

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

November 15, 2022

The Mesalands Community College Board of Trustees met in regular session on Tuesday, November 15, 2022, 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 in attendance at the meeting, are the following:

- Mr. James Streetman
- Ms. Teresa Stephenson
- Mr. Jimmy Sandoval
- Mr. Tom Sidwell
- Mr. Phillip Box
- Dr. Gregory T. Busch
- Mr. Jim Morgan
- Mr. Joel Kiser
- Mr. Josh McVey
- Dr. Denise Hackett
- Dr. Duane Brooks
- Ms. Blanca Pasuliukevicius
- Mr. Julio Galindo
- Mr. Jason Nemrow
- Mr. Russell Irby
- Mr. Paul Moss
- Ms. Mary Beth Busch
- Dr. Maria Haase
- Ms. Margaret Ragland
- Ms. Allyssa Zukevich
- Mr. Matthew Benavides
- Mr. Justin Hatterman
- Mr. Armando Acosta
- Ms. Shannon Fries
- Ms. Jessica Gonzales
- Institutional Computing

ROLL CALL

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

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Approval to Change Board of Trustees 12-month calendar
- 4) Approval of Purchase Requisition # 116316 to MCC Foundation
- 5) Approval to Nominate Mr. Jim Morgan for Chief Emeritus
- 6) Approval to Change Academic Calendar - January 2, 2023
- 7) Approval of Change in Academic Calendar - November 21 & 22, 2022
- 8) Approval of NMHED Quarterly Financial Actions Report
- 9) Approval of NMHED Project Funding Requests
- 10) Approval of Purchase Requisition #116119 to Pocket Nurse
- 11) Approval of Purchase Requisitions #116120 to Pocket Nurse
- 12) Approval of Financial Report (Checks Report & CD's)
- 13) Approval to go into Executive Session
- 14) Approval to Reconvene from Executive Session

APPROVAL OF AGENDA – ACTION

ACTION – Mr. Sidwell moved to approve the agenda with the correction of changing Chair Emeritus to Chief Emeritus. Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Streetman, yes; Mr. Box, yes; Mr. Sidwell, yes; Mr. Sandoval, 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.

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

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Stephenson moved to approve the Regular Board meeting minutes dated October 18, 2022, as presented. Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; Ms. Stephenson, yes; and Mr. Streetman, yes. The motion carried.

CHAIRPERSON'S REPORTS

- Mr. Streetman gave an update to the Board of Trustees on the campus construction, which is going very well and will be a great asset to the students. The repair work to the areas that were affected by the remediation of the mold is going well. When we last met the damage due to the remediation was thought to be pretty significant, however when they got into it, it was not as big an issue as we first thought it would be. Those areas are mold free and the repairs work is underway. I think we owe a big thank you to Dr. Busch and his team for taking immediate action to get this resolved so quickly.

▪ **BOARD OF TRUSTEES 12-MONTH CALENDAR CHANGES - ACTION**

Mr. Streetman made a recommendation to adjust the Board of Trustees 12-month calendar due to the meetings falling on holidays: Changing the December meeting from the 20th to the 13th and next year, changing the November 21, 2023, meeting to 14th, and the December 19, 2023, to December 12, 2023.

ACTION – Mr. Sidwell moved to adjust the calendar moving the December meeting to the 13th and next year, changing the November 2023 meeting to 14th, and the December 2023 to the 12th. Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Ms. Stephenson, yes; Mr. Streetman, yes; and Mr. Box, yes. The motion carried.

