

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

**August 15, 2017
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, July 11, 2017 (Exhibit 2)

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

VII. Reports

- A. President's – Dr. Thomas W. Newsom, President
 - 1. Personnel Handbook 2017-2018 (Companion Exhibit 1) – **ACTION**
 - 2. Financial Institution Designation (Exhibit 3) – **ACTION**
 - 3. Purchase Requisition (Exhibit 4) – **ACTION**
 - 4. Purchase Requisitions – **INFORMATION**
 - a. Alpha Alarm, \$9,600
 - b. CCAP Auto Leasing, \$8,400
 - c. Wright Express, \$10,000

- d. ENMU, \$10,568
- e. NENMDF, \$13,650
- f. GCCF, \$11,160
- 5. Meeting Date Change – **ACTION**
 - a. Tuesday, September 19, 2017 to Tuesday, September 12, 2017
- 6. NMHED Strategic Master Plan
- 7. Research and Public Service Projects (RPSPs) (Exhibit 5) – **ACTION**
- 8. Miscellaneous
- B. Academic Affairs – Ms. Natalie Gillard, Vice President of Academic Affairs
 - 1. Annual Community Education Report 2016-2017 (Exhibit 6)
Ms. Donna Garcia, Director of Academic Affairs
- C. Student Affairs – Dr. Aaron Kennedy, Vice President of Student Affairs
 - 1. Annual Enrollment Report (Exhibit 7)
 - 2. Historical Enrollment Statistics (Exhibit 8)
 - 3. Enrollment Plan: Recruitment, Enrollment Tracking, Persistence and Completion 2017 (Companion Exhibit 2)
- D. Administrative Affairs – Ms. Amanda Hammer, Vice President of Administrative Affairs
 - 1. Monthly Finance Report, July 2017 (Companion Exhibit 3) – **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. Thomas Newsom from Quay County 4-H Exhibit 9
- XIII. Informational Items
 - A. Important Dates
 - 1. Labor Day, College closed, September 4, 2017
 - B. Board of Trustees – 12 Month Calendar Exhibit 10
 - C. Board of Trustees Annual Calendar of Reports..... Exhibit 11
 - D. Student Affairs Division Meeting Minutes
 - June 26, 2017 Exhibit 12
 - E. Academic Affairs Division Meeting Minutes
 - A meeting was not held in June
 - F. Administrative Affairs Division Meeting Minutes
 - A meeting was not held in June
 - G. Selected Professional Development Activities for July 2017 Exhibit 13
 - H. Fossil Friends Bare Bones Companion Exhibit 4
- XIV. Announcements
 - A. Tuesday, September 19, 2017, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room A214
- XV. Adjournment