

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

**March 19, 2019**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, March 19, 2019 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, Mr. Jimmy Sandoval, and Mr. Craig Currell.

**LIST OF ACTION ITEMS**

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Board Retreat
- 4) Approval of Review Annual Board of Trustees Calendar of Reports
- 5) Mesalands Community College Telecommuting Policy
- 6) Approval of Student Fee Proposal for Outdoor Activity Fee
- 7) Approval of Monthly Finance Report, February 2019
- 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. Ms. Stephenson seconded the motion. 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.

There were not any public comments made.

## **MESALANDS MOMENTS – All-State Academic Team Report**

Dr. Groesbeck presented a framed certificate to Brandon Smith, a PTK member, for being selected as an All-State Academic Team recipient. Brandon informed the Board that students were at the Roundhouse in Santa Fe and acknowledged by both the House of Representatives and the Senate for this achievement and said it was an awesome experience to meet them. Dr. Groesbeck commended Brandon for being an excellent ambassador for the College and for setting a good example for Mesalands students.

Dr. Groesbeck asked Brandon to report about the wind program and a recent visit. Brandon stated that Beto O'Rourke, candidate for the Democratic National Convention, visited the Wind Center and was apprised about the College's wind program. Dr. Groesbeck mentioned that it was a pleasure to meet Mr. O'Rourke and that Mr. O'Rourke had written about Mesalands in his blog. In addition, as a result of his visit, Dr. Groesbeck had two phone interviews, one with CNN and the other with Dallas Morning News. Ms. Hanna stated that Mr. O'Rourke has family from Tucumcari.

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

**ACTION** – Mr. Currell moved to approve Item V.A.1 Regular Board Meeting Minutes dated February 19, 2019 as presented. Ms. Estrada seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

## **CHAIRPERSON'S REPORTS**

Mr. Streetman stated that at this time he did not have anything to report. He informed the Board that there are three new members on the Foundation: Mr. David Hale, Ms. Nancy English, and Mr. Phil Bidegain. He added that Ms. Laurie Bidegain is resigning from the Foundation.

## **REPORTS**

### **President's**

#### **Board Retreat – ACTION**

Dr. Groesbeck asked Ms. Chavez about this agenda item. Ms. Chavez stated that this is on the Annual Calendar of Reports and is presented to the Board who will determine

if they feel a Board Retreat needs to be scheduled. She added that when Mr. Streetman reviewed the 'draft' Board Agenda previously, he told her that he feels since the Board had a retreat in October, he doesn't feel one is needed at this time.

Mr. Streetman mentioned that there is no point to have one now and that the Board should get past November to see where things stand after that and who is on the Board. He told the Board to think of things down the line and they may have a Board Retreat in March or April of 2020. He added that the Board would talk about it later.

**ACTION** – No action is needed at this time.

**Review Annual Board of Trustees Calendar of Reports – ACTION**

Dr. Groesbeck presented the Annual Board of Trustees Calendar of Reports for approval. He stated that the calendar reflects what is presented to the Board and which department presents each item. The activities on the calendar are key to the operation of the College.

**ACTION** – Ms. Estrada moved to approve the Review of the Annual Board of Trustees Calendar of Reports as presented. Ms. Stephenson seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

**Mesalands Community College Telecommuting Policy – ACTION**

Dr. Groesbeck presented the Mesalands Community College Telecommuting Policy for approval. He informed the Board that in promoting greater increase in intercollegiate sports and fully on-line programs and working with the Strategic Plan, this Policy could be used. The Policy would also address HLC in that it would reflect that Mesalands does have a Policy addressing telecommuting. This has been reviewed by the Vice Presidents and has strong business rationale within the Policy. Dr. Groesbeck stated that, if approved, this Policy would be in the Board Policies, the Faculty Manual, and the Personnel Handbook of the College.

Dr. Groesbeck stated that an employee would be required to complete a Telecommuting Request and Agreement, which would be presented to their supervisor, the appropriate Vice President, and then to the President for consideration/approval.

**ACTION** – Ms. Stephenson moved to approve the Mesalands Community College Telecommuting Policy as presented. Ms. Estrada seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

Mr. Streetman indicated that since the Policy is going in all the handbooks mentioned above that the lawyer should look at it. Dr. Groesbeck responded that he could do that.

**Announcements in Accordance with Governmental Conduct Act**

Dr. Groesbeck informed the Board that Ms. Gillard and Ms. Estrada will present statements.

Ms. Natalie Gillard stated 'I, Natalie Gillard, am an equal shareholder with my spouse of Steel Heating, Cooling, Electrical, Inc. I will abstain or dismiss myself from all decisions that have any impact on the relationship between the College and Steel Heating, Cooling, Electrical, Inc.'

Ms. Liz Estrada stated 'At this time to avoid any perception of conflict of interest I would like to note for the record that from time to time Mesalands Community College may purchase hay from members of my family to use in academic and athletic programs. I will not be involved in these transactions or in any decisions related to transactions, and any purchases will conform to the Colleges purchase and acquisition policies.'