▪ **PURCHASE REQUISITION # 116316 TO MESALANDS FOUNDATION - ACTION**

ACTION – Mr. Sandoval made a motion to approve the purchase requisition #116316 for \$53,050 to Mesalands Foundation for leases to the college for the fiscal year 2022 to 2023. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Ms. Stephenson, yes; Mr. Streetman, yes; Mr. Box, yes; and Mr. Sidwell, yes. The motion carried

REPORTS

President's Division

- Dr. Gregory T. Busch, President/CEO
 - Introduction of new employees (all four are from Tucumcari):
 - Ms. Allyssa Zukevich, Director of Disability Services and Human Resources
 - Mr. Matthew Benavidez, Academic Enrollment Assistant
 - Mr. Justin Hatterman, IT Coordinator
 - Mr. Armando Acosta, Coordinator of Academic Advising

▪ **NOMINATION OF MR. JIM MORGAN FOR CHIEF EMERITUS – ACTION**

ACTION – Ms. Stephenson made the motion to approve Dr. Busch's recommendation to nominate Mr. Jim Morgan as Chief Emeritus for his dedicated service of 23 years to Mesalands. Mr. Streetman stated on behalf of the Board that he will be greatly missed and thrilled we will be able to have him back to help on some special projects. The Board members extended their thanks to Mr. Morgan for his years of service. Mr. Box seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Streetman, yes; Mr. Box, yes; Mr. Sidwell, yes; and Mr. Sandoval, yes. The motion carried

▪ **CALENDAR CHANGES - ACTION**

ACTION – Mr. Sidwell made the motion to approve the recommendation by Dr. Busch to change the Academic Calendar reflecting the College be closed January 2, 2023, as this is the National New Year's holiday. Mr. Sandoval seconded the motion. A roll call

vote was taken with members voting: Mr. Streetman, yes; Mr. Box, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; and Ms. Stephenson, yes. The motion carried

▪ **CALENDAR CHANGES - ACTION**

ACTION – Ms. Stephenson made the motion to approve the recommendation by Dr. Busch to change the Academic Calendar reflecting the College be closed two extra days for the Thanksgiving break - November 21st and 22nd. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting; Mr. Streetman, yes; Mr. Box, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; and Ms. Stephenson, yes. The motion carried

Dr. Gregory Busch - November Report Continued:

- Ms. Shannon Fries gave an update on the Higher Learning Commissions (HLC) site visit; We received their peer review recommendations with a 100% approval and no changes needed. Dr. Busch commends Ms. Fries for all the work she has done, and Dr. Denise Hackett for conducted the negotiations with HLC, and Mr. Jim Morgan for overseeing the work and renovations to the Nursing Center. This is a big event for Mesalands, we will be the one school that specializes in rural medicine, home health and hospice care, which is vital in our region. They will be fully prepared to go into nursing in any environment.
- Special thank you to Dr. Maria Haase, Mr. Julio Galindo, Gene and Judy Ross and others for organizing the great event with the Code Talker, Mr. Thomas H. Begay. We had an attendance of approximately 2,000, this event was covered in the news, various TV stations, and YouTube.
- November 3rd - Dr. Busch was one of only three people in the educational department that was invited to personally meet with President Biden in Albuquerque.
- This semester will be the first semester to have students participating and completing courses in our Honors program – November 30th, 5:00 – 7:00 p.m. they will be displaying their projects in the Commons area.
- December 15th - Honoring ceremony for Mr. Jim Morgan receiving Chief Emeritus status
- November 7th - Dr. Busch & Ms. Busch honored the HLC Nursing team
- ECMC just granted us a \$5,000 award to increase our food pantry supplies
- November 15th – 16th we are hosting the State Audit team auditing our Career Technical and Education programs (CTE) associated with our receiving the Perkins funds. They think we are doing a terrific job. I would like to thank Mary Beth Busch for coordinating this event, as CTE falls under the Workforce Development department.

Academic Affairs

Mr. Joel Kiser, Chief of Academic Affairs Officer & Student Success

- Student Learning Assessment Report – (Exhibit 5)
 - Plans going forward on changing our assessment to include not only ground level course assessment, but also link it back to our program assessment and institutional learning outcomes. This will help prepare us for our next accreditation cycle demonstrating that all our programs are

assessing our outcomes and are in accordance with our institutional outcomes.

