

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

October 19, 2021

The Mesalands Community College Board of Trustees met in regular session on Tuesday, October 19, 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. 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
- Ms. Melissa Walker

ROLL CALL

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

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Name Change
- 4) Workforce Certificates
- 5) Accept College Master Plan
- 6) Approval of September Financial Report
- 7) Approval of Purchase Requisition
- 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. Stephenson moved to approve the agenda as presented. Mr. Jimmy Sandoval seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes, Mr. Sidwell, yes; Mr. 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 the Regular Board Meeting minutes dated September 21, 2021 as presented. Mr. Jimmy Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Sidwell, yes; Mr. Streetman, yes; and Ms. Stephenson, yes. The motion carried.

CHAIRPERSON'S REPORTS

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

REPORTS

- ❖ Special Guest – Ms. Melissa Walker with Parkhill, Smith and Cooper, Architects – Phases of the Master Plan:
Ms. Walker presented the phases of the ten-year Master Plan. Some of the highlights were: External landscaping and accessible routes down 11th street “Campus Drive” that will be beautifully lined with trees and flags flanking each side of the street and new wayfinding and signage on each of the buildings. The main entrance in building “A” will be switched to the west side of the building facing 11th street, with the student services hub relocated to this new entrance area. Renovate space in building “A” for Multicultural Center, Art Gallery and e-Sports. The Business Office will move to building “G” and the Bookstore will move to building “A” facilitating better access for the students. New two-story Residents Hall with 12 units, 24 bed capacity located between building “C” and the Student Center. Add a food pantry and a Blackbox theater in building “C”, move maintenance to building” B”. Infrastructure for 9 acer solar power field. These are just a few of the highpoints of the beginning phases of the Master Plan.

President's Report

1. October Report as delivered by Dr. Busch

- At the last meeting there was some discussion regarding changing the name of the college from Mesalands Community College to Mesalands College. I have done some research on what needs to be done to accomplish this. The first step is a motion from the Board of Trustees to begin this process, then we can begin the all the notifications and legal steps to take. There are several things coming up such as the Strategic Plan, branding issues, ordering new supplies, etc. that would be conducive to have the correct name in place as soon as possible.

-ACTION – Mr. Tom Sidwell made the motion to start the process to change the name from Mesalands Community College to Mesalands College, Mr. Jimmy Sandoval seconded the motion. A roll call vote was taken with members voting; Mr. Streetman, yes; Ms. Stephenson, yes; Mr. Sidwell, yes: and Mr. Sandoval, yes. The motion carried.

- October 1st - Meeting with Bryan Dooley, Executive Director of Region 9, and Dr. Jim Miller, New Mexico State University and Pattern Energy, which is one of the largest wind energy companies in world. Pattern Energy is building a wind farm south of Corona and is partnering with MCC to providing their training. Dr. Miller has been supporting more and more opportunities for Mesalands and the we acknowledge him and extend our thanks.
- October 4th – ECMC sponsored a PERSIST workshop designed to improve Hispanic student success. It was a wonderful experience. Everyone participated and they could see how each person has a role in helping students become more successful,
- Dr. Encinias and I met with a local business on meat processing. They are very eager and excited to work with us. We are in the process of developing a Memorandum of Understanding for their facility to be an off campus instructional “laboratory” for the meat processing program. We have begun to develop the curriculum for a meat processing program and receive HLC for approval. With HLC approval, the program will begin next Fall, 2022.
- We were approached by a team from the Eastern Plains Council of Governments to partner on an agricultural grant to improve services to eastern New Mexico. We are collaborating and co-applicants for the grant.
- Tommy Jones, our Ground Supervisor passed away. I want to pause for a moment and recognize him for his long service at Mesalands.
- October 13th - Awarded Senor & Seniorita of Mesalands in celebration of Hispanic Heritage Month and everyone enjoyed the Mariachi band with community members dancing in the street and good food. Special thanks to Dr. Rountree for coordinating these festivities.
- October 15th - Meeting with developers about our new residential hall. They will be visiting soon. They are conducting feasibility plans and will do

what is needed to make this happen. Our lease at Stampede village runs out in 2 years.

