

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

**April 17, 2018**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, April 17, 2018 at 5:30 p.m. in Room A214.

**CALL TO ORDER**

Mr. Streetman, 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. James Streetman, Ms. Liz Estrada, Mr. Jimmy Sandoval, 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 Monthly Finance Report, March 2018
- 4) Approval of Executive Session
- 5) Approval of Reconvene from Executive Session
- 6) Approval of Action, if needed, based on Executive Session

**APPROVAL OF AGENDA – ACTION**

Ms. Gillard stated that an Executive Session was not needed at this time and requested that the agenda be amended and this item be removed from the agenda unless any Board Member needed it. It was the consensus that an Executive Session was not needed at this time.

**ACTION** – Ms. Estrada 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**

Ms. Gillard stated that Ms. Kim Hanna would be sharing Good News about a recent event on Campus.

Ms. Hanna stated that a series of events beginning back in March with scheduling issues at another local facility for Senator Udall's Office, led to the Senator's Office scheduling an event at Mesalands. Ms. Hanna reported that she spoke with Mr. Ben Salazar, Senator Udall's representative, and during conversations, it was determined that the event was scheduled to occur during Mesalands' spring break, March 28, 2018. Ms. Hanna indicated that she spoke with Ms. Donna Garcia and Ms. Garcia offered to cover the event on Campus during spring break which resulted in Senator Udall's Office holding the 'Federal Resources Roadshow' on March 28, 2018 at Mesalands Community College and included about 60 attendees.

Ms. Hanna thanked Dr. Kennedy for providing a 'Welcome and Introduction of the Senator'; Ms. Garcia for being on-campus to ensure the buildings were open for attendees and secured after the event; maintenance staff for having facilities ready for visitors; Mr. Michael Bilopavlovich in IT for remaining on-campus to help with any IT issues; and Ms. Heather Aragon, Ms. Garcia's work study, for greeting and assisting visitors in getting around campus.

Ms. Hanna stated that the Senator's staff expressed their gratitude for how smoothly the event went and were very pleased with the impeccable customer service in which staff on hand went above and beyond. Ms. Hanna added that it was a group effort and left a lasting impression on staff from Senator Udall's office, as well as, the visitors.

Dr. Kennedy informed the Board that the Senator was very impressed and asked for about 15 minutes of his time to discuss Tucumcari, Quay County, and Mesalands. Dr. Kennedy stated that he and the Senator had a private discussion in the Board Room.

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

**ACTION** – Ms. Estrada moved to approve Item V.A.1 Special Board Meeting Minutes dated April 5, 2018 as presented. The motion was seconded Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

## **CHAIRPERSON'S REPORTS**

Mr. Streetman stated that he did not have anything to report at this time.

## **REPORTS**

### **President's**

#### Miscellaneous

Ms. Gillard provided updates on the following miscellaneous items:

- HLC Update
  - ❖ Ms. Gillard and Mr. Tom Morris attended the HLC Annual Conference which was a very worthwhile and informative conference
  - ❖ While at the conference, Ms. Gillard met with Dr. Barbara Johnson, Mesalands' HLC Liaison, who is very personable, easy to talk to, and willing to work with her
- On-Site Visit
  - ❖ Preparations are underway for the upcoming HLC On-Site Visit scheduled for April 19, 2019
  - ❖ The Steering Committee and Criterion Committees have begun weekly and/or bi-weekly meetings
- Travel
  - ❖ Ms. Gillard and Ms. Hammer will be attending the Governor's Conference in Albuquerque, New Mexico
  - ❖ Ms. Gillard will be attending the NM Business Articulation Meeting
    - These meetings are usually attended by the business instructors but since there is not currently an instructor on-campus, Ms. Gillard attends

### **Academic Affairs**

No reports were presented at this time.

### **Student Affairs**

No reports were presented at this time.

### **Administrative Affairs**

#### Monthly Finance Report, March 2018 – ACTION

Ms. Gillard presented the Monthly Finance Report for March 2018 for approval.

**ACTION** – Ms. Stephenson moved to approve the Monthly Finance Report for March 2018 as presented. The motion was seconded by Ms. Estrada. A roll call vote was taken with all members present voting yes. The motion carried.

Ms. Estrada asked Ms. Gillard if she could have Ms. Hammer verify the rate of interest on Tucumcari Federal Savings and Loan certificates of deposit. Ms. Gillard responded that she would have Ms. Hammer verify that and contact Ms. Estrada with the outcome.

## **NEW BUSINESS**

No new business was conducted.

## **CORRESPONDENCE**

A thank you letter to Dr. Newsom from Lisa May was presented. Ms. Gillard stated that Ms. May whose business My Eco Glam is located in Clovis, New Mexico, was very complimentary of her experience with the SBDC at Mesalands, and Ms. Vicki Watson and Ms. Barbara Hicklin. In her letter, she mentioned that they helped her become more organized to implement her marketing tools which led to products doubling in sales.

## **INFORMATIONAL ITEMS**

Important dates were presented which are: Mesalands Community College Graduation, May 11, 2018.

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 March 15, 2018

The Selected Professional Development Activities for March 2018 were presented.

## **ANNOUNCEMENTS**

Tuesday, May 15, 2018, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m., Room A214.

## **ADJOURN**

Mr. Streetman stated that there was no further business and the meeting was adjourned. The meeting adjourned at 5:46 p.m.

[signature on original]

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James P. Streetman  
Vice Chair

[signature on original]

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Liz Estrada  
Secretary/Clerk