

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

**December 11, 2013**

The Mesalands Community College Board of Trustees met in regular session on Wednesday, December 11, 2013 at 5:30 p.m. in Room G606.

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

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

**LIST OF ACTION ITEMS**

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Review, Reaffirm, and Possible Future Work Session in regards to the College Mission Statement
- 4) Approval of Meeting Date Change
- 5) Approval of Partnering Agreement between Mesalands Community College and Army Corps of Engineers
- 6) Approval of Announcements in Accordance with Governmental Conduct Act
- 7) Approval of Monthly Finance Report, November 2013
- 8) Approval of Executive Session
- 9) Approval of Reconvene from Executive Session
- 10) Approval of Action, if needed, based on Executive Session

**APPROVAL OF AGENDA – ACTION**

**ACTION** – Mr. Streetman moved to approve the agenda as presented. The motion was seconded by Ms. Estrada. 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 reminded the Board that at the last Board Meeting, they have approved the Troika Study Abroad MOU. This afforded Ms. Sanda Garrett, Business Administration student, the opportunity to take advantage of this and travel to Denmark.

Ms. Garrett presented an overview of her trip to Denmark. It included visits to the following: Roskilde Cathedral; Viking Ship Museum, and Christiania.

Along with her slide presentation, she shared some interesting facts about each of these places they visited. She informed the Board Mr. Bryan Cassidy, another Mesalands student and their advisor also traveled to Denmark.

Ms. Garrett expressed her appreciation to the Board and to Ms. Gillard for presenting this type of opportunity for her.

### **APPROVAL OF CONSENT AGENDA – ACTION**

**ACTION** – Mr. Streetman moved to approve Item V.A.1 Regular Board Meeting Minutes dated November 19, 2013 as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

### **CHAIRPERSON'S REPORTS**

Mr. Moore indicated that he did not have any reports to present at this time.

### **REPORTS**

#### **President's**

Dr. Newsom announced that there were not many items on the agenda at this time, in part to the last Board meeting occurring late in the month. The majority of the items on this agenda are informational items.

#### Review, Reaffirm, and Possible Future Work Session in regards to the College Mission Statement – **ACTION**

Dr. Newsom stated that this item is being brought before the Board as this is the scheduled month for presentation. He asked the Board if they felt it was necessary to reaffirm and take action at this time or what was their input about setting a date for a work session in January or February. The work session would be to target discussion about the Mission of the College and its' future goals as well as to determine what is the adequate and sufficient direction of the College. He added that he felt the Board could spend more time on this which will also assist when working on the Strategic Plan in January or February. After discussion, it was the consensus of the Board that a work session be held on Tuesday, January 28, 2014 at 5:00 p.m. to address the College Mission Statement.

**ACTION** – Ms. Estrada moved that the Board conduct a Work Session on Tuesday, January 28, 2014 at 5:00 p.m. regarding the College Mission Statement. The motion was seconded by Mr. Streetman. A roll call vote was taken with all members present voting yes. The motion carried.

**Meeting Date Change – ACTION**

Dr. Newsom presented the following proposed Meeting Date Change:

- Tuesday, February 11, 2014 to Tuesday, February 18, 2014  
Dr. Newsom informed the Board that the reason for the change is due to the Association of Community College Trustees (ACCT) National Legislative Summit (NLS) in Washington, DC which Mr. Sandoval will be attending. He asked if the Board felt the Board Meeting should be changed so that there would be a full Board in attendance.

**ACTION** – Ms. Estrada moved to approve the Meeting Date Change from Tuesday, February 11, 2014 to Tuesday, February 18, 2014. The motion was seconded by Mr. Streetman. A roll call vote was taken with all members present voting yes. The motion carried.

**Mesalands Community College Grant Proposal – New Mexico’s Experimental Program to Stimulate Competitive Research (NM EPSCoR) State Office Infrastructure Seed Grant Program and NM EPSCoR State Office Diversity Innovation Working Groups**

Dr. Newsom presented the Mesalands Community College Grant Proposal for NM EPSCoR State Office Infrastructure Seed Grant Program and NM EPSCoR State Office Diversity Innovation Working Groups as informational items to the Board. He indicated that Ms. Gürtler approached Cabinet about proceeding in applying for some grants and Cabinet had approved the request. The first is in the amount of \$12,000 which is funding for equipment to enhance GEOL 141 and the second is in the amount of \$7,500 which is for travel to Dr. Axel Hungerbuehler to travel to Berlin and present at a Paleo Conference. Dr. Newsom indicated that these are non-matching which do not require Board approval.