- October 18th -Meeting with the Public Education Department. Region 3. They are very excited about delivering workforce certificates in dual enrollment. There are many opportunities to expand in this area and they are eager to help Mesalands expand our micro credentials and Workforce Certificates as an additional component of our dual enrollment program.
 - We are hiring new faculty in areas that have disciplines under represented. All disciplines have excellent applicants. We should be hiring for these positions next week.
 - New positions advertised
 - Director of Admissions
 - Executive Director for Hispanic Outreach and Student Support
 - Director of the SBDC, an offer was made and turned-down, reposting again
 - Comptroller and Director in the Business Office to oversee Business Office and HR
 - The Outbuilding at Museum that was damaged by storm and has been declared a total loss.
 - Mesalands is continuing to experience an increase number of vandalism and destruction of property on our campus. We need a more secure environment and increase Tucumcari Police presence and continue to work to develop Campus Police.
 - Three new hires –
 1. Director of Nursing Program – Shannon Fries, she will be working with Ms. Gillard to get program in place.
 2. Grounds Supervisor and Coordinator of Campus Safety – Chester Bobbitt. He is a retired State policeman.
 3. Executive Director for Workforce Development (part-time) – In full transparency, I pointed out several important points about this hire. Mary Beth Busch, she will be working under Mr. Jim Morgan to assure there is no appearance or question of nepotism since she is the President's wife. Additionally, the President has recused himself with regard to any element of her employment status and has taken all measures of family hires per Board Policy. Further, Mrs. Busch, who has nearly 20 years' experience in community college and economic workforce development, is performing the job for a stipend of \$5,000 per semester. Typical salaries of Executive Directors of Workforce Development average approximately \$95,000 per year.
- Mr. Sidwell asked about the corrals. They were recently inspected by the Executive Staff and myself. These corrals are those to be used for the wild horse program entered between Mesalands and the US Department of Forestry. The corrals look amazing and are built secure and very high and are ready to be painted.
 - Workforce Certificates – Requesting the Board's approval to award Workforce Certificates, which is the use of micro credentials based on the

need of employers and based upon typical industry needs or customized training. This allows workers to re-certify or get additional training for their job with the skill set needed. The micro credentials can be taken a small amount at a time, and is stackable and can be transferred to a degree plan. Workforce Certificates will be coordinated by the Center for Workforce Development and supervised by the Executive Director of Workforce Development.

-ACTION – Mr. Tom Sidwell made the motion to approve the Workforce Certificates, Ms. Teresa Stephenson seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Streetman, yes; and Mr. Sandoval, yes. The motion carried.

- After reviewing the college Master Plan, Dr. Busch asked the Board of Trustees if they wish to accept this plan, that it serves as a guiding document and noting it is not a contract. It is a general overarching document and will guide the College in development over the next ten years. Dr. Busch reminded the Board that before taking any action on implementing changes or revisions to the master plan, the Board will be involved in making those decisions.

-ACTION – Mr. Tom Sidwell made the motion to accept rather than approve the Master Plan, since this plan allows us to make changes throughout the different phases should the need arise. Ms. Teresa Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; and Mr. Sandoval, yes; Mr. Streetman, yes; Ms. Stephenson, yes. The motion carried.

Academic Affairs

-Ms. Gillard, Vice President of Academic Affairs

- Special thank you to Mr. Paul Leonard for overseeing the construction of the corrals.
- Continuing to work on special projects, overseeing the audit, and the Financial Consultant, and reviewing applications for the faculty positions.
- Fall semester quickly coming to an end.
- Special thanks to the faculty & staff for their recruiting efforts lead by Mr. Josh McVey.

Student Affairs

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

- Expanding the role of Mr. & Mrs. Hispanic Heritage Month.
- Asking all clubs to register and to get more students involved.
- Food pantry received of \$10,500 from ECMC, and a donation from Tucumcari Lumber Company for the material for the new floor for the food pantry. This is

\$3,000 more than expected and was awarded based upon the excellence in the planning of the food pantry and how it will serve our students and the community.

