

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

October 18, 2022

The Mesalands Community College Board of Trustees met in regular session on Tuesday, October 18, 2022, at 5:43 p.m. via Google Meet in Tucumcari, New Mexico.

CALL TO ORDER

Mr. Streetman, Chair, called the meeting to order at 5:43 p.m.

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

- Mr. James Streetman
- Ms. Teresa Stephenson
- Mr. Tom Sidwell
- Mr. Phillip Box
- Dr. Gregory T. Busch
- Mr. Jim Morgan
- Mr. Joel Kiser
- Mr. Josh McVey
- Ms. Mary Beth Busch
- Dr. Maria Haase
- Dr. Denise Hackett
- Dr. Duane Brooks
- Ms. Blanca Pasuliukevicius
- Mr. Julio Galindo
- Mr. Jason Nemrow
- Mr. Russell Irby
- Senator Clint Harden
- Ms. Allyssa Zukevich
- Ms. Carla Benavidez
- Ms. Margaret Ragland
- Institutional Computing

ROLL CALL

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

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agendas
- 3) Approval to raise Dr. Busch's approval limit

- 4) Approval to add Ms. Blanca Pauliukevicius to Wells Fargo Bank
- 5) Approval to conduct environmental study
- 6) Approval to grant authorization to Dr. Busch regarding CHESS
- 7) Approval of Policies – Part-time & Regular Employment
- 8) Approval of Policies - Prior Learning Assessment & Life Experience Credit
- 9) Approval to go into Executive Session
- 10) Approval to Reconvene from Executive Session
- 11) Approval of Action based on Executive Session

APPROVAL OF AGENDA – ACTION

ACTION – Mr. Box moved to approve the agenda with corrections; (Changes to Agenda: Ms. Clara, changed to Ms. Carla, Staff Accountant, Anthony Lovato from Director to Executive Director). Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Streetman, yes; Mr. Box, 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.

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 Special Board meeting minutes dated September 1, 2022, as presented. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sidwell, yes; Ms. Stephenson, yes; and Mr. Streetman, yes. The motion carried.

CHAIRPERSON’S REPORTS - ACTION

Mr. Streetman made a recommendation to raise Dr. Busch’s purchase request approval limit from 20K to \$40K. Additionally, expenses related to specific projects that have already been allocated such as the nursing program, the building “A” project, etc. can be approved by Dr. Busch, then brought to the Board at the next Board meeting until the special projects are finished.

ACTION – Mr. Sidwell moved to approve raising Dr. Busch’s purchase request approval limit to \$40K. Additionally, expenses related to specific projects that have already been allocated can be approved by Dr. Busch, then brought to the Board for approval. (A new President’s approval limit should remain at \$20K for the first year to get a view on their spending habits). Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sidwell, yes; Ms. Stephenson, yes; and Mr. Streetman, yes. The motion carried.

ACTION - Add Chief Financial Officer, Ms. Blanca Pasuliukevicius as a signatory with full authority to act on behalf of the College to Wells Fargo Bank

Mr. Streetman made a recommendation to add Ms. Blanca J. Pauliukevicius, CFO to the Wells Fargo Bank accounts.

ACTION – Mr. Box made a motion to add Ms. Blanca J. Pauliukevicius, CFO to the Wells Fargo Bank accounts as a signatory with full rights to act on behalf of the College. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Ms. Stephenson, yes; Mr. Streetman, yes; and Mr. Box, yes. The motion carried

REPORTS

President's Division

- Dr. Gregory T. Busch, President/CEO
 - Introduction of new employees:
 - Mr. Paul Moss, Athletic Director
 - Ms. Carla Benavides, Staff Accountant - Business Office
 - Mr. Anthony Lovato, Executive Director of Information Technology

