

**New Mexico Higher Education Assessment Association**  
Annual Meeting  
February 17, 2023

The annual meeting was called to order at 8:01 a.m. by President Laura Grant.

Attendance: Laura Grant, Michele Bates, Shelly Stovall, Patrice Caldwell, Todd DeKay, Kathy Achen, Leticia Schneider, Susan Cramp, Gus Pina, Dawn Kenny, Sean Kardar and Cris Watson.

**Approval of Minutes.** Motion to approve minutes of February 25, 2022 (S. Stovall/P. Caldwell) passed unanimously.

**Remarks of the President.** President Grant, gave the count of attendees and this conference has a Positive and energetic feel. She asked that everyone introduce themselves that attended the meeting.

**Financial Report.** Secretary Schneider went over the financial report with profit and conference accounts. (See attached document.)

A motion (T DeKay/K Achen) to approve the financial report was accepted unanimously.

**Remarks of the Conference Director.** Shelly Stovall Conference Director and Summer Retreat Director, excited the attendance numbers are up for conference. Thanked all for their attendance in the annual meeting. Passed around a pad to get the planning committee set up for the next conference. Requested from the board to adjust conference fees and summer retreat fees as need. Motion to approve by T. DeKay, passed unanimously.

Michele Bates from NMMI, encouraged attendance at the summer retreat, it is good place to get a project done without interruption when you are in your office. Todd DeKay agreed.

Todd DeKay asked that the presentations be sent to the Board for distribution to HED, PED, etc. Possibly upload to website for accessibility. Would like to get the state to know what the conference does. Todd DeKay asked to form a committee and the following agree to meet: Dawn Kenny, Gus Pina, Sean Kardar, Shelly Stovall and Erica Surova.

**Election of President-Elect.** A motion (P Caldwell) to nominate Michele Bates as president elect was followed by the motion of nomination, pass by acclamation.

**Installation and Remarks of President.** Todd DeKay, took over the meeting. Looks forward to working with NMHEAa and The Summer Retreat and Conference. Asked board if they have any ideas to please email.

**Old Business-None**

**New Business:** NMHEAA Bylaws, Cris Watson explained the edits to the bylaws and the need for an additional board member from ENMU. Requested Benito Gonzales as the Director of the Fiscal Agent. Motion to approve (S. Stovall/K. Achen) passes unanimously.

A motion (S. Stovall/ G. Pina) to add the NMHEAA bylaws to every yearly meeting for review, passed unanimously.

Gus Pina asked that the proposals for next year's conference have noted if it is suitable for Adjunct Faculty.

Patrice Caldwell thanked the committee for the flowers, cards and box.

A motion (D. Kenny/G. Pina) to adjourn was accepted at 8:55 a.m.

Respectfully by Cris Watson and Leticia Schneider.