

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

March 16, 2023

The Mesalands Community College Board of Trustees met in regular session on Thursday, March 16, 2023, at 5:30 p.m. in the Great Room, Building “A” in Tucumcari, New Mexico.

CALL TO ORDER

Ms. Stephenson, Vice Chair, called the meeting to order at 5:30 p.m.

Pledge to the flags

ROLL CALL

The following board members were present: Ms. Teresa Stephenson, Mr. Phillip Box, Mr. Tom Sidwell, and Mr. Jimmy Sandoval.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval of Annual Calendar of Reports to the Board
- 4) Approval of Financial Report
- 5) Approval of Endowment Funds invested in State Treasurer
- 6) Approval to go into Executive Session
- 7) Approval to Reconvene from Executive Session
- 8) Action if needed from Executive Session

APPROVAL OF AGENDA (Exhibit 1) – ACTION

ACTION – Mr. Sidwell moved to approve the agenda as presented. Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sandoval, yes; Mr. Sidwell, yes; and Ms. Stephenson, 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.

- Ms. Stephenson asked Ms. Ragland if she received any Public Comments. She responded there were two comments sent through the email, however, they were anonymous.
- Ms. Abigail Stafford made a comment on finances, how does the Board plan on going forward and doing their job.

APPROVAL OF CONSENT AGENDA (Exhibit 2) – ACTION

ACTION – Mr. Box moved to approve the Regular Board meeting minutes dated February 21, 2023, with corrections made. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Sidwell, yes; Ms. Stephenson, yes; and Mr. Box, yes. The motion carried.

CHAIRPERSON’S REPORT

- **Ms. Teresa Stephenson, Vice Chair**
No report at this time

REPORTS (Exhibit 3)

PRESIDENT’S REPORT

- **Dr. Allen Moss, Interim President**
- I received a good report from the Higher Learning Department (HED), it looks like the HB-2 bill will be passed.
- HED is committed to helping Mesalands continue on as an independent college
- The Foundation has been helping with some funds to assist the college
- HED has specified they want the Board members to attend some training.
- **Annual Calendar of Reports to the Board of Trustees (Exhibit 4) - ACTION**
- **ACTION** – Mr. Sidwell made the motion to approve the Annual Reports to the Board of Trustees as presented. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sandoval, yes; Mr. Sidwell, yes; and Ms. Stephenson, yes. The motion carried.

ACADEMIC AFFAIRS

- **Mr. Joel Kiser, Chief Academic Officer & Student Success**
- An amazing find by Dr. Axel Hungerbuehler, Professor of paleontology and his Geology class discovered a 200-207 million old left femur bone from a large basal crocodylomorph dated back to the late Jurassic period.
- Digital Art students finished work from Professor Nate Glaspie’s art class of digitally interpreted pictures of dinosaurs, they are on display in the hallways.
- Highlighting one of our students - Ms. Kyleigh Rodgers is graduating with a Liberal Arts University Studies degree and pursuing her nursing degree.
- Special thank you to our Librarian, Nikki Vazquez, and other faculty and staff for providing support, mentoring, and tutoring during mid-terms last week.

STUDENT AFFAIRS

- **Mr. Josh McVey, Chief Communications Officer & Strategic Enrollment**
- Media Marketing and Creative Team
- “Kid-Wind” competition at the Wind Energy Center from area high schools with over eighty students from the area attending. The winners went on to the national finals. Special thanks to Pattern Energy for sponsoring this event and providing lunch.

- Amazing bone found by the Geology class and Dr. Axel Hungerbuehler.
- Hosted the New Mexico Science Teachers Association, they toured the Museum and the Wind Energy Center. Thank you again to Pattern Energy for sponsoring this event and providing lunch.
- Graduation is May 5th, today was the final day to petition to graduate. We are in the process of making preparations, it will be held at the Rattler Gym.
- Ms. Destiny Zukevich, part of our Creative Team, has been accepted into her graduate program.
- We are making plans to celebrate Cinco de Mayo on May 2nd
- Special thanks to the staff who have helped organize various activities for the students.

