



**NEW MEXICO STATE UNIVERSITY BOARD OF REGENTS  
SPECIAL MEETING MINUTES  
July 31, 2018 at 9:15am**

Regents Room of the Educational Services Building, Las Cruces Campus  
1780 East University Avenue, Las Cruces, New Mexico

**Regents of New Mexico State University**

Chair Debra Hicks, Vice Chair Kari Mitchell, Secretary/Treasurer Jerean Hutchinson, Chris Saucedo, Margie Vela

**Non-Voting Advisory Members** - Faculty Senate Chair Becky Corran, Employee Council Chair Monica Dunivan, ASNMSU President Emerson Morrow

**University Officials** - Chancellor Dan Arvizu, Ph.D., Executive Vice President and Provost Daniel Howard, Ph.D., Senior Vice President Andrew Burke, Ed.D., General Counsel Lizbeth Ellis, J.D.

**MINUTES**

The Board of Regents meeting is available by webcast through the link at <http://panopto.nmsu.edu/bor/>

A. **Call to Order**, Chair Hicks called the meeting to order at 9:21 am.

Regent Saucedo moved to confirm the quorum and confirm the prior executive session before proceeding to the agenda. Motion passed unanimously.

Chair Hicks noted that Chancellor Arvizu was also joining the meeting by conference call.

1. **Confirmation of Quorum**, *Chair Debra Hicks*

A quorum of regents was confirmed. Regents Saucedo and Mitchell were present in the chamber. Regents Hicks, Hutchinson, and Vela attended the meeting by conference call.

B. **Confirmation of Prior Executive Session of July 31, 2018 at 8:30 am**, *Chair Debra Hicks*

The board of regents met in closed executive session on Tuesday, July 31<sup>st</sup> at 8:30 am at Hadley Hall, Room 130, 2850 Weddell Street, Las Cruces Campus, Las Cruces, NM 88003 and by conference call to discuss the limited personnel matter of Board of Regents Chief of Staff position in accordance with the provisions of the New Mexico Open Meetings Act. Board members certified that only matters of that nature were discussed in a roll call vote: Hicks: Yes; Hutchinson: Yes; Mitchell: Yes; Saucedo: Yes; Vela: Yes.

C. **Limited Personnel Matters – Board of Regents Staff Position**, *Chair Debra Hicks*

Chair Hicks explained that about 3 weeks ago the Board of Regents Chief of Staff, Natalie Kellner, was appointed by Chancellor Arvizu to fill the role of Associate Vice President for Institutional Analysis on an interim basis. Chancellor Arvizu explained that Ms. Kellner has taken on the interim role with the intent for the position to be posted at some time in the future and Ms. Kellner would be eligible to apply for the position if desired. As such, this created a vacancy for the Board of Regents Chief of Staff position, but Ms. Kellner would continue to support the Regents in a limited fashion regarding institutional data analysis.

Regent Mitchell explained that the vacancy created for the Chief of Staff position by Ms. Kellner's

move to Institutional Analysis needs to be back filled on an interim basis until a permanent replacement is found for the Institutional Analysis position. Ms. Kellner would continue to support the Regents regarding data analysis. Regent Mitchell indicated that the interim positions are expected to be in place for approximately the next six months. When the Institutional Analysis position is filled, the Regents of Chief of Staff position would be posted in the event that Ms. Kellner assumed the Institutional Analysis position on a going forward basis. Adam Cavotta was identified as someone that has worked closely with the Regents before and demonstrated a useful skillset for filling the role of Chief of Staff. Regent Mitchell explained that Mr. Cavotta would be eligible to apply for the position once it is posted.

Regent Mitchell moved that the board authorize the chair of the board to enter into a formal offer letter to Adam Cavotta be appointed as the interim Chief of Staff of the Board of Regents. Second by Regent Saucedo.

Chancellor Arvizu spoke in support of the motion and noted he thought Mr. Cavotta would serve well as the interim chief of staff.

Chair Hicks noted Mr. Cavotta's past experience at NMSU and elsewhere working with the board.

Regent Saucedo thanked Ms. Kellner for her service to the board and welcomed the opportunity to work with Mr. Cavotta.

Regent Vela thanked Ms. Kellner for her service and spoke in support of Mr. Cavotta's appointment.

Regent Hutchinson thanked Ms. Kellner for her service and spoke in support of Mr. Cavotta's appointment.

Regent Mitchell noted that as a result of this move it creates a short-term financial savings to the institution consistent with the Chancellor's effectiveness initiatives. Regent Mitchell also thanked Ms. Kellner for her service and long hours that were dedicated to the board.

Chair Hicks thanked Judy Bosland, whose retirement created the vacancy in the Office of Institutional Analysis, for her service to NMSU.

Chair Hicks called the question and asked a vote on the motion. Motion passed in unanimous vote.

Mr. Cavotta thanked the Regents and Deputy Provost Greg Fant and his wife Melissa for their support.

**D. Adjournment, Chair Debra Hicks**

Regent Saucedo moved to adjourn and Regent Mitchell seconded the motion. Meeting adjourned at 9:42 am.

**Meeting Minutes Approved on September 5, 2018 by the New Mexico State University Board of Regents.**



Debra P. Hicks  
Board of Regents Chair



Jerean C. Hutchinson  
Board of Regents Secretary/Treasurer