

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

**April 16, 2013**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, April 16, 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. Jimmy Sandoval, Mr. James Streetman, and Ms. Teresa Stephenson.

The following member was not present: Ms. Liz Estrada.

**LIST OF ACTION ITEMS**

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Wind Lab Reduction Request
- 4) Approval of Monthly Finance Report, March 2013
- 5) Approval of Property and Equipment Lease Approvals 2012-13

**APPROVAL OF AGENDA – ACTION**

**ACTION** – Mr. Streetman requested that action be taken on the revised agenda which reflects that Item VI. C.1 needs to be an ‘action’ item. Ms. Stephenson moved to approve the revised agenda as presented. 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**

No public comments were made.

**APPROVAL OF CONSENT AGENDA – ACTION**

**ACTION** – Mr. Streetman moved to approve Item V.A.1 Regular Board Meeting Minutes dated March 11, 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**

### 2013 Association of Community College Trustees (ACCT) Annual Leadership Congress, Seattle, WA, October 2 – 5, 2013

Mr. Bronson Moore, Chair, presented information to the Board on the 2013 ACCT Annual Leadership Congress to be held in Seattle, WA, October 2 – 5, 2013. He stated it was his understanding that Mr. Sandoval would be attending and Ms. Stephenson will check the specifics and her schedule to see if she can also attend.

## **REPORTS**

### **Academic Affairs**

#### Wind Lab Fee Reduction Request – **ACTION**

Ms. Gillard, Vice President of Academic Affairs, requested that this item, Wind Lab Reduction Request, be tabled by the Board until the June 2013 Board Meeting. Ms. Gillard reminded the Board that she was attending the Higher Learning Commission Annual Meeting and did not have the opportunity to review this document. She added that this will be presented in June along with other tuition and fees.

**ACTION** – Mr. Sandoval moved to table action on the Wind Lab Fee Reduction Request until the June 2013 Board of Trustees meeting to allow for thorough and final review. The motion was seconded by Ms. Stephenson. The motion carried.

#### Developmental Education Reform Plan

Ms. Gillard presented and briefly reviewed the Developmental Education Reform Plan to the Board. She informed the Board that she, Ms. Sabrina Gaskill, Ms. Janet Griffiths, and Ms. Teresa Stephenson attended the NMHED Developmental Education Conference - Remediation Reform in Albuquerque on November 28 – 29, 2012.

The Governor and NMHED have issued a directive to address developmental education. The Plan/Report addresses several issues such as: plans to reform pre-collegiate education so students are able to move on to College-level courses; the proposed long-range institutional plans for the next three years; and short and long-term goals, as well as funding availability as it pertains to possible redistribution of the instructional budget.

Ms. Stephenson reported that the conference also addressed student retention and requirement of algebra. Discussion followed.

Ms. Gillard stated that she is seeking the Board's support on this initiative.

## **Student Affairs**

Mr. Moore stated that there were not any reports for Student Affairs as Dr. Kennedy was not in attendance.

## **Administrative Services**

### Monthly Finance Report, March 2013 – ACTION

Ms. Alex Villanueva, Interim Business Manager, presented the Monthly Finance Report for March 2013 for approval.

**ACTION** – Mr. Streetman moved to approve the Monthly Finance Report for March 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.

### Mesalands Community College 2011-2012 Audit Report

The Mesalands Community College 2011-2012 Audit Report was not presented, due to an additional review of the College's financial information during the annual audit. Ms. Villanueva stated that the audit is complete now and we are waiting for the auditor to schedule the exit conference.

### FY 13-14 Annual Budget

The FY 13-14 Annual Budget was not presented. Ms. Villanueva stated that she is working on this and a Special Board Meeting will need to be scheduled next week as this is due to NMHED by May 1, 2013.

Ms. Gillard inquired which Board Members would be serving on the Budget Committee to review the budget. It was the consensus that Mr. Moore and Mr. Streetman will be on the Budget Committee.

### FY 12-13 Budget Adjustment Requests (BARS)

The FY 12-13 Budget Adjustment Requests (BARs) were not presented. Ms. Villanueva stated that she and Ms. Gillard worked on these on Monday. These will also need to be presented at the Special Board Meeting.

### Property and Equipment Lease Approvals 2012-13 – ACTION

Ms. Gillard presented the Property and Equipment Leases for 2012-13 for approval. She stated that the leases are listed on the first page which reflects an annual total of \$43,580.

**ACTION** – Mr. Streetman moved to approve the Property and Equipment Leases for 2012-13 as presented, retroactive from July 1, 2012 through June 30, 2013. A lump sum will be paid to the Foundation for payments due from July 1, 2012 through the present date with the remainder of the leases to be paid monthly on the first of each month. The motion was seconded by Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

## **NEW BUSINESS**

No new business was conducted.

## **CORRESPONDENCE AND INFORMATIONAL ITEMS**

Important dates were presented which are: Mesalands Community College's Cinco de Mayo Celebration, May 2, 2013; Mesalands Community College Graduation, May 10, 2013; and Memorial Day, College closed, May 27, 2013.

The Board of Trustees 12-month calendar was presented.

The Board of Trustees Annual Calendar of Reports was presented.

The following minutes were presented:

- Academic Affairs Division Meeting minutes dated March 11, 2013

The Challenge Magazine Dinosaur Museum Article was presented.

## **ANNOUNCEMENTS**

Tuesday, May 14, 2013, 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 6:00 p.m.

[signature on original]

---

J. Bronson Moore  
Chair

[signature on original]

---

James Streetman  
Secretary/Clerk