

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

February 17, 2015

The Mesalands Community College Board of Trustees met in regular session on Tuesday, February 17, 2015 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.

The New Mexico Flag was saluted. Dr. Newsom reminded the Board that at the last Board Meeting, he had mentioned starting to salute the New Mexico Flag, in addition to the Pledge of Allegiance.

ROLL CALL

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

The following member was absent: Mr. James Streetman.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of 2015-2016 Academic Calendar
- 4) Approval of Mesalands Community College Foundation, Inc. and Greater Tucumcari Economic Development Corporation (GTEDC) Lease
- 5) Approval of Purchase Requisitions
- 6) Approval of Revised Associate of Arts Degree Plans of Study
- 7) Approval of Revised Associate of Applied Science Degree Plans of Study
- 8) Approval of New Associate of Arts Degree Plan of Study
- 9) Approval of New Associate of Applied Science Degree Plan of Study
- 10) Approval of Monthly Finance Report, January 2015
- 11) Approval of New Mexico Higher Education Department (NMHED) Quarterly Financial Statements
- 12) Approval of Executive Session
- 13) Approval of Reconvene from Executive Session
- 14) Approval of Action, if needed, based on Executive Session

APPROVAL OF AGENDA – ACTION

ACTION – Ms. Estrada moved to approve the agenda as presented. 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 read the following biography for Ms. Victoria Harb:

Victoria Harb is 30 years old and was born in El Paso. She spent her life on the road because of her active duty father. She has an older brother and two younger sisters. Victoria has lived in Texas, Kentucky, and Washington to only name a few states and spent the majority of her years growing up in Germany.

Victoria moved back to Texas when she was 17 and graduated from high school. At that point, she said that her parents told her that she had two choices, to either get a job or go to college. Victoria said at that point she was done with school. She then started working at Burger King and quit after 18 months to join the military.

After nine weeks of basic training and 16 weeks of advance individual training, Victoria moved to Fort Hood Texas as a behavioral health technician. Victoria deployed twice, both to Iraq. Upon redeployment, Victoria was sent to Korea for a yearlong tour of duty with a follow up assignment to Ft. Lewis-McCord in Washington. She left the service after seven years, five months, and eleven days. Victoria's father had just retired from the service and moved to Tucumcari, NM, where he had family in the area. Victoria said her parents laid down the same rules as before, get a job, or start college. This time Victoria decided to go to college and started attending Mesalands Community College in January 2012.

While at Mesalands, Victoria Harb was selected to the 2014 All-State New Mexico Academic Team. With this honor, Victoria received a full-tuition scholarship for up to four consecutive semesters towards a bachelor's degree at a New Mexico public university or college.

Victoria graduated in May 2014 from Mesalands with an Associate of Arts Degree in Social Work. She was also selected as the student speaker at commencement.

Victoria then transferred to Eastern New Mexico University in the fall of 2014 to pursue a bachelor's degree in Social Work.

Ms. Harb added that she came to realize that in order to go anywhere in life, she needed an education. She indicated that at first, she was a bit hesitant about attending Mesalands since she had not grown up in Tucumcari. However, after the first semester, it became apparent to her that the faculty were wonderful and invested in her and her future, as much as she was. Ms. Harb stated that they knew her by name, knew her parents, and what was going on with her education. Ms. Harb thanked everyone very much for the opportunity.

Dr. Newsom inquired how things are going at Eastern and Ms. Harb replied that it is going great. She is in the middle of her second semester and all her classes are on-line classes. Ms. Harb informed the Board that she is going to get her bachelor's degree in social work, then work on her masters and become a full-fledged social worker.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Stephenson moved to approve Item V.A.1 Board Retreat/Work Session Minutes dated January 13, 2015 and Item V.A.2 Regular Board Meeting Minutes dated January 13, 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.

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. He did thank everyone for the flowers he received while in Lubbock.

REPORTS

President's

New Mexico All-State Academic Team Recognition Ceremony and Certificate Presentation

Dr. Newsom presented a certificate to this year's Phi Theta Kappa (PTK) New Mexico All-State Academic recipient, Ms. Nicaela Padilla. Dr. Newsom reported that Ms. Padilla also received a certificate for four semesters at a New Mexico college or university, upon graduation from Mesalands Community College.

Presentation of Phi Theta Kappa (PTK) Advisor Pins

Dr. Newsom presented PTK Advisor Pins to Ms. Beth Sisneros and Dr. Aaron Kennedy. Dr. Newsom informed the Board that Ms. Sisneros is retiring as PTK Advisor effective today and stated that she has done a fantastic job in that position.