ADMINISTRATIVE AFFAIRS

- **Ms. Blanca Pauliukevicius, CFO & Sr. Executive Director of Business Services**
 - Went over financial reports; check cut reports, CD reports, and cash flow reports. We do have enough funds for the upcoming payroll for March 24th. HED has stated that they will help if needed for the next few pay periods remaining.
 - Mr. Box requested the financial reports be in a larger font even if we need to use legal paper, so it is more legible.
 - We are working with Jenzabar reimplementation to begin April 1, 2023, this will help us to be able to generate financial reports.
 - Mr. Box wants to make sure that Jenzabar is going to do their job of maintenance and training and also to provide staff support when it is needed.
 - Sending weekly and monthly reports to HED.
 - Continue to work on solvency plan and reorganizational plan.
 - Mr. Box asked if all funds have been collected that were past due.
 - We are working on recovering funds that were not collected or drawn down from Grants
 - Mr. Sidwell asked about the calf lease, he said you can buy a calf for less than what the lease amount is.
- **Financial Report (Companion Exhibit 1) – ACTION**

ACTION – Mr. Sandoval made the motion to approve the Financial Report as presented. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Ms. Stephenson, yes; Mr. Sandoval, yes; and Mr. Box, yes. The motion carried.

- **Approval to invest the Endowment Funds from the Nursing Program in the State Treasurer Account for a short term while we develop our internal investment policies (Exhibit 5) – ACTION**

ACTION – Mr. Sidwell made the motion authorizing Mesalands to invest the Endowment Funds from the nursing program in the State Treasurer Account for a short term. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sandoval, yes; Mr. Sidwell, yes; and Ms. Stephenson, yes. The motion carried.

ADMINISTRATIVE AFFAIRS

- Mr. Mark A. Martinez, Chief of Campus Operations & Procurement Officer

- We were able to obtain \$453,121.82 from HED to pay WWRC construction, so they will be able to remobilize and resume the renovation in Building "A".
- Also working with HED to reauthorize some funds to be able to repair the restrooms in the nursing area. Mr. Hays from WWRC said they may be able to reduce the cost of remobilization.
- We submitted the drawdown for \$97,000 for the solar project for PPC Solar.
- It has been very successful in getting contractors back on site due to HED fronting the funds as long as the invoices are paid within five days of receipt of the funds versus waiting the typical 45 days for payment.
- We received funds for \$47,651 from the State as a reimbursement from BRR funds for the mold remediation that was previously conducted.
- Continuing to work on the RFP for audit services for FY22 audit which is in its draft stages – The contract will be a multi-year contract for two consecutive years. The FY22 audit should have been submitted in November of last year, so we are behind; we are working diligently to get everything caught up and improving proper processes.

Dr. Denise Hackett, Chief Institutional Research, Effectiveness, & Accreditation Officer

- Focusing on the Higher Learning Commission (HLC) reporting and preparing for the advisory site visit with their review team scheduled for September 12th - 13th.
- Working on a provisional plan to HLC for a "teach-out" to make sure our students can complete their classes.
- Submitted IPEDS reports.

Dr. Duane Brooks, Chief of Staff

- Attending meetings with Dr. Moss and HED and the Legislative Committee
- Finalizing MOU articulation with Menlo College to provide additional pathways for our students to complete their bachelor's degree, international studies and various sports are also available. Mesalands students may receive a fifteen-thousand-dollar scholarship per academic year for 2 years.
- Should receive our corrective action plan from our auditor, Marty Mathison, in the next few days.
- We received a contract from Jenzabar today, start day for reimplementation is April 1, 2023, to June 30, 2026. This contract has been forwarded to HED for review -This will be cloud based and training for our staff, plus, Jenzabar will do all updates. The first phase of reimplementation is the Business Office.

Ms. Janet Griffiths, Faculty Senate President

- The Faculty Senate met on March 1st and elected officers:
 - Ms. Griffiths – President
 - Dr. Philip Kaatz – Vice President
 - Mr. Gregg Howard – Secretary
- Highlights from the various departments:
 - Tuesday the Gamers Club hosted a "Game Night"
 - eSports will host an open house - April 12th

- The nursing program has seven students, they are very excited about the mannequins, and really excited they received their Mesalands scrubs.
- The phlebotomy program received their national accreditation, which means they can now give their national accreditation test here at Mesalands
- The CNA and Phlebotomy pinning ceremony will be held May 18th at 6:00 pm.
- We have been working on summer/fall schedules, they will be out soon.
- Rodeo coach, Matt Hughes says 5 men are unofficially qualified for the national finals, he has 8 freshmen for the fall, that number will increase. The men's team is setting 3rd in the standings for the region
- Tucumcari hosted the Tucumcari Invitational FFA Judging Contest. We had several faculty and staff assist with this, they had 308 students, 37 adults, and 17 schools were represented.
- Texas Tech University Fish & Wildlife Management Departments are working with faculty to offer support for future development of our programs.
- Mr. Tom Sidwell added that the Mesalands Foundation Board has established a rodeo fund to help with travel for the rodeo students.