### Miscellaneous

Dr. Groesbeck reported on the following miscellaneous items:

- Legislative Update (provided handouts for the Board)
  - On the general funds, Mesalands didn't really suffer any cuts
  - Attended the House Appropriations and Finance Committee (HAFC) Hearing on athletics and looks like there may be a \$10,000 increase for Mesalands which is more than was requested
  - A special request for \$125,000 was submitted for an Integrated Renewable Energy Program
    - This would cover/entail hiring a new person, solar/wind/micro grids, etc.
    - HB548 passed and is now on the Governor's desk in hopes of not being line-item vetoed
- MCC Improvements
  - Funded under Capital Outlay Requests
  - In the amount of \$350,000
  - To purchase items such as solar panels, software, tracking, etc.
- NMICC Presidents Meeting
  - During this meeting, met with Kathy Winograd, CNM President
    - Discussed building trades programs and that not much is happening
    - Looking at possibly doing a project/construction management program with a stronger business component and maybe a wood working/furniture making program (Dr. Groesbeck and Mr. Jim Morgan are working on another programmatic possibility)

### **Academic Affairs**

Ms. Gillard gave the Board an update on the accreditation process and reminded the Board that the team will be on-Campus April 29-30, 2019. She reported that the Assurance Argument (replacement for the Self-Study Report) has been edited and reviewed. The Steering Committee is scheduled to meet tomorrow to review the Strengths and Opportunities for Improvement. Ms. Gillard stated that Mr. Tom Morris has done a good job and the evidence gathered is good.

Ms. Gillard reported that she, Dr. Groesbeck, Dr. Kennedy, and Ms. Hammer attended an HLC Workshop recently and that they were able to meet the team chair and liaison

that will be visiting Tukumcari in April. She mentioned that there is a big focus on Criteria 5 so she will be sure that everything has been covered.

Ms. Gillard stated that Mesalands has a new faculty member, Ms. Shannon DeMuth, Digital Business and Entrepreneurship Faculty. Ms. Gillard noted that Ms. DeMuth has two Master's and a JD, is very personable, has taught in prisons, is now teaching at a college in Colorado, will be a really good addition, and can begin working in August.

Ms. Gillard mentioned that there are three applications for the Environmental/Life Sciences Faculty position. Dr. Groesbeck added that the Director of Museum search is ongoing and there are three applications for that position.

## **Student Affairs**

### **Student Fee Proposal for Outdoor Activity Fee – ACTION**

Dr. Kennedy introduced Ms. Alyssa Arellano-Reveles, Student Affairs Specialist and Student Government Advisor; and Brandon Smith, PTK Member, President of the Wind Energy Club and a member of Student Government.

Ms. Arellano-Reveles and Brandon presented the Student Fee Proposal for Outdoor Activity Fee for approval. They proposed a \$6 per credit hour outdoor activity fee, which would be used for activities such as trips and equipment for different sports/activities. Dr. Groesbeck asked how the \$6 fee compared to other residential institutions and Brandon indicated that he does not know. Dr. Kennedy responded that the \$6 is very, very low and Mesalands has not raised fees in a long time. Dr. Groesbeck stated that, in comparison, Western has a \$75 fee. It was clarified that the \$6 proposed outdoor fee is separate from the \$3 activity fee already in place. It was noted that a survey was distributed to approximately 70 students who all are in support of having this available.

Ms. Arellano-Reveles discussed plans for a road trip on Route 66 from Tukumcari to San Bernardino, California with stops at several landmarks. Although there was a lot of support, the cost was too much for some students. If the \$6 outdoor fee had been in place, it would have made a significant difference in affording some students the opportunity to take the proposed trip.

Discussion followed regarding issues such as how much money could be generated with the proposed \$6 fee; what expenses could be covered with those funds; and a process for students to apply for use of the available funds for travel, to name a few.

**ACTION** – Mr. Sandoval moved to approve the Student Fee Proposal for Outdoor Activity Fee as presented. Mr. Currell seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

## **Administrative Affairs**

### **Monthly Finance Report, February 2019 – ACTION**

Dr. Groesbeck stated that Ms. Hammer is attending a purchasing officer training which she did not get done the other day. Therefore, he presented the Monthly Finance Report for February 2019 for approval.

**ACTION** – Ms. Estrada moved to approve the Monthly Finance Report for February 2019 as presented. Mr. Currell seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

Dr. Groesbeck and Mr. Streetman stated that they are curious why there are two checks to Tillman Enterprises and Dr. Groesbeck indicated that he would look at that.

Dr. Groesbeck informed the Board that the Museum looks great and the Interim IT Director is working on on-line stores.

### **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). Ms. Stephenson seconded the motion. 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). Ms. Estrada seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

### **ACTION, IF NEEDED, BASED ON EXECUTIVE SESSION – ACTION**

Based on Executive Session, Mr. Streetman stated that the title company needs an explanation on the land transfer from the Foundation to the College and that Dr. Groesbeck has the authority to sign on behalf of the College.

Dr. Groesbeck stated that this is old business, just clean-up and clarification.

**ACTION** – Ms. Estrada moved to approve the clarification as presented. Mr. Currell seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

This will be sent to the title company as soon as possible.

## **NEW BUSINESS**

There was not any new business conducted.

## **CORRESPONDENCE**

No correspondence was presented.

## **INFORMATIONAL ITEMS**

Important dates were presented which are: Spring Break, College closed, March 25-29, 2019; Spring Holiday, College closed, April 19, 2019; and Mesalands Community College Graduation, May 3, 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 February 21, 2019
- Academic Affairs Division Meeting minutes dated February 25, 2019

The Selected Professional Development Activities for February 2019 were presented.

## **ANNOUNCEMENTS**

Tuesday, April 16, 2019, 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 adjourned. The meeting adjourned at 6:40 p.m.

[signature on original]

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James P. Streetman  
Chair

[signature on original]

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Liz Estrada  
Secretary/Clerk