exempt staff consist of clerical and facilities. There is both hourly and non-exempt staff in the bargaining unit.

Regent Garcia moved to approve the NMHU Non-Exempt Unit Article 30 (Compensation) as presented. Regent Smith seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, and Chairman Marchi. Motion carried.

**Provost/Vice President of Academic Affairs (VPAA) -Dr. Roxanne Gonzales
College of Arts & Sciences Department Name Change (Attachment E)**

Dr. Gonzales indicated the Department of Visual and Performing Arts has been reviewing their students, programming, and the department title to reflect more of what they actually represent.

Regent Garcia asked how large was the music component of this department. Dr. Gonzales indicated that it is approximately half. Music is not just the singing component, it also has sound processing software, sound mixing, and the performing component.

Regent Garcia moved to approve the Visual and Performing Arts Name Change, within the College of Arts & Science Department, to Art and Music as presented. Regent Smith seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, and Chairman Marchi. Motion carried.

Retroactive Adding, Dropping, or Withdrawing Policy (Attachment F)

Dr. Gonzales indicated that her department has been reviewing their policies at the undergraduate and graduate level to align them with current practices. The process is more streamlined and requires less signatures. She stated that the requested changes have gone through various academic governance processes including Academic Affairs and Faculty Senate.

Regent Smith moved to approve the Retroactive Adding, Dropping, or Withdrawing Policy as presented. Regent Garcia seconded. A roll call vote was taken, voting in favor were: Regent Garcia, Regent Sanchez, Regent Smith, and Chairman Marchi. Motion carried.

**President's Update
Golf Course Update**

Dr. Minner thanked Regent Garcia, Regent Sanchez, and former Regent Louella Marr-Montoya for all the work they have done on the golf course. He stated that opening the course will be a positive thing for the community. He indicated that work has been done on the decking, carts are ready to go, and the course is being watered on a regular basis.

Regent Garcia stated that the Memorandum of Agreement (MOA) had been signed by the three principals, NMHU, the City of Las Vegas and San Miguel County. . The three-person management group will be responsible for carrying out the terms of the MOA. The three-person management group consists of Highlands appointee Mr. Bill Garcia, the City of Las Vegas appointee Mr. Leo Maestas, and San Miguel

County appointee Mr. Larry Franken. Fiscal agents include Mr. Max Baca and Mr. Aaron Flure. Regent Frank Sanchez has also been added as a special advisor.

He indicated that the management committee had reviewed the MOA, line by line, to understand exactly what their responsibilities are as a group. He stated the biggest responsibility will be to operate within the established budget.

He indicated that the committee developed a Request for Proposal (RFP) to find someone to manage the course. The RFP had two respondents and the committee will identify and select a course manager.

Regent Sanchez stated that he appreciated all the hard work Regent Garcia and the group had done.

Regent Garcia stated that the second piece to the golf course is that University needs to determine how to develop the property. It will be an opportunity to develop new businesses.

Wildfire Update

Dr. Minner stated that a fire team was established at the onset of the fire. Initially the team met every day and now it is meeting twice a week. The incident leader is Dr. Denise Montoya. Representation from Faculty Senate, Staff Senate, and Student Senate are at every meeting.

Dr. Denise Montoya shared a Power Point presentation. She stated that it was the fire was the largest fire in New Mexico's history. The fire is forty percent contained and approximately three thousand personnel is assigned to this fire. She indicated that the University website has become a communication hub. The University's residential halls are at full capacity hosting fire fighters, American Red Cross, and first responders.

She indicated that the University has also coordinated donation drives for students, faculty and staff impacted by the fires. Student Senate donated gift cards to students and any remaining funds will go to faculty and staff impacted by the fire.

Regent Garcia indicated that he is proud to be a Regent at Highlands and a member of the Highlands family.

2022 Main Campus Commencement Ceremonies Update

Dr. Minner indicated that after speaking with fire team, the on-campus commencement was postponed. Students graduating were provided the option to participate in the Rio Rancho Commencements. He indicated that he is not prepared to set a date until he feels certain it will not be postponed.

Rescheduling of April 29th Regular Board Meeting-Tentatively rescheduled for June 10, 2022

Dr. Minner indicated that he has tentatively rescheduled the April 29th board meeting to June 10th at the Higher Education Center in Santa Fe. All Regents indicated that this date would work for them.

Other

Dr. Minner indicated that it had been another difficult semester, but he had seen many demonstrations of integrity and courage in the face of adversity.

Adjournment

With no further business, the meeting adjourned at 4:14 p.m.

A handwritten signature in cursive script, appearing to read "Jim Allen", written over a horizontal line.

Chairman
NMHU Board of Regents

A handwritten signature in cursive script, appearing to read "David", written over a horizontal line.

Secretary/Treasurer
NMHU Board of Regents