Ms. Kim Enriquez, Staff Senate President,

- The Staff Senate met on March 6th
- The staff is very committed in helping lower cost at the college by:
 - Cutting back on watering
 - Turning off computer
 - Programing thermostats
 - Turning off lights when not in use
- Our big concern is losing our positions and bigger pay cuts. This has been causing a great deal of stress. It was very much appreciated that the Executive Staff shared with us today the timeline for reorganization. We would like to request that we do not have to wait until June 1st to know what the position cuts and pay cuts are, and if we are going to get a contract for the new year.
- Dr. Moss stated that he wants to get feedback from the staff & faculty and would like to finalize an organizational chart and present it to the Board for approval at the next meeting, April 18th.

Mr. Juan Martinez, Student Government President,

- I am looking forward to being a voice for the student body. We are working towards making the student government turnkey for future students. We are also resourcing students input on student issues.

EXECUTIVE SESSION - ACTION

ACTION – Mr. Box 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. Box, yes; Mr. Sandoval, yes; and Ms. Stephenson, yes. The motion carried.

RECONVENE FROM EXECUTIVE SESSION – ACTION

ACTION – Ms. Stephenson stated, “during the Executive Session, only the limited items listed below were discussed.”

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). Mr. Box seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Box, yes; Mr. Sandoval, yes; and Mr. Sidwell, yes. The motion carried.

ACTION, IF NEEDED BASED ON EXECUTIVE SESSION

Ms. Stephenson stated there are three action items that are needed, based on Executive Session.

- **Action to accept the resignation from Mr. James Streetman as the Board of Trustees Member as of March 1, 2023**
- **ACTION** – Mr. Box moved to accept Mr. Streetman’s resignation from the Board of Trustees as of March 1, 2023. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Sidwell, yes; Ms. Stephenson, yes; and Mr. Box, yes. The motion carried.
- **Action to accept the resignation from Dr. Gregory Busch as President of Mesalands Community College as of March 10, 2023**
- **ACTION** – Mr. Sidwell made the motion to accept Dr. Busch’s resignation as President of Mesalands Community College effective March 10, 2023. Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Ms. Stephenson, yes; Mr. Sandoval, yes; and Mr. Box, yes. The motion carried.
- **Action to change Dr. Allen Moss’s title to Interim President of Mesalands**
- **ACTION** – Mr. Box made the motion to change Dr. Allen Moss’s title to Interim President of Mesalands Community College effective immediately. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Sidwell, yes; Ms. Stephenson, yes; and Mr. Box, yes. The motion carried.

NEW BUSINESS

Discussion on the vacancy on the Board of Trustees for district one.

Mr. Sidwell suggested we solicit for letter of intent and applications/resumes and a short statement on how they can be of assistance to Mesalands from the public in District 1 for a new Board Member to replace Mr. Streetman. This must be received by the President’s office by March 27, 2023.

Notice that identifies the deadline will be posted on our website.

- Action to solicit for letter of intent for the vacancy for the Board of Trustees

ACTION – Mr. Sidwell made the motion to solicit for those interested in being a member of the Board of Trustees in district one to send their letter of intent/resume to the President’s office by March 27 2023. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Ms. Stephenson, yes; Mr. Sandoval, yes; and Mr. Box, yes. The motion carried.

Discussion on the Foundation Board vacancy to be appointed by the Board of Trustees We will wait for this until a new Board of Trustees is appointed, since it is not as urgent.

CORRESPONDENCE

Resignation letter from Mr. James Streetman - March 1, 2023
Resignation letter from Dr. Greg Busch - March 10, 2023

INFORMATIONAL ITEMS

- A. Important Dates:
 - 1. Spring Break – College closed, March 20-24, 2023
 - 2. Spring Holiday – College closed, April 10, 2023
- B. Board of Trustees – 12 Month Calendar..... (Exhibit 6)
- C. Board of Trustees Annual Calendar of Reports..... (Exhibit 7)

XIII. Announcements

- A. Tuesday, April 18, 2023, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m. in the Great Room of Building “A”

ADJOURN

Ms. Stephenson stated there was no further business and the meeting adjourned. The meeting adjourned at 8;04p.m.

[signature on original]

[signature on original]

Teresa Stephenson
Vice Chair

Thomas Sidwell
Secretary/Clerk