

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

**May 21, 2019**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, May 21, 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 Capital Project Request
- 4) Approval of Annual Selection of Mesalands Community College Foundation, Inc. Board of Directors
- 5) Approval of Meeting Date Change
- 6) Approval from HLC for More Additional Locations
- 7) Approval of Investment Policy Revision
- 8) Approval of Monthly Finance Report, April 2019
- 9) Approval of NMHED Quarterly Financial Certification
- 10) Approval of Authorization to Purchase Contract on Van
- 11) Approval of Executive Session
- 12) Approval of Reconvene from Executive Session
- 13) 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**

Mr. Tom Morris reported to the Board about the recent HLC Accreditation Visit on April 29-30, 2019 and stated that many people were a big part of the visit. He stated that the visit was based on two reports, the Assurance Argument and the Federal Compliance Review. A team of five peer reviewers, chaired by Mr. Robert Spohr, conducted the visit. Mr. Morris informed the Board that a report should be received within thirty days from the date of the visit, then the College can view for 'errors of fact' and have an opportunity to send a response within two weeks, if they so choose. Mr. Morris shared some additional information with the Board as it pertains to who reviews the reports, possible findings that may be included in the report, and program reviews. He also indicated that the team commented, during their meeting with students, on how students expressed that they really love the College and staff.

Mr. Morris mentioned that he was fortunate to write the report and expressed his thanks to Ms. Gillard for all the help she provided him in writing the report.

Mr. Streetman stated that Ms. Stephenson would be leaving shortly as she has an event to attend at 6:00 p.m. and that Mr. Morgan's presentation could take at least thirty minutes.

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

**ACTION** – Mr. Currell moved to approve Item V.A.1 Regular Board Meeting Minutes dated April 16, 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 he did not have anything to report at this time.

## **REPORTS**

### **President's**

Mr. Streetman indicated that he wanted to address Item VII.A.2 before VII.A.1. Therefore, presented first was the following item.

Annual Selection of Mesalands Community College Foundation, Inc. Board of Directors

– **ACTION**

Mr. Streetman stated that he wants to keep the two Board of Trustees, himself and Mr. Currell, on the Mesalands Community College Foundation, Inc. Board of Directors for another year.

**ACTION** – Ms. Estrada moved to approve the request presented above by Mr. Streetman. Ms. Stephenson seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

Ms. Stephenson excused herself from the meeting and left at 5:55 p.m.

Capital Project Request – **ACTION**

Dr. Groesbeck stated that Mr. Jim Morgan and Ms. Kim Hooker from PSC would be presenting information on the Capital Project Request.

Mr. Morgan gave the Board a brief update on Capital Project Requests beginning with a request in 2016 to renovate the current business office but no funds were awarded and an approved request in 2017 of \$800,000 for Phase I. He stated that a request, due June 3, would be submitted for two new projects for Phase 1 and then bonds will be issued in July with receipt of funds in September or October. He stated that Ms. Kim Hooker, architect for PSC, designed the layout for the new student area.

Ms. Hooker presented drawings of the layout for both the student area and the bookstore area and stated that she is excited about the design, which puts students first with a concept that is kiosk oriented. Dr. Groesbeck asked the Board if they understood what walls will be coming out and the overall design. The Board indicated that they do. Ms. Hooker stated that the area would be space that is more functional. It was also noted that the restrooms on the west end of the hall would be redesigned to be accessible.

Dr. Groesbeck requested approval to proceed with \$800,000 Phase I and proceed with an additional amount taken to the state for new project for Phase II.

**ACTION** – Ms. Estrada moved to approve the Capital Project Request as requested by Dr. Groesbeck above and presented. Mr. Currell seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

Meeting Date Change – **ACTION**

Dr. Groesbeck requested a Meeting Date Change of Tuesday, June 18, 2019 to Tuesday, June 11, 2019. This is due to scheduling conflicts with him attending the CNFR in Casper, Wyoming to hand out certificates to the students and meet their families, as well as, recruiting. Mr. Currell asked how many students were going and Dr. Groesbeck responded that there are four students going.

