



New Mexico Highlands University Board of Regents

Meeting Notice
September 27, 2024
10:00 a.m.

August 29, 2024

The New Mexico Highlands University Board of Regents will meet on September 27, 2024, at 10:00 a.m. in Room 123 of the New Mexico Highlands University Rio Rancho Center, 1700 Grande Blvd. SE, Rio Rancho NM 87124. The meeting will be livestreamed via Zoom. In compliance with the Open Meetings Act, the notice and agenda will be submitted to various media outlets, posted on the university's website at <https://www.nmhu.edu/board-of-regents/board-of-regents-announcements>, and in the Rodgers Administration Building no later than 72 hours prior to the meeting. The livestreamed meeting will be accessible through the following link: <https://nmhu.zoom.us/j/99373471046>

For accessibility services call 454-3269 at least 48 hours prior to the meeting to ensure that any needed equipment or special arrangements can be made available.



New Mexico Highlands University Board of Regents
Meeting Agenda

September 27, 2024 at 10:00 a.m.

(Second Amendment)
(Amended on 9/6/24 at 1:10pm)

1. Call to Order – Chairman William Garcia (10:00am)
2. Roll Call (10:00-10:05)
3. Compliance with Meeting Notice Requirements Statement (10:05-10:10)
4. Approval of the September 27, 2024, Meeting Agenda (10:10-10:15)
5. Approval of the Minutes from June 21, 2024 (10:15-10:20)
6. Consent Calendar – **Action Items** (10:20-10:25)
 - A. Quarterly Report and Certification (FY25/Q1) –Stephanie Gonzales, CPA
 - B. Transcript Holds Policy Revisions – Dr. Roxanne Gonzales
 - C. Provost/Vice President for Academic Affairs Report – Dr. Roxanne Gonzales
 - D. Vice President for Marketing, Communication & Government Relations – David Lepre
 - E. Vice President for Student Affairs Report – Dr. Kimberly Blea
 - F. Interim Vice President Advancement Report – Dr. Paul Grindstaff
 - G. Athletics Department Update – James Deisler and Shanna Halalilo
 - H. Associate Vice President of Strategic Enrollment Management – Benito Pacheco
7. Forest & Watershed Restoration Institute Presentation – Dr. Alan Barton (10:25-10:40)(15min)
8. Faculty Senate Report – Dr. Lauren Fath (10:40-10:55)(15min)
9. Staff Advisory Senate Report – Robert Anaya (10:55-11:10)(15min)
10. ASNMHU Report – Kayl Rainer (11:10-11:25)(15min)
11. NMHU Foundation Report – Vince Marchi (11:25-11:40)(15min)
12. Public Comment * (11:40-11:55)(15min)
13. Executive Session – (a) discussion of limited Personnel Matters related to President Neil Woolf's contract pursuant to NMSA 1978, § 10-15-1(H)(2); (b) discussion of limited personnel matters related to the hiring, promotion, dismissal, assignment, 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); (c) discussion of matters subject to the attorney-client privilege pertaining to threatened or pending litigation in which the university is or may become a participant, pursuant to NMSA 1978, § 10-15-1(H)(7); (d) discussion of the purchase, acquisition or disposal of real property of the university, pursuant to NMSA 1978, § 10-15-1(H)(8); (e) deliberations in connection with an adjudicatory proceeding of a faculty member; and (f) deliberation upon competitive sealed proposals for a General Contractor for the Facilities Building Renovation Project, pursuant to NMSA 1978, § 10-15-1(H)(6) (11:55-1:50)(2hrs)

14. Public Action and Statements as Necessary on Items Discussed in Executive Session – **Action Item** (1:50-1:55)(5min)
15. Facilities Building – General Contractor RFP Selection – **Action Item** (1:55-2:00)(5min)
16. President’s Report – Dr. Neil Woolf (45min)
 - A. Enhanced Fiscal Oversight Program (EFOP) Update (2:00-2:10)(10min)
 - B. Legislative Priorities (2:10-2:15)(5min)
 - C. Athletics Anti-Hazing Policy – **Action Item** (2:15-2:20)(5min)
 - D. Athletics Anti-Fraternization Policy – **Action Item** (2:20-2:25)(5min)
 - E. NMHU Mental Health Student Wellness Center & HU Cares Renovation Project- **Action Item** (2:25-2:35)(10min)
 - F. Other (2:35-2:50)(15min)
17. Vice President for Finance & Administration –Stephanie Gonzales, CPA
 - A. HR/Payroll Ticketing System Update (2:50-2:55)(5min)
 - B. CAP Matrix Update (2:55-3:00)(5min)
 - C. Cash Flow Update (3:00-3:05)(5min)
 - D. Vice President for Finance & Administration Report (3:05-3:15)(10min)
 - E. Sole Source Procurements – Informational (3:15-3:20)(5min)
18. HLC Update – April Kent (3:20-3:35)(15min)
19. Board of Regents
 - A. Sage Consulting: Gene Torres Golf Course Land Development – **Action Item** (3:35-3:50)(15min)
 - B. Athletics Sub-Committee (3:50-4:05)(15min)
 - C. Academics Sub-Committee (4:05-4:20)(15min)
 - D. HERC – Statewide Regents Consortium (4:20-4:25)(5min)
20. Regent’s Comments (4:25-4:35)(10min)
21. Adjournment – Action Item (4:35pm)

