

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

February 20, 2018

The Mesalands Community College Board of Trustees met in regular session on Tuesday, February 20, 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, and Mr. Jimmy Sandoval.

The following member was not present: Ms. Teresa Stephenson.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of 2018-2019 Academic Calendar
- 4) Approval of College Audit Report, June 30, 2017
- 5) Approval of Monthly Finance Report, January 2018
- 6) Approval of Executive Session
- 7) Approval of Reconvene from Executive Session
- 8) 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 reported that he had a couple of Good News items. First, a Legislative Session update. The appropriations bill has been sent to the Governor which reflects a 4% shave of funding (\$220,000 reduction), 2% new funds, and a 2% compensation increase (if the Governor signs, will be provided to employees in July). Second, is regarding the Research and Public Service Projects (RPSP's) on a GO Bond in the amount of \$800,000 which was reduced to \$500,000. However, the amount was kept at \$800,000 and has gone to the Governor although not yet signed. If this passes, it will go to the voters in November. Dr. Newsom added that overall it was a pretty good Session and the Governor has 21 days after the end of the Session to either sign or veto some language but the College is in as good, if not better shape.

Dr. Newsom informed the Board that the new tax tables were included with the last payroll and this shows, on average, employees will take home about \$700 more per year over the 26 payroll periods.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Mr. Streetman moved to approve Item V.A.1 Regular Board Meeting Minutes dated January 16, 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

2018-2019 Academic Calendar – ACTION

Dr. Newsom presented the 2018-2019 Academic Calendar for approval. He mentioned that it is very similar to this years' calendar which reflects: a two-week break for the holidays; first day of fall classes is August 20; spring semester begins January 15, 2019; various start dates for summer classes; and one week off for spring break plus the following Monday. The calendar is somewhat standardized/routine. Ms. Gillard stated that the College's spring break is the same as Tucumcari Public Schools' break.

ACTION – Mr. Streetman moved to approve the 2018-2019 Academic Calendar as presented. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

College Audit Report, June 30, 2017 – ACTION

Dr. Newsom presented the College Audit Report, June 30, 2017 for approval which he reported is year three of timely audits being submitted. Dr. Newsom highlighted on some areas within the audit such as: unaudited numbers and increased net position; increase of about \$898,000, year-over-year with additional clarity outlined on that amount; statement of cash flows; investment accounts at end of year of \$3.3 million in four bank accounts; and the nine findings outlined in the audit, of which eight have been resolved. Dr. Newsom stated that Mr. Moore and Mr. Streetman attended the exit conference.

ACTION – Ms. Estrada moved to approve the College Audit Report, June 30, 2017 as presented. The motion was seconded by Mr. Streetman. A roll call vote was taken with all members present voting yes. The motion carried.

Memorandum of Agreement and Understanding – Mesalands Community College and Juvenile Justice Services – CYFD

Dr. Newsom presented the Memorandum of Agreement and Understanding between Mesalands Community College and Juvenile Justice Services – CYFD as information to the Board. He indicated that CYFD run a number of juvenile facilities around the state and approached Mesalands about offering classes. Dr. Newsom stated that Ms. Gillard should be given credit for securing this agreement as she did all the work on this with individuals at the correctional facilities. Dr. Newsom added that there may be another partner agreement for dual enrollment.

Mr. Streetman questioned the date reflected on the agreement and it was noted that Dr. Newsom will execute another agreement with the correct date.

Miscellaneous

Dr. Newsom provided updates on the following miscellaneous items:

- Enrollment
 - ❖ Spring headcount is at 998 versus 855 last year for an increase of 143 students – end of semester last year was 998
 - ❖ Registered credits are at 6,386 versus 5,567, up 819 registered credits – last semester finished up at 6,143 which shows that credits are already up 243
 - ❖ Year-to-date headcount is up 13.23% and registered credits are up 2.3%
 - ❖ Big kudos to all campus staff for doing a great job
 - ❖ All indications show that headcount will exceed 1,000 this semester
- Construction
 - ❖ Work has begun to complete the fiber optic ring
 - ❖ The timeframe for completion of this is two weeks

