

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

August 21, 2018

The Mesalands Community College Board of Trustees met in regular session on Tuesday, August 21, 2018 at 5:30 p.m. in Room A214.

CALL TO ORDER

Mr. Streetman, Chair, called the meeting to order at 5:32 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. Teresa Stephenson, Ms. Liz Estrada, Mr. Jimmy Sandoval, and Mr. Craig Currell.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Board Training Workshop
- 4) Approval of NMHED Revised Submission Certification
- 5) Approval of Meeting Date Changes
- 6) Approval of Monthly Finance Report, July 2018
- 7) Approval of NMHED Quarterly Financial Certification Report
- 8) Approval of Executive Session
- 9) Approval of Reconvene from Executive Session
- 10) Approval of Action, if needed, based on Executive Session

APPROVAL OF AGENDA – ACTION

ACTION – Ms. Estrada moved to approve the agenda as presented. 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. Groesbeck informed the Board that Orientation 'Let the Games Begin' was held this date and was packed. He stated that there is a good crew of students, pizza was good, and the wind program is so full that other facilities have been needed to accommodate all the students.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Stephenson moved to approve Item V.A.1 Regular Board Meeting Minutes dated July 17, 2018, and V.A.2 Special Board Meeting Minutes dated August 10, 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.

CHAIRPERSON'S REPORTS

Board Training Workshop – ACTION

Mr. Streetman reported that he has been talking with Wayne Newton to line up dates for a Board Training. Mr. Streetman proposed the following:

- September doesn't seem to be good for most Board Members
- October 12-13, 2018 (Friday and Saturday)
 - Ms. Hammer informed Mr. Streetman that the College Rodeo is on those dates
- October 26-27, 2018 (Friday and Saturday)
 - It was the consensus of the Board that these dates will work for them
 - Mr. Streetman stated that he will get in touch with Mr. Newton to see if this will work for him

ACTION - No action was needed at this time.

REPORTS

President's

Annual Dinosaur Museum Report 2017-2018

Ms. Gretchen Gurtler, Director of Dinosaur Museum and Natural Science Laboratory presented the Annual Dinosaur Museum Report for 2017-2018 and discussed the following:

- Museum visitation is pretty much the same
- Expect an increase in visitation
- Shop sales are down about 3% due to lack of funds to buy materials for resale
- Several school tours were held in July
- Ongoing workshops and lectures at Vanderbilt and University of Florida, as well as, NASA and NOAA, to name a few
- Inclusion of information on the College's Strategic Plan as it pertains to the Museum to include scholarships, community outreach, and grants
 - Mr. Currell commented that he likes having the Strategic Plan in the Report
- Student research papers are ongoing
- One hundred percent funding received for students' travel
- Students receiving \$400 scholarships

NMHED Revised Submission Certification – **ACTION**

Dr. Groesbeck requested that Mr. Jim Morgan present/discuss the NMHED Revised Submission Certification for Capital Projects. Mr. Morgan informed the Board that Mesalands is required to submit a revision because the original appropriation which was submitted listed paving and signage and the Governor single-line vetoed 'signage'.

Discussion followed regarding NMHED, Dr. Burke, and his need to know about funds required to pave the parking lots, including the one by Building 'G' which would be deeded from the Foundation to the College. Mr. Morgan stated that the total amount for paving is \$367,300 and he will be able to request a meeting for Mesalands in September and may be able to make the presentation via a webinar.

ACTION – Ms. Estrada moved to approve the NMHED Revised Submission Certification as presented and requested. The motion was seconded by Mr. Currell. A roll call vote was taken with all members present voting yes. The motion carried.

Mesalands Alerts Update

Dr. Groesbeck reminded the Board that the College was on lockdown recently due to an incident which happened behind the Pow Wow Restaurant. As a result of this, notifications were sent via text, phone, and email to individuals signed up appropriately with Mesalands Alerts. However, the 'all clear' didn't go out to notify everyone that the lockdown had been lifted. Dr. Groesbeck asked that anyone not appropriately signed up for alerts should go to the College Webpage and click on Mesalands Alerts and please register themselves.

Dr. Kennedy noted that the 'all clear' messages will now be sent out. He added that the whole system worked: texts, emails, phone, and SIS screens were changed to 'red'.

Dr. Groesbeck asked about sending out tests periodically to ensure the system is working. Dr. Kennedy stated that tests go out every semester.

Meeting Date Changes – ACTION

The following Board Meeting Date Changes were proposed:

- Tuesday, September 18, 2018 to Tuesday, September 11, 2018

This change is due to Dr. Groesbeck being invited to speak at the High Plains Regional Education Cooperative (REC) Meeting in Raton, New Mexico.

- Tuesday, November 20, 2018 to Tuesday, November 13, 2018
- Tuesday, December 18, 2018 to Tuesday, December 11, 2018

These two changes are due to the holiday breaks for Thanksgiving and Christmas.

