

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

April 16, 2019

The Mesalands Community College Board of Trustees met in regular session on Tuesday, April 16, 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**

Recited was the Pledge of Allegiance 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 Monthly Finance Report, March 2019
- 4) Approval of FY2019 Proposed Audit Contract
- 5) Approval of Final Unrestricted Budget Adjustment Request
- 6) Approval of Wells Fargo Business Credit Card Account
- 7) Approval of FY20 Proposed Operating Budget
- 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. Mr. Currell 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

Dr. Groesbeck announced that Mr. Matt Hughes, Rodeo Coach, would present the Mesalands Moments with an update on the Rodeo Program.

Mr. Hughes informed the Board that the last rodeo the team participated in was at NMSU and he pointed out that Hiyo Yazzie won all-around high pointer of the weekend, A.J. Keys was second in bareback riding, and Roy Jackson won in bull riding. As of now, the men's team are third in the region. Mr. Hughes stated that there is one more rodeo, which will be in Socorro.

Mr. Hughes was asked how many will be going to college finals and he responded that there may be four or five going to the College National Finals Rodeo (CNFR) in Casper. Dr. Groesbeck asked if it is a tradition for the President to attend the finals and Mr. Hughes stated that it is good idea.

Mr. Streetman asked how many students would be back next year and Mr. Hughes stated that the bad thing is that the team will lose some good ones this year. However, he stressed that he has been out recruiting and has signed some good ones and he believes it looks very promising. Mr. Hughes reported that it is his goal to build the women's team up this summer.

Dr. Groesbeck mentioned that the College received more funding than was requested through the RPSP (now referenced as a regular line item) for the rodeo program.

Mr. Hughes mentioned that the Rodeo Banquet would be on Wednesday, April 24, 2019. It is included on the Board Agenda under 'Important Dates'.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Stephenson moved to approve Item V.A.1 Regular Board Meeting Minutes dated March 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 informed Dr. Groesbeck that he called Mr. Jim Morgan regarding the dinosaur sign this side of Adrian in which it is no longer there and asked if Mr. Morgan had talked to Dr. Groesbeck about that. Dr. Groesbeck stated that the skin is probably no longer good and Ms. Kim Hanna will look into that billboard.

REPORTS

President's

Miscellaneous

Dr. Groesbeck reported on the following miscellaneous items:

- Legislative Session funding received
 - Capital Outlay funds in the amount of \$350,000 for the Integrated Renewable Energy Program
 - An appropriation of \$125,000 to add faculty training to include solar, micro grids, battery technology, and perhaps micro hydro
 - A one-time \$50,000 appropriation from Senator Pat Woods' personal appropriation to fund fully on-line degree programs
 - A 4% increase in compensation to all higher education full-time employees (funded for I&G)
 - Dr. Groesbeck stated that Senator Harden works on behalf of the Foundation helping in legislative efforts
- Faculty – Staci Stanbrough
 - Dr. Groesbeck informed the Board that Ms. Stanbrough will be leaving Mesalands
 - A search will begin for the position of animal science faculty
 - Dr. Groesbeck stated that he is very grateful for Ms. Stanbrough who is a wonderful, stellar faculty member and it is upsetting that she is leaving
 - Dr. Groesbeck publicly thanked Ms. Stanbrough for her efforts
 - Mr. Streetman stated that Ms. Stanbrough was also the assistance rodeo coach at one time and he said there is really a need for a female assistant coach. Dr. Groesbeck stated that he understands and has one individual in mind and there have been expressions of interest for this position.
- CRELA
 - Dr. Groesbeck informed the Board that he will be hosting the CRELA annual meeting on Campus in July
 - CRELA is the Coalition of Renewable Energy Landowner Associations
- Wind Energy
 - Dr. Groesbeck stated that Mesalands needs to be the universe for wind energy
 - Mr. Andy Swapp is looking as summer overload to contract for completely on-line summer classes in wind energy

Academic Affairs

Dr. Groesbeck reported on the following:

- Ms. Shannon DeMuth is the new Digital Business and Entrepreneurship Faculty member and will develop additional curriculum. Ms. DeMuth will be on-campus tomorrow and will be doing an overload contract for the summer.
- John Bauler continues to ensure areas such as Panopto being fully repaired to do lecture capture, how Moodle is handled; improving quality and shortening development time of look/feel of on-line classes
- Dr. Groesbeck, Ms. Gillard, and others met with the President, Provost, and two Deans from Northern New Mexico College (NNMC) to discuss joint degree programs for electromechanical engineering technology offerings at Mesalands and making the wind energy program available to their students. Dr. Groesbeck added that they are the only accredited institution with a project management program and he believes that this can serve as a good model for collaboration in the state of New Mexico.