- Operation Exam Success - Care packages and a gift card to Lowes
- Breast Cancer awareness, expand awareness and the role that all of us can play.
- Honoring our Veterans, Thursday, November 11th at 11 am, our students will help the local Veterans organization with refreshments at the Veterans park on Main street, 2 blocks from VFW – open to public

-Mr. Josh McVey, Vice President of Public Relations, Student Transfer Services, and Strategic Enrollment Management

- Public Relations – Rodeo - Thank you to the community for supporting our students. It was a wonderful event. Men's Rodeo took 3rd overall and Women's Rodeo took 3rd overall. Men's Rodeo were the bareback champions, Women's Rodeo were the goat tying champions, Men's Rodeo team ropers took 2nd. Special thanks to Coach Matt Hughes and the volunteers organized by Jessica Gonzales, and Nikki Vasquez. The opening of art/craft tables and community displays were well received. We will probably continue this in future. The bookstore had a table. Thank you, Asia, the Bookstore Manager for the extra effort to make this happen. Also thank you to the Petey mascot, Gabby Gutierrez. She did a fantastic job as our mascot Petey and connected well with the children and attendees.
- Honor was given to Carlos Ortiz, who recently passed away and was a great help to our Rodeo team. He will be greatly missed. A moment was taken to recognize his contribution and legacy with the Mesalands Community College Rodeo Team.
- Our golf team has been invited to South Carolina for the National Championship golf tournament November 10th – 14th. Mr. Tanner Crop, and Mr. Mario Cordova both qualified for the National Championship. This tournament will be hosted in Hilton Head, South Carolina.
- Click rates on our Website have increased and the amount of time spent on the website has also increased
- Work with enrollment has continued. The work has been internal in developing the process, policies and procedures to make accessibly easier and to help students succeed. Early enrollment for the spring semester begins November 9th, possibly sooner. Our goal is to open the registration by the end of October.
- Thank you to Faculty & Staff who visited high schools advocating for MCC. Some of our faculty have been able to present demonstrations, like silversmithing, fine arts. This helps us to connect with the students more effectively. These faculty are setting up at high schools and doing live demonstrations encouraging students to participate and learn new skills. This is drawing students into Mesalands and seeing the possibilities for future careers.
- World Ranch Rodeo in Amarillo, Mr. Eddy Mardis will be there representing our college. He will set up a table and do demonstrations. Gene is also attending with Eddy to show the art of Silversmithing. This is a great opportunity for students to

connect with the community and encourage others to join the career field of Silversmithing.

Administrative Affairs

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

- Unofficial notice that we will probably not qualify for an investment performance audit based upon our IGA. It appears the amount of savings available will not cover the cost of the loan, however we still have enough money in appropriations to go forward with the Solar training facilities as well as the storage in accompany with that which will backup the data center for about eight hours. This will also allow us to conduct some training on battery technology. It will not cover the implementation of a microgrid controller which we will add later.
- Went to HED for RPSP funding to establish a Police force, which was rejected.
- We now see budget balances in Jenzabar. Appreciation was given to Margaret Ragland for her extra efforts of entering the HED approved 2021-2022 budget into Jenzabar, Ms. Gillard reviewed it and Larry made it active in J1. Everyone is extremely happy. Thank you, guys!

1. Monthly Financial Report for September 2021 (Exhibit 4) - **ACTION**

ACTION – Ms. Teresa Stephenson made the motion to approve the Financial Report for September 2021, Mr. Jimmy Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Streetman, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; and Mr. Sandoval, yes. The motion carried.

2. Purchase Requisition (Exhibit 5) – **ACTION**

ACTION – Mr. Tom Sidwell made the motion to approve the purchase requisition to CampusWorks for ERP implementation services for the CHESS program, a shared service by community colleges. This money comes out of a grant that we received for \$150,000 through our participation with CHESS. Mr. Jimmy Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes. Mr. Streetman, yes; Ms. Stephenson, yes; Mr. Sidwell, yes. The motion carried.

EXECUTIVE SESSION - ACTION

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

RECONVENE FROM EXECUTIVE SESSION – ACTION

ACTION – Mr. Tom 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. Jimmy Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Ms. Stephenson, yes; Mr. Streetman, 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

CORRESPONDENCE

INFORMATIONAL ITEMS

- Important Dates
 1. Student Fall Break (no classes), November 22-23, 2021
 1. Thanksgiving, College closed, November 24-26 2021
 2. Holiday Break, College closed, December 20-31, 2021
- Board of Trustees 12 Month Calendar..... (Exhibit 6)
- Board of Trustees Annual Calendar of Reports (Exhibit 7)

ANNOUNCEMENTS

The following announcements were made:

- Tuesday, November 16, 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 7:37 p.m.

[signature on original]

James P. Streetman
Chair

[signature on original]

Liz Estrada
Secretary/Clerk