- HLC Update
 - ❖ The Board Members were given copies of a letter received from HLC notifying Mesalands that no further monitoring by the HLC is required at this time due to a trigger from non-financial indicators
 - ❖ Dr. Newsom stated that Ms. Gillard did a great job on the response to HLC
- Site Visit
 - ❖ A short day visit to Grants is scheduled for February 21, 2018 and Ms. Gillard will attend
- U.S. Department of Education
 - ❖ A visit by the Department to Mesalands' Financial Aid Office as an HSI institution is scheduled for March 13-15, 2018
 - ❖ This visit came about by Mesalands' Project Success participation
 - ❖ The visit will focus on helpful recommendations from the Department on how to improve the Colleges' Financial Aid office and offer assistance to Ms. Jessica Gonzales on student loans, if needed
- Northern New Mexico College
 - ❖ A visit by the President, Provost, and Deans of Engineering and Business is scheduled for March 19, 2018
 - ❖ The focus will be on wind energy programs for students to transfer to Northern by finding another pathway for Mesalands' students
- Upcoming Dates
 - ❖ March 4 -10, 2018
 - 20th Annual Iron Pour
 - NM Magazine published a really nice article on the Pour
 - Ms. Hanna will forward copies of the article to the Board of Trustees
 - A ribbon cutting ceremony and building rededication will be held
 - ❖ March 5-9, 2018
 - Mid-terms
 - ❖ March 9, 2018
 - Declare for Graduation
 - ❖ March 19-23, 2018
 - Safety Week featuring the Maze of Life on March 20
 - ❖ March 26-30, 2018
 - Spring Break
 - ❖ April 3, 2018
 - Phi Theta Kappa (PTK) Induction
 - Invitations will be sent to the Board Members

Academic Affairs

No reports were presented at this time.

Student Affairs

Fall Enrollment Report

Dr. Kennedy presented the Fall Enrollment Report and indicated it was a very good fall semester. He reviewed the Report which reflects: a 15.6% increase in headcount at 1,005 from 869; and fall credit hours/FTE with a decrease of 1.9%.

Administrative Affairs

Monthly Finance Report, January 2018 – ACTION

Dr. Newsom presented the Monthly Finance Report for January 2018 for approval.

ACTION – Mr. Streetman moved to approve the Monthly Finance Report for January 2018 as presented. The motion was seconded by Mr. Sandoval. 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 Mr. Streetman. 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 Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

ACTION, IF NEEDED, BASED ON EXECUTIVE SESSION – ACTION

ACTION – Mr. Streetman moved that the Board of Trustees accept Dr. Thomas Newsom's resignation, per his letter of notice dated February 9, 2018, and his last date of employment of April 6, 2018, waiving the notice period per his contract. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

Dr. Newsom informed the Board that he will be available during the transition and is only a phone call away. Mr. Streetman stated he hopes the next individual will have the same initiative and personality as Dr. Newsom which was important to the College. He added that Dr. Newsom has a way of talking to people.

Mr. Moore appointed Mr. James Streetman as the Chairperson of the President Search Committee.

ACTION – Ms. Estrada moved to accept Mr. Moore's appointment of Mr. Streetman as the Chairperson of the President Search Committee. Mr. Moore removed himself as chair and the motion was seconded by Mr. Moore. A roll call vote was taken with all members present voting yes. The motion carried.

The following individuals were appointed by the Committee Chairperson to the President Search Committee:

Mr. David Arias

Dr. John Bauler

Ms. Laurie Bidegain

Ms. Connie Chavez

Mr. Craig Currell

Ms. Janet Griffiths

Dr. Aaron Kennedy

Mr. Bronson Moore

Mr. Jim Morgan

Ms. Beth Sisneros

Mr. James Streetman

ACTION – Mr. Streetman moved to accept the individuals listed above to serve on the President Search Committee as appointed. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried

ACTION – Mr. Streetman moved to approve the Presidential Search Profile as presented which includes the Qualifications and the Application Process. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

ACTION – Ms. Estrada moved to approve the Presidential Search Ad and instruct Dr. Thomas Newsom to place the ad and begin the search. The motion was seconded by Mr. Streetman. 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: 20th Annual Iron Pour, March 4-10, 2018; Spring Break College closed, March 26-30, 2018; and Spring Holiday, College closed, April 2, 2018.

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 18, 2018

The Selected Professional Development Activities for January 2018 were presented.

A Herald and News – Levi Gray article was presented.

The Fossil Friends Bare Bones Newsletter was presented.

The 20th Annual Iron Pour Flyer was presented.

ANNOUNCEMENTS

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

Mr. Streetman stated that the lease agreements, effective July 1, 2018, need to be brought to the Board of Trustees at the next meeting in order for the Foundation to approve at their meeting on March 21, 2018, the next day after the Board of Trustees meeting.

ADJOURN

Mr. Moore stated that there was no further business and the meeting was adjourned. The meeting adjourned at 6:50 p.m.

[signature on original]

J. Bronson Moore
Chair

[signature on original]

Liz Estrada
Secretary/Clerk