ACTION – Mr. Currell moved to approve the Board Meeting Date changes above as requested. The motion was seconded by Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

Miscellaneous

Dr. Groesbeck discussed the following miscellaneous items:

- Working closely with consultant, Senator Harden
- Met some Senators at an LESC Meeting
- Met superintendents from House, Grady, and Santa Rosa regarding the work Mesalands is doing with dual credit
- Mesalands and Santa Rosa High School
 - An agreement was signed between Mesalands and Santa Rosa High School but an invitation letter was never secured
 - The invitation letter has been signed and sent out
- Spoke with Senator Pete Campos Representative George Dodge as to how Mesalands can better serve the Santa Rosa/Guadalupe region
- Thanked Mr. Sandoval for the basic work he has already done along the lines of communication
- Met Representative Lujan who is also a member on the Energy and Commerce Committee
- Spoke with Director of Continuing Ed/Community Ed to reach out to medical community
- Thanked Mr. Morgan, Mr. Andy Swapp, and Mr. Terrill Stowe for their work
- Discussion to offer additional programs and projects will be forthcoming

Academic Affairs

Ms. Gillard reported that Ms. Shannon Sommers is the new nursing/phlebotomy instructor. Together, they are working on an application (draft ready) to NMHED (due in October) to gain approval to start an LPN/RN Program, as the state approves degrees. Mr. Sandoval asked how many were in the nursing program and Ms. Gillard responded that there are ten in nursing and six in phlebotomy and they are well on their way. It

was noted that every nursing program is full and there are waiting lists for students to get into the program. Ms. Gillard stated that they accept the challenge.

Ms. Gillard informed the Board that Emily Moore (Mr. Bronson Moore's granddaughter) is attending Mesalands, living at Stampede Village, and majoring in Animal Science. She added that she told Emily that her grandfather would be proud.

Student Affairs

Historical Enrollment Statistics

Annual Enrollment Report

Enrollment Plan: Recruitment, Enrollment Tracking, Persistence and Completion 2018

Dr. Kennedy informed the Board that the Historical Enrollment Statistics and the Annual Enrollment Report are documents that are included in the Enrollment Plan: Recruiting, Enrollment, Tracking, Persistence, and Completion.

Dr. Kennedy briefly reviewed the Enrollment Plan which includes: reports reflecting a breakdown on daily enrollment for corrections, dual, and main campus and daily enrollment comparison with goals, as well as, enrollment comparisons by discipline; increases in annual headcount, credit hours, and FTE; historical statistics from summer 1995 through spring 2018; fall-to-fall/fall-to-spring persistence rates in comparison to NMICC averages; and graduation rates.

Dr. Kennedy also reported on the following:

- Stampede Enrollment held on August 16, 2018
 - Enrolled 16 students
- Stampede Village
 - There are 26 out of 30 beds filled
 - The opening picnic/BBQ held on Sunday went really well
- Orientation/Welcome Back
 - Biggest one Mesalands has ever had
 - Good Orientation – Good Year

Dr. Groesbeck thanked Dr. Kennedy and Student Affairs staff for their good, hard work with all hands-on deck as it pertains to working on focus group research and marketing. It appears that there will be approximately 25 high schools visited by Dr. Kennedy, Mr. Matt Garcia, and/or Ms. Kim Hanna with Dr. Groesbeck joining them on visits periodically. The emphasis for the meetings will be to get students' perception of Mesalands, share core values, and work with them one-on-one.

Administrative Affairs

Monthly Finance Report, July 2018 – ACTION

Ms. Hammer presented the Monthly Finance Report for July 2018 for approval.

ACTION – Mr. Sandoval moved to approve the Monthly Finance Report for July 2018 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 Quarterly Financial Certification Report – ACTION

Ms. Hammer presented the NMHED Quarterly Financial Certification Report for approval.

ACTION – Ms. Estrada moved to approve the NMHED Quarterly Financial Certification Report as presented. The motion was seconded by Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

EXECUTIVE SESSION – ACTION

ACTION – Ms. Stephenson 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. Currell 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

No correspondence was presented.

INFORMATIONAL ITEMS

Important dates were presented which are: Meet and Greet for Dr. John D. Groesbeck and Mrs. Janette Groesbeck, August 28, 2018, 5:00-7:00 p.m. and Labor Day, College closed, September 3, 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 July 19, 2018
- Administrative Affairs Division Meeting minutes dated July 19, 2018

The Selected Professional Development Activities for July 2018 were presented.

ANNOUNCEMENTS

Upon approval by the Board, this date, the next Mesalands Community College Board of Trustees Regular Board Meeting will be on Tuesday, September 11, 2018, 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 7:00 p.m.

[signature on original]

James P. Streetman
Chair

[signature on original]

Liz Estrada
Secretary/Clerk