

**MESALANDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING**

January 16, 2018

The Mesalands Community College Board of Trustees met in regular session on Tuesday, January 16, 2018 at 5:30 p.m. in Room A214.

CALL TO ORDER

Mr. Moore, Chair, called the meeting to order at 5:30 p.m.

**PLEDGE OF ALLEGIANCE
SALUTE TO NEW MEXICO FLAG**

The Pledge of Allegiance was recited and the New Mexico Flag was saluted.

ROLL CALL

The following members were present: Mr. Bronson Moore, Mr. James Streetman, Ms. Liz Estrada, Mr. Jimmy Sandoval, and Ms. Teresa Stephenson.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Asset Depreciation Report
- 4) Approval of Purchase Requisition
- 5) Approval of Monthly Finance Report, December 2017
- 6) NMHED Quarterly Financial Actions Report
- 7) Approval of Executive Session
- 8) Approval of Reconvene from Executive Session
- 9) Approval of Action, if needed, based on Executive Session

APPROVAL OF AGENDA – ACTION

Dr. Newsom stated that an Executive Session will not be needed at this time and can be deleted from the agenda.

ACTION – Mr. Streetman moved to approve the agenda as amended. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

COMMENTS BY THE PUBLIC ON ITEMS ON THIS AGENDA

As per Board Policy 2.3 Procedures for Addressing the Board: Any person wishing to speak to the agenda must register prior to the meeting and their comments are limited to five (5) minutes.

No public comments were made.

GOOD NEWS

Dr. Newsom reported that the Good News is that Mesalands is now officially a residential college with ten individuals currently living at Stampede Village and a young man as the Resident Assistant. Dr. Newsom indicated that there were a few challenges which were mainly maintenance issues. There are a total of 31 beds available and Dr. Newsom stated that he feels they will be close to full in the fall.

APPROVAL OF CONSENT AGENDA – ACTION

Dr. Newsom mentioned that the College has one new employee, Ms. Rose Brito, who will be working in Academic Affairs and replacing Ms. Diane Grap who moved to Administrative Affairs/Foundation. Ms. Brito is a Mesalands graduate, worked at the College for 14 years and retired from the State in 2014. Ms. Stephenson stated that Ms. Brito worked with her in the Child Development Center when the College was known as TAVS.

ACTION – Mr. Streetman moved to approve Item V.A.1 Regular Board Meeting Minutes dated December 12, 2017 and Item V.B.1 Contract Confirmation for Ms. Rose Brito, Academic Affairs Coordinator, effective January 2, 2018 as presented. The motion was seconded Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

CHAIRPERSON'S REPORTS

Mr. Moore stated that he did not have anything to report at this time.

REPORTS

President's

Asset Depreciation Report – **ACTION**

Dr. Newsom presented the Asset Depreciation Report for approval and asked Mr. Jim Morgan to give the Board an overview of the Report. Mr. Morgan informed the Board that a cover letter to Mr. Scott Eccles, NMHED, is included for their review and a Resolution, which if approved by the Board, needs to be signed by each Board Member. Mr. Morgan also mentioned a list given to the Board which contains the description, cost, and valuation of each item and stated that the goal is to dispose of these, many of

