

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

September 11, 2018

The Mesalands Community College Board of Trustees met in regular session on Tuesday, September 11, 2018 at 5:30 p.m. in Room A214.

CALL TO ORDER

Mr. Streetman, 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. Teresa Stephenson, Ms. Liz Estrada, and Mr. Jimmy Sandoval.

The following member was not present: Mr. Craig Currell.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Review and Reaffirmation of Board Policies
- 4) Approval of Purchase Requisition
- 5) Approval of Travel Approval Process for President
- 6) Approval of Meeting Date Changes
- 7) Approval of Monthly Finance Report, August 2018
- 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 there has been good progress on several fronts, some of which the vice-presidents will speak about.

Dr. Groesbeck's Good News include information on:

- analyzing of the serving area and changes that can be made to utilize the kitchen with a few restrictions, according to the food inspector who was on Campus to check the area. Some space will be reconfigured for seating and items needed can be purchased at a low cost. Dr. Groesbeck stated that the bookstore will also be situated back in building 'A' which will allow for nursing/phlebotomy to migrate to building 'G'
- how maintenance have been taking good care of the quad, courtyard, and front of building 'A' and future plans for possible xeriscaping on some areas
- a recent meeting he and Mr. Andy Swapp attended in Cloudcroft, regarding the wind energy program – Dr. Groesbeck stated that Mr. Swapp is a great spokesperson for the College

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Stephenson moved to approve Item V.A.1 Regular Board Meeting Minutes dated August 21, 2018, and V.B.1 Contract Confirmation for Mr. Josh Wall, Building Trades Instructor, effective August 8, 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.

Mr. Streetman asked Dr. Groesbeck if a full background check had been completed on the new hire and Dr. Groesbeck responded that, yes a full background check was completed.

CHAIRPERSON'S REPORTS

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

Meeting Date Changes – ACTION

The following Board Meeting Date Changes were proposed:

- Tuesday, October 16, 2018 to Tuesday, October 9, 2018

Dr. Groesbeck stated that this change is due to a personal commitment he had prior to coming to Mesalands.

- Tuesday, December 11, 2018 to Monday, December 10, 2018

This change is due to the scheduling of NMICC Meetings and the LFC Higher Education Budget Hearing, which are December 11 and 12, 2018.

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

Miscellaneous

Dr. Groesbeck stated that there are not any additional miscellaneous items to present at this time.

Academic Affairs

Ms. Gillard distributed copies of the Sun Path Progress Report to the Board. She mentioned that Mesalands has been a member of Sun Path for the past four years (allocated \$537,490) and having the grant changed lots of lives during those four years in providing opportunities to students and the ability for Mesalands to hire two Allied Health faculty members. Ms. Gillard provided information on how Mesalands exceeded the performance outcomes (actuals compared to targets, all four years) as follows:

- Unique participants served – 104.2%
- Participants completed program – 98.4%
- Number of earned credentials – 123.3%
- Participants unemployed at enrollment who were employed after program completion – 34.2%
- Participants employed at enrollment who received a wage increase post-enrollment – 250.0%

Ms. Gillard stated that overall Sun Path was a very successful program and Mesalands was able to acquire approximately \$60,000 in Allied Health Equipment.

Ms. Gillard pointed out additional information on the Progress Report which includes the impact on employee partnerships, as well as, testimonials from Sun Path students, Ms. Alyssa Diaz and Ms. Anastacia Morales.

Ms. Gillard reported that she is continuing work on an application, due in late September, to expand the LPN/RN Program and will meet with the committee in October.

Dr. Groesbeck asked Ms. Gillard how HLC is coming along and she responded that all is going well, the committees are meeting regularly, and Mr. Tom Morris has begun writing the report. Several committee chairs have submissions to present to the Steering Committee for review. Ms. Gillard stated that they are hoping to wrap things up sooner rather than later for review by early January. The team will be coming to Mesalands in April and everything must be submitted to them six weeks before the visit. Ms. Gillard added that all documents, etc. are now submitted electronically and are limited to how much can be presented.

Ms. Gillard reported that her accounting class is going well and numbers are still coming in from corrections.

Student Affairs

Dr. Kennedy reported that although he thought Ms. Kitcheyan could not be replaced, Ms. Alyssa Arellano-Reveles, Student Affairs Specialist, is doing a phenomenal job. He mentioned the following upcoming events:

- September 12, Popcorn Day
- September 14-15, first College rodeo at Diné College
- September 17, Constitution Day
 - Booklets will be distributed, provided by DAR
 - Sno-cones will be served – red/white/blue Mesalands' special
 - Past events held on Constitution Day at Mesalands included videos and lectures, to name a few
- DAR will also be sponsoring a movie
- September 20, Movie Night
- September 26, National Johnny Appleseed Day
- September 27, NMSU rodeo
- September 28-29, Cochise rodeo

Dr. Groesbeck inquired how housing was coming along. Dr. Kennedy stated that 27 out of 30 beds are filled and there is already interest for spring.

Administrative Affairs

Monthly Finance Report, August 2018 – ACTION

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

ACTION – Mr. Sandoval moved to approve the Monthly Finance Report for August 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.

EXECUTIVE SESSION – ACTION

ACTION – Ms. Estrada 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. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

RECONVENE FROM EXECUTIVE SESSION – ACTION

ACTION – Ms. Stephenson 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

2018 Tucumcari Armory Purchase Resolution

Dr. Groesbeck requested that the Board approve the 2018 Tucumcari Armory Purchase Resolution with a word change from ‘donation’ to ‘sale’ as reflected on page one, third paragraph and furthermore, that Dr. John Groesbeck be authorized to act as the agent and sign on behalf of the Board and the College.

ACTION – Ms. Estrada moved to approve the 2018 Tucumcari Armory Purchase Resolution as requested and presented with the word change as stated above. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

Dr. Groesbeck informed the Board that as of now the State Armory Board is scheduled to meet on September 26, 2018 and he will go to the meeting, if needed.

Dr. Groesbeck provided a brief update for the media to understand what has transpired. He stated that the College is working with the State Armory Board to secure the building in Tucumcari. The State Armory Board was initially going to donate the building but it was determined that a donation cannot be made to a college but it can be donated to a state agency. In order for the Board to move forward, they were required to reword the Resolution to reflect that Mesalands Community College has authorized the purchase to acquire the property, and assume responsibility for expenses arising from the purchase and buy the armory for one dollar (\$1.00).

Mr. Ron Warnick, Quay County Sun, asked Dr. Groesbeck what the building would be used for and its purpose. Dr. Groesbeck stated that there are several uses as it has a commercial kitchen, full gym which could accommodate intercollegiate sports/intramural sports, and perhaps use as a student center, to name a few.

NEW BUSINESS

No new business was conducted.

CORRESPONDENCE

No correspondence was presented.

INFORMATIONAL ITEMS

Important dates were presented which are: 11th Annual Mesalands Community College Rodeo, October 12-13, 2018; Student Fall Break, no classes, November 19-20, 2018; Thanksgiving Break, College closed, November 21-23, 2018; and Holiday Break, College closed, December 17, 2018-January 1, 2019.

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 August 23, 2018

The Selected Professional Development Activities for August 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, October 9, 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 6:52 p.m.

[signature on original]

James P. Streetman
Chair

[signature on original]

Liz Estrada
Secretary/Clerk