

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

December 15, 2015

The Mesalands Community College Board of Trustees met in regular session on Tuesday, December 15, 2015 at 5:30 p.m. in Room A214.

CALL TO ORDER

Mr. Bronson 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. Jimmy Sandoval, Mr. James Streetman, Ms. Liz Estrada, and Ms. Teresa Stephenson.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Reaffirmation of College Mission Statement
- 4) Approval of Purchase Requisitions
- 5) Approval of Meeting Date Change
- 6) Approval of Monthly Finance Report, November 2015
- 7) Approval of New Mexico Higher Education Department (NMHED) Unrestricted Budget Adjustment Requests (BARs)
- 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

Dr. Newsom requested that the agenda be amended to remove Item VII.A.3. Meeting Date Change and move Items VII.D.1-3 (Exhibits 6, 7, and Companion Exhibit 1) to be presented first under President's Reports.

Dr. Newsom stated that the date for the January Board Meeting is also the first day of the Legislative Session and he thought he would need to be in Santa Fe but instead he will travel after the Board Meeting to attend meetings the next day.

Dr. Newsom reported that both Ms. Hammer and Ms. Elebario have children in programs this evening and would like to attend. Therefore, they will present their agenda items earlier.

ACTION – Ms. Stephenson moved to approve the agenda as amended. The motion was seconded by Mr. Streetman. 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 informed the Board that on January 15, 2016, Mesalands will be hosting the Regional Education Cooperative #6 Annual Meeting on Campus. There will be approximately 300 educators from Dora, Elida, Floyd, Ft. Sumner, Grady, House, Logan, Melrose, San Jon, and Texico attending this meeting which will start at 8:30 a.m. and conclude at 3:00 p.m. and Dr. Newsom will 'Welcome' the group. Dr. Newsom indicated that the break-out sessions and meetings have been scheduled throughout Campus in order to allow the participants to see several areas of the College. The Foundation will be hosting breakfast for the opening session and the National Guard will sponsor the luncheon to be served at the NAWRTC.

Dr. Newsom thanked Ms. Kim Hanna, Ms. Donna Garcia, and Ms. Jessica Elebario for being instrumental in getting this group together.

Administrative Affairs

Annual Financial Aid Award Report

Ms. Jessica Elebario, Director of Financial Aid, presented the Annual Financial Aid Award Report for 2014-2015. A total of 227 students benefitted from the total of \$955,168 which were awarded. The awards reflected on the report are:

- Federal, \$688,103, 72%
- State, \$118,275, 12%
- Institutional, \$82,938, 8%
- Third Party, \$65,852, 6%

Monthly Finance Report, November 2015 – **ACTION**

Ms. Amanda Hammer presented the Monthly Finance Report for November 2015 for approval.

ACTION – Mr. Streetman moved to approve the Monthly Finance Report for November 2015 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 Mexico Higher Education Department (NMHED) Unrestricted Budget Adjustment Requests (BARs) – **ACTION**

Ms. Hammer presented the corrected NMHED Unrestricted BARs for approval. Dr. Newsom reminded the Board that they had approved this last month but this one reflects the corrections.

ACTION – Mr. Streetman moved to approve the corrected NMHED Unrestricted Budget Adjustment Requests (BARs) as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Estrada moved to approve Item V.A.1 Regular Board Meeting Minutes dated November 9, 2015 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, Chair, indicated that he did not have any reports to present at this time under this portion of the agenda.

REPORTS

President’s

Reaffirmation of College Mission Statement – **ACTION**

Dr. Newsom presented the Reaffirmation of the College Mission Statement for approval and stated that per the Board Calendar, this item needs to be presented to the Board on an annual basis. Dr. Newsom reminded the Board that there have been conversations regarding the re-evaluation of this document and the recently developed Student Success Committee will be tasked with working on the Mission Statement.

ACTION – Ms. Estrada moved to approve the Reaffirmation of the College Mission Statement as presented. The motion was seconded by Mr. Streetman. A roll call vote was taken with all members present voting yes. The motion carried.

