



**New Mexico Highlands University Board of Regents**  
**Special Meeting Agenda**  
**May 18, 2024 at 10:00 a.m.**

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 May 18, 2024 Special Meeting Agenda (10:10-10:15)
5. Vice President for Finance & Administration – Ms. Stephanie Gonzales
  - A. Budget Discussion (10:15-10:45)(30min)
  - B. FY24 Unrestricted & Restricted Final Budget Adjustment Requests (BARS) – Action Item (10:45-10:50)(5min)
  - C. FY25 Housing Rate Market Adjustment – Action Item (10:50-10:55)(5min)
6. Public Comment \* (10:55-11:10)(15min)
7. Vice President for Finance & Administration – Ms. Stephanie Gonzales
  - A. FY25 Operating Budget – Action Item (11:10-11:40)(30min)
  - B. Quarterly Report and Certification (FY24/Q3) – Action Item (11:40-11:45)(5min)
8. President’s Report – Dr. Roxanne Gonzales
  - A. 2024 NMHED Capital Outlay Submittal – Action Item (11:45-12:00)(15min)
9. ASNMHU Resolution # 7 (Stipend Enhancement) – Action Item (12:00-12:15)(15min)
10. Regent’s Comments (12:15-12:25)(10min)
11. Adjournment – Action Item (12:25pm)

**\* 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**

### **Special Meeting Notice May 18, 2024 at 10:00 a.m.**

May 15, 2024

The New Mexico Highlands University Board of Regents will hold a special meeting on May 18, 2024, at 10:00 a.m. in the Board Room-107 of the Rodgers Administration Building at 803 National Ave., Las Vegas, New Mexico. 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**  
May 18, 2024

The New Mexico Highlands University Board of Regents held a special meeting on May 18, 2024. The meeting was held at the Rodgers Administration Building, Room 107, 803 National Avenue, Las Vegas, NM 87701. The university made every effort to accommodate members of the public as stated in the May 15, 2024, meeting announcement. The meeting was livestreamed via Zoom. Members of the public accessed the livestream Zoom meeting through the following link: <https://nmhu.zoom.us/j/99373471046>

**Call to Order** – Chairman Garcia called the meeting to order at 10:07 a.m.

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

**Administrative Personnel Present:** Dr. Roxanne Gonzales, Provost/Vice President for Academic Affairs and Acting President; Ms. Stephanie Gonzales, CPA/Vice President for Finance, Administration; Dr. Kimberly Blea, Vice President for Student Affairs;

**Others Present:** Dr. Brandon Kempner, Chief of Staff; Mr. Kayl Rainer, ASNMHU President (via Zoom); Mr. Vince Marchi, Foundation Board President (via Zoom); Dr. Keith Tucker, HLC Director/Accreditation Liaison Officer; Ms. April Kent, HLC Liaison Officer; Ms. Patricia Ives, NMHU Legal Counsel; and Ms. Carolina Martínez, Senior Executive Administrative Assistant to the President and Board of Regent. Faculty members, staff, students, and community members participated in the livestreamed meeting.

**Compliance with Meeting Notice Requirements**

Vice-Chair Smith stated that in accordance with the Open Meetings Act, the notice and agenda with the meeting date, time, and place for the May 18, 2024, meeting were posted in a timely fashion and in compliance with the NMHU Board of Regents Open Meetings Act Resolution.

**Approval of the May 18, 2024, Meeting Agenda**

Vice-Chair Smith moved to revise the agenda by moving item 7.A. FY25 Operating Budget – Action Item to 5.D and item 7.B. Quarterly Report and Certification – Action Item to 5.E. with all action taking place after all items are discussed and after public comments are made. Regent Rivera seconded. Voting in favor: Regent Lucero, Regent Rivera, Regent Sanchez, Vice-Chair Smith, and Chairman Garcia. Motion carried.

**Vice President of Finance & Administration (VPFA) – Ms. Stephanie Gonzales**

**Budget Discussion**

VPFA Gonzales provided a budget PowerPoint presentation (**Attachment A**). A lengthy discussion was held.

Regent Rivera asked why the FY23-24 budget balance changed from \$1.3M to \$406K. VPFA responded that the original budget included endowment revenues. A budget adjustment was needed to remove endowment revenue from the balance as required by the NMHED. The budget includes only unrestricted and restricted funds, the endowment revenues are accounted for separately in the endowment funds. Dr. Kempner explained that endowments are strictly restricted revenues and are unrealized gains until they are sold and therefore, they are not added to the budget.

**FY24 Unrestricted and Restricted Final Budget Adjustments (BARS) – Action Item**

VPFA Gonzales presented the FY24 Unrestricted and Restricted Final Budget Adjustments (BARS) that were provided in advance of the meeting (**Attachment B**).

**FY25 Housing Rate Market Adjustment – Action Item**

VPFA Gonzales presented the FY25 Housing Rate Market Adjustment (**Attachment C**). The proposed rates were provided in advance of the meeting.

**FY25 Operating Budget – Action Item**

VPFA Gonzales presented the FY25 Operating Budget that was provided in advance of the meeting (**Attachment D**).

Regent Rivera stated for the record that, as a fiduciary, he is trusting the administration to make necessary budget decisions.

**Quarterly Report and Certification (FY24/Q3) – Action Item**

VPFA Gonzales provided the Quarterly Report and Certification (FY24/Q3) in advance of the meeting (**Attachment E**).

**Vice-Chair Smith read prepared comments (Attachment F).**

**Public Comment**

No one came forward.

**Vice President of Finance & Administration (continued)**

Regent Smith moved to approve the **FY24 Unrestricted and Restricted Final Budget Adjustments (BARS)** 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.

Regent Smith moved to approve the **FY25 Operating Budget** 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.

Regent Smith moved to approve the **FY25 Housing Rate Market Adjustment** 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.

Regent Smith moved to approve the **Quarterly Report and Certification (FY24/Q3)** 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.

#### **President's Report – Dr. Roxanne Gonzales**

##### **2024 NMHED Capital Outlay Submittal – Action Item**

Provost Gonzales called on Ms. Sylvia Baca, Associate Vice President for Facilities Management to present. AVP Baca provided a PowerPoint presentation (**Attachment G**).

Regent Rivera moved to approve the 2024 NMHED Capital Outlay Submittal as presented. Regent Smith seconded. A roll call vote was taken, voting in favor were: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

##### **ASNMHU Resolution #7 (Stipend Enhancement) – Action Item**

Mr. Kayl Rainer, ASNMHU President, requested that the item be tabled.

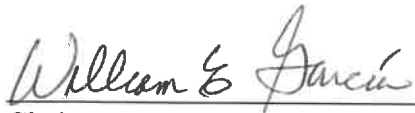
Regent Sanchez moved to table the ASNMHU Resolution #7 (Stipend Enhancement) – Action Item. Regent Rivera seconded. A roll call vote was taken, voting in favor were: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried.

#### **Regent Comments**

There were no additional comments.

#### **Adjournment**

Regent Rivera moved to adjourn. Regent Sanchez seconded. Voting in favor: Regent Lucero, Regent Rivera, Regent Sanchez, Regent Smith, and Chairman Garcia. Motion carried and the meeting adjourned at 12:27 p.m.



Chairman  
NMHU Board of Regents



Secretary/Treasurer  
NMHU Board of Regents