

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

November 13, 2018

The Mesalands Community College Board of Trustees met in regular session on Tuesday, November 13, 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, Mr. Jimmy Sandoval, and Mr. Craig Currell.

The following member was not present: Ms. Liz Estrada.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Protests and Demonstrations Policy
- 4) Approval of Monthly Finance Report, October 2018
- 5) Approval of Restricted Budget Adjustment Requests (BARs)
- 6) Approval of Unrestricted Budget Adjustment Requests (BARs)
- 7) Approval of Executive Session
- 8) Approval of Reconvene from Executive Session
- 9) Approval of Action, if needed, based on Executive Session

APPROVAL OF AGENDA – ACTION

ACTION – Ms. Stephenson moved to approve the agenda as presented. The motion was seconded by Mr. Currell. 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.

MESALANDS MOMENTS

Dr. Groesbeck stated that Good News would now be presented as Mesalands Moments and be reported directly from the wonderful people who are doing the work. Ms. Gillard welcomed Ms. D’Jean Jawrunner, founder of the Annual Iron Pour, as the presenter tonight.

Ms. D’Jean Jawrunner mentioned that after 20 years, a display for a Museum show has been put together to showcase Mesalands’ student’s work. The display entitled ‘Burning Ring of Fire’ which went up the end of October is currently at the Amarillo Museum of Art at Amarillo College, in Amarillo, Texas and will be on display until December 30, 2018. Ms. Jawrunner stated that the collective exhibit of art work is beautiful and the students, who participated from the early years to the present, have great abilities. Ms. Jawrunner added that the exhibit is on the entire main floor which consists of approximately 4,000 square feet and there is no charge to view the exhibit. She is hoping to be able to send the exhibit to other museums as a great way to show the College and the community. Ms. Jawrunner thanked everyone for their help and indicated that a catalog is being worked on to document pieces in it and the event.

Dr. Groesbeck stated that this is a great honor for Ms. Jawrunner and all the people who contributed to the exhibit.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Mr. Currell moved to approve Item V.A.1 Regular Board Meeting Minutes dated October 9, 2018, and Item V.A.2 Board Training Workshop Minutes dated October 26, 2017, and October 27, 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.

CHAIRPERSON’S REPORTS

Mr. Streetman stated the Board had a really good workshop on October 26-27 and he is in the process of preparing something from the search process and will be taking files to HR which include ads and things that were utilized and mentioned that he will also be contacting Ms. Kim Hanna for assistance with this. Mr. Streetman indicated that they covered all the basics, Ms. Stephenson stated that the workshop was good, Mr. Currell said it was productive, and Mr. Sandoval said he has done everything that Mr. Newton has asked and he has accomplished his goals.

REPORTS

President's

Miscellaneous

Dr. Groesbeck reported on the following miscellaneous items:

- HLC
 - The process continues to move forward
 - Thanked Dr. Forrest Kaatz and Mr. Tom Morris for working diligently on this
 - There are already some drafts completed on some parts
- Jenzabar
 - This is a pretty good program, ERP system
 - Things are going better or can be to get set-up to fully take on-line payments
 - Working on dual-credit
 - Need to spend more time on training and outreach

Academic Affairs

Ms. Gillard reiterated that the HLC process is a good process and is moving along with a couple of the Criterion and Introduction. She stated that all committee members are working and the Steering Committee has been reviewing some core components and accepting most of them.

Ms. Gillard reported that she is seeking approval for the nursing degree and today signed the NM Nursing Education Consortium Associate Member Memorandum of Understanding (MOU) and now have rights to use the curriculum. Second, she is seeking nursing accreditation and is hopeful that it will get approved.

Dr. Groesbeck asked Ms. Gillard how things were coming along with the Business Instructor position. Ms. Gillard responded that five applications have been received and she has instructed Ms. Tammy Hall to continue accepting applications.

Ms. Gillard stated that the course she is teaching is moving along and it has been a good semester.

Student Affairs

Annual Enrollment Management Report 2017-2018

Ms. Amber McClure presented the Annual Enrollment Management Report for 2017-2018 which she mentioned is a document that is produced in her office annually by getting/gathering information from others. She referenced a few pages in the Report which reflect: an increase in persistence from 60.2% to 62.5% (Dr. Groesbeck noted that the national average is 36%); graduation rate is up to 48%; and VP's list is up. Ms. McClure stated that she is proud of what they are doing.

