

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

January 21, 2020

The Mesalands Community College Board of Trustees met in regular session on Tuesday, January 21, 2020 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 board 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 Reorganization of the Board – Election of Officers
- 4) Approval of Purchase Requisition
- 5) Approval of College Audit Report
- 6) Approval of Monthly Finance Report, December 2019
- 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. Ms. Estrada 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 stated that there would not be any presentations for Mesalands Moments.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Estrada moved to approve Item V.A.1 Regular Board Meeting Minutes dated December 10, 2019 as presented. Mr. Currell seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

CHAIRPERSON'S REPORTS

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

Reorganization of Board – Election of Officers – **ACTION**

Chair

Vice-Chair

Secretary/Clerk

Mr. Streetman mentioned that there had just been an election and he did not know if the Board wanted to keep the same officers or what.

Mr. Streetman called for nominations for the position of Board of Trustees Chair.

ACTION – Mr. Currell moved to leave the officers as they are at this time. Ms. Stephenson seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

REPORTS

President's

Purchase Requisition – **ACTION**

Dr. Groesbeck presented the following purchase requisition for approval:

- Jenzabar, Inc. \$35,590
 - Annual Maintenance 2020

ACTION – Ms. Estrada moved to approve the above Purchase Requisition as presented. Ms. Stephenson seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

Dr. Groesbeck reported that things are progressing on Campus with J1, a web-based version of Jenzabar. He added that he is quite proud of the staff.

Miscellaneous

Dr. Groesbeck informed the Board that he did not have miscellaneous items to report at this time.

Academic Affairs

Student Learning Assessment Annual Report

Ms. Gillard presented the Student Learning Assessment Annual Report that is a lengthy document with good information.

Ms. Gillard stated that Mr. Tom Morris deserves a lot of credit for putting the report together, along with faculty who do the assessments.

Ms. Gillard highlighted sections of the Report such as the three levels of assessment. The three levels are the ACCUPLACER, the National Career Readiness Certificate (NCRC), which is a three-year cycle and uses the Workkeys test, and the GED Competencies. Ms. Gillard referenced the Capstone Portfolio Course (ENG299), charts, surveys, Student Learning Assessment Program Report that reflects ‘closing the loop’, and Course Level Assessment to show that teachers are teaching and students are learning what they should.

Ms. Gillard stated that several areas/programs are showing progress.

Dr. Groesbeck asked what the bottom line was on how the College did on the accreditation review. Ms. Gillard responded that there are not any outstanding reports. Dr. Groesbeck mentioned that there are not any mandatory follow-ups and no qualifiers known of except, as indicated by Ms. Gillard, work needed on review of the student complaint process. Ms. Gillard added that she is already working on this item.

Mr. Streetman asked when the HLC team would be back and Ms. Gillard stated that they would return in six years for a complete review, which is in line with the new model.

Student Affairs

Enrollment Management Plan – Fall Retention Report

Dr. Kennedy presented the Enrollment Management Plan – Fall Retention (Persistence) Report. He highlighted the following from the report: No-Show Calls; Teaching, Learning, Caring (TLC); Early Registration Day; Mid-Term Grades; Student Persistence-Related Activities for fall 2019; charts on Career Services, Recruitment, Referrals, and

Tutoring Service Hours. Dr. Kennedy mentioned Social Engagement activities and stated that Ms. Alyssa Arellano-Reveles changed Student Orientation from a one-day event to a weeklong event.

Administrative Affairs

College Audit Report – **ACTION**

Mr. Martin Mathisen. Atkinson, presented the College Audit Report for June 30, 2019 and a brief review to the Board. The items reviewed include: comparison tables for 2019-2018; current assets; current liabilities; pension, OPEB liabilities; tuition; grants; unrestricted deficit; bottom line; and expenses.

Mr. Mathisen stated that the audit reflects one finding which was modified and repeated and five new findings for the current year of which three are federal. He reviewed the findings, as well as, the auditors' recommendations.

Mr. Mathisen distributed copies of a letter, which communicates the auditors' findings and will be issued formally. He reported that there is not anything to tell the Board that was not communicated verbally or in writing and that Atkinson staff have a very good relationship with Mesalands staff. Mr. Mathisen stated that they will be back to do the audit again next year.

Mr. Mathisen indicated that the College is in good financial condition and the College is very liquid and able to maintain their accreditation

Ms. Hammer stated that this is the first year audit of a three-year cycle so Atkinson will do the College's audits for the next two years. After that, the College will be required to secure services from another auditor.

Ms. Estrada questioned the repeat finding regarding the College's Pension. Ms. Hammer responded that it was under HR and she stated it could be more of an issue with adjunct instructors and not knowing what amounts to withhold.

Dr. Groesbeck stated that he does not know exactly what the amount is that is involved and that this will be addressed to get resolved.

ACTION – Mr. Currell moved to approve the College Audit Report 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, December 2019 – **ACTION**

Ms. Hammer presented the Monthly Finance Report for December 2019.

ACTION – Mr. Sandoval moved to approve the Monthly Finance Report for December 2019 as presented. Ms. Stephenson 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). 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

Mr. Streetman stated there was not any action taken at this time.

NEW BUSINESS

Discussion on the Name of the College

Dr. Groesbeck informed the Board that with a new Strategic Plan in the works, he felt it was appropriate to mention a possible Discussion on the Name of the College. He stated that different factors including population, residential versus rural areas, addition of bachelor programs, and strategic alliances, to name a few are areas that he has looked into regarding this discussion. Dr. Groesbeck mentioned Mesalands being a really unique institution could bring about strategic alliances with four-year institutions and have an economic impact that could help Mesalands become bigger. Dr. Groesbeck's proposed name change would be from 'Mesalands Community College' to 'Mesalands College'. He also stated although the proposed name change would drop 'Community' the community will never be lost and he feels a name change could help in marketing and proper identification of the College. Dr. Groesbeck added that this will require many discussions, follow-up meetings, feedback, and any name change is up to this Board.

Mr. Streetman stated that a name change has never been done in one meeting. Mr. Streetman mentioned, as had Mr. Currell, that concerns such as clothing, supplies/pens, signs, etc. that have the College's name will require buying new items to replace those as those went by the wayside during the previous name changes. This needs to be planned out far enough. Dr. Groesbeck stated that this would not be a rapid change but a thoughtful one.

Dr. Groesbeck reported that the Strategic Plan mentioned above (draft #7) was distributed to the vice-presidents for their review and feedback. The next Plan (draft #8) will go to the Board and all faculty/staff for their feedback.

CORRESPONDENCE

No correspondence presented.

INFORMATIONAL ITEMS

Presented were the following:

- Important dates
 - Legislative Session Opening Day, January 21, 2020
 - Quay Day 2020, Santa Fe, NM, January 22, 2020
 - Legislative Session Ends, February 20, 2020
- Board of Trustees 12-month calendar
- Board of Trustees Annual Calendar of Reports
- Selected Professional Development Activities for December 2019

ANNOUNCEMENTS

Tuesday, February 18, 2020, 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 7:30 p.m.

James P. Streetman
Chair

Liz Estrada
Secretary/Clerk