

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

**November 19, 2013
5:30 p.m.**

MEETING AGENDA

I. Call to Order, Pledge of Allegiance, and Roll Call

II. Approval of Agenda (Exhibit 1) – **ACTION**

III. 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.

IV. Good News

V. Consent Agenda – **ACTION**

A. Approval of Minutes

1. Regular Board Meeting, October 8, 2013 (Exhibit 2)

B. Contract Confirmations (Exhibit 3)

1. Ms. Amanda Hammer, Director of Business and Auxiliary Services, effective November 4, 2013

VI. Chairperson's Reports – Mr. Bronson Moore, Chair

VII. Reports

A. President's – Dr. Thomas W. Newsom, President

1. Purchase Requisitions (Exhibits 4 – 10) Dr. Thomas W. Newsom and Ms. Natalie Gillard – **ACTION**

2. Mesalands Community College Board Policies: Proposed New Policy 2.9 Board of Trustees Communication Policy (Exhibit 11) – **ACTION**

3. Mesalands Community College Board Policies: Proposed New Policy 10.4 Guidelines and Procedures Governing Open Records Requests (Exhibit 12) – **ACTION**
4. Mesalands Community College Board Policies: Proposed New Policy 15.0 Mesalands Community College's Dinosaur Museum and Natural Science Laboratory (Exhibit 13) – **ACTION**
5. Mesalands Community College Board Policies: Review History (Exhibit 14) – **ACTION**
6. Mesalands Community College Board Policies: Review Foreword (Exhibit 15) – **ACTION**
7. Mesalands Community College Board Policies: Proposed New Section History of Board Policy Reviews (Exhibit 16) – **ACTION**
8. Mesalands Community College Board Policies: Review Policy 2.3 Procedures for Addressing the Board (Exhibit 17)
9. Troika Study Abroad Memorandum of Understanding –Mesalands Community College, Northeast Wisconsin Technical College, and Northwestern Michigan College (Exhibit 18) – **ACTION**
10. Integrated Marketing and Communications Plan 2013-2014 (Companion Exhibit 1) – Ms. Kim Hanna, Director of Public Relations
11. Annual Financial Aid Award Report (Exhibit 19) – Ms. Amanda Hammer, Director of Business and Auxiliary Services
12. Open Source Licensing of Institutional Technology (IT) Scripts (Exhibit 20) Mr. Larry Wickham, Assistant Director of Institutional Technology – **ACTION**
13. Security Systems Update (Exhibit 21) – **ACTION**
14. Stampede Club By-Laws (Exhibit 22) – **ACTION**
15. GCCF Graduation (Exhibit 23)
16. Meeting Date Change – **ACTION**
 - a. Tuesday, December 10, 2013 to Monday, December 9, 2013
 - b. Tuesday, April 8, 2014 to Tuesday, April 22, 2014

- 17. October 2013 On-Campus Rodeo Update (Companion Exhibit 2)
- 18. Organizational Chart Update (Exhibits 24 and 25)
- 19. Board Retreat Follow-Up
- 20. New Degree/Certificate Programs
 - a. Gunsmithing – Preliminary Discussion – **ACTION**
- 21. Higher Learning Commission (HLC) Reaffirmation
- 22. Miscellaneous
- B. Academic Affairs – Ms. Natalie Gillard, Vice President of Academic Affairs
 - 1. External Evaluation Report (STEM) (Companion Exhibit 3)
- C. Student Affairs – Dr. Aaron Kennedy, Vice President of Student Affairs
 - 1. Annual Enrollment Management Report (Companion Exhibit 4)
- D. Administrative Affairs
 - 1. Monthly Finance Report, October 2013
(Companion Exhibit 5) – Dr. Newsom, President – **ACTION**
- VIII. Executive Session
 - A. Executive Session for limited personnel matters as allowed for in NMSA 1978, Section 10-15-1 (H) (2) and for litigation as allowed for in NMSA 1978, Section 10-15-1 (H) (7) – **ACTION**
- IX. Reconvene from Executive Session – **ACTION**
- X. Action, if needed, based on Executive Session – **ACTION**
- XI. New Business
- XII. Correspondence
 - A. Thank you card to Mesalands Community College from The Altrusa Decorations Committee..... Exhibit 26
 - B. Thank you card to Mesalands Community College from Diamondback Boosters Exhibit 27

- C. Thank you card to Mesalands Community College from Quay County Health Council Exhibit 28

XIII. Informational Items

A. Important Dates

1. Student Fall Break, no classes, November 25 – 27, 2013
2. Thanksgiving Break, College closed, November 28 – 29, 2013
3. Mesalands Community College and KTNM/KQAY – 2013 Christmas Story and Lighting of the Courtyard, 6:00 p.m., December 5, 2013, Great Room
4. Holiday Break, College closed, December 16, 2013 – January 2, 2014

- B. Board of Trustees – 12 Month Calendar Exhibit 29

- C. Board of Trustees Annual Calendar of Reports..... Exhibit 30

D. Student Affairs Division Meeting Minutes

- October 17, 2013 Exhibit 31

E. Academic Affairs Division Meeting Minutes

- October 28, 2013 Exhibit 32

F. Selected Professional Development Activities for

- October 2013 Exhibit 33

XIV. Announcements

- A. Tuesday, December 10, 2013, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room G606

XV. Adjournment