

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

**May 14, 2013**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, May 14, 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 Appointment/Reappointment of Mesalands Community College Foundation, Inc. Board of Directors
- 4) Approval of Director of Institutional Technology
- 5) Approval of Monthly Finance Report, April 2013
- 6) Approval of New Mexico Higher Education (NMHED) Quarterly Financial Statements

**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**

No public comments were made.

## CHAIRPERSON'S REPORTS

### Appointment/Reappointment of Mesalands Community College Foundation, Inc. Board of Directors – ACTION

Mr. Bronson Moore, Chair, requested that Mr. James Streetman and Ms. Liz Estrada be reappointed to the Mesalands Community College Foundation, Inc. Board of Directors.

**ACTION** – Ms. Stephenson moved to approve the reappointments as requested by Mr. Moore. The motion was seconded by Mr. Sandoval. A roll call vote was taken with Mr. Sandoval voting yes, Mr. Moore voting yes, Ms. Stephenson voting yes, and Mr. Streetman abstaining. The motion carried.

## REPORTS

### Academic Affairs

#### Update on Accreditation

Ms. Gillard, Vice President of Academic Affairs, presented an Update on Accreditation which included a Steering Committee Update by the Chair and information provided by the Higher Learning Commission (HLC) on 'The Criteria for Accreditation'. Ms. Gillard informed the Board that both of these documents were also provided to all of the employees which include information that will help the committee members, as well as all employees to understand the accreditation process.

Ms. Gillard briefly reviewed 'The Criteria for Accreditation' which includes policy requirements such as the Criteria, Core Components, Guiding Values, Assumed Practices, and the Institutional Obligations of Affiliation, The Criterion have changed and went into effect in February 2013. Listed below are some portions Ms. Gillard highlighted:

- The Criteria for Accreditation
  - ❖ Guiding Values
  - ❖ The Criteria for Accreditation and Core Components
  - ❖ The Assumed Practices
  - ❖ Obligations of Affiliation and Commission Policies
  - ❖ Commission Policies Related to the Federal Requirements for Recognition of Accrediting Agencies (since 1996 and HLC is moving towards a business model of continuous improvement)
- The Criteria for Accreditation: Guiding Values
  - ❖ Focus on student learning
  - ❖ Education as a public purpose
  - ❖ Education for a diverse, technological, globally connected world
  - ❖ A culture of continuous improvement
  - ❖ Evidence-based institutional learning and self-presentation
  - ❖ Integrity, transparency, and ethical behavior or practice
  - ❖ Governance for the well-being of the institution

- ❖ Planning and management of resources to ensure institutional sustainability
- ❖ Mission-centered evaluation
- ❖ Accreditation through peer review (team members that will come to visit our site)
- The Criteria for Accreditation
  - ❖ Criterion One. Mission
  - ❖ Criterion Two. Integrity, Ethical and Responsible Conduct
  - ❖ Criterion Three. Teaching and Learning: Quality, Resources, and Support
  - ❖ Criterion Four. Teaching and Learning: Evaluation and Improvement
  - ❖ Criterion Five. Resources, Planning, and Institutional Effectiveness
- The Assumed Practices
- Institutional Obligations of Affiliation
- Criteria for Accreditation: Glossary

Ms. Gillard stated that sharing this information with the Board is crucial so they are familiar with the requirements of HLC. The information from HLC is important and she requested that the Board review this in its entirety.

Also, she reminded the Board that the team visit will include meetings with the Board of Trustees as well as employee group meetings.

Ms. Gillard thanked all the employees who are co-chairing the Criterion Committees and serving on the Steering Committee which is the policymaking body.

Mr. Moore read and asked for clarification on the following section under the Guiding Values:

- Governance for the well-being of the institution

#### Fine Arts Program and 14<sup>th</sup> Annual Iron Pour

Ms. Gillard presented a short video to the Board on the Fine Arts Program and 14<sup>th</sup> Annual Iron Pour. She indicated that this is a visual of Ms. D'Jean Jawrunners' accomplishments with the Program.

#### Director of Institutional Technology – ACTION

Mr. Jim Morgan, Director, North American Wind Research and Training Center presented the Director of Institutional Technology Position job description for approval. Mr. Morgan informed the Board that this is being requested to replace the external source that was previously used by the College. This will enable the College to have someone with a degree and skills to address IT issues.

**ACTION** – Mr. Streetman moved to approve the Director of Institutional Technology Position as presented. The motion was seconded by Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

## **Student Affairs**

### Spring Rodeo Report

Mr. C.J. Aragon, Intercollegiate Rodeo Coach, presented the Spring Rodeo Report along with a short video. He informed the Board that this is the fourth year that Mesalands Community College has ranked in the top five in the nation. The women's team won the region and is ranked fifth in the nation.

The following ten students have qualified for the College National Finals Rodeo which will be held June 9 – 15, 2013 in Casper, WY:

Macy Fuller

Shelby Rita

Betty Pack

Cody Heffernan

Christian Stremmler

Mike McGinn

Morgan McVay

Jordan Minor

Kody Dicker

David Gonzales

These students will be participating in all but one event at the CNFR.

It was also noted that the College will be losing two students next year, but will have 30 returning.

## **Administrative Services**

### Monthly Finance Report, April 2013 – ACTION

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

Mr. Streetman questioned what check #56882 in the amount of \$10,590 was and Ms. Villanueva indicated it was a 'payroll correction.'

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

### New Mexico Higher Education Department (NMHED) Quarterly Financial Statements – ACTION

Ms. Villanueva presented the NMHED Quarterly Financial Statements for approval. She also indicated that there were not any Budget Adjustment Requests (BARs) as of March 31, 2013.

**ACTION** – Ms. Stephenson moved to approve the NMHED Quarterly Financial Statements 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 BUSINESS**

No new business was conducted.

## **CORRESPONDENCE AND INFORMATIONAL ITEMS**

Important date was presented which is: 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:

- Student Affairs Division Meeting minutes dated April 18, 2013

The Selected Professional Development Activities for March and April 2013 were presented.

## **ANNOUNCEMENTS**

Tuesday, June 11, 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 6:15 p.m.

[signature on original]

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J. Bronson Moore  
Chair

[signature on original]

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James Streetman  
Secretary/Clerk