* **PUBLIC COMMENT PERIOD** – The agenda for each regular meeting of the Board of Regents shall include an opportunity for members of the public to address the Board on matters of public interest related to the University. Unless otherwise determined by the Chairman of the Board, this public comment period shall last no longer than fifteen (15) minutes and each person addressing the Board shall speak for no more than three (3) minutes. When deemed necessary, persons wishing to address the Board may be required to sign in so that the public comment period may be conducted in an orderly manner. Matters of individual concern, such as employee grievances or student appeals that do not involve a matter of public interest, are not appropriate topics for the public comment period. University policy provides administrative channels to pursue such matters. The Board of Regents may not act on any item raised during the public comment period, but may refer items to be placed on the agenda of a future meeting for action. (NMHU Board of Regents Policy Guide, pages 20-21).

New Mexico Highlands University
Board of Regents Meeting
September 27, 2024

The New Mexico Highlands University Board of Regents met on September 27, 2024. The meeting was held at the New Mexico Highlands University Rio Rancho Center, Room 123, 1700 Grande Blvd. SE, Rio Rancho, NM 87124. The university made every effort to accommodate members of the public as stated in the August 29, 2024, meeting announcement. The meeting was livestreamed via Zoom. Members of the public accessed the livestream meeting through the following Zoom link: <https://nmhu.zoom.us/j/99373471046>

Call to Order – Chairman Garcia called the meeting to order at 10:00 a.m.

Roll Call – Board Members present: Mr. William Garcia, Mr. Robert Lucero, Mr. Cody Rivera, Dr. Frank Sanchez, and Ms. Danelle Smith

Administrative Personnel Present: Dr. Neil Woolf, President, Dr. Ian Williamson, Associate Vice President for Academic Affairs/Graduate Student Dean on behalf of Dr. Roxanne Gonzales, Provost/Vice President for Academic Affairs; Stephanie Gonzales, CPA/Vice President for Finance, Administration; Dr. Paul Grindstaff, Interim Vice President for Advancement; and Dr. Kimberly Blea, Vice President for Student Affairs

Others Present: Dr. Lauren Fath, Faculty Senate Chair (via Zoom); Mr. Kayl Rainer, ASNMHU President (via Zoom); Dr. Brandon Kempner, Chief of Staff; Mr. Vince Marchi, Foundation Board President; April Kent, HLC Liaison Officer; and Patricia Ives, NMHU Legal Counsel. Faculty, staff, students, and community members participated in the livestreamed meeting.

Compliance with Meeting Notice Requirements

Chairman Garcia stated that in accordance with the Open Meetings Act, the notice and agenda with the meeting date, time, and place for the September 27, 2024, meeting were posted in a timely manner and in compliance with the NMHU Board of Regents Open Meetings Act Resolution.

Approval of the September 27, 2024, Meeting Agenda

Regent Lucero moved to approve the agenda as presented. Regent Rivera seconded. Voting in favor: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

Approval of the Minutes from June 21, 2024

Regent Lucero moved to approve the **June 21, 2024 Minutes** as presented. Regent Sanchez seconded. A roll call vote was taken, voting in favor were: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

Consent Calendar – Action Items

- A. Quarterly Report and Certification (FY25/Q1) –Stephanie Gonzales, CPA
- B. Transcript Holds Policy Revisions – Dr. Roxanne Gonzales
- C. Provost/Vice President for Academic Affairs Report – Dr. Roxanne Gonzales

- D. Vice President for Marketing, Communication & Government Relations Report – David Lepre
- E. Vice President for Student Affairs Report – Dr. Kimberly Blea
- F. Interim Vice President for Advancement Report – Dr. Paul Grindstaff
- G. Athletics Department Update – James Deisler and Shanna Halalilo
- H. Associate Vice President for Strategic Enrollment Management Report – Benito Pacheco

Regent Lucero thanked the administration for their reports and requested that future reports include comparative/contextual data.

