

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

September 21, 2021

The Mesalands Community College Board of Trustees met in regular session on Tuesday, September 21, 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
- Mr. Brian Griggs
- 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. Estrada was absent.

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda
- 3) Quarterly Financial Action Report
- 4) College Colors
- 5) NMHED RPSP Funding Request
- 6) Approval of Executive Session
- 7) Approval of Reconvene from Executive Session
- 8) Approval of Action, if needed, based on Executive Session
- 9) Fall Schedule Adjustment

Change Board of Trustees Meeting date for December

APPROVAL OF AGENDA – ACTION

ACTION – Mr. Sidwell moved to approve the agenda as presented. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: 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 – Ms. Stephenson moved to approve the Regular Board Meeting Minutes dated August 17, 2021 as presented. Mr. 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 - Parkhill, Smith and Cooper, Architects - Master Plan
Mr. Brian Griggs and Ms. Melissa Walker presented a proposed 10-year master plan for Mesalands Community College that includes a new focus on 11th Street as its entrance, with new residence halls, a mobile meat-processing plant and a 9-acre solar farm.

President's Report

1. September Report
 - Dr. Busch stated that according to Wallethub, an independent evaluator of junior colleges Mesalands is tied for 28th in the nation, 11th most affordable, ranked top 2.9 percent of community colleges with 2 awards for Wind Energy programs, 3rd in nation, 15th in paleontology. We were accepted in Excalibur for education, there are 800 HSI colleges in the nation, we are in the top 100, when we get the seal, we will be top 20–35 in the nation. After Mesalands was admitted, Dr. Busch was picked top 4 percent as a President for Latino Student Success in the nation.

- Recovery from the severe storm
 - Special thanks to the Executive team for their quick response to assisting students at the Stampede Village and to Josh McVey & Larry Wickham – emergency alert messages.
- Legislative meetings
 - Las Cruces – workforce development
 - Taos – enrollment
- Meeting at Corona, NM with Andy Swapp and Region 9 - NMSU in Ruidoso, and Pattern Energy (world’s largest producer of solar energy) they want us to provide training for them. We are invited back to Corona, NM with our Executive team.
 - Region 9 featured Mesalands on their website as the place to go for Wind Energy training.
- Tucumcari Lake - create an environmental sciences laboratory for future programs. Mesalands will have access to the lake to use for programs.
- Tucumcari Board of Education bonfire property guidelines
 - Be used for resident housing
 - Be in use within 10 years
 - Help them find a new location for THS bonfire
- Apologize for misspeaking on fire on building “A”
 - “I misunderstood the account. I apologize for any misrepresentation or confusion I may have caused. It was not my intent to give an inaccurate account. It was a misunderstanding on my part, and I sincerely apologize to the Tucumcari Board of Education. Mesalands Community College values its relationship with Tucumcari Schools and welcomes any opportunities to work together.” I also apologize to the college’s board of trustees, I made a mistake, and I apologize if it embarrassed anyone over this.”
- Work force development - Micro credentials – workforce certificate for customized training of 10 hours or less.
- Higher Learning Commission – we are approved to participate in the “Notification System