Presentation of Rugs from Mr. Silver Chavez

Dr. Newsom mentioned that there are two programs at off-campus facilities that offer a weaving program taught by Mr. Silver Chavez. He presented the Board with two pieces that students have recently completed through the extensive weaving program at the GEO facility in Santa Rosa. Dr. Newsom stated that Mr. Chavez teaches students to build the looms in addition to the aspects of weaving.

Dr. Newsom indicated that he will have the pieces mounted in shadow boxes and displayed somewhere on Campus.

Ms. Gillard stated that Mr. Chavez is a native New Mexico weaver and it is great that he shares his skills so his work will continue to live on.

Dr. Newsom informed the Board that the weaving program is in high demand. So much so that the program may be exported to some GEO facilities in Florida, per their request.

Announcements in Accordance with Governmental Conduct Act

Ms. Amanda Hammer, Director of Business and Auxiliary Services, made the following Announcement in Accordance with Governmental Conduct Act: Per the New Mexico Public Disclosure Act, I am disclosing to the Board of Trustees and Mesalands Community College that I have been elected to the Board of Directors for Everyone's Federal Credit Union. At this time, I do not foresee any conflict of interest. If at any time in the future, there is a conflict of interest, I will excuse myself from the matter both as a board member or employee.

Housing Project Update

Dr. Newsom presented the final version of the Mesalands Community College Building C/Residential Adaptive Reuse Study from Parkhill, Smith & Cooper (PSC). He indicated that PSC did a fantastic job of putting the study together in order to move forward. Dr. Newsom informed the Board that the study includes a cost model which reflects approximately \$2.7 million. Some challenges are: the extreme increases in labor costs; increases in gross receipts tax; and being a relatively small project.

Dr. Newsom reported that the status on the project is that he has been in Santa Fe, New Mexico and Washington, DC presenting this to as many people as he can. He met with Legislators and the NMHED in Santa Fe, as well as, Senators and Representatives in DC which have gotten responses such as they see merit and a real need for this project. Dr. Newsom stated that the two representatives in Santa Fe do not have the capacity in their funding but he also spoke with the new NMHED Secretary in an effort to seek a portion of the funds. It is his hope that there will be a financial feasibility to borrow some funds as well. Dr. Newsom also informed the Board that another avenue to take could be a General Obligation (GO) Bond election which could take place less than two years from now and there has also been some interest generated in the community for student housing. He stated that he is confident this project will happen, he just doesn't know when.

2015-2016 Academic Calendar – ACTION

Dr. Newsom presented the 2015-2016 Academic Calendar for approval. He informed the Board that this calendar pretty much mirrors the current academic calendar and some calendar dates have maintained, such as: the two-week break in December; the spring break being the last week in March; fall classes beginning August 18 and ending December 10; spring classes beginning January 19 and ending May 12; and summer classes beginning May 31 and ending July 22.

ACTION – Mr. Sandoval moved to approve the 2015-2016 Academic Calendar as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

Mesalands Community College Foundation, Inc. and Greater Tukumcari Economic Development Corporation (GTEDC) Lease – **ACTION**

Dr. Newsom presented the Mesalands Community College Foundation, Inc. and GTEDC Lease for approval. He informed the Board that this land lease for approximately 92 acres adjacent to the city cemetery has been approved unanimously by the Mesalands Community College Foundation Board. Upon approval and signing, the College will enter into an agreement with the Foundation to lease the land. Dr. Newsom reviewed some of the aspects of the lease with the Board and mentioned that the Foundation anticipates being in a position to provide \$100,000 into the property to arrange for round pen, rough stock arena and the building trades house will be moved to that property.

Mr. Sandoval asked why the College does not purchase the property as opposed to leasing it from the Foundation. Dr. Newsom responded that it is less expensive to lease the property. Mr. Sandoval expressed concern about improvements to the property being lost if they don't have the lease. Dr. Newsom indicated that would not be an issue.

ACTION – Ms. Stephenson moved to approve Mesalands Community College Foundation, Inc. and the GTEDC Lease as presented. The motion was seconded by Ms. Estrada. 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:

- Sage Oil Vac, Inc. \$8,770.00

Dr. Newsom indicated that this is for the rental of a trailer for changing the oil in the turbine. It was noted that the oil was changed this morning. Dr. Newsom commended Mr. Jim Morgan and the turbine team for the quality of the maintenance on the turbine.