Student Affairs

Dr. Kennedy informed the Board that Mesalands has had an incredible semester featuring the following:

- Best Iron Pour week with non-stop activities
- Excellent Student Safety Week
- Best Maze of Life ever with 25 booths and over 300 students between grades 8 and 12 from three area high schools attending, as well as, Mesalands' students. Dr. Groesbeck stated that he enjoyed having pizza with the superintendent and students from Logan

Dr. Groesbeck asked Dr. Kennedy to report on the MHA, which Dr. Groesbeck stated is the Mesalands Housing Alliance. Dr. Kennedy reported that Mesalands is working with local hotels to work on housing for students as they are expecting an overload in available beds. The alliance would provide for a floating RA and controlled housing. Dr. Groesbeck added that holding student activities at those locations could happen.

Dr. Kennedy mentioned the following:

- Graduation is May 3, 2019
- Student Affairs is preparing for the HLC visit and compiling notebooks for everyone

Administrative Affairs

Monthly Finance Report, March 2019 – **ACTION**

Ms. Hammer presented the Monthly Finance Report for March 2019 for approval.

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

FY2019 Proposed Audit Contract – **ACTION**

Ms. Hammer presented the FY2019 Proposed Audit Contract. Ms. Hammer informed the Board that there were two responses received to the Request for Proposal and the committee selected Atkinson and Company. The contract is a three-year contract and she stated that they are very helpful and it is great working with them. Ms. Hammer stated that HED has given their approval and if the Board approves, she will then submit it to the state.

ACTION – Ms. Estrada moved to approve the FY2019 Proposed Audit Contract as presented. Mr. Currell seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

Final Unrestricted Budget Adjustment Request – **ACTION**

Ms. Hammer distributed corrected/changed copies of the Final Unrestricted Budget Adjustment Request for approval.

ACTION – Mr. Sandoval moved to approve the Final Unrestricted Budget Adjustment Request as presented. Ms. Estrada seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

Wells Fargo Small Business Credit Card Account – **ACTION**

Ms. Hammer presented the Wells Fargo Small Business Credit Card Account for approval and informed the Board that it would be a small credit card account for only executive team members to use for College expenditures. She informed the Board that in the past, she was told that the College could not have credit cards but is looking into this.

Discussion followed regarding limits on spending, having a DFA procurement card (P card), debit card, or reloadable card. Mr. Currell asked if the Foundation could facilitate that for the College but that would bring up other questions/factors. Dr. Groesbeck asked what a DFA procurement card entails and Ms. Hammer said she does not know. Ms. Hammer said she does not favor having a debit card. Mr. Streetman stated that there have to be controls on whichever card is used. Ms. Estrada mentioned to Ms. Hammer that limits/controls could be set.

Mr. Streetman suggested that the Board table this until Ms. Hammer gathers more information and gets confirmation.

ACTION – Mr. Currell moved to table any action on the Wells Fargo Small Business Credit Card Account as suggested by Mr. Streetman. Ms. Estrada seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

FY20 Proposed Operating Budget – **ACTION**

Ms. Hammer distributed copies of the FY20 Proposed Operating Budget and reviewed the general summary of the general fund, revenues, and expenditures.

ACTION – Ms. Stephenson moved to approve the FY20 Proposed Operating Budget as presented. Mr. Sandoval seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

EXECUTIVE SESSION – ACTION

ACTION – Mr. Currell 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. Estrada seconded the motion. 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). Ms. Stephenson 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

No action taken at this time.

NEW BUSINESS

There was not any new business conducted.

CORRESPONDENCE

No correspondence presented.

INFORMATIONAL ITEMS

Presented were the following:

- Important dates
 - Spring Holiday, College closed, April 19, 2019
 - Mesalands Rodeo Team Banquet, Wednesday, April 24, 12:00 p.m., Honorable J. Bronson Moore Room
 - Mesalands Community College Graduation, May 3, 2019
- Board of Trustees 12-month calendar
- Board of Trustees Annual Calendar of Reports
- Division Meeting Minutes
 - Student Affairs Meeting dated March 21, 2019
- Selected Professional Development Activities for March 2019

ANNOUNCEMENTS

Tuesday, May 21, 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 7:23 p.m.

[signature on original]

James P. Streetman
Chair

[signature on original]

Liz Estrada
Secretary/Clerk