

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

**February 16, 2016
5:30 p.m.**

MEETING AGENDA

- I. Call to Order, Pledge of Allegiance, Salute to New Mexico Flag, and Roll Call
- II. Approval of Agenda (Exhibit 1) – **ACTION**
- III. 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.

- IV. Good News

- V. Consent Agenda – **ACTION**

- A. Approval of Minutes

- 1. Regular Board Meeting, January 19, 2015 (Exhibit 2)

- B. Contract Confirmation (Exhibit 3)

- 1. Mr. Dean Garcia, Educational Services Center (ESC) Facilitator, effective February 1, 2016

- VI. Chairperson's Reports – Mr. Bronson Moore, Chair

- VII. Reports

- A. President's – Dr. Thomas W. Newsom, President

- 1. 2016-2017 Academic Calendar (Exhibit 4) – **ACTION**

- 2. Request for Proposal (RFP) – **ACTION**

- a. Parkhill Smith & Cooper RFP 'Buildings A, C, & D Renovations Architectural & Engineering Services Proposal (Companion Exhibit 1)

- b. RFP Fee Sheet (Exhibit 5)
 - c. RFP Evaluation Sheet (Exhibit 6)
 - 3. The New Mexico Journal of Science (Companion Exhibit 2)
 - 4. Purchase Requisitions (Exhibits 7 – 8) – **ACTION**
 - 5. Purchase Requisitions – **INFORMATION**
 - a. Microsoft, \$9,000
 - b. Adobe, \$9,000
 - 6. Miscellaneous
 - a. Mesalands Community College – Legislative Priorities (Federal) (Exhibit 9)
 - b. Mesalands Community College ‘Changing Lives One Student at a Time!’ Flyer (Exhibit 10)
 - c. Mesalands Community College Agricultural Center Animal Sciences Rodeo Agriculture (Exhibit 11)
 - B. Academic Affairs – Ms. Natalie Gillard, Vice President of Academic Affairs
 - C. Student Affairs – Dr. Aaron Kennedy, Vice President of Student Affairs
 - 1. Fall Enrollment Report (Exhibit 12) – Ms. Amber McClure, Director of Enrollment Management
 - D. Administrative Affairs – Ms. Amanda Hammer, Director of Business and Auxiliary Services
 - 1. Monthly Finance Report, January 2016 (Companion Exhibit 3) – **ACTION**
 - 2. New Mexico Higher Education Department (NMHED) Quarterly Financial Statements (Exhibit 13) – **ACTION**
- VIII. Executive Session
- A. 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) – **ACTION**

- IX. Reconvene from Executive Session – **ACTION**
- X. Action, if needed, based on Executive Session – **ACTION**
- XI. New Business
- XII. Correspondence
 - A. Thank you letter to Dr. Newsom from
Mr. and Mrs. Mark McCain, Meagan McCain Memorial **Exhibit 14**
 - B. Thank you card to Dr. Newsom from
Regional Education Cooperative #6..... **Exhibit 15**
 - C. Thank you card to Ms. Kimberly Hanna from
Regional Education Cooperative #6..... **Exhibit 16**
- XIII. Informational Items
 - A. Important Dates
 - 1. Legislative Session Ends, February 18, 2016, 12:00 noon
 - 2. 18th Annual Iron Pour, March 6 – 12, 2016
 - 3. Spring Holiday, College Closed, March 25, 2016
 - 4. Spring Break, College Closed, March 28 – April 1, 2016
 - 5. Mesalands Community College Spring Rodeo, April 22 – 23, 2016
 - 6. TENTATIVE: Mesalands Community College’s Foundation Fundraiser,
April 29, 2016
 - B. Board of Trustees – 12 Month Calendar **Exhibit 17**
 - C. Board of Trustees Annual Calendar of Reports..... **Exhibit 18**
 - D. Student Affairs Division Meeting Minutes
 - January 21, 2016 **Exhibit 19**
 - E. Academic Affairs Division Meeting Minutes
 - January 22, 2016 **Exhibit 20**

- F. Administrative Affairs Division Meeting Minutes
 - January 21, 2016 Exhibit 21
 - G. Selected Professional Development Activities for January 2016 Exhibit 22
 - H. Dual Enrollment Brochure Companion Exhibit 4
 - I. North American Windpower Article – Avoiding the Dreaded ‘Bonus’ Climb Exhibit 23
 - J. Iron Pour Flyer Exhibit 24
- XIV. Announcements
- A. Tuesday, March 15, 2016, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room A214
- XV. Adjournment