Dr. Gregory Busch - October Report

- Dr. Busch reminded the Board that the most important thing that we do at the College, even one step above education, is that we must always create a safe environment for our students, our staff and faculty. With that in mind, we have had an opportunity to have an environmental scan conducted on the college. An environment scan tests the surfaces and the air that might contain pathogens such as mold or fungi. The report only showed four or five locations that were above acceptable levels across building A, C, D, and the former Armory. We took this report very seriously and began remediation immediately by calling an emergency meeting of the College's Executive Staff on the same day as the discovery. During this meeting, an environmental safety and eradication company was hired and the company conducted the environmental scans the next day. Within two days the eradication process began and was completed over the following days. All of the buildings as of tonight (October 18, 2022) have been completely cleared and fully eradicated of any hazardous material. We did not close the college; but we did close the campus for eradication and removal. The Executive team will be meeting tomorrow to determine the condition of Building "A". We will continue the renovation along with the repairs of the areas that need to be rebuilt due to the eradication process, mainly the restrooms in building "A". At this point there is one restroom available in building "A". Employees will be able to continue to work in building "A" beginning Monday. Some classrooms may need to be relocated; all classes will continue. This will be determined tomorrow, and we will let everyone know the decision as soon as possible. We would like to have the repairs of the restrooms and renovations done by the beginning of the Spring semester. Mr. Box and Mr. Sidwell thanked and praised Dr. Busch for his prompt and thorough response to this situation.

- Environmental Study – **ACTION**

ACTION – Mr. Tom Sidwell made the motion to ratify and approve Dr. Busch’s decision to order the environmental study of Mesalands buildings and to contract the immediate remediation of all areas affected. Mr. Phillip Box seconded the motion. A roll call vote was taken with members voting: Mr. Streetman, yes; Mr. Box, yes; Mr. Sidwell, yes; and Ms. Stephenson, yes. The motion carried

- **CHESS - ACTION**

We may need to modify the request for Mesalands and the letter of intent with CHESS, and to grant Dr. Busch the authority to act on behalf of the Board of Trustees on the validity on whether to move forward with CHESS. We are still in the process of planning and evaluating the cost and effectiveness of CHESS.

ACTION – Ms. Stephenson made the motion to grant Dr. Busch the authority to act on behalf of the Board of Trustees on whether to move forward with CHESS. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Streetman, yes; Mr. Box, yes; and Mr. Sidwell, yes. The motion carried

- Implemented Part-Time Employment Policy – **ACTION**

ACTION – Ms. Stephenson made the motion to ratify and endorse Dr. Busch’s decision to implement the change in the Part-Time Employment Policy - changed from 20 hours to 29 hours. This brings us into alignment with the Affordable Cares Act. Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Sidwell, yes; Ms. Stephenson, yes; and Mr. Streetman, yes. The motion carried

- Policy Changes for Approval in our Personnel Handbook:

- Part-Time Employment – 3.4.3 (Exhibit 4) – **ACTION**
- Regular Employment 3.4.1 (Exhibit 5) – **ACTION**

ACTION – Mr. Sidwell made the motion to approve the policy changes in both the Part-Time Employment 3.4.3 (Exhibit 4) and Regular Employment 3.4.1 (Exhibit 5). Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Ms. Stephenson, yes; Mr. Streetman, yes; and Mr. Box, yes. The motion carried

- Prior Learning Assessment (Exhibit 6) - **ACTION**
Award and grant credit based on a student’s prior learning through a variety of standardized testing. They may qualify for the Opportunity scholarship.
- Life Experience Credit (Exhibit 7) – **ACTION**

ACTION – Mr. Sidwell made the motion to approve the Prior Learning Assessment (Exhibit 6) and the Life Experience Credit (Exhibit 7). Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Streetman, yes; Mr. Box, yes; and Mr. Sidwell, yes. The motion carried

Dr. Gregory Busch - October Report Continued:

- Congratulations to Mesalands Professor, Dr. Manny Encinias, he has won an international award for the Certified Angus Beef Sustainability Award.
- On September 22nd, we entered into a mutual agreement with Eastern New Mexico University at Ruidoso, NM to trade students such as Wind Energy and Cyber Security. This agreement will open doors for Mesalands' students to earn a degree in cyber security while Eastern New Mexico University at Ruidoso to earn a degree in Wind Energy.
- Mesalands University Center has begun a collaboration with Capitol Technology University and ENMU to be able to begin and complete their education in a variety of degrees. They will get their associates degree at Mesalands and finish their bachelor's degree at our University Center with Capitol Technology University. The universities seeking to partner with Mesalands is growing rapidly and this will enable students to begin their degrees at Mesalands and stay at Mesalands to complete their bachelors, masters, or doctoral degrees with our university partners. Many of these partnerships will open amazing new doors for our students such as space technology in conjunction with NASA or international business where students will have opportunities to study in France or Dubai.
 - Capitol Technology University, every student will receive a \$10K scholarship and lower tuition prices for MCC students. Further, in cooperation with Capitol Technology University every student is guaranteed a job at graduation earning no less than \$50,000 and if this does not occur, Capitol will assist in paying off the student loans.
- We did implement our CDL program and Mesalands is approved as a testing site in Northeast New Mexico
- In response to the high demand for transportation and logistics in New Mexico, Mesalands is collaborating with partners to begin offering an increased number of credit and non-credit opportunities.
- We are working in collaboration with the Undersecretary of Education, Dr. Amy Lloyd as it relates to career and technical education. She is helping us get our direction on skilled labor, career and technical education, the meat processing program, and, most importantly, supporting the tremendous growth of career and technical education planned to commence at Mesalands.
 - I was invited to attend the Paulita's - Impresses Tajin Board of Trustees Meeting last Friday and hosted at Mesalands. The trustees traveled from across the United States and Mexico. The company founder, Mexican Congressman Horacio Hernandez Castell, was in attendance and he and Dr. Busch met and laid the groundwork for training for what could be 1,000s of the companies' employees. Congressman Hernandez Castell invited Dr. Busch and members of the Mesalands Executive Staff to the next board meeting to be held in Guadalajara in early spring. This partnership has promise to increase

enrollment by the thousands as we expand training for commercial food preparation through his conglomerate of Mexican food companies. Mesalands is actively exploring how we may provide training for their employees and what we can do to support this type of education

- Participated in the State hearings for funding for President's Priority request that total more than \$2 million dollars, top priorities:
 1. Campus police & security- (did not hear, but not off the table)
 2. Funds for Nursing and Allied Health
 3. Center for Workforce & Economic Development
 4. NAWRTC - Wind Energy & Renewables
 5. Paleontology funding to support an Intern
 6. Athletic expansion:
 - Rodeo
 - Esports
 - Cross Country
 - Golf
 - Adding Soccer
 - Adding Sporting Clay Shooting
- I am continuing our relationship with the White House Rural Stakeholders Initiative with meetings with The White House every week.

Academic Affairs

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

- We have started our 2nd eight-week session of classes, we are having wonderful enrollment
- Getting ready for our HLC site visit for our nursing program, October 24th-25th

Student Affairs

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

- Highest record for enrollment in the history of Mesalands, we have broken records in our dual enrollment and in our corrections enrollment. Thank you to our Enrollment Management Team!

- Ms. Mary Beth Busch, Sr. Executive Director of Workforce Development

- Very happy with the CDL program and state approval of a CDL testing site in Tucumcari
- We have secured student funding assistance with Workforce connections and this is going well and opening doors to students who had no previous access to workforce training
- The Center for Workforce Development is in the Student Center (Armory)

- Mr. Julio Galindo, Chief Diversity, Inclusion, Equity and Belonging Officer

- Code Talker – November 2, 2022, from 10:00 am – noon at the High School Gym
- The first gifts are beginning to flow into the College as an element of the work as serving as the College's Chief Institutional Advancement Officer.

