

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

October 18, 2016

The Mesalands Community College Board of Trustees met in regular session on Tuesday, October 18, 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. James Streetman, Ms. Liz Estrada, and Ms. Teresa Stephenson.

The following member was not present: Mr. Jimmy Sandoval.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Monthly Finance Report, September 2016
- 4) Approval of NMHED Endowment Fund Certification and Report
- 5) Approval of NMHED Quarterly Financial Certification Report
- 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

ACTION – Ms. Stephenson moved to approve the agenda as presented. 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

Dr. Newsom reported on the following good news:

- 9th Annual Mesalands Fall Intercollegiate Rodeo
 - ❖ The rodeo was held this past Friday and Saturday, October 14-15
 - ❖ There were about 150 in attendance each night
 - ❖ The men's team finished in second place and the women's team in fourth
 - ❖ Kenneth Wilcox, bull rider, finished in first place
 - ❖ Scott Bevins, bareback rider, is currently in second place
 - ❖ Chase Valdez and Justin Stegall, tie down ropers, took first and second, respectively and Chase is now first in the region while Justin is fourth in the region
 - ❖ Arianna Assini is currently fourth in the region in goat tying
 - ❖ There are a number of student athletes in fourth and fifth place which may still qualify for Nationals
 - ❖ Dr. Newsom thanked Ms. Kim Hanna and all those who helped make the rodeo a success
- National Fossil Day
 - ❖ Held on Friday and Saturday, October 14 and 15
 - ❖ Admission to the Mesalands Dinosaur Museum was free those two days
 - ❖ There were a total of 125 visitors to the Museum of which 70 visited on October 14 and 55 on October 15
 - ❖ Visitors were from 15 different states and two foreign countries

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Mr. Streetman moved to approve Item V.A.1 Regular Board Meeting Minutes dated September 20, 2016 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, indicated that he did not have any reports to present at this time under this portion of the agenda.

REPORTS

President's

External Evaluation

Dr. Forrest Kaatz, Director of Institutional Effectiveness and Research, presented the External Evaluation for the STEM Grant, which was evaluated by Dr. Joanne Peeples. Dr. Kaatz informed the Board that he and Dr. Philip Kaatz have been associated with Dr. Peeples through their involvement in the New Mexico Mathematics Association of Two-Year Colleges (NMMATYC) and Dr. Peeples was recommended as a possible evaluator for the grant.

Dr. Peeples referenced some similarities between El Paso Community College (EPCC), where she has taught for over 25 years, and Mesalands Community College. The report includes information on: challenges Mesalands faces, history of Mesalands; the Math Science Learning Center (MSC); several lab upgrades provided by the STEM grant to enhance the math, biology, physical science, and geology labs/classrooms; and Panopto classrooms, to name a few.

Dr. Kaatz informed the Board that the MSLC will continue under his direction; Ms. Rose Chavez, retention specialist, will continue working with student success after the grant has ended; and Mr. Chris Reynolds, IT, will return to part-time work at the College.

The report also includes bar charts reflecting: total enrollment, dual credit enrollment; students attending on main campus; students taking internet courses; average of STEM graduate awards; and STEM graduates. A STEM grant budget from October 1, 2011 to August 18, 2016 was presented and a forthcoming final budget will indicate actual balance of the grant which will reflect all available funds were spent.

Dr. Kaatz indicated that the conclusion to the External Evaluation Report states that Dr. Peeples met some students and feels that the students have benefitted from the STEM grant.

Dr. Newsom thanked Dr. Kaatz for the report and stated that the grant has made a difference for Mesalands over the past five years and will be sorely missed. Dr. Newsom informed the Board that he will continue to seek opportunities such as this grant.

Purchase Requisitions – **INFORMATION**

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

- Kerry Stegall \$7,500
- Kerry Stegall \$7,500

Dr. Newsom stated that these are for rental of stock for practice use for the rodeo team students.

Miscellaneous

Dr. Newsom provided updates on the following miscellaneous items:

- Enrollment
 - ❖ As of today, there are 838 students versus 786 last year for an increase of 52 students
 - ❖ Registered credit hours are at 6,055 versus 6,166 last year which reflects hours are down a little
 - ❖ There are still a couple of granite classes scheduled between now and the end of the semester
 - ❖ The 6% growth target is 853 and the count now is 838 versus 819 last year
- Construction
 - ❖ Plywood walls have been constructed in the Commons area in Building 'A'
 - ❖ Almost all of the demolition is done, the roof is off and a temporary structure is in place above the skylight
 - ❖ The projected start date for Building 'D' is October 27 with a projected finish date of mid-February in order to allow sufficient time to prepare for the Iron Pour scheduled for the week of March 5-11, 2017
 - ❖ If the scheduled timeline for the construction on Building 'D' cannot be met, the project will be delayed until after the Iron Pour
 - ❖ Construction crews will get most of the work done during the break
 - ❖ The Library will have to be cleared of all furniture, etc. as new carpeting will be installed
 - ❖ An interior designer will provide proposals for reconfiguring the Library
- Wind turbine
 - ❖ The turbine is back on line as of today
 - ❖ Repairs, such as circuit boards and resistors, were made on-site and the transformer did not have to be loaded and hauled elsewhere
 - ❖ It has not been determined if it was hit by lightning but is still a possibility
 - ❖ The incident and repairs have been used as a teaching opportunity for both faculty and students
 - ❖ A final tab on costs to repair the turbine will be forthcoming but may be in the \$25,000-\$30,000 range which may make it necessary to use money from the wind energy contingency fund (discussed and approved at the September 20, 2016 Board Meeting)
- U.S. Department of Energy Project
 - ❖ Dr. Newsom received a call from Dr. Peter K. Mast and his team regarding a project that US DOE is potentially looking at conducting near Nara Visa, New Mexico
 - ❖ The project will consist of deep borehole drilling to conduct field studies in crystalline basement rocks
 - ❖ The area will be for disposal of low-level nuclear waste
 - ❖ US DOE staff have met with individuals of the Nara Visa community and indicate that those individuals support this project
 - ❖ Support has also been provided by Representative Dennis Roch and Mr. Aubrey Dunn, NM State Land Commissioner

