

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

September 20, 2016

The Mesalands Community College Board of Trustees met in regular session on Tuesday, September 20, 2016 at 5:30 p.m. in Room A214.

CALL TO ORDER

Mr. Bronson 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. 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 Review and Reaffirmation of Board Policies
- 4) Approval of Purchase Requisitions
- 5) Approval of Monthly Finance Report, August 2016
- 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

Dr. Newsom asked that the agenda be amended to move Item VII.B.1 Community Education Annual Report to be presented after the Chairperson's Report.

ACTION – Mr. Streetman moved to approve the agenda as amended. 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

Mr. Eddy Mardis, Faculty, reported on the Silversmithing Program and its success as there have been great results on Campus and with dual enrollment students from Portales. A chart was distributed to the Board which reflects the Silversmithing Program Enrollment since 2013-2014.

Mr. Mardis stated that the program has evolved into a prosperous program and he is hoping to continue expanding the program. Mr. Mardis informed the Board that he and Ms. Gillard are working on possibly offering the program to individuals from Clovis and Cannon Air Force Base, as well as, students from the Navajo Nation as dual students for the program. It was noted that by building on the foundation in place, another option is an intern program and having students make pieces that can be sold which would help pay for some of their classes, as well as, advertising for Mesalands.

Mr. Mardis gave examples of how many students could be in the program if students were brought in as freshmen and retaining those individuals. Mr. Mardis indicated that the emphasis of the program would be on bit and spur making or jewelry to give students blue collar skills.

Ms. Gillard indicated that the week-long summer Silversmithing classes, specifically bit and spur making and engraving, with Mr. Russell Yates and Mr. Shawn Didyoung have also been very successful.

Dr. Newsom stated that the first challenge will be space for the expansion which would require building another engraving lab and adding more work stations. If the program grows as is hoped, Mr. Mardis stated that two instructors would be sufficient if more stations were available and less sections of the classes offered.

Dr. Newsom informed the Board that this is an exciting program that has potential. In addition, Dr. Newsom stated that Mesalands is the only college in the U.S. that enables students to earn degrees in Western Arts and Silversmithing, as well as, Paleontology.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Mr. Streetman moved to approve Item V.A.1 Regular Board Meeting Minutes dated August 16, 2016 as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

Dr. Newsom informed the Board that Mr. Rudy Blea has been hired as a part-time maintenance staff and his bio will be presented to the Board at the next meeting. Dr. Newsom stated that Mr. Blea is doing a great job.

CHAIRPERSON'S REPORTS

Mr. Moore, Chair, indicated that he did not have any reports to present at this time under this portion of the agenda.

Academic Affairs

Community Education Annual Report

Ms. Donna Garcia presented the Community Education Annual Report along with a PowerPoint presentation to highlight the classes offered. Ms. Garcia stated that the current theme 'Find Your Way' was once again used and reported how the College advertises/informs individuals about the community education offerings. Although the Community Education classes do not generate great amounts of revenue, Ms. Garcia indicated that they do give the College headcount for the classes.

Ms. Garcia informed the Board that a total of 26 classes were offered with 18 of them making. These classes had a total of 125 students.

REPORTS

President's

Review and Reaffirmation of Board Policies – ACTION

Dr. Newsom presented the Review and Reaffirmation of Board Policies for approval which reflect the 'track changes' and an overview of the proposed changes/additions. Dr. Newsom stated that there are no major changes, only those to update titles and mainly clean up some areas.

ACTION – Ms. Estrada moved to approve the Review and Reaffirmation of Board Policies as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

Annual Dinosaur Museum Report 2015-2016

Ms. Gretchen Gurtler presented the Annual Dinosaur Museum Report for 2015-2016.

Ms. Gurtler discussed the following:

- Visitation numbers are up 13-14% which she attributes to lower gas prices
- Sales at the Museum gift shop are up
- New billboards were acquired last year which helped with advertising, as well as, starting a Facebook page and participating in Pokemon Go
- Three students presented research in Tennessee

- A grant has been received which will help pay for student travel doing research
- Still working with Army Corps of Engineers taking water samples
- Student research is going really well
- The Museum is working with the American Alliance of Museums
- Upcoming student presentations will be in Santa Fe, New Mexico and Arizona

Purchase Requisitions – ACTION

Dr. Newsom presented the following purchase requisitions for approval:

- NENM Detention Facility \$30,000

Dr. Newsom informed the Board that this is for facility use in Clayton, New Mexico for the fall semester.

