

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

**August 17, 2021**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, August 17, 2021 at 5:30 p.m. via Google Meet in Tucumcari, New Mexico.

**CALL TO ORDER**

Mr. Streetman, Chair, called the meeting to order at 5:30 p.m.

Mr. Streetman announced those attendance at the meeting, are the following:

- Mr. James Streetman
- Ms. Liz Estrada
- Ms. Teresa Stephenson
- Mr. Tom Sidwell
- Mr. Jimmy Sandoval
- Dr. Gregory T. Busch
- Dr. Hazel Rountree
- Ms. Natalie Gillard
- Mr. Josh McVey
- Mr. Jim Morgan
- Mr. Larry Wickham
- Ms. Margaret Ragland

**ROLL CALL**

The following board members were present: Ms. Liz Estrada, Ms. Teresa Stephenson, Mr. Tom Sidwell, Mr. Jimmy Sandoval and Mr. James Streetman.

**LIST OF ACTION ITEMS**

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Process for Introducing Proposal Policies
- 4) Resolution supporting Student Success, Access and Resource Management
- 5) Notice of Non-Discrimination
- 6) Approval of Purchase Requisitions
- 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. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Ms. Estrada, yes; Ms. Stephenson, yes, Mr. Sidwell, yes: Mr. Jimmy Sandoval, yes; and Mr. Streetman, 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.

Mr. Streetman asked Ms. Ragland if she received any Public Comments. She responded that according to Mr. Larry Wickham, no Public Comments were received at this time.

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

**ACTION** – Mr. Tom Sidwell moved to approve Item IV.A.1 Regular Board Meeting Minutes dated July 20, 2021, and Special Board Meeting Minutes dated August 4, 2021, as presented. Ms. Estrada seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Sidwell, yes; Mr. Streetman, yes; Ms. Estrada, yes; and Ms. Stephenson, yes. The motion carried.

## **CHAIRPERSON'S REPORTS**

Mr. Streetman stated there was nothing to report at this time.

## **REPORTS**

### **President's Report**

#### **1. August Report**

- Dr. Busch announced the wonderful news that our enrollment is up 339%, special thanks to Dr. Rountree and Mr. McVey for stepping up and leading their teams to achieve this increase in enrollment.
- 85 new FieldCore students for 3 credit hours, totaling 255 credit hours for this Fall semester, not including the students that will come for re-certification.
- Dr. Rountree identified a population of students that would like to attend Mesalands, but had no mode of transportation, we are looking into using the college van to pick them up and bring them to class.
- The Board of Education for Tukumcari Public Schools will donate the property north of the Student Center to the College once we get a plan of action to them.
- Dr. Busch received a call from a Developer interested in building student housing and possibly faculty/staff housing.
- Continuing to develop frame work for the strategic plan.

- We have hired some temporary help for maintenance and IT, and an intern to work with Mr. McVey. The college also hired Mr. Milan Rasic as the new Fitness/Wellness instructor. Mr. Rasic is very well qualified and experienced in the athletic programs, as well as recruiting and enrollment.
- Dr. Busch announced plans to use Building G as the Mesalands Community College University Center based on partnerships with colleges to offer Baccalaureate, Masters, and Doctor degrees so that our students can stay here to complete their academic goals.
- Reconnecting with the Project Success program (ECMC) that offers free resources to our students, such as funds to start a food pantry, emergency funds, and technical help. They will also help with default rate for student loans.
- The College was given 150,000 to assist in implementing a shared services program with four or five other colleges.
- Representative Chatfield visited the college and was very impressed with the alternative energy programs we are offering and with our plans to add solar and battery storage.
- August 8-9 was our Fall Convocation with staff and employees and special guest from other colleges. A special thank you to Ms. Stephenson for attending Tuesday when we had our keynote speaker, Dr. Henry Fernandez. She said his initiatives were very helpful. Dr. Fernandez also covered the steps to gaining the “Good Housekeeping” seal of approval as an HSI school of “Excelencia Education”.
- Dr. Busch signed an MOU with Region 9 to utilize the use of their uptraining labs which will better utilize our Wind Energy Center.
- The Association of Community Colleges Trustees meeting is October 13-16 at San Diego, CA. And Dr. Busch encouraged the Board to attend and offered to make arrangements for those interested in attending.
- Dr. Busch will attend the Legislative Finance Committee August 19th in Las Cruces, NM, also August 26<sup>th</sup> in Taos, NM.
- Dr. Busch would like to postpone the Investitures ceremony that was planned for October 8<sup>th</sup> due to the Delta Variant outbreak.
- Covid-19 update – one staff member was exposed, they will be tested Friday.
- Only one or two colleges in New Mexico are not mandating vaccinations for the students as of today. But Dr. Busch pointed out that he feels from his work with colleges and Presidents around the state that much stricter responses are forthcoming and acknowledges that these will almost certainly have an impact on Mesalands.

## 2. Process for Introducing Proposal Policies (Exhibit 5) – **ACTION**

Mr. Sandoval moved to approve the process for introducing proposal policies as presented. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Ms. Estrada, yes; Ms. Stephenson, yes, Mr. Sidwell, yes; Mr. Sandoval, yes; and Mr. Streetman, yes. The motion carried.