Purchase Requisitions – **ACTION**

Dr. Newsom presented the following purchase requisitions for approval

- Jenzabar, Inc. \$33,128.27

Dr. Newsom indicated that this is the annual basic maintenance contract.

ACTION – Mr. Streetman moved to approve the purchase requisition to Jenzabar, Inc. in the amount of \$33,128.27 as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

- Cooperative Educational Services \$44,954.03

Dr. Newsom indicated that this is part of the \$74,000 request for IT upgrades that was previously presented to and approved by the Board.

ACTION – Mr. Streetman moved to approve the purchase requisition to Cooperative Education Services in the amount of \$44,954.03 as presented. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

Miscellaneous

Dr. Newsom provided updates on the following miscellaneous items:

- Enrollment
 - ❖ The fall headcount is 819 students versus 770 last year for an increase of 49 students, 6.36%
 - ❖ The registered credits are 6200 versus 5759 last year for an increase of 441, 7.66%
 - ❖ Growth is tracking to be at 2015 duplicated students, 6%, by the end of the academic year and 903 students are needed to reach that goal
 - ❖ The enrollment for spring is currently 144 for main campus versus 113 for 27% increase
 - ❖ Ms. Donna Garcia is currently getting dual enrollment students
 - ❖ Dr. Newsom thanked everyone for their efforts
- Governor's Symposium
 - ❖ Dr. Newsom and Ms. Gillard attended
 - ❖ The Governor has put some aggressive timelines in place which include a big push for common core and transferability; meta-majors to make pathways more clear for students; staying on track for graduation; and college math initiatives
 - ❖ A number of taskforce meetings will be held beginning February
 - ❖ The deadline for common course numbering and meta-majors completion is 2017
- Property
 - ❖ The Foundation Board met and are in the final stages of two property acquisitions which will garner about 45 acres of additional land that the Foundation will own
 - ❖ One property which is three acres, is adjacent to the Farrier building and formerly belonged to Lem Cheshier
 - ❖ The other property is 42+ acres, of which 38 have water rights, donated by Ross Landess Family and is located on Rock Island– it is hoped that the home can be worked on by building trades students and make it livable

- Holiday Cards
 - ❖ Dr. Newsom presented a copy of the holiday card which were mailed and each Board Member should have received theirs – he thanked Ms. Hanna on the great job designing the card
- Holiday Breakfast
 - ❖ This will be held tomorrow morning from 7:00 to 9:00 am
 - ❖ The following will be served: pancakes, sausage, ham, biscuits and gravy, coffee, and juice
- Billboards
 - ❖ New skins have been placed on the Museum billboard between Tucumcari and Santa Rosa and a 'Welcome' sign with the Stampede logo on the billboard at Route 66/I-40
- Campus Visit
 - ❖ Dr. Newsom indicated that he has arranged a Campus visit for Senator Campos on Thursday, December 17, as well as, invited him to speak at Rotary – the Senator will be on Campus either prior to or after the Rotary meeting
- Upcoming Events
 - ❖ Mesalands will be closed for the break beginning Friday through January 3, 2016
 - ❖ The Spring Rodeo dates have been scheduled for April 22 – 23, 2016

Academic Affairs

No reports were presented.

Student Affairs

No reports were presented.

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 which was limited to discussions as stipulated above 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.

ACTION, IF NEEDED, BASED ON EXECUTIVE SESSION – ACTION

ACTION – No action was taken at this time.

NEW BUSINESS

No new business was conducted.

INFORMATIONAL ITEMS

Important dates were presented which are: Holiday Break, College closed, December 21, 2015 – January 1, 2016; Martin Luther King, Jr. Day – College closed, January 18, 2016; Legislative Session Opening Day, January 19, 2016, 12:00 noon; and Legislative Session Ends, February 18, 2016. 12:00 noon.

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 11, 2015
- Academic Affairs Division Meeting minutes dated November 30, 2015
- Administrative Affairs Division Meeting minutes dated November 19, 2015

The Selected Professional Development Activities for November 2015 were presented.

ANNOUNCEMENTS

Tuesday, January 19, 2016, 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 6:32 p.m.

[signature on original]

J. Bronson Moore
Chair

[signature on original]

James Streetman
Secretary/Clerk