**Homeland Security Science and Technology Summer Research Team Program for Minority Serving Institutions**

Dr. Newsom presented the Homeland Security Science and Technology Summer Research Team Program for Minority Serving Institutions as information to the Board. This was also presented to Cabinet by Ms. Gürtler and approved. The Summer Research Program will provide stipends, housing, and travel allowances for faculty and students to conduct research.

Ms. Gürtler informed the Board that she had met with Dr. Forrest Kaatz to ensure that the College is not being committed in any way and that the reporting will be handled correctly. She stated that she will also be looking at other grant opportunities to secure funding for travel.

Dr. Newsom stated that he has let staff on Campus know that they need to seek and pursue any grant funding available. The application needs to be submitted to him and if he approves it, then he presents it to Cabinet for their review and approval if College resources are needed.

Mr. Moore announced that Ms. Gürtler and Dr. Hungerbuehler are at the top of their league and the College is fortunate to have the top two people employed. He thanked and congratulated her.

Partnering Agreement between Mesalands Community College and Army Corps of Engineers – **ACTION**

Dr. Newsom presented the Partnering Agreement between Mesalands Community College and Army Corps of Engineers for approval. He stated that this will serve to solidify the Colleges' relationship with the Army Corps of Engineers and not committing the College to expenditure or resources. The Mesalands Community College's Dinosaur Museum and Natural Science Laboratory has been working a lot with them. Ms. Gürtler stated that they are still working with the Army Corps of Engineers and opportunities to do more research at Conchas. They recently requested assistance to collect some water samples at the lake. Additional funding is being sought from the NSF.

Dr. Newsom said the College is also part of CCURI. There are 19 community colleges and Mesalands Community College is one that is recognized as a research institution.

**ACTION** – Mr. Streetman moved to approve the Partnering Agreement between Mesalands Community College and Army Corps of Engineers as presented. The motion was seconded by Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

Legislative Finance Committee (LFC) Meeting Update

Dr. Newsom informed the Board that he had been attending meetings in Santa Fe and gave an LFC Meeting Update to the Board. The discussions/presentations included: upcoming Legislative Session in January, development of state budget; Dr. Jose Garcia, NMHED Cabinet Secretary; funding formulas; and at-risk.

Dr. Newsom commended Academic Affairs Division staff for a great job with graduation rates and certificates awarded.

Dr. Newsom stated that he would keep the Board informed on this issue.

Announcements in Accordance with Governmental Conduct Act – **ACTION**

Dr. Newsom stated that in complying with the Announcements in Accordance with Governmental Conduct Act, Ms. Gillard had information for the Board. He added that although this was listed on the agenda as an 'Action' item, no action was required.

Ms. Natalie Gillard, Vice President of Academic Affairs, made the following statement: "Pursuant to the New Mexico Governmental Conduct Act, I wanted to disclose my husband has an ownership interest in Steel Heating, Cooling, and Electrical, Inc., Pow Wow Restaurant, and A&A Auto Glass, that is greater than 20%."

Dr. Newsom informed the Board that the College does do business with these businesses in compliance with Purchasing and Procurement Regulations.

**ACTION** – No action required.

### Miscellaneous

Dr. Newsom provided updates on the following miscellaneous items:

- The College van that was recently involved in an auto accident was declared a total loss by the insurance company. The insurance company is currently working on assigning an amount of what the van is worth and it is hoped to have this resolved in the near future. Dr. Newsom added that he hopes to have a request to the Board in February regarding leased vehicles for the College.
- Pleased to announce that an Oregon State University faculty member and two graduate students are on Campus this week. The research will help determine the environmental impact regarding bird strikes on wind turbines, and is being conducted by launching tennis balls at the turbine blades. Sensors as well as cameras were placed on the blades to monitor and record the strikes. This research project has yielded the College many publicity opportunities. Funding for this research was provided by the U.S. Department of Energy.
- On target with the construction. Ads were placed in the Quay County Sun, Clovis, and Albuquerque Journal. Bids will be accepted through January 7<sup>th</sup> and bid opening will be on January 7<sup>th</sup> at 3:00 p.m. Presentation to be made to the Board of Trustees for approval on January 14<sup>th</sup> at the Board Meeting. A pre-bid meeting is scheduled for Friday, December 13.
- Holiday Breakfast at 7:00 am Thursday. Dr. Newsom and several others will be cooking.
- The College will be closed for Holiday Break from December 16, 2013 through January 2, 2014. The following employees will be working at different times throughout the break: Amanda Hammer and two others to do payroll; Dr. Hungerbuehler, Gretchen Gürtler, and Linda Morris working at the Museum; Jim Morgan and facilities team; Jim Morgan and Larry Wickham along with some part-time employees to pull cables for the new security system.
- 3D Printer – a 3D printer was purchased through STEM which produces 3D images. Dr. Newsom presented a few items that had been produced which are plastic pieces/figures. It was noted that a fishing-line type material is fed into the printer and forms a plastic object. This can be beneficial to the Dinosaur Museum and Natural Science Laboratory when finding a bone, because it can be scanned with a 3D scanner (currently on loan) and produce a plastic version of that bone. It was noted that this piece of equipment is currently in Mr. Wickham's office. It was suggested that this equipment be placed at the Museum or a central location.

- An assessment was conducted on the turbine as part of an insurance requirement. It was found that there was only one issue which was replacement of a circuit breaker.
- A 'draft' copy of The Self-Study Report has been presented to Dr. Newsom. He thanked the team working on this and indicated that they have done a fantastic job. The visiting team consists of: Dr. Irene Kovala, Chair and President of Maricopa Community College in Glendale, AZ; Mr. Steven Daniel Lewis from MO; Mr. Steve Schmall from MN; and Dr. Sara Harris from Independence, KS.
- The Lighting of the Courtyard event was quite successful with approximately 220 attendees. This year the College partnered with KTNM on a joint venture. Mr. Kevin Mueller, owner, Blue Swallow Hotel read the "'Twas the Night Before Christmas", Santa was on hand, entertainment was provided by Tapestry of Music and refreshments were served which were donated by Denny's and Tucumcari Ranch Supply.

## **Student Affairs**

No reports were presented at this time for Student Affairs. Dr. Newsom informed the Board that Dr. Kennedy continues to recover and hopes to back full-time after the Holiday Break.

## **Administrative Services**

### Monthly Finance Report, November 2013 – **ACTION**

Dr. Newsom presented the Monthly Finance Report for November 2013 for approval.

**ACTION** – Mr. Streetman moved to approve the Monthly Finance Report for November 2013 as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

### **EXECUTIVE SESSION – ACTION**

**ACTION** – Ms. Estrada moved that the Board enter into Executive Session for limited personnel matters as allowed for in NMSA 1978, Section 10-15-1 (H) (2), for litigation as allowed for in NMSA 1978, Section 10-15-1 (H) (7), and for real property and water rights as allowed for in NMSA 1978, Section 10-15-1 (H) (8). The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

### **RECONVENE FROM EXECUTIVE SESSION – ACTION**

**ACTION** – Mr. Streetman moved that the Board Reconvene from Executive Session. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

### **ACTION, IF NEEDED, BASED ON EXECUTIVE SESSION – ACTION**

No action was taken.

## **NEW BUSINESS**

No new business was conducted.

## **CORRESPONDENCE AND INFORMATIONAL ITEMS**

Dr. Newsom informed the Board that several holiday cards had been received including one from President Obama and Vice President Biden. These can be seen in the President's Office.

Important dates were presented which are: Administrative Holiday Breakfast, 7:00 a.m., December 12, 2013, Great Room; and Holiday Break, College closed, December 16, 2013 – January 2, 2014.

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 November 21, 2013
- Administrative Affairs Division Meeting minutes dated November 26, 2013

The Selected Professional Development Activities for November 2013 were presented.

## **ANNOUNCEMENTS**

Dr. Newsom informed the Board that the Administrative Holiday Breakfast is scheduled for Thursday, December 12 at 7:00 am and all the Board are invited. He as well as Executive Cabinet members will begin cooking at about 6:00 a.m.

Tuesday, January 14, 2014, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room G606.

## **ADJOURNMENT**

Mr. Moore stated that there was no further business and the meeting was adjourned. The meeting adjourned at 7:17 p.m.

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J. Bronson Moore  
Chair

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James Streetman  
Secretary/Clerk