

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

March 10, 2015

The Mesalands Community College Board of Trustees met in regular session on Tuesday, March 10, 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.

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 Election of Board Officers
- 4) Approval of Board Retreat
- 5) Approval of Review of Annual Board of Trustees Calendar of Reports
- 6) Approval of Purchase Requisitions
- 7) Approval of Monthly Finance Report, February 2015
- 8) Approval of Executive Session
- 9) Approval of Reconvene from Executive Session
- 10) Approval of Action, if needed, based on Executive Session

OATH OF OFFICE

The Oath of Office was administered by Dr. Thomas W. Newsom, President to:

Ms. Liz Estrada
Ms. Teresa Stephenson
Mr. James Streetman

Dr. Newsom congratulated the Board Members on their re-election.

APPROVAL OF AGENDA – ACTION

ACTION – Mr. Streetman 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 presented the Good News.

The annual iron pour kicked off on Sunday and there is a large group of individuals at the Foundry. Some events that will be occurring during this week include:

- Tuesday, March 10
 - ❖ 5:30 p.m. – An art show will be held in the Library
 - ❖ 6:00 p.m. – Literary readings will be heard in the Great Room
 - ❖ Following the above two events, a slideshow of the artists' work will be shown in the Great Room
- Wednesday, March 11
 - ❖ 11:00 a.m. and 6:00 p.m. – Object Theater Performances
- Friday, March 13
 - ❖ 11:30 am – Opening Ceremony for the Pour
 - ❖ The pour to continue through Sunday
 - ❖ The pour will be streaming on-line at mesalands.edu or YouTube (Dr. Newsom indicated that he will send the links to the Board of Trustees)
 - ❖ Dr. Newsom thanked Mr. Jim Morgan and his team as well as Mr. Kimberly Hanna for setting up this event to be streamlined. Mr. Morgan indicated that Mr. Michael Bilopavlovich was actually the one who set it up and Mr. Morgan thanked him for acquiring the free software and setting it up. Dr. Newsom noted that Mr. Bilopavlovich is the STEM tech person.
- Enrollment
 - ❖ Dr. Newsom reported that enrollment continues to increase
 - ❖ As of this date, there are 813 students for the spring semester and a total of 1,867 for the year, for an 11.26% increase
 - ❖ The credit hours are just shy of 6,000 which is a 4.25% increase, year-over-year
 - ❖ Dr. Newsom indicated that the numbers will increase some more as these numbers do not include students in a class at Clarendon, additional iron pour

- students, and correctional facility students. Dr. Newsom believes the number for the semester could be as many as 850.
- Higher Learning Commission
 - ❖ Dr. Newsom stated that a group of College staff/faculty have just returned from Chicago after attending a Persistence and Retention Academy

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Mr. Streetman moved to approve Item VI.A.1 Regular Board Meeting Minutes dated February 17, 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, congratulated those re-elected to the Board in which he indicated that Ms. Stephenson and Mr. Streetman were unopposed. He thanked Ms. Estrada for her hard work against her opponent. Mr. Moore stated that he is glad that they are all going to remain on the Board.

Election of Board Officers – **ACTION**

Chair

Dr. Newsom opened the floor for nominations for the position of Chair. Ms. Estrada nominated Mr. Bronson Moore and no other nominations were made.

ACTION – Mr. Streetman moved that nominations cease and that Mr. Moore be elected Chair by acclamation. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

Vice-Chair

Dr. Newsom opened the floor for nominations for the position of Vice Chair. Mr. Moore nominated Mr. Jimmy Sandoval and no other nominations were made.

ACTION – Mr. Streetman moved that nominations cease and that Mr. Sandoval be elected Vice Chair by acclamation. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

Secretary/Clerk

Dr. Newsom opened the floor for nominations for the position of Secretary/Clerk. Mr. Moore nominated Mr. James Streetman and no other nominations were made.

ACTION – Ms. Estrada moved that nominations cease and that Mr. Streetman be elected Secretary/Clerk by acclamation. The motion was seconded by Ms. Stephenson. A roll call vote was taken with Mr. Moore voting yes, Ms. Stephenson voting yes, Ms. Estrada voting yes, Mr. Streetman abstaining, and Mr. Sandoval voting yes. The motion carried.

REPORTS

President's

Board Retreat – ACTION

Dr. Newsom informed the Board that it is time to schedule another Board Retreat and proposed that it be held on Tuesday, April 28, 2015 which is two weeks prior to the regular Board Meeting in May. Dr. Newsom indicated that there will be a number of different items to discuss and requested that the Board Retreat be held from 12:00 – 5:00 p.m. in Room G606 and lunch will be provided.

ACTION – Ms. Estrada moved to approve that a Board Retreat be held on Tuesday, April 28, 2015 from 12:00 – 5:00. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

Review of Annual Board of Trustees Calendar of Reports – ACTION

Dr. Newsom presented the Annual Board of Trustees Calendar of Reports for review and approval. He indicated that some modifications were proposed which include: moving presentation of the audit back to January as a standard presentation and to ensure that the audit is timely; and moving 'Vice Presidents Appraisals' from February to March and to also include 'Executive Cabinet Appraisals' in March.