- ❖ Dr. Newsom, on behalf of Mesalands, submitted a letter of support to Dr. Peter K. Mast in which Mesalands Community College could be a research partner for the project through the geology program
- ❖ The drilling on the \$30 million project could begin in 2017-2018 after the awarding of the bid
- Higher Learning Commission (HLC)
 - ❖ A response from the change panel has been received regarding the petition to move the Silversmithing certificate to a degree program and approval has not yet been granted as more information has been requested
 - ❖ A formal request was submitted to grant a waiver on the six-month requirement
 - ❖ The off-site visit to the Clayton facility has been scheduled for December 15-16, 2016 and Ms. Gillard will accompany the team to the facility – Ms. Gillard is working with staff in preparation for the visit and is also working on the report which is due to HLC one month prior to the visit
 - ❖ The dates for the next Comprehensive Visit (Pathways) have been set which are April 29-30, 2019 – work will begin and be ongoing in preparation for that visit
- Auditors
 - ❖ They have been on Campus for the last two weeks and will return tomorrow, October 19, 2016 to finish their work
 - ❖ An entrance meeting was held with them
 - ❖ The audit will be submitted on time
 - ❖ Early indications are that it is a good audit
 - ❖ The audit firm is new to the College and staff have been very impressed with them
 - ❖ Two of the ladies that have been on Campus purchased 'Stampede' attire and participated in Stampede events as well as visiting the Museum during National Fossil Day
- Upcoming Events
 - ❖ October 21, 2016 – 3-on-3 Basketball at Tucumcari Elementary School
 - ❖ October 25, 2016 – PTK Induction at 5:30 in the east half of the Great Room and Board Members are invited to attend
 - ❖ October 27, 2016 – Mesalands night at THS volleyball game
 - ❖ October 28, 2016 – Mesalands night at THS football game (Tucumcari versus Texico)
 - ❖ October 24-29, 2016 – Zombie activity
 - ❖ October 29, 2016 – Zombie wrap-up Party, 3:00 – 7:00 pm
 - ❖ October 31, 2016 – Halloween Costume Contest in the Great Room

Academic Affairs

No reports were presented.

Student Affairs

No reports were presented.

Administrative Affairs

Annual Financial Aid Report

Ms. Jessica Elebario, Director of Financial Aid, presented the Annual Financial Aid Report and a PowerPoint with a breakdown of the funding. A total of 236 students benefitted in 2015-2016 from the total of \$1,016,044 which were awarded. The awards reflected on the report are:

- Federal, \$756,087, 74%
- State, \$88,271, 9%
- Institutional, \$106,284, 11%
- Third Party, \$65,402, 6%

Dr. Newsom explained the following: there was a little dip in federal aid since 2011-2012 but numbers are trending back up due to enrollment increases; and third party numbers are down since the Foundation hasn't been awarding scholarships but this will resume next semester.

Dr. Newsom thanked Ms. Elebario for this report.

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

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

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

NMHED Endowment Fund Certification and Report – **ACTION**

Dr. Newsom informed the Board that a new exhibit is being presented to the Board for the NMHED Endowment Fund Certification and Report. He indicated that some modifications needed to be made which reflect a corrected endowment balance as of June 30, 2016.

Ms. Hammer presented the modified NMHED Endowment Fund Certification and Report for approval.

ACTION – Mr. Streetman moved to approve the modified NMHED Endowment Fund Certification and Report. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

NMHED Quarterly Financial Certification Report – **ACTION**

Dr. Newsom presented the NMHED Quarterly Financial Certification Report which needs to be filed quarterly to reflect financial and fiscal compliance.

ACTION – Ms. Estrada moved to approve the NMHED Quarterly Financial Certification Report as presented. The motion was seconded by Mr. Streetman. 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 – 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

A letter to Dr. Thomas Newsom from Wade and Carolyn Franklin was presented.

A letter to Dr. Thomas Newsom from Terri Baca, President, CRAFT Club of Tucumcari was presented.

INFORMATIONAL ITEMS

Important dates were presented which are: 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 September 15, 2016
- Administrative Affairs Division Meeting minutes dated September 22, 2016

The Selected Professional Development Activities for September 2016 were presented.

ANNOUNCEMENTS

Tuesday, November 15, 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 7:00 p.m.

[signature on original]

J. Bronson Moore
Chair

[signature on original]

James Streetman
Secretary/Clerk