- Advanced Tower Services, Inc. \$7,334.23

Dr. Newsom stated that this is for pulling down the tower at Ima which is no longer functional. The only option was to repair the tower to be in compliance with FAA, FEC, etc. or to take it down. It was determined that it could not be repaired so it was removed.

- General Electric International, Inc. \$15,000

Dr. Newsom indicated that this is to upgrade the SCADA software used to diagnose problems with the wind turbine.

- CDW-G \$6,319.51

Dr. Newsom informed the Board that this is to purchase the hardware to run the new SCADA software.

Dr. Newsom requested that the Board approve the purchase requisition to NENM Detention Facility as presented and to approve the purchase requisitions to Advanced Tower Services, Inc., General Electrical International, Inc., and CDW-G to be paid out of operation maintenance now and as a means to use wind energy contingency funds, if needed. These three were unbudgeted items but are needed to maintain the turbine.

Mr. Streetman stated that he is in favor of fixing the turbine but is not in favor of dipping into the contingency funds, as these funds were put in place for specific expenses.

ACTION – Mr. Streetman moved to approve the above purchase requisitions as requested and to use wind energy contingency funds, if needed, for the expenses specified above. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

Dr. Newsom reported to the Board that there is an issue with the wind turbine and it has been down for a few days. Dr. Newsom informed the Board that GE looked at it on Saturday, did some troubleshooting, and believe it is a transformer problem. An electrician was on Campus today to look at it as well. It has been determined that the transformer needs to be taken to Lubbock to be rewound. The cost for the repair could be between \$15,000-\$20,000 and services of the electrician could cost another \$2,000. Dr. Newsom indicated that approval to take the funds out of the contingency fund will be presented to the Board.

Dr. Newsom indicated that they believe it could have been a lightning strike and if this is the case and can be proven, it will be submitted to the property insurance carrier.

Purchase Requisitions – **INFORMATION**

Dr. Newsom presented the following purchase requisition(s) as information to the Board:

- THE GEO Group, Inc. \$15,000

Dr. Newsom indicated that this is for the facility use at Santa Rosa, New Mexico

- Ambient, LLC \$7,900

Dr. Newsom stated that this is for the weather hawk.

- Honeycutt Rodeo, Inc. \$19,000

Dr. Newsom informed the Board that this is for the fall College rodeo.

- Cengage \$15,000

Dr. Newsom indicated that this is to purchase books for the Bookstore.

- CCAP Auto Lease Ltd \$8,400

Dr. Newsom stated that this is for the College's auto lease.

Miscellaneous

Dr. Newsom provided updates on the following miscellaneous items:

- Allied Health Program
 - ❖ Ms. Gillard has been working with Santa Fe Community College (SFCC) to import an EMT Basic Program
- Higher Learning Commission (HLC)
 - ❖ A visit by Ms. Karen Stewart is scheduled to the Clayton facility, date TBD, and Ms. Gillard is working on the report
 - ❖ Dates were provided by Mesalands to HLC for the upcoming visit in 2018-2019 which are the weeks of: November 12, 2018; November 26, 2018; April 22, 2019; and April 29, 2019