Student Affairs

Mr. Josh McVey, Chief of Public Relations, Student Transfer Service & Strategic Enrollment Management Officer

- Enrollment Report – (Exhibit 6)
 - Our enrollment since 2020 over the last three years in the fall has seen a 16% increase, last year we saw an 8% increase, in total, we have seen a 26% increase overall under Dr. Busch’s leadership
 - We are very excited to see an increase in enrollment in our dual enrollment as well as our correction facilities
- One of our Rodeo students, Mr. Brian Huey will be highlighted in the Rodeo News magazine next month.

- Ms. Jessica Gonzales, Executive Director of Admissions & Financial Aid

- Annual Financial Aid Award Report 2021-2022 (Exhibit 7)
 - Excited to report that we have more students this year and we are awarding more financial aid.
 - 2021-2022 our federal awards = \$530,524, State funds = \$163,498, Institutional funds and scholarships = \$98,480, third party funds = \$20,659 for a total of \$813,161 for 128 students receiving financial aid
 - 2022-2023 for the Fall our federal awards = \$658,000, State funds = \$85,000 – this is only for the Fall for 185 students, more will be awarded in the Spring with an estimated 25-30 new students. We have two students that receive VA funding, and one more student expected in the Spring.

Administrative Affairs

- Ms. Blanca Pauliukevicius, CFO & Sr. Executive Director of Business Services

▪ NMHED QUARTERLY FINANCIAL ACTIONS REPORT (Exhibit 8) – ACTION

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

▪ NMHED PROJECT FUNDING REQUESTS (Exhibit 9) – ACTION

ACTION – Mr. Sandoval made the motion to approve the NMHED Project Funding Requests. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Ms. Stephenson, yes; Mr. Streetman, yes; and Mr. Box, yes. The motion carried

▪ PURCHASE REQUISITION #116119 TO POCKET NURSE (Exhibit 10) – ACTION

ACTION – Ms. Stephenson made the motion to approve the Purchase Requisition # 116119 to Pocket Nurse. Ms. Shannon Fries explained these purchases are for “state

of the art” mannequins and simulating equipment. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Ms. Stephenson, yes; Mr. Streetman, yes; Mr. Box, yes; and Mr. Sidwell, yes. The motion carried

▪ **PURCHASE REQUISITIONS #116120 TO POCKET NURSE (Exhibit 11) – ACTION**

ACTION – Mr. Box made the motion to approve the Purchase Requisition # 116120 to Pocket Nurse. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting; Ms. Stephenson, yes; Mr. Streetman, yes; Mr. Box, yes; Mr. Sidwell, yes; and Mr. Sandoval, yes; The motion carried

▪ **FINANCIAL REPORT (CHECKS REPORT & CD’S) (Exhibit 12) - 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; Mr. Sandoval, yes; Ms. Stephenson, yes; Mr. Streetman, yes; and Mr. Box, yes. The motion carried

EXECUTIVE SESSION - ACTION

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

ACTION, IF NEEDED BASED ON EXECUTIVE SESSION

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

NEW BUSINESS

No new business presented.

CORRESPONDENCE

No correspondence at this time

INFORMATIONAL ITEMS

- A. Important Dates:
 - 1. Thanksgiving Break, College closed, November 21-25, 2022
 - 2. Holiday Break, College closed, December 19, 2022 - January 2, 2023
- B. Board of Trustees – 12 Month Calendar..... (Exhibit 13)
- C. Board of Trustees Annual Calendar of Reports..... (Exhibit 14)

XIII. Announcements

- A. Mr. Phillip Box made an announcement that Mr. Tom Sidwell was named “Cattleman of the Year”, and Dr. Manny Encinias and his farm were recognized in the New Mexico Cattle Growers magazine
- B. Tuesday, December 13, 2022, Mesalands Community College Board of Trustees Regular Board Meeting, 5:30 p.m.

ADJOURN

Mr. Streetman stated there was no further business and the meeting adjourned. The meeting adjourned at 8:02 p.m.

[signature on original]

[signature on original]

James P. Streetman
Chair

Thomas Sidwell
Secretary/Clerk