

The University of New Mexico
Board of Regents' Special Meeting
July 9, 2013
Lettermen's Lounge (The Pit)
Meeting Minutes

Members present: President Jack L. Fortner, J.E. Gene Gallegos, Bradley C. Hosmer, Conrad D. James, James H. Koch, Suzanne Quillen, Heidi Overton (Quorum).

Administration present: President Robert Frank; Interim Vice President Jewel Washington (Human Resources); University Counsel Elsa Cole

Regent Fortner called the meeting to order at 9:02 a.m.

I. Confirmation of a Quorum; Adoption of the Agenda, Regent Fortner

Motion to approve the Agenda passed unanimously, (1st Koch, 2nd Gallegos).

II. University of New Mexico mission-purpose, Regent Fortner

There was a brief discussion of the mission and purpose of The University of New Mexico as written in Section 3 of Policy 1000 of the Administrative Policies and Procedures Manual.

III. Vote to Close the Meeting and proceed in Executive Session, Regent Fortner

Motion to close the meeting and move to Executive Session passed unanimously, (1st James, 2nd Quillen).

Open session closed at 9:05 a.m. and Meeting proceeded in Executive Session

IV. Executive Session

A. Discussion and determination where appropriate of limited personnel matters pursuant to Section 10-15-1.H(2), NMSA (1978)

V. Vote to re-open meeting and proceed in Open Session, Regent Fortner

Motion to open meeting and proceed in Open Session passed unanimously, (1st Hosmer, 2nd Overton).

The meeting proceeded to Open Session at 3:17 p.m. (Note: Regent Koch was not present after Executive Session, a Quorum was still in place)

A. There was confirmation that only those matters described in Agenda item IV. were discussed in Executive Session and final action on two items needed to take place in Open Session, Regent Gallegos

1. Regarding President Frank's performance evaluation and performance goals presented during Executive Session

Motion to approve President Frank's FY13 performance evaluation and performance goals presented for FY14 passed unanimously, (1st Gallegos, 2nd Hosmer).

2. Regarding Section 7 of President Frank's contract entitling him to a \$25,000 incentive bonus, based on improvement of retention rates.

Motion to approve \$25,000 incentive bonus for President Frank, based on Section 7 of the President's employment contract, regarding improving retention rates, passed unanimously, (1st Gallegos, 2nd Fortner).

VI. Review Responsibilities of the Regents, Regent Fortner

There was a brief discussion of the Regents' responsibilities as outlined in Policy 1.1 of Regents' Policy Manual.

VII. Open Discussion

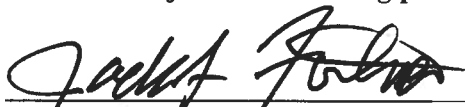
- A. Are we satisfied with Vision 2020 for UNM? There was brief discussion regarding the 7 Goals and 27 Objectives as set forth in Vision 2020 and approved by the Regents in the BOR May 14 Meeting. Regent Hosmer said he hopes the Vision will become the basis in a few years for a single, integrated and unifying goal for the University of New Mexico. Student Regent Overton said that Vision 2020 is a dynamic vision and should remain so in light of the need for UNM leadership to remain open to ideas, visions and other needs for improvement and to proceed pragmatically in a changing environment. There was further discussion regarding initiation times for objectives.
- B. Assistant to the Regents-position evaluation (Decision deferred), Jewel Washington, Interim Vice-President of Human Resources, presented two grade level options, grades 14 and 15. There was discussion regarding functions of the position with comparisons between skill and performance levels of Grades 14 and 15. There was discussion as to whom the Assistant should internally report to and how the Assistant should work in conjunction with the President's office to ensure good communications. There was discussion regarding the Office of the President, current support staff, grades and functions. Regent Fortner said he thought the Assistant to the Regents position should remain separate from the President's Office, and that he thought the position was at the \$50,000 level. Student Regent Overton added that the process for hiring should emphasize the individual's references to which Regent Quillen agreed this is important because the position often deals with sensitive matters of the University. Regent Fortner said there is the need to continue to gather information regarding the day-to-day operations of the job with focus on the monthly cycle of duties around the BOR Meetings, the plan being to analyze the months of August and September, for an October decision.
- Regent Fortner said the Regents were not ready to make a decision regarding the qualifications and performance level for the Assistant to the Regents position and proposed going through two more months' cycle to analyze the job functions before making a decision.
- C. Discuss process for Regents,' Action Required A/R tracking and follow-up log. There was discussion as to the content and purpose of the Action Required tracking log. Regent Hosmer said that it formulated out of necessity to keep track of requests made by Regents during committee or BOR meetings so there would be a comprehensive list of follow-up items with due dates and those accountable for delivery, primarily so requests would not fall through the cracks. President Frank mentioned he had never seen the log and asked that he be apprised of the Action Required log on a regular basis so that he could incorporate it into his action list to ensure items are addressed. It was agreed that President Frank would be copied on the list as it is updated.

VIII. Summary of action items and dates for completion

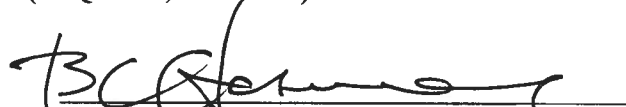
Item VII.B. Assistant to the Regents-position evaluation, Board of Regents to make a decision in October regarding the qualifications and performance level of the position.

IX. Adjournment

Motion to adjourn the meeting passed at 3:53 p.m. (1st Quillen, 2nd James)



 Jack L. Fortner, President



 Bradley C. Hosmer, Secretary/Treasurer