

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

February 21, 2017

The Mesalands Community College Board of Trustees met in regular session on Tuesday, February 21, 2017 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, Ms. Liz Estrada and Ms. Teresa Stephenson.

The following member was not present: Mr. Bronson Moore.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Strategic Plan
- 4) Approval of 2017-2018 Academic Calendar
- 5) Approval of Purchase Requisition
- 6) Approval of Monthly Finance Report, January 2017
- 7) Approval of New Mexico Higher Education Department (NMHED) Quarterly Financial Actions Report
- 8) Approval of NMHED Unrestricted Budget Adjustment Request (BAR)
- 9) Approval of Executive Session
- 10) Approval of Reconvene from Executive Session
- 11) Approval of Action, if needed, based on Executive Session

APPROVAL OF AGENDA – ACTION

The agenda was amended to delete Item VIII.A, IX, and X as an Executive Session is not needed at this time.

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

Dr. Newsom presented the following updates to enrollment as the Good News portion on the agenda:

- Current enrollment is 856 students versus 709 last year which exceeds last years count by 147 students
- Registered credits are at 5,556 versus 5,161 at the end of the semester last year for an increase of 395
- Enrollment is forecast to increase more as there will be 24-30 students from Clarendon taking classes, about 181 from Granite, and possibly 70 from correctional facilities
- These enrollment counts reflect that the spring semester will have 1,000 or more students which will be the first time since 2011-2012
- Total enrollment for the year will exceed 2,000
- Dual enrollment counts from area high schools for the current semester (first number below) as opposed to the same time last year are:
 - ❖ Clayton, 25 – 24
 - ❖ Des Moines, 5 – 0
 - ❖ Dexter, 24 – 0
 - ❖ Logan, 10 – 7
 - ❖ Moriarty, 102 – 68
 - ❖ Portales, 58 – 24
 - ❖ Texico, 37 – 32
 - ❖ Melrose, 5 – 0
 - ❖ Tucumcari, 84 – 51
- Main campus enrollment is also up this year from last year
- Enrollment increases can also be attributed to three science on-line classes (hybrid delivery) developed by Ms. Gillard that the STEM Grant paid for the development of the courses and purchase of lab equipment
- Other opportunities for enrollment growth could be through EMT classes and summer occupational certificate classes in wind energy technology

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Estrada moved to approve Item V.A.1 Regular Board Meeting Minutes dated January 24, 2017 as presented. The motion was seconded by Mr. Streetman. A roll call vote was taken with all members present voting yes. The motion carried.

Purchase Requisitions – **INFORMATION**

Dr. Newsom presented the following purchase requisitions as information to the Board:

- Univ. of NM \$16,534.93

Dr. Newsom stated that this is for the annual license agreements for the operating systems and software.

- Cooperative Education Services \$14,348.52

Dr. Newsom stated that this is for infrastructure improvements.

- FSR Cattle Co. \$8,000

Dr. Newsom stated that this is for expenses such as weight loss, broken horns, etc. as it relates to the lease of steers from this company.

Miscellaneous

Dr. Newsom provided updates on the following miscellaneous items:

- Construction
 - ❖ Moving forward and making progress in building 'A' nearing completion in the commons area, fire alarm system, replacement of molding, and sound proofing
 - ❖ The roof panels on building 'D' are almost finished, as well as, removing doors and fireproofing walls, new front doors, and columns on the exterior
 - ❖ Construction on building 'D' will be delayed beginning Monday to allow staff time to prepare for the iron pour, construction will resume after the event
 - ❖ It is believed that about 60% of the entire construction project is complete
- Housing
 - ❖ There have been some challenges with Stampede Village as it pertains to electrical inspection and Xcel records being mismatched but have been addressed and a state inspection is forthcoming
 - ❖ The units will probably not be ready for occupancy this semester
- Budget
 - ❖ A preliminary report on next years' budget has been received
 - ❖ There could be a possible appropriation deduction of \$81,200 and additional cuts in budgets for this year and next
- Foundation
 - ❖ A website, www.mesalandsfoundation.org has been set up for the Foundation
- Travel
 - ❖ Dr. Newsom will be in Santa Fe to attend the All-State Academic/PTK Ceremony to honor students on both the Senate and House floors and the College will display a table with College information in the Rotunda

Academic Affairs

No reports were presented.

Student Affairs

Fall Enrollment Report

Dr. Kennedy presented the Fall Enrollment Report and said the College had a very successful fall semester. He reviewed the Report which reflects: almost an 8% jump in headcount; three percent increase in credit hours; and FTE moving up a little bit.

Dr. Kennedy informed the Board that Mesalands is the only New Mexico independent community college that had an increase in enrollment for the fall semester. Dr. Newsom added that the 6% goal had been exceeded.

Administrative Affairs

Monthly Finance Report, January 2017 – ACTION

Dr. Newsom presented the Monthly Finance Report for January 2017 for approval.

ACTION – Mr. Streetman moved to approve the Monthly Finance Report for January 2017 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 Actions Report – ACTION

Dr. Newsom presented the NMHED Quarterly Financial Actions Report for approval and noted that this ensures that the College is following the financial guidelines regarding reporting, payroll, etc.

ACTION – Ms. Estrada moved to approve the NMHED Quarterly Financial Actions 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.

NMHED Unrestricted Budget Adjustment Request (BAR) – ACTION

Dr. Newsom presented the NMHED BAR for approval. Dr. Newsom indicated that this had been approved in December but due to a rounding error, adjustments need to be corrected and the BAR will be resubmitted to the state.

ACTION – Mr. Streetman moved to approve the NMHED BAR 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: 19th Annual Iron Pour, March 6-11, 2017; Legislative Session ends, noon, March 18, 2017; and Spring Break, College closed, March 27-31, 2017.

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 January 19, 2017
- Academic Affairs Division Meeting minutes dated February 13, 2017

The Selected Professional Development Activities for January 2017 were presented.

The Mesalands Annual Iron Pour Flyer was presented and Dr. Newsom informed the Board that three furnaces will run this year for the Pour. Dr. Newsom credited Ms. D'Jean Jawrunner and Mr. Joel Kiser for battling through the construction and preparing for the event.

ANNOUNCEMENTS

Tuesday, March 21, 2017, 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 6:19 p.m.

[signature on original]

Jimmy Sandoval
Vice Chair

[signature on original]

James Streetman
Secretary/Clerk