Regent Lucero moved to approve all **Consent Calendar items, action items and reports, (Attachment A-H respectively)** as provided. Regent Rivera seconded. Voting in favor: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

Forest & Watershed Restoration Institute Presentation – Dr. Alan Barton

President Woolf stated that he plans to highlight the amazing work being done on campus, during regular Board meetings. He called on Dr. Alan Barton to present.

Dr. Barton introduced Mr. Buddy Rivera, Deputy Director and Dr. Nate Tomczak, Research Associate, for the institute. Dr. Barton explained that the FWRI is a fully grant, RPSP, and contract supported permanent campus entity. Dr. Barton read the FWSRI's mission statement: *The Watershed Restoration Institute works to reduce catastrophic wildfires and restore resilient fire and climate, adapted ecosystems, and we collaborate with partners and engage communities to bridge scientific and local knowledge and build, capacity and landscape scale adaptive management.*

Dr. Barton, Mr. Rivera, and Dr. Tomczak summarized their presentation (**Attachment I**) which was provided in advance of the meeting. Dr. Barton noted that the FWRI works with several campus departments in an effort to integrate with the university. The FWRI is the only one of its kind in New Mexico and continues to draw students to a variety of NMHU departments.

Faculty Senate Report – Dr. Lauren Fath

Dr. Fath stated that her written report (**Attachment J**) was included in board book. She noted that Faculty Senate filed multiple IPRA requests in response to faculty concerns about administrators who hold academic duties and responsibilities. They received responses and will be filing more requests. She thanked Ms. Roberta Ortiz, Executive Administrative Assistant for Finance & Administration, for providing the responses within the legal timeframe. Dr. Fath reported that faculty are concerned about facilities, the Ivan Hilton Building, and faculty safety at one of our center campuses. Dr. Fath reported that faculty senators and their constituents are concerned about the university's emergency communication plan, the HLC Report and how the faculty might contribute to the focused visit. Dr. Fath stated that the Faculty Senate received a report, which included administrative salaries, from the Financial Planning Committee of the Faculty Senate.

Dr. Fath noted that there are departmental needs for communications that include outreach marketing, publicity of student and faculty achievements. A better collaboration with university relations is needed.

President Woolf informed the Board that he and Dr. Fath meet regularly and she is forthright in discussing the issues mentioned. He stated that they are working on many of them; some will take time. He appreciates Dr. Fath's comments about the culture around solutions, oriented informed discussions and productive collaboration. He recognized the Board's expectation that he and Dr. Fath work to resolve issues before they are brought to the Board.

Staff Advisory Senate Report – Mr. Robert Anaya

No report was provided.

ASNMHU Report – Mr. Kayl Rainer

Mr. Rainer announced that Ms. Michelle Bencomo, new Director for Professional Development & Career Readiness, now serves as the co-advisor to the ASNMHU. He welcomed her to her new role. He thanked VP Blea for supporting the ASNMHU and for clarifying issues and processes.

Mr. Rainer reported:

- There are six executive, six graduate, and five undergraduate senators. They are learning and following Robert's Rules of Order.
- ASNMHU is working to purchase commencement caps & gowns for students.
- Some Senators serve on the Diversity Equity and Inclusion Committee, the Finance Committee, and the Native American Non-Tribal Serving Institute Committee
- He, a few ASNMHU Senators, and a HU-CARES staff member participated in a Basic Needs Consortium at the University of New Mexico.
- There are plans to host the ASG Summit at NMHU in the spring.
- There is potential for the ASNMHU to collaborate with the Legislative Fellows for the upcoming legislative session.

President Woolf expressed his gratitude to all senate leaders for inviting him to participate in their meetings. He announced that he invited the Facilities employees to a luncheon, on September 30th, at the university residence to thank them for their hard work. President and Mrs. Woolf are also hosting a dinner for ASNMHU on October 3rd.

NMHU Foundation Report – Mr. Vince Marchi

Mr. Marchi reported that the Foundation is working to hire new staff. He stated that he is looking forward to working with Dr. Grindstaff to deepen donor commitments.