- ❖ Dr. Newsom stated that this is the first time ever that he is reporting that enrollment is down
- ❖ Headcount is at 439 versus 490 last year for a decrease of 51
- ❖ A large portion of the decrease is related to Granite
- ❖ Registered credits are at 3,779 versus 3,739, down 40
- ❖ Dr. Newsom indicated that Ms. Gillard is working on some initiatives in recruiting more correctional facilities students
- ❖ Dual enrollment is up
- ❖ Dr. Newsom stated that he believes that enrollment will actually be up again by the end of the semester
- Audit
 - ❖ The auditor missed an email from the State and was unable to print the report
 - ❖ The College should receive the report tomorrow or Thursday and it will be presented to the Board in February
- Construction
 - ❖ A substantial completion has been done on the projects
 - ❖ This phase is finished
 - ❖ The next phase is being worked on
 - ❖ Discussion with NMHED regarding the RFP has shown that an RFP may not be needed – more information will be forthcoming in February
- Financial Aid
 - ❖ The report on non-financial indicators has been filed
- Site Visits
 - ❖ A visit to Grants is scheduled for February 21, 2018
 - ❖ All other site visits have gone really well
- MET Tower
 - ❖ Dr. Newsom met with the land commissioner Aubrey Dunn regarding an unexpected bill just under \$20,000 that the College received for rent liability for six years
 - ❖ In working with Senator Harden, Dr. Newsom met with Mr. Dunn and was able to get the bill reduced to \$1,000 which has already been paid
 - ❖ It was agreed that the estimated costs of \$10,000 that the College spent to take the tower down, as well as, other issues addressed were sufficient
- Xcel
 - ❖ The \$20,000 wind energy grant for operation and expenses for the wind energy program has not yet been received
- Foundation
 - ❖ Conversations with the GTEDC and City of Tucumcari have included possible uses for the Alco building and number of square footage that will be needed
 - ❖ The application for funding is due on January 19
- Legislative Session
 - ❖ The Session started today
 - ❖ Senator George Dodge pre-filed HB131 for general appropriation
 - ❖ Mesalands received an \$80,000 cut
 - ❖ Only four two-year schools in the State received funding increases
 - ❖ Dr. Newsom's mission at the Legislature will be to try to find \$80,000

- ❖ Dr. Newsom and Ms. Gillard will be attending a meeting at NMHED this week and ask about explanations of the funding formula
- Travel
 - ❖ Dr. Newsom will be out for some time attending the Legislative Session and numerous meetings

Academic Affairs

No reports were presented at this time.

Student Affairs

Enrollment Management Plan: Fall 2017 Persistence Report

Dr. Kennedy presented the Enrollment Management Plan: Fall 2017 Persistence Report. He highlighted sections of the Report which include: No-Show Calls: TLC; Early Registration; Mid-Term Grades; Student Success Committee Persistence-Related Activities; Charts on Career Services, Recruitment, Referrals, and Tutoring Service Hours; Social Engagement; and Recognition. Dr. Kennedy noted an error on the Report under Early Registration which reflects information for the fall 2017 semester but is actually for Spring 2018.

Dr. Kennedy added that Orientation and Welcome Back will be held tomorrow on Campus.

Administrative Affairs

Monthly Finance Report, December 2017 – ACTION

Dr. Newsom presented the Monthly Finance Report for December 2017 for approval.

ACTION – Mr. Streetman moved to approve the Monthly Finance Report for December 2017 as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

NMHED Quarterly Financial Actions Report – ACTION

Dr. Newsom presented the NMHED Quarterly Financial Actions Report for approval. He stated that this report indicates that the College is in compliance with all financial reporting and is managing funds properly.

ACTION – Mr. Streetman moved to approve the NMHED Quarterly Financial Actions Report as presented. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

NEW BUSINESS

No new business was conducted.

CORRESPONDENCE

No correspondence was presented.

INFORMATIONAL ITEMS

Important dates were presented which are: Legislative Session Opening Day, noon, January 16, 2018; Legislative Session Ends, noon, February 15, 2018; and 20th Annual Iron Pour, March 5-10, 2018.

Dr. Newsom informed the Board that a small ceremony will be held during the Iron Pour to rededicate the building and program. Ms. D’Jean Jawrunner has expressed having some additional displays from former Iron Pours during this, the 20th anniversary of the Iron Pour. Dr. Newsom indicated that art shows will be held in Amarillo and Adams State in Alamosa, CO.

The Board of Trustees 12-month calendar was presented.

The Board of Trustees Annual Calendar of Reports was presented.

The following minutes were presented:

- Student Affairs Division Meeting minutes dated December 14, 2017
- Administrative Affairs Division Meeting minutes dated December 15, 2017

The Selected Professional Development Activities for December 2017 were presented.

A NM Journey Magazine Article was presented. Dr. Newsom stated that this article highlights the Dinosaur Museum.

ANNOUNCEMENTS

Tuesday, February 20, 2018, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room A214.

ADJOURN

Mr. Moore stated that there was no further business and the meeting was adjourned. The meeting adjourned at 6:08 p.m.

[signature on original]

J. Bronson Moore
Chair

[signature on original]

Liz Estrada
Secretary/Clerk