

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

**November 15, 2016**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, November 15, 2016 at 5:30 p.m. in Room A214.

**CALL TO ORDER**

Mr. Jimmy Sandoval, Vice 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. Jimmy Sandoval, Mr. James Streetman, and Ms. Teresa Stephenson.

The following members were not present: Mr. Bronson Moore and Ms. Liz Estrada.

**LIST OF ACTION ITEMS**

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Investment Policy
- 4) Approval of Purchase Requisitions
- 5) Approval of Monthly Finance Report, October 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 informed the Board that an Executive Session would not be necessary and requested that the agenda be amended to delete Items VIII.A, IX, and X.

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

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 announced that the College has been fortunate to have a lot of student activities this semester. Dr. Kennedy stated that some of these activities tie into persistence and completion for students.

Ms. Angel Kitcheyan gave a PowerPoint presentation to highlight the student activities/events that have been offered so far this semester. The presentation included: the Student Affairs Mission Statement and Goals; pictures taken during some of the events which reflected student and staff participation; and total participation numbers for those events. Some of the events held are: movie nights; intramurals such as 3-on-3 basketball and dodgeball; bowling for bucks; welcome back orientation/party; gamers club tournaments; drum circle; stampede week; and themed events.

Ms. Kitcheyan stated that activities have occurred every day of the week except Sunday and have included community members in some. There have been a total of 39 activities/events held this semester with a total of 2,158 participants and six more events are scheduled to be held this semester.

Dr. Newsom informed the Board that the College is able to support local businesses through these events and include the community. Dr. Kennedy thanked Ms. Kitcheyan for a phenomenal job.

## **APPROVAL OF CONSENT AGENDA – ACTION**

**ACTION** – Mr. Streetman moved to approve Item V.A.1 Regular Board Meeting Minutes dated October 18, 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.

## **CHAIRPERSON'S REPORTS**

Mr. Sandoval reported that he spoke with the city manager, Dr. Newsom, and Mr. Moore regarding the Board of Trustees having a meeting with the city commissioners and the city manager will also check with the city commissioners to see if they would like to meet. Mr. Sandoval stated that he feels there needs to be discussions on what can be done to work together.



## Miscellaneous

Dr. Newsom provided updates on the following miscellaneous items:

- Enrollment
  - ❖ There are 858 students for the fall versus 795 last year, up 63 for an 8% growth
  - ❖ There are still a couple of classes left including one Granite
  - ❖ Credit hours are at 6,131 versus 6,200, coming up 69 short but the other classes could bring in more
  - ❖ This reflects there has been growth in seven of the last eight semesters
  - ❖ Dr. Newsom indicated that he is proud of the entire team on enrollment
- Auditors
  - ❖ The auditors are done and the exit meeting was held last week
  - ❖ There will be nine findings but not any repeat findings
  - ❖ One finding is the Investment Policy which was addressed and approved above and the other is a disaster/recovery plan which is being worked on to address
  - ❖ Dr. Newsom stated he is pretty confident there will not be anything major and those found will be able to be resolved
- Higher Learning Commission (HLC)
  - ❖ The report due for the December visit to Clayton has been finished
  - ❖ Ms. Gillard will go to Clayton to meet with staff in preparation for the visit
  - ❖ A letter was received from HLC regarding the change request for silversmithing and the six-month period was waived
- Construction
  - ❖ The project is still on track for completion by mid-February in time to prepare for the Iron Pour
  - ❖ Completion for all projects is April
- Building Trades Home Move
  - ❖ The trenches are ready for concrete pouring
  - ❖ The actual move will probably be after the Thanksgiving Break in order to give the concrete time to cure
- Possible Student Housing
  - ❖ Negotiations are still ongoing regarding possible student housing
  - ❖ The attorneys are finalizing some documents
  - ❖ It is hoped that the owner can have units fairly completed for the Board to see
  - ❖ A special meeting may be called later this month or in early December to present this to the Board
- Tucumcari Fourth Grade Students
  - ❖ Sixty-three fourth grade Tucumcari school students attended 'Find Your Way to Mesalands Day'
  - ❖ They attended class and were presented certificates at the end of their visit
  - ❖ There was positive feedback from some community members who indicated it was a great event
  - ❖ This was also a social work project
- Upcoming Events
  - ❖ November 29, 2016 – Employee Recognition, 9:30 a.m., Great Room

- ❖ December 6, 2016 – Legislative Forum, 6:00 p.m., Dinosaur Museum
- ❖ The Board of Trustees is invited to both events and information on the Forum will be forthcoming
- Bare Bones
  - ❖ Dr. Newsom distributed copies of the most recent publishing
  - ❖ Dr. Newsom thanked Ms. Kim Hanna and her team for their work on the Bare Bones

## **Academic Affairs**

No reports were presented.

## **Student Affairs**

### Annual Enrollment Management Report

Ms. Amber McClure, Director of Enrollment Management, presented the Annual Enrollment Management Report. She informed the Board that the report contains narrative and charts, as well as, historical exhibits. Ms. McClure referenced pages in the report which highlight the alignment with the Strategic Plan and identifies the performance of the mission with charts within the report which support data in the summary.

Ms. McClure stated that one of the goals of the Student Success Committee is to increase persistence. Dr. Newsom thanked everyone for their work.

Dr. Newsom indicated that pre-enrollment was held today. Ms. McClure reported that all allied health and all farrier students participated.

## **Administrative Affairs**

### Monthly Finance Report, October 2016 – ACTION

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

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

## **NEW BUSINESS**

No new business was conducted.

## **CORRESPONDENCE**

No correspondence 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; Lighting of the Courtyard, December 1, 2016; Holiday Break, College closed, December 19-30, 2016; Martin Luther King, Jr. Day, College closed, January 16, 2017; and Legislative Session Opening Day, January 17, 2017, 12 noon.

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 October 20, 2016

The Selected Professional Development Activities for October 2016 were presented.

The 9<sup>th</sup> Annual Mesalands Community College Fall Rodeo Program was presented. Dr. Newsom thanked Ms. Hanna and her team.

## **ANNOUNCEMENTS**

Tuesday, December 13, 2016, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room A214.

## **ADJOURN**

Mr. Sandoval stated that there was no further business and the meeting was adjourned. The meeting adjourned at 6:12 p.m.

[signature on original]

---

Jimmy Sandoval  
Vice Chair

[signature on original]

---

James Streetman  
Secretary/Clerk