- Dr. Maria Haase, Center for Excelencia

- Working on pursuing the Seal of Excelencia in Education and currently collecting data to demonstrate how Mesalands is improving the success for Hispanic students. Mesalands was named a College of Excelencia in Education and Dr. Busch was named a President for Latino Student Success last year.
- **Mr. Russell Irby, Sr. Executive Director of Human Resources**
 - We are now Title IX Federal compliant
 - We are working to update the employee policy manuals to assure the most current standards and labor laws are represented.
- **Jason Nemrow, Chief Information Officer & Sr. Executive Director of Information Technology**
 - We now have an internal cyber auditing system that is in preliminary place, this makes us more compliant with GLBA and FTC rules on how we need to operate with our data bases and internal network, thanks to Mr. Justin Hatterman which has moved from part-time to full time.

Administrative Affairs

- **Ms. Blanca Pauliukevicius, CFO & Sr. Executive Director of Business Services**
 - We are moving forward with reviewing and restructuring the Business Office to better serve our students and our constituents.
 - We have successfully submitted budget requests for special projects and one time funding to HED, expecting reviews and feedback soon.
 - Continuing to improve our internal process, working with our Chief of Information Officer, Mr. Nemrow, in reviewing different software and vendors to make our reporting capabilities more versatile and operational.
- **Mr. Jim Morgan, Chief of Campus Operations and Workforce Development Officer**
 - Overseeing the removal/remediation of environmental hazards from buildings A,C,D, and the Armory
 - All buildings have been certified safe and free from hazardous material.
 - Overseeing the \$1.2 million remodel and development of a student support center in building A.
- **Denise Hackett, Chief of Institutional Research, Effectiveness & Accreditation Officer**
 - Getting ready for the HLC Nursing site visit next Monday and Tuesday
 - Preparing for the CTE Audit and planning for the HLC routine review of off-site programs scheduled for spring
 - Preparing for the re-accreditation visit for a date yet to be announced in 2024 or 2025
- **Dr. Duane Brooks, Chief of Staff & Assistant to the President**
 - Attended the NMICC retreat in Santa Fe, on Workforce Development, we were also able to network with New Mexico Deputy Secretary for Higher Education, Dr. Patricia Trujillo, and New Mexico Secretary for Higher Education, The Honorable Stephanie Rodrigues.

- Recent partnership with Capitol Technology University, also finalizing agreement with Western Wyoming, Northern New Mexico University, Franklin University, Menlo College in Atherton, CA, which gives us additional pathways for our students.
- Attended the Rural Community Colleges Association National conference in Council Bluffs, Iowa to learn more about best practices for rural community college throughout the country.

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. Sidwell, yes; Mr. Box, yes; Ms. Stephenson, yes; and Mr. Streetman, yes. The motion carried.

RECONVENE FROM EXECUTIVE SESSION – ACTION

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

ACTION, IF NEEDED BASED ON EXECUTIVE SESSION

Mr. Streetman stated there was one action that is needed, based on Executive Session.

ACTION – Mr. Sidwell moved to grant Dr. Busch and Dr. Brooks authority to negotiate real estate on behalf of the Board. Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Streetman, yes; Mr. Box, yes; Mr. Sidwell, yes; and Ms. Stephenson, yes. The motion carried.

NEW BUSINESS

No new business presented.

CORRESPONDENCE

No correspondence at this time

INFORMATIONAL ITEMS

A. Important Dates:

1. Thanksgiving Break, College closed, November 23-25, 2022
2. Holiday Break, College closed, December 19-30, 2022

- B. Board of Trustees – 12 Month Calendar..... (Exhibit 8)
- C. Board of Trustees Annual Calendar of Reports..... (Exhibit 9)

XIII. Announcements

- A. Tuesday, November 15, 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 7:42 p.m.

[signature on original]

James P. Streetman
Chair

[signature on original]

Thomas Sidwell
Secretary/Clerk