**ACTION** – Mr. Currell moved to approve the Meeting Date change of Tuesday, June 18, 2019 to Tuesday, June 11, 2019 as requested by Dr. Groesbeck. Ms. Estrada seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

### Miscellaneous

Dr. Groesbeck reported on the following miscellaneous items:

- Stampede Village
  - Have an on-going lease with Tillman and will renew
  - Have negotiated and will lease at the same rate
  - Will have to keep the units full through the summer
  - Landlord will put in three washing machines and two dryers in the laundry room
  - Unacceptable beds will be replaced
  - Only problem was with tripping breakers but that problem has been resolved
- Billboard
  - A new billboard has been placed coming from Amarillo

### **Academic Affairs**

#### Seek Approval from HLC for More Additional Locations – **ACTION**

Dr. Groesbeck requested approval from the Board to Seek Approval from HLC for More Additional Locations being: Otero County Prison Facility in Chaparral, Southern New Mexico Correctional Facility in Las Cruces, and the Penitentiary of New Mexico in Santa Fe, New Mexico. He stated that Mesalands has become the institution of choice for the entire state.

**ACTION** – Mr. Sandoval moved to approve the request to Seek Approval from HLC for More Additional Locations as presented. Mr. Currell seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

### **Student Affairs**

Dr. Groesbeck stated that Dr. Kennedy is on vacation.

Dr. Groesbeck informed the Board that he had asked Matt Garcia and Alyssa Arellano-Reveles to start staffing foyers in high schools and collect applications.

### **Administrative Affairs**

#### Investment Policy Revision – **ACTION**

Ms. Hammer presented the Investment Policy Revision which she stated adds wording to include the 'Uniform Prudent Management of Institutional Funds Act' to get rid of an audit finding and the Colleges' investments will be according to state laws.

Mr. Streetman asked what investments the College has and Ms. Hammer responded that there are CD's. Ms. Hammer informed the Board that there are two options, one being Local Government Investment Pool and the other going with Wells Fargo. Discussion followed

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

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

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

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

NMHED Quarterly Financial Certification – **ACTION**

Ms. Hammer presented the NMHED Quarterly Finance Certification for approval.

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

Announcement in Accordance with Governmental Conduct Act

Ms. Hammer stated, "I am disclosing to the Board of Trustees and the College that I have been elected to the Board of Directors of Everyone's Federal Credit Union, and the Chair of the Board for Everyone's. At this time, I do not foresee any conflict of interest, and if at any time in the future there is a conflict of interest with being on the board, I will recuse myself from the matter both as board member or as an employee."

Authorization to Purchase Contract on Van – **ACTION**

Ms. Hammer stated she has only received a quote from one vendor and has a rough estimate for \$32,000. This is for a 15-passenger Chevrolet van, which has heating/air conditioning, a trailer hitch, trailer break, power windows and locks, and a back-up camera. Mr. Streetman asked if the heating/air conditioning is in front only or front and back and Ms. Hammer said she has not gotten any specifics yet.

Issues of concern include the heating/air conditioning and whether to purchase outright or finance, to name a few. Mr. Streetman said more information and pricing needs to be researched and gathered first as he does not feel a decision can be made at this time. He suggested that the Board table this matter until the June Board Meeting.

**ACTION** – Ms. Estrada moved that the Authorization to Purchase a Contract on a Van be tabled until the June Board Meeting. Mr. Currell seconded the motion. 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). Mr. Currell 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. 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**

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 date
  - Memorial Day, College closed, May 27, 2019
- Board of Trustees 12-month calendar
- Board of Trustees Annual Calendar of Reports
- Division Meeting Minutes
  - Student Affairs Meeting dated April 18, 2019
  - Academic Affairs Meeting dated April 22, 2019
  - Administrative Affairs Meeting dated April 24, 2019
- Selected Professional Development Activities for April 2019

## **ANNOUNCEMENTS**

Upon approval by the Board, this date, the next Mesalands Community College Board of Trustees Regular Board Meeting will be on Tuesday, June 11, 2019, 5:30 p.m., Room A214.

## **ADJOURN**

Mr. Streetman stated that there was no further business and the meeting adjourned. The meeting adjourned at 6:58 p.m.

[signature on original]

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James P. Streetman  
Chair

[signature on original]

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Liz Estrada  
Secretary/Clerk