Protests and Demonstrations Policy – ACTION

Dr. Kennedy presented the Protests and Demonstrations Policy which he informed the Board was a topic that Mr. Wayne Newton brought up at the Board's Workshop. He

stated that he looked at University of Chicago and other colleges policies and ended up with a minor rewrite for a policy for Mesalands. Dr. Kennedy informed the Board that it was sent to the Executive Team. Then a committee was formed which consisted of two instructors, two staff members, and three students. Dr. Kennedy proposed that the Protests and Demonstrations Policy become a part of the Board Policies so it can be used in the catalog, student handbook, and other College documents.

Mr. Currell stated that it was simple and straight forward.

ACTION – Mr. Currell moved that the Protests and Demonstrations Policy be approved and be made a part of Board Policies as proposed above. The motion was seconded by Ms. Stephenson. A roll call vote was taken with all members voting yes. The motion carried.

Dr. Groesbeck asked Dr. Kennedy about enrollment. Dr. Kennedy reported that it has been a great semester and participation from the students is good as they are still showing up for class and there is a group of bright, dedicated students. He added that the Student Affairs Office is great.

Dr. Groesbeck informed the Board that headcount is ahead of what it was same time last year and he feels housing is a contributing factor.

Administrative Affairs

Ms. Hammer informed the Board that most of the Business Office staff reported to work yesterday to have everything ready for Financial Aid Disbursement today and she wanted to publicly thank them.

Annual Financial Aid Award Report

Ms. Jessica Gonzales presented the Annual Financial Aid Award Report. A total of 208 students benefitted in 2017-2018 from the total of \$1,060,235 which were awarded. The awards reflected on the report are:

- Federal, \$856,098, 81%
- State, \$100,734, 9%
- Institutional, \$64,266, 6%
- Third Party, \$39,137, 4%

Ms. Gonzales briefly explained student loans to the Board, as well as, presenting Free Application for Federal Student Aid (FAFSA) Workshops at area schools.

Monthly Finance Report, October 2018 – **ACTION**

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

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

Restricted Budget Adjustment Requests (BARs) – ACTION

Ms. Hammer presented the Restricted BARs for approval which she indicated is to align some grants.

ACTION – Ms. Stephenson moved to approve the Restricted BARs as presented. The motion was seconded by Mr. Sandoval. A roll call vote was taken with all members present voting yes. The motion carried.

Unrestricted Budget Adjustment Requests (BARs) – ACTION

Ms. Hammer presented the Unrestricted BARs for approval and proposed increasing auxiliary revenues.

ACTION – Mr. Currell moved to approve the Unrestricted BARs 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 Mr. Currell. 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. Stephenson. A roll call vote was taken with all members present voting yes. The motion carried.

ACTION, IF NEEDED, BASED ON EXECUTIVE SESSION – ACTION

Dr. Groesbeck stated that a note had been received from PSC, contract entity for program management design and requested approval of a CES purchase order for site work repairs with the GO Bond funds. This will allow the project to stay on the timeline and get the work done.

ACTION – Mr. Currell moved that spending of the GO Bonds when awarded be approved and that Dr. Groesbeck is now empowered to approve it and proceed as necessary with the project. 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: Student Fall Break, no classes, November 19-20, 2018; Thanksgiving Break, College closed, November 21-23, 2018; Legislative Reception, Convention Center, December 8, 2018; Holiday Break, College closed, December 17, 2018-January 1, 2019; Martin Luther King, Jr. Day, College closed, January 14, 2019, Legislative Session Opening Day, January 15, 2019; and Quay Day, Santa Fe, NM, January 16, 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 October 18, 2018
- Administration Affairs Division Meeting minutes dated October 31, 2018

The Selected Professional Development Activities for October 2018 were presented.

The Fossil Friends Bare Bones Newsletter was presented.

ANNOUNCEMENTS

Monday, December 10, 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 6:58 p.m.

[signature on original]

James P. Streetman
Chair

[signature on original]

Liz Estrada
Secretary/Clerk