- Parkhill, Smith and Cooper \$9,595.30

Dr. Newsom stated that this purchase requisition is the first half of the fee, 50% of the payment, for the feasibility study that the Board approved at a previous meeting. Dr. Newsom indicated that the College is only being charged actual costs.

ACTION – Ms. Estrada moved to approve the following purchase requisitions as presented and requested by Dr. Newsom:

- Sage Oil Vac, Inc. \$8,770.00
- Parkhill, Smith and Cooper \$9,595.30

The motion was seconded by Ms. Stephenson. 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:

- Washington, DC Meetings
 - ❖ Dr. Newsom stated that all the meetings attended were very good meetings
 - ❖ Dr. Newsom said discussions during the meetings included programs at Mesalands, challenges faced, and assistance needed with financing (possibly through grants, if necessary)
 - Dr. Newsom and Mr. Sandoval had personal meetings with Senator Tom Udall, Senator Martin Heinrich, and Congressman Ben Ray Luján – Dr. Newsom invited them all to come to Mesalands
 - Dr. Newsom extended a personal invitation to Congressman Luján to be the Graduation speaker and followed up with a letter on this date
 - Dr. Newsom and Mr. Sandoval had meetings with staffers in Senator Steve Pearce's and Congresswoman Michelle Lujan Grisham's offices
 - Dr. Newsom attended two events at the Rural Community College Alliance (RCCA) Annual Washington Meeting in which it was noted that 60% of community colleges are designated as 'rural community colleges'
 - Mr. Sandoval stated that he distributed copies of his speech to individuals that he and Dr. Newsom met with in the Senators/Representatives offices
 - He indicated that he invited them to come to Mesalands to talk with the Board of Trustees and Mesalands staff
 - Mr. Sandoval informed everyone that he has fought for education and Mesalands was the first to campaign for Title V and he will be happy to assist in any way he can
 - ❖ Mr. Sandoval informed the Board that he also attended sessions for the ACCT Diversity and ACCT NLS
 - Mr. Sandoval stated that he was asked about why he is not running again for the ACCT Diversity Committee Western Region position and he indicated that he is signing off on that position and will not be attending any meetings in San Diego
 - Mr. Sandoval reported that he received some nice compliments about his participation with ACCT
 - Mr. Sandoval also attended general session regarding rural areas which appeared to be the number one subject in Washington – he asked Ms. Gillard to notify individuals, via letter, that they are working with rural areas as it relates to schools/doctors (he indicated that he is referring to individuals that he, she, and Ms. Donna Garcia had met with at area schools)
- Santa Fe Meetings
 - ❖ Dr. Newsom met with State Legislators and distributed information pertaining to College issues and how it is Affordable, Accessible, and Achievable
 - The affordability aspect reflects that Mesalands Community College is ranked #7 among the most affordable community colleges in the nation and students leave debt free

- Articulation Agreements that Mesalands has allows for seamless transfers which addresses the accessibility
- Mesalands is ranked #5 among all public colleges and universities as it relates to graduation rates which indicates the achievability of taking classes at Mesalands
- Appropriation and Finance Committee
 - ❖ Dr. Newsom informed the Board that Representative Dennis Roch is a member of this committee and Mesalands is honored to have its' representative on this prestigious, powerful committee
 - ❖ The College's appropriation will probably stay pretty flat for next year at approximately \$4,524,000 which still has to pass the House and Senate, as well, as, be signed by the Governor
- Enrollment
 - ❖ Dr. Newsom stated that as of today, spring enrollment is 783 students, credit hours are 5598 which reflects a 9.8% student growth and a 6.75% increase on credit hours as compared to the previous year
 - ❖ Dr. Newsom congratulated everyone as this is a complete campus effort

Academic Affairs

Revised Associate of Arts Degree Plans of Study – ACTION

Revised Associate of Applied Science Plans of Study – ACTION

Ms. Gillard presented the Revised Associate of Arts Degree Plans of Study and the Revised Associate of Applied Science Plans of Study for approval. She informed the Board that the goal, which was achieved, was to get as close to 60 credits as possible without impacting the integrity of the degrees. Dr. Newsom reported that this was something that the HLC Team referenced during their visit in 2014 so that the programs would align appropriately.

Dr. Newsom indicated that this was a faculty committee driven process in which lengthy discussion/debating occurred and was presented to appropriate committees which now requires Board Approval. Dr. Newsom stated that upon Board approval, the next phase will be implementation of the schedule which he stressed will be in the best interest of the students.