ACTION – Mr. Streetman moved to approve the Review of Annual Board of Trustees Calendar of Reports as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

Iron Pour, Stampede Fiesta, and Spring Rodeo Flyers

Dr. Newsom presented the Iron Pour, Stampede Fiesta, and Spring Rodeo Flyers. The Iron Pour Flyer lists the schedule of events. The Stampede Fiesta Flyer reflects the events which include the traditional Cinco de Mayo activities such as music and inflatables and will help some student organizations with fundraising. Dr. Newsom stated that the Cinco de Mayo celebration is being combined with the Rodeo in an effort to generate interest for the College's Rodeo. The Spring Rodeo Flyer shows the Rodeo dates, April 17 – 18, as well as dates for the Mesalands Rodeo Club-sponsored Ranch Rodeo, April 18 – 19. Dr. Newsom informed the Board that up to 20 teams can sign up for the Ranch Rodeo and Coach Abbott indicated that there are already 12 teams signed up.

Purchase Requisitions – ACTION

Dr. Newsom presented the following purchase requisitions for approval:

- Honeycutt Rodeo, Inc. \$16,000.00

Dr. Newsom indicated that this is for production/livestock for the spring rodeo scheduled for April 17 – 18, 2015. Dr. Newsom stated that bids/quotes were requested this year and provided to the Board as information with the purchase requisition.

Dr. Newsom informed the Board that the next three purchase requisitions are for invoices from the correctional facilities. These are in-line with the agreements in place in which the College charges the facility for tuition/fees to pay and the facility in turn invoices the College for facility use.

➤ GCCF	\$18,120.00
➤ GCCF	\$21,390.00
➤ GCCF	\$22,470.00

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

➤ Honeycutt Rodeo, Inc.	\$16,000.00
➤ GCCF	\$18,120.00
➤ GCCF	\$21,390.00
➤ GCCF	\$22,470.00

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:

- Foundry
 - ❖ Dr. Newsom updated the Board about a small fire last Monday at the Foundry in which wax combusted and Mr. Robert Moreau, Instructor, was burned but he is doing very well
 - ❖ There was some cosmetic damage to one room
 - ❖ The fire department and EMT responded and were very helpful and responsive
- Association of Community College Trustees (ACCT) Leadership Congress
 - ❖ Dr. Newsom informed the Board that this is scheduled for October 14 – 17, 2015 in San Diego
 - ❖ It was noted that Mr. Sandoval will be attending so Dr. Newsom indicated that registrations, etc. will need to be prepared
 - ❖ Dr. Newsom asked if any other Board Members plan on attending
- Phi Theta Kappa (PTK) Induction
 - ❖ Dr. Newsom stated that this is scheduled for Tuesday, March 24, 2015 at 4:00 p.m.
- Coaches Breakfast
 - ❖ Dr. Newsom informed the Board that a coaches breakfast is scheduled for Saturday, April 18 at 7:00 am and the Board Members will be receiving a formal invitation
 - ❖ Dr. Newsom stated that some individuals invited include the Mayor, City Manager, County Manager, Chief of Police, Fire Chief, and Presidents of Colleges in the Grand Canyon Region, to name a few

- Farrier Science
 - ❖ A full-time Farrier Science position is open with hopes of hiring someone by fall – once applications are received, a committee will be formed
- Director of Career Services
 - ❖ This position has been posted internally and some applications have been received

Academic Affairs

No reports were presented.

Student Affairs

No reports were presented.

Administrative Affairs

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

Ms. Amanda Hammer, Director of Business and Auxiliary Services, presented the Monthly Finance Report for February 2015 for approval.

ACTION – Mr. Streetman moved to approve the Monthly Finance Report for February 2015 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. 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 – 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. 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

Correspondence to Mesalands Community College/Ms. Kimberly Hanna from the Meagan McCain Memorial Fund/Ms. Donna McCain was presented. Dr. Newsom informed the Board that the College contributes \$1,000 for this event for scholarship proceeds and some of those proceeds are returned to the Mesalands Community College. Dr. Newsom added that he is glad that Mesalands supports this.

Important dates were presented which are: 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; Mesalands Community College Rodeo Club Ranch Rodeo, April 18 – 19, 2015; and Mesalands Community College Graduation, May 15, 2015.

Dr. Newsom discussed a senate bill that has passed which pertains to restricting staff/faculty from seeking seats/positions on Boards.

Dr. Newsom informed the Board that he, Ms. Gillard, Dr. Forrest Kaatz, and Mr. Tom Morris will be in Chicago to attend the HLC Conference.

Dr. Newsom once again invited the Board to the PTK Induction on March 24.

Dr. Newsom reported that Congressman Ben Ray Luján has been invited to be the speaker at Graduation on May 15. Ms. Stephenson asked about the invitation to Governor Martinez as the speaker and Dr. Newsom indicated that a response was never received from the Governor/Governor's Office.

Mr. Streetman questioned why the College is closed on April 6 after already being closed for Spring Break March 30 – April 3, 2015 and that it makes no sense to him. He wondered if those could be used as make-up/snow days. It was noted that the College and the public schools try to have the same calendars/closures. Mr. Moore stated that he felt it was not a big deal to have the additional day off, especially in light of the many hours the President and others work beyond their regularly scheduled hours.

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 February 19, 2015
- Administrative Affairs Division Meeting minutes dated February 19, 2015

The Selected Professional Development Activities for February 2015 were presented.

ANNOUNCEMENTS

Tuesday, April 14, 2015, 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 6:35 p.m.

[signature on original]

J. Bronson Moore
Chair

[signature on original]

James Streetman
Secretary/Clerk