

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

**February 18, 2020**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, February 18, 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 2020-2021 Academic Calendar
- 4) Approval of Preliminary Report on Strategic Plan
- 5) Approval of Master Plan Proposal
- 6) Approval of NMHED Quarterly Financial Actions Report
- 7) Approval of Monthly Finance Report, January 2020
- 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**

Dr. Groesbeck stated that Ms. Donna Garcia would speak about an upcoming program that he is very grateful to have.

Ms. Garcia informed the Board that she is now Social Work Faculty on Campus and briefly discussed the creation of a social work degree on Substance Abuse and Counseling. The College will be offering an occupational certificate for one semester and an applied science degree for two semesters at an off-site facility with online classes. Once students have completed the class, they will be ready to start several levels of applications for licensure certifications.

Mr. Currell asked when this would be available to regular students. Ms. Garcia stated that things are already in the works and she has been coordinating with Mr. Ray Martinez, her mentor, from New Mexico Highlands University. She added that Mr. Martinez has been very helpful.

Dr. Groesbeck thanked Ms. Garcia for picking this up and she thanked him for the opportunity.

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

**ACTION** – Mr. Currell moved to approve Item V.A.1 Regular Board Meeting Minutes dated January 21, 2020 as presented. Ms. Stephenson 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.

## **REPORTS**

### **President's**

#### **2020-2021 Academic Calendar – ACTION**

Dr. Groesbeck presented the 2020-2021 Academic Calendar for approval. He asked Ms. Gillard if this coordinated with the Tucumcari Public Schools on spring break. Ms. Gillard responded that it does coordinate with the public schools on spring break, as well as, winter break and College faculty will return on January 4, 2021.

**ACTION** – Ms. Stephenson moved to approve the 2020-2021 Academic Calendar as presented. Ms. Estrada seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

Continue Discussion on College Name

Dr. Groesbeck reminded the Board that an opening meeting was held previously to discuss the proposed College Name change to Mesalands College versus Mesalands Community College. He indicated that he did not receive any objections and requested feedback. Mr. Streetman mentioned running this by the students for their thoughts.

Dr. Groesbeck asked Dr. Kennedy, as part of Student Affairs, to conduct a student survey on the College Name change.

Preliminary Report on Strategic Plan – **ACTION**

Dr. Groesbeck presented the ‘Draft’ Preliminary Report on the Strategic Plan and indicated that all the comments he has received are positive. There were some questions from faculty/staff about timelines, deadlines, etc. He stated that this is a very aggressive plan and a lot to do in five years but all the elements within the ‘Draft’ Plan have been discussed.

Dr. Groesbeck stated that this is in the ‘comment period’ for the next month and he welcomes any changes and/or comments. A final draft will be presented to the Board for action at the March or April 2020 Board Meeting. Therefore, action not taken at this time.

**ACTION** – No action taken at this time.

Master Plan Proposal – **ACTION**

Mr. Brian Griggs, PSC, presented and briefly reviewed the Master Plan Proposal to the Board and stated that it is a privilege to work with Mesalands. Mr. Griggs reminded the Board that PSC is one of three pre-approved service providers with Cooperative Education Services. Mr. Griggs referenced project information, scope of services, consultants, and basic service fees. The consultants include Mr. Doug Abraham, Space Utilization Analyst, and Mr. Sean Garretson, Economic and Workforce Development Strategist. The fees are just under \$100,000.00, which include basic fees and reimbursable expenses.

Discussion followed regarding informed consensus from beginning to end and engaging all stakeholders, as well as, PSC providing digitized copies of documents, to name a few.

**ACTION** – Mr. Sandoval moved to approve the Master Plan Proposal as presented and empower Dr. Groesbeck to proceed and complete the project. Ms. Estrada seconded the motion. A roll call vote was taken with all members present voting yes. The motion carried.

### Miscellaneous

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

### **Academic Affairs**

Ms. Gillard stated she had good news to share with the Board. She informed them that she and Dr. Groesbeck received official notification from HLC. Ms. Gillard read some of the statements from the letters:

This letter serves as formal notification and official record of action taken concerning Mesalands Community College by the Institutional Actions Council (IAC) of the Higher Learning Commission at its meeting on January 27, 2020. The date of this action constitutes the effective date of the institution's new status with HLC.

**Action.** IAC concurred with the evaluation findings and approved the institution's request for access to the Notification Program for additional locations within the 19-state North Central region.

The advantages of participation include:

- No need for full application to request a new additional location.
- Participants are able to bundle up to ten new locations for the same substantive change fee if submitted within the same month.

Ms. Gillard added that the application she submitted, requests approval for four new sites at this time.

Ms. Gillard also reported on the following items:

- Academic Affairs staff are working on new programs listed in the Strategic Plan
- The proposal for the nursing program is almost ready to submit
- A formal grievance process has been developed and is being converted to web form and should be available on-line, relatively soon

### **Student Affairs**

#### Fall Enrollment Report

Dr. Kennedy presented the Fall Enrollment Report. He mentioned that numbers dropped a little bit but spring is looking good. The main cause of the drop is due to a decline of students in Field Core wind training and a small amount is due to a decline at the Clayton facility. Discussion followed.

### **Administrative Affairs**

#### NMHED Quarterly Financial Actions Report – ACTION

Ms. Hammer presented the NMHED Quarterly Financial Actions Report for approval.

**ACTION** – Mr. Sandoval moved to approve the NMHED Quarterly Financial Actions 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, January 2020 – **ACTION**

Ms. Hammer presented the Monthly Finance Report for January 2020.

**ACTION** – Mr. Sandoval moved to approve the Monthly Finance Report for January 2020 as presented. Ms. Estrada 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. Sandoval 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). Mr. Sandoval 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 or needed at this time.

**NEW BUSINESS**

No new business presented.

**CORRESPONDENCE**

No correspondence presented.

**INFORMATIONAL ITEMS**

Presented were the following:

- Important dates
  - Legislative Session Ends, February 20, 2020

- 22<sup>nd</sup> Annual Iron Pour, March 8-14, 2020
- Spring Break, College closed, March 23-27, 2020
- Spring Holiday, College closed, April 10, 2020
- Board of Trustees 12-month calendar
- Board of Trustees Annual Calendar of Reports
- Division Meeting Minutes
  - Student Affairs Division Meeting dated January 23, 2020
- Selected Professional Development Activities for January 2020

## **ANNOUNCEMENTS**

Tuesday, March 17, 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 7:35 p.m.

[signature on original]

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James P. Streetman  
Chair

[signature on original]

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Liz Estrada  
Secretary/Clerk