Ms. Gillard clarified that there is only one Associate of Arts Degree with the options presented and the Associate of Applied Science Degrees are individual degrees.

ACTION – Mr. Stephenson moved to approve the Revised Associate of Arts Degree Plans of Study and the Revised Associate of Applied Science Plans of Study as presented. The motion was seconded by Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

New Associate of Arts Degree Plan of Study – ACTION

Ms. Gillard presented a New Associate of Arts Degree Plan of Study with Graphic Design Option for approval. She stated that this is a popular degree and Mr. Robert Moreau has substantial experience in Graphic Design.

ACTION – Ms. Estrada moved to approve the New Associate of Arts Degree Plan of Study with Graphic Design Option as presented. The motion was seconded by Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

New Associate of Applied Science Degree Plan of Study – **ACTION**

Ms. Gillard presented the New Associate of Applied Science Degree Plan of Study for Cowboy Arts/Western Silversmithing and Fabrication for approval. She stated that this is also a very exciting program.

ACTION – Mr. Sandoval moved to approve the New Associate of Applied Science Degree Plan of Study for Cowboy Arts/Western Silversmithing and Fabrication as presented. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

Acknowledgement of Ms. Janet Griffiths' Service

Ms. Gillard stated that she wanted to acknowledge Ms. Janet Griffiths' service as a faculty reviewer for the Student College Success Textbook 'Becoming a Master Student.'

Student Affairs

Fall Enrollment Report

Dr. Kennedy presented the Fall Enrollment Report. The report reflects that: fall head count is up from 708 to 770, an 8.75% increase; fall credit hours are down a fraction; and fall FTE is also somewhat down. Dr. Kennedy acknowledged Ms. Kim Hanna and the Marketing Committee who have worked on enrollment and stated that it is steady and sustainable.

Administrative Affairs

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

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

ACTION – Ms. Stephenson moved to approve the Monthly Finance Report for January 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) Quarterly Financial Statements – **ACTION**

Ms. Hammer presented the NMHED Quarterly Financial Statements for approval.

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

EXECUTIVE SESSION – ACTION

ACTION – Ms. Stephenson 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. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

RECONVENE FROM EXECUTIVE SESSION – ACTION

ACTION – Ms. Stephenson 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. Estrada. 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.

CORRESPONDENCE AND INFORMATIONAL ITEMS

Dr. Newsom reviewed the following Correspondence and Informational Items:

A thank you letter from Tucumcari-Quay County Chamber of Commerce for Sponsorship/Attendance at 2014 Pure Energy Expo held in Tucumcari was presented.

Important dates were presented which are: Mesalands Community College Board Election, March 3, 2015; 17th Annual Iron Pour, March 8 – 14, 2015; Employee Recognition, March 19, 2015, 3:00 – 5:00 p.m.; Legislative Session Ends, March 21, 2015, 12:00 p.m.; Spring Break, College closed, March 30 – April 3, 2015; Spring Holiday, College Closed, April 6, 2015; Mesalands Community College Stampede Fiesta, April 16, 2015; Mesalands Community College Spring Rodeo, April 17 – 18, 2015; and Mesalands Community College Rodeo Club Ranch Rodeo, April 18 – 19, 2015.

Dr. Newsom informed the Board that the Employee Recognition date was changed because the awards did not arrive on time to have it this date. Dr. Newsom also reported that the awards will be somewhat different this year. He indicated that service pins have been given out in the past but it was found that the employees would rather be recognized in a different way as the pins are usually not worn. After surveying all the employees, it was determined that they would rather have some type of award they can display on their desk/office.

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 January 16, 2015
- Academic Affairs Division Meeting minutes dated January 20, 2015
- Administrative Affairs Division Meeting minutes dated January 29, 2015

The Selected Professional Development Activities for January 2015 were presented.

ANNOUNCEMENTS

Tuesday, March 10, 2015, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room G606.

Dr. Newsom mentioned that with his travel schedule lately, the final Strategic Plan was not completed for presentation at this meeting. He indicated that this has been approved by the committee and will be ready for review and approval by the Board at the March Board of Trustees Meeting.

ADJOURNMENT

Mr. Moore stated that there was no further business and the meeting was adjourned. The meeting adjourned at 7:02 p.m.

J. Bronson Moore
Chair

James Streetman
Secretary/Clerk