- a. Resolution Supporting Student Success, Access and Resource Management (Exhibit 6) – **ACTION**  
Ms. Estrada moved to approve the Resolution supporting Student Success, Access and Resource Management as presented.  
Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes Ms. Estrada, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; and Mr. Streetman, yes. The motion carried.

## **Academic Affairs**

Ms. Gillard wanted to thank the faculty and staff for their diligence in advising the students, they did a great job!

## **Student Affairs**

Dr. Hazel Rountree, Vice President of Student Success and Access, Diversity and Equity, and Institutional Effectiveness, Inclusive Excellence

1. Notice of Non-Discrimination (Exhibit 6)  
Dr. Rountree stated the importance of the Non-Discrimination statement and using the word disability instead of handicap.

Mr. Sidwell moved to approve the Notice of Non-Discrimination as presented using the word disability instead of handicap. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; and Mr. Streetman, yes; Ms. Stephenson, yes; and Ms. Estrada, yes. The motion carried.

2. Passport to Student Success (Exhibit 8)

## **Spring Enrollment Report**

1. Mr. Josh McVey explained the Spring Enrollment Report showed an increase, year over year of 339%. Strategic Enrollment Management strategically looks at our data – A team is the name for the Admissions Team who are working hard to be efficient in the enrollment process – process mapping and share data in a master document form to identify what students need to enroll. It's a collaborative way to view documents and student's accounts by multiple services. Strategic marketing plan is developed through data analysis ensuring the underserved are highlighted and addressed. Stampede Day – huge success due to staff and faculty, and included a vaccine event with FEMA. 39 were vaccinated in the event Friday. This is an increase from 6 at the first vaccination event. Coordination across the Matrix and being prudent in our resources continues to be focus of Strategic Enrollment's endeavors. Through these efforts' enrollment has seen an increase and enabled the College to be more efficient.

## **Administrative Affairs**

Mr. Jim Morgan, Vice President of Campus Affairs and External Relations

- Mr. Morgan stated that the College will be getting 11,000 solar panels, nine pallets of 27 solar panels, part of the solar training center we are working on for the coming semesters.
- Mr. Morgan signed a MOU with Enron for \$35,000 “in kind” contribution to help get rid of old turbine blades i.e. use as gravel, etc., Also, how to determine when to replace a turbine blade.
- Roof leaks, fixed,
- Dead plants – 13 dead plants will be replaced they were under warranty.
- Jenzabar (J1) – learning how to extract budget and put in HED format for approval, then implement back into Jenzabar so will be able to see the budget in J1. Working on 20/21 budget so we can close that year. Also working on 21/22 budget.
- Alco – electrical – the entire building needs to be inspected
- Termites in wood bookshelves in an office in building “A” Areas affected by the termites have been treated and we will replace wood bookcases with metal ones.
- CD report access will be given to Mr. Morgan so he can obtain information for future reports.
- Budget will be coming, for today we have the checks expenditure report.
- Question on check # 77793 to Legal Shield for service? What is this? Individual employees pay for this legal service, it is deducted from their paychecks. This is a voluntary option of the employee.

### **Purchase Requisitions (Exhibits 11 - 15) – ACTION**

**ACTION** – Ms. Stephenson moved to approve Item VI D; Purchase Requisitions Exhibits 11-15 as presented. Ms. Estrada seconded the motion. A roll call vote was taken with members voting: Mr. Streetman, yes; Ms. Stephenson, yes; and Ms. Estrada, yes; Mr. Sidwell, yes: and Mr. Sandoval, yes. The motion carried.

### **EXECUTIVE SESSION - ACTION**

**ACTION** – Ms. Estrada moved that the Board enter 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. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Streetman, yes; Ms. Estrada, yes; and Ms. Stephenson yes; and Mr. Sandoval, yes. The motion carried.

### **RECONVENE FROM EXECUTIVE SESSION – ACTION**

**ACTION** – Mr. Sidwell 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 members voting: Ms. Stephenson, yes; Mr. Streetman, yes; Ms. Estrada, yes; Mr. Sandoval, yes; and Mr. Sidwell, yes. The motion carried.

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

Mr. Streetman stated that no action was needed, based on Executive Session.

**NEW BUSINESS**

No New Business was presented.

**CORRESPONDENCE**

No correspondence was presented.

**INFORMATIONAL ITEMS**

Presented were the following:

- Important Dates
  - Labor Day Observed, College closed, September 6, 2021
- Board of Trustees 12 Month Calendar..... (Exhibit 16)
- Board of Trustees Annual Calendar of Reports ..... (Exhibit 17)
- Division Meeting Minutes
  - Student Affairs Division Meeting dated July 13, 2021

**ANNOUNCEMENTS**

The following announcements were made:

- Tuesday, September 21, 2021, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m. There were no additional announcements from any Board Members or others present.

**ADJOURN**

Mr. Streetman stated there was no further business and the meeting adjourned. The meeting adjourned at 7:26 p.m.

[signature on original]

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James P. Streetman  
Chair

[signature on original]

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Liz Estrada  
Secretary/Clerk