- Fired Up Event
 - ❖ As a sponsor of this event, Mesalands has been given four tickets to the Greek reception scheduled for September 23, 2016 from 6:00-8:00 pm
 - ❖ Dr. Newsom stated if any Board members are interested in attending, please contact his office otherwise tickets will be offered to College staff
- Faculty Senate
 - ❖ The fall meeting has been held
 - ❖ New officers are: Ms. Janet Griffiths, President; Mr. Blaine Rausch, Vice President; Mr. Phil Tafone, Secretary; and Dr. Simone Klutzny, Adjunct Representative
- Auditors
 - ❖ Scheduled to be on Campus October 3 – 21, 2016
 - ❖ Exit meeting may be held on October 21 and Board will be notified
- Mesalands Community College ranked the 12th best community college in America
- Construction
 - ❖ The trailer is on Campus with some construction materials
 - ❖ The biggest construction project will be in Building D to be finished in time for the Iron Pour
- Enrollment
 - ❖ As of today, there were 635 students versus 601 last year and final count of 796
 - ❖ Credit hours are at 5,096 versus 5,139 last year, which is down 47
 - ❖ Dual enrollment is tracking well – Texico has 44 versus 39, Portales has 47 versus 22, Estancia Valley Classical Academy has 18 versus 4, Tukumcari has 92 versus 62, and Moriarty stayed the same at 97
 - ❖ Dexter and Melrose have 28 and 6, respectively, versus zero last year in both schools
 - ❖ Portales has ten students in the night class
 - ❖ Main campus numbers are at 289 versus 286
 - ❖ An instructor from Texico has worked with Ms. Gillard to develop on-line classes in science and psychology
- First Rodeo of the season at Dine College
 - ❖ Men's team placed second and Women's placed third
 - ❖ Chace Valdez, championship title in tie-down roping
 - ❖ Arianna Assini, reserve champion in goat tying
 - ❖ Scott Bevins, reserve championship title in bareback riding
- Activities
 - ❖ First bowling night held with 47 in attendance
 - ❖ Gamers Club had 31 participate
 - ❖ Drum Circle featured by Mr. Rick Haymaker with 14 attendees
 - ❖ Family Fun Day attended by Ms. Amber McClure who handed out 80 Mesalands coloring books
 - ❖ Movie night showing Pete's Dragon with 26 attending
 - ❖ Constitution Day with 40+ attending with two Veteran speakers

- ❖ NM Natural Resources Interim Committee Meeting attended by Mr. Jim Morgan and Mr. Andy Swapp and approximately 30 Senators and Representatives
- Upcoming Events
 - ❖ September 22, 2016 – Movie Night showing ‘Hell or High Water’
 - ❖ September 23, 2016 – Governor’s Summit Meeting (Ms. Gillard will attend)
 - ❖ September 24, 2016 – Museum Day Live (free admission)
 - ❖ October 14-15, 2016 – Mesalands fall rodeo
 - Championship round on Saturday has been moved to 3:00 p.m.
 - ❖ October 14-15, 2016 – National Fossil Day
 - ❖ December 6, 2016 – Quay County Legislative Forum at Mesalands Dinosaur Museum at 5:00 p.m.
- Travel
 - ❖ Dr. Newsom informed the Board that he will be traveling to attend the Rural Community College Alliance (RCCA) Conference and the American Association of Community College (AACC) Presidents Academy Executive Committee (PAEC) Meeting

Student Affairs

No reports were presented.

Administrative Affairs

Monthly Finance Report, August 2016 – **ACTION**

Ms. Hammer presented the Monthly Finance Report for August 2016 for approval.

ACTION – Mr. Streetman moved to approve the Monthly Finance Report for August 2016 as presented. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

EXECUTIVE SESSION – ACTION

ACTION – Mr. Streetman 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 – Ms. Stephenson 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. Streetman. 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

A thank you card to Ms. Kim Hanna from Gail Houser, Executive Director, Tucumcari MainStreet was presented.

INFORMATIONAL ITEMS

Important dates were presented which are: Stampede Week, October 10-14, 2016; 9th Annual Mesalands Community College Rodeo, October 14-15, 2016; Student Fall Break, no classes, November 21-22, 2016; Thanksgiving Break, College closed, November 23-25, 2016; and Holiday Break, College closed, December 19-30, 2016.

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 August 10, 2016
- Academic Affairs Division Meeting minutes dated September 2, 2016

The Selected Professional Development Activities for August 2016 were presented.

The 9th Annual Mesalands Community College Rodeo Flyer was presented.

ANNOUNCEMENTS

Tuesday, October 18, 2016, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room A214.

ADJOURN

Mr. Moore stated that there was no further business and the meeting was adjourned. The meeting adjourned at 8:00 p.m.

[signature on original]

J. Bronson Moore
Chair

[signature on original]

James Streetman
Secretary/Clerk