Mr. Marchi went on to report the following:

- The university is in its 2nd year into the capital campaign and is nearing the \$5.3M mark.
- Work to bring in more money for the presidential initiatives is ongoing.
- Several "Meet the President" events were held throughout the state.

- There are several opportunities for engagement with the President during the upcoming homecoming activities.
- Mr. Joe M. Montoya, an alum and university donor will be recognized during the President's Homecoming Coffee. Mr. Montoya will be honored as the student union building is formally named the Joe E. & Nancy Montoya Student Union Building.

Dr. Paul Grindstaff, the newly appointed Interim Vice President for Advancement informed the Board that he is a 1994 Highlands alum and played football player. He is a chiropractor and owns clinics throughout the country. He has been the team chiropractor at 2 different universities. He earned his 2nd doctorate in higher education administration. His three-pillar approach to fundraising is: attend events; join the H-Club; and pick something that you love to donate to.

Public Comment

No one came forward.

Executive Session – (a) discussion of limited Personnel Matters related to President Sam Minner's contract pursuant to NMSA 1978, § 10-15-1(H)(2); (b) discussion of limited personnel matters related to the hiring, promotion, dismissal, assignment, 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); (c) discussion of matters subject to the attorney-client privilege pertaining to threatened or pending litigation in which the university is or may become a participant, pursuant to NMSA 1978, § 10-15-1(H)(7); (d) discussion of the purchase, acquisition or disposal of real property of the university, pursuant to NMSA 1978, § 10-15-1(H)(8); and (e) deliberations in connection with an adjudicatory proceeding of a faculty member, pursuant to NMSA 1978, § 10-15-1(H)(3). Regent Lucero moved to enter into executive session for the sole purpose of discussing the items listed. Regent Rivera seconded. A roll call vote was taken, voting in favor: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried and the Board entered into executive session at 11:15 a.m.

Regent Lucero moved to return to open session and stated, for the record, that only those items specified under the executive session motion were discussed and the Board took no action. Regents present confirmed. Regent Smith seconded the motion. A roll call was taken, voting in favor of returning to open session were: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried and the Board returned to open session at 3:05 p.m.

Regent Rivera stated, for the record, that he recused himself from the executive session adjudicatory appeal discussion.

Chairman Garcia made a second call for anyone wanting to address the board. No one came forward.

Public Action and Statements as Necessary on Items Discussed in Executive Session

Regent Smith moved to amend Dr. Woolf's contract to clarify that the university shall pay health, vision, and dental benefits for Dr. Woolf, his spouse and dependents to effectuate the intent as

negotiated in the contract between Dr. Woolf and the Regents prior to him accepting the position as President. Regent Lucero seconded. Voting in favor: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

President Woolf stated the wording on his contract included health benefits for his family but not for him. No additional compensation will be provided.

Facilities Building – General Contractor RFP Selection – Action Item

Regent Rivera moved to grant the Facilities Building Project general contractor bid to the Franken Construction Company Regent Sanchez seconded. Voting in favor were: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

President’s Report – Dr. Neil Woolf

President Woolf held a moment of silence in memory of recently deceased NMHU employee, Mr. Martin Lujan.

President Woolf presented on the steps he has taken to meet his goals (**Attachment K**).

Goal: Advance Student Success

- VP Blea helped the university to partner with Complete College America (CCA). CCA receives a \$100M grant from the Gates Foundation then CCA works with 80 schools to help increase student retention and graduation rates. CCA will help HU identify obstacles, review data and trends and create a treatment plan based on actual diagnosis.
- The National Post-Secondary Data Program (NPDP) will allow HU to track students throughout their entire higher education ecosystem.
- A Strategic Enrollment Council was established with AVP Pacheco and Dr. Patrick Wilson, Director of Distance and Online Learning as co-chairs.
- The Banner system’s Withdrawal Survey section will be implemented. The report provides information on students withdrawing from courses so they may be contacted before they leave the university.
- Working to increase our retention rates to become a Premier Hispanic Serving Institution and achieve the Native American Non-Tribal Serving Institution status.
- Conduct data analysis to understand our student types, their experience, and their time to degree completion is.

Goal: Solidify the Financial Health and Direction of NMHU

- Manage a balanced budget.
- Increase reserves.
- Work to secure additional federal funds through FEMA.
- Engage current donors and develop new donors.
- ROI of all HU centers.
- Assess all key markets.
- Develop a tuition plan.
- Sustain advanced government relations with federal and state leaders

- Develop a strategic enrollment management plan.
- In May, the ending fund balance was projected at a little over \$1M. Through the new budget process with himself, VPFA Gonzales, Dr. Kempner, the VPs and Deans, we ended with at fund balance of \$2.5M.

Goal: Enhance State and National Reputation

- Develop a plan to increase recognition of NMHU throughout the state and nation. NMHU is now a member of the American Association of State Colleges and Universities. An organization that promotes the success of over 400 universities.
- Better market the work university departments are doing.
- Implementation the publishing of a student or faculty success story every two weeks.
- The raising of tribal flags on campus project is underway. AVP Pacheco received two flags to date. During the NMHU-Farmington Center visit on September 26th, the administrative team visited the Upper Fruitland Chapter House on the Navajo Nation. One of the elders presented President Woolf with a Navajo Nation Flag.

Goal: Promote Faculty and Staff Strength and Continue to Build a Positive University Culture

- A potential housing development on the golf course.
- Discussions of a college prep charter school concept are ongoing.
- On October 15th-16th the Expanded Cabinet, approximately 35 shared governance and union members, executive leadership, and campus leaders will work to identify and build Highland's culture. What does it mean to be Highlands? What are our artifacts? What is our culture? What are our behaviors? What expectations do we have for each other to advance the mission of the institution?

Goal: Increase Research and Innovation among Faculty, Staff, and Students

- Thanks to Dr. Ian Williamson, AVP for Academic Affairs/Graduate Dean, his team, and the faculty and staff for the grants they have secured.
- Grant opportunities include the Ivan Hilton Science Building, net-zero emissions; HSI, and Federal TRIO opportunities.
- Increase research and internship opportunities via Los Alamos National Labs, the regional hospitals, Legislative Fellows Program, and the City of Las Vegas.

Goal: Enhance Community Engagement (photos)

- He, his family, and athletic teams have participated in four parades to date.
- He was interviewed on "NM Living", a local TV program to promote the university.
- Attended the Christina Kahlo art showing with Dr. Veena Parboteeah, Dean of the School of Business.
- Participated in several meeting with David Romero, Mayor of the City of Las Vegas and Harold Garcia, Chair of the San Miguel County Commission.
- He and AVP Pacheco met with the Mr. Carl Marano, Superintendent of Tukumcari Public Schools, and teaching staff. They also met with Frank Tenorio, CEO of the Guadalupe County Hospital/NMHU alum.

- He is utilizing the university residence to host dinners for the H-Club members; Foundation Board members and other groups. Student Club dinners will be scheduled.
- He attended the mural project at the Joe and Martha McCaffrey Trolley Building; the Santa Fe Opera with Dr. Robert Bell and Sterling Puck, HU art benefactors.
- He met with the Mayor, Senator Ben Ray Lujan and others at the Fiestas de Las Vegas and participated in the Bean Day parade in Wagon Mound. President Woolf thanked Mr. Ricardo Martinez, Director of Admissions and Recruitment, for arranging the parade participation.
- He met with Regent Sanchez, Regent Lucero and Mr. Chris Pacheco, of Titan Development/NMHU alum, in Rio Rancho; met Mr. and Mrs. Juan Ortega, Brenda Ortega, local musicians; he and Regent Sanchez visited with Mr. & Mrs. Jimmy and Joann Ortiz, of the H-Club and Athletics Sub-Committee.
- He attended the HU@Zoo Foundation event; visited with Regent Sanchez and his son Kenny Sanchez of Intel; he the United soccer game, a Foundation event, with his family.
- Senator Pete Campos introduced President Woolf at the Legislative Finance Committee meeting; he attended a presentation by Dr. Cesar Abarca, Dean of the Facundo Valdez School of Social Work; President Woolf participated in a mile-long walk with the NMHU Football Team prior to their game in Silver City; he recognized Ms. Juli Salman and her talented art work, she replicates an art piece on a cake she bakes every year for the Painter's Reception.

Some of President Woolf's observations and opportunities include:

- Formalization of policies/structures/systems by creating new committees/councils such as the Policy, SEM, Premier HSI, NANTSI, Strategic Plan, Sustainability, Accreditation, and Budget committees.
- Channel enthusiasm to positive outcomes.
- Create budget awareness, autonomy and accountability.

Culture of Opportunity

- New Academic Program: DNP, EdD; DSW, online BSW and Masters in Anesthesiology.
- New Athletic Possibilities: Women's Wrestling, Women's and Men's Golf, Cheer/Dance.
- Student Clubs: Pep Band, Mariachi, Rodeo.
- Facilities: residence halls, rec space, mixed use area, athletics facilities, golf course development, milling donation.
- Net-Zero Carbon Operation.

Enhanced Fiscal Oversight Program (EFOP) Update

President Woolf reported that the New Mexico Higher Education Department (NMHED) had three areas of concern, one was our audit findings. He, Chairman Garcia, and Vice-Chair Smith met with NMHED to discuss a Corrective Action Plan. The plan will be maintained and monitored on a regular basis. The second area of concern was the university's ending fund balance and the financial reserves. By improvements through the budget audit, HU is increasing the funding balance. The Budget Committee was tasked with establishing a reserve policy to include a percentage of the revenues to be added to the reserve when budgeting for the fiscal

year. The third concern was the relationship the university has with NMHU-Rio Rancho Center building. Thanks to NMHU legal counsel, Ms. Pat Ives, the university clarified that the NMHU Foundation owns the NMHU-Rio Rancho Center and that the university has not entered into an agreement with the Foundation to purchase the building. He informed that NMHED is requiring quarterly reports, VPFA Gonzales will be reporting more frequently than quarterly.

Regent Smith asked that future meeting minutes be written more verbatim when discussing the university financials to ensure NMHED knows the board and administration is serious about improving the university's financial health.

Sage Consulting: Gene Torres Golf Course Land Development – Action Item

Chairman Garcia reminded the Board that they approved Sage Land Solutions to perform a land development study at the golf course in December 2024. He introduced Mr. Kim Murphy, Mr. Mike Castillo, and Mr. Harry Relkin of Sage Land Solutions Consulting. Chairman Garcia reported that the Golf Course Land Development Committee was recommending next steps for land development and was coming before the Board for approval. The study was included in the board packet (**Attachment L**).

Regent Lucero acknowledged Sage Land Solutions for their work on the report and for addressing the Board's questions during executive session.

Regent Lucero moved that the Board of Regents adopt the recommendations provided by Sage Land Solutions Report and (A) authorize and direct the President and administration, with aid of legal counsel, to draft a document for the formation of a University Research Park and Economic Development Corporation and (B) to empower and direct the Highlands University Golf Course Land Development Committee to identify potential sources of seed funding; to coordinate as appropriate with city and state government regarding potential public financing options; to develop further proposed plans to address any currently unforeseen issues that may arise; and to return to the full Board with a report for further consideration by the Regents. Regent Sanchez seconded.

Regent Smith stated that as she understood, no Highlands University funds are going to be used. A recent report by Moss Adams looked at the golf course issue and determined that all costs have to be absorbed by the golf course and not by Highlands. She stated that she would support the Gene Torres Golf Course Land Development as long as none of Highlands' money, which is tuition and I&G, is to be used on the report. Regent Smith stated that another issue she had with the motion is the wording, "with aid of counsel". She will be sending the Moss Adams Report to Ms. Ives for review and to answer the question if paying for legal counsel uses I&G funding. Regent Smith made it known that she cannot support spending Highlands University's budget on the golf course project. She recognized that a lot of money will be required for the project but the committee will have to figure out where that money will come from because it will not be coming from the university. Regent Smith stated that the university has an issue with the reserves and a tight budget, the \$500K to repay golf course past debt, the recent remediation of the science building, and other unbudgeted items.

Chairman Garcia stated that the university has been spending money on the golf course since it was purchased approximately 50 years ago. The golf course, an auxiliary fund, has been running in a deficit. He feels that there is opportunity to eliminate the debt and expand university funding.

Chairman Garcia called on Mr. Murphy to report on possible profitability based on his feasibility study. Mr. Murphy and his team projected the potential land sales that could be for the residential land. They also make projections for the commercial land that could be ground leased and have the opportunity to generate ongoing yearly income. Mr. Murphey reported that land sales could generate \$3.1M and annual ground rent income could generate upwards of \$400K per year. He estimates that the economic value would be \$9M-\$10M. Chairman Garcia stated that the Golf Course Land Development Committee would develop information and return to the Board before asking the university for additional funding.

Regent Smith read the following from the Moss Adams Study, “the NMHU Golf Course does not meet the qualifications of an auxiliary enterprise and is not eligible for this classification”. She added that the university repays \$500K yearly because of auxiliary funding collected by the golf course. Chairman Garcia stated that the auxiliary collected the funding and it cannot be written-off any other way.

Regent Lucero said that he serves on the Finance Sub-Committee with Regent Smith and that he shares her concerns about the university’s financial well-being. He pointed out that the question posed in the Moss Adams Study was whether or not NMHU may fund the golf course with state approved funding. In his opinion the Board was not funding the golf course but determining what to do with the real estate surrounding the golf course.

Regent Rivera reminded the Board that historically he has split his vote regarding the golf course. He said that he approved funding for golf course study but had voted against funding golf course operations. Regent Rivera stated that as long as no money was coming from the institutional budget he comfortable moving forward with the motion.

Regent Sanchez stated that he dislikes when faculty come to the university to teach and cannot find housing. He feels that development of the golf course land is a great opportunity.

A roll call vote was taken: Regent Lucero, yes; Regent Rivera, yes; Regent Sanchez, yes; Regent Smith, yes with the understanding that there will be no money coming from the university budget to support the golf course; and Chairman Garcia, yes. Motion carried.

Legislative Priorities

President Woolf asked the campus for a list of priorities. NMHU will partner with legislators to invest in the university’s future. Some items on the priorities include the facilities building, the residence halls, and a zero-carbon initiative, all of which will be in his state, federal and private asks. Other priorities include security cameras, a server capacity system, and athletic department renovations and upgrades.

In addition to the legislative priorities, he will request RPSP funding for the Doctorate in Social Work Program, infrastructure and E-campus improvements, and athletics success coaches. There is continued discussion on the natatorium following campus and community input. Funding VP Blea and the Legislative Fellows received last legislative session had not been utilized. A survey disseminated to the campus and Las Vegas community. She stated that AVP Baca will work with an engineer to assess the integrity of the building.

President Woolf said that there is an opportunity to expand, beautify and improve the athletic facilities to get teams back on campus. There is opportunity to improve residence halls and mixed-use academic spaces. He would like to see community members engaged in a rebuilt area that includes new residence halls, new academic space, and a new recreation center.

Athletics Anti-Hazing Policy – Action Item

Regent Rivera moved to approve the **Athletics Anti-Hazing Policy (Attachment M)** as provided. Regent Sanchez seconded. A roll call vote was taken, voting in favor were: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

Chairman Garcia requested that both policies be reviewed by employees and student annually.

President Woolf stated that both policies are a formalization of structures and systems. The CO-ADs, coaches, and teams are building a conducive culture to appropriate behavior and action, and the level of excellence expected from our athletic programs both on the field and off the field.

Athletics Anti-Fraternization Policy – Action Item

Regent Lucero moved to approve the **Athletics Anti-Fraternization Policy (Attachment N)** as provided. Regent Sanchez seconded. A roll call vote was taken, voting in favor were: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

NMHU Mental Health Student Wellness Center & HU Cares Renovation Project- Action Item

AVP Baca reported that in 2023 the NMHU Legislative Fellows secured \$1.1M in state funding to renovate and upgrade a physical space for a campus mental health and student wellness center.

VP Blea stated that the project renderings were included in the Board meeting packet and provided a brief overview (**Attachment O**).

Regent Rivera requested a plaque acknowledging the fellows for their work securing the funds be hung in area. VP Blea reported that two licensed clinicians were hired. NMHU partnered with Better Minds, a virtual mental health provider. They will begin servicing all NMHU students next week. The university also contracted with a new health services provider.

Regent Rivera moved to adopt the **NMHU Mental Health Student Wellness Center & HU Cares Renovation Project** as presented. Regent Lucero seconded. A roll call vote was taken, voting in favor were: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

Other

President Woolf thanked the New Mexico OSHA Department and the New Mexico Environmental Department hazmat teams, and Captain Daniel Atencio the Las Vegas Fire Department for their assistance during the Ivan Hilton Science Building chemical removal. He reported that he provided a chemical removal progress update during the Las Vegas City Council meeting. President Woolf reported that several agencies, faculty and staff are working on the mitigation. The university's Emergency Operations Committee (EOC) holds briefings twice daily. The EOC led by Mr. Lee Martinez, Fire & Safety Director of Fire, along with OSHA, are mitigating the collection of chemicals and materials in various states of unuse. They are clearing out the building and working to bring it to code. Protocols are being updated and are under review by appropriate committees. NMED found specimens with trace amounts of radioactive materials, part of normally occurring activity, that do not pose a risk. Advanced Environmental Solutions removed chemicals from the building. The university will issue another global email update.

Vice President for Finance & Administration –Stephanie Gonzales, CPA HR/Payroll Ticketing System Update (Attachment P)

VPFA Gonzales reported that addressing open tickets remains a priority for HR & Payroll. There were 50 open tickets in August, most of which were faculty contract issues. The university is working to streamline an electronic workflow process to avoid similar issues in the future. HR and Payroll departments are better staffed. The university is exploring payroll systems. President Woolf added that the HR ticketing system is emblematic of a lack of policies and practices.

CAP Matrix Update (Attachment Q)

VPFA Gonzales informed that the CAP Matrix is posted on the NMHU Board of Regents webpage and will be updated quarterly as per the NMHED Enhanced Fiscal Oversight Program. VPFA Gonzales reported that the university has corrected 9 of the 12 FY24 audit findings. The FY25 audit is ongoing and due to the State Auditor by November 1st. Regent Smith requested that resolved issues need to be clearly outlined when reporting to NMHED.

Cash Flow Update (Attachment R)

VPFA informed the Board that she revised the cash flow report by fund type. She stated that the university started with \$14.7M and has approximately \$3.5M cash balance across all fund types. It is projected that the university will use \$1.2M to the end of the fiscal year. A discussion regarding negative balances, their origin and impact was held. VPFA will separate the cash reserve amount from the unrestricted fund type on future reports.

Vice President for Finance & Administration Report

VPFA Gonzales highlighted the following from her written report (**Attachment S**):

- Fair Labor Standards Act (FLSA) requirements to increase wages for exempt employees are being addressed. This will have an \$800K fiscal impact on the university. President Woolf noted that the administration along with the union partners and shared governance will review each of the positions affected by the Federal Law change. The next increase date is January 1st. VPFA Gonzales added that other NM universities are also concerned

with the fiscal impact. President Woolf stated that once the analysis is complete and the fiscal impact is known, NMHU will work on a possible legislation appropriation.

- There are unforeseen costs associated with the science building chemical mitigation and cybersecurity. Future ITS improvements will include a transition of Ellucian to software as a service and an upgrade to the phone system.
- The Business Office hired two senior accountants, they will work remotely.
- The HR & Payroll Departments and Business Office worked to reassign FOAP's correctly. When collecting employee evaluations, a state requirement to receive the 3% salary increase, it was discovered some employees were paid from incorrect budgets causing some faculty to not receive the 3% increase on time.
- The VPFA Office is looking forward to updating university policies.
- The first NMHED EFOP meeting is scheduled for next week.

Sole Source Procurements – Informational

VPFA Gonzales informed the sole source procurements are prepared in accordance with state law. A list of the sole source procurements (**Attachment T**) was provided in the meeting packet. Information is posted on the university's webpage and on the State of NM Sunshine Portal for 30 days prior to each issuance of a sole source purchase order.

Regent Sanchez exited the meeting at 5:20 p.m.

HLC Update – April Kent

President Woolf announced that Ms. Kent was appointed to serve as the Accreditation Liaison Officer. Dr. Keith Tucker returned to his faculty position. Ms. Kent thanked Dr. Tucker for his assistance and guidance with the HCL Accreditation.

Ms. Kent presented a PowerPoint presentation which was provided to the regents in advance of the meeting (**Attachment U**). She informed that the Doctor of Nursing Practice (DNP) site visit will be on November 18-19, 2024. The Focused Visit will take place in the fall of 2025. Ms. Kent informed the Board that she sent the EFOP Report and the Ivan Hilton Science Building updates to the HLC.

Board of Regents

Athletics Sub-Committee

Chairman Garcia reported that the sub-committee received a complaint of athlete mistreatment. The policies adopted during this meeting will address such concerns.

Academics Sub-Committee

Chairman Garcia informed that he and Regent Lucero met with Dr. Patrick Wilson, Director of Online and Extended Learning, and requested a fiscal analysis on the centers.

HERC – Statewide Regents Consortium

Chairman Garcia announced that the Annual Higher Education Regents Consortium Convocation is scheduled in Las Cruces on October 20-21, 2024. He invited the regents to participate.

Regent Comments

Regent Smith commented that she appreciated the reports and presentations provided.

Regents Lucero echoed Regent Smith's statement. He requested that the 2025 strategic planning process be systematized.

President Woolf shared his gratitude to work with an amazing team of students, faculty, and staff. He especially thanked Dr. Brandon Kempner, Chief of Staff, and Ms. Carolina Martinez, Sr. Executive Administrative Assistant for the integral work they do. He recognized the regents for their work and support of the institution.

Adjournment

The meeting adjourned at 5:40 p.m.



Chairman
NMHU Board of Regents



Secretary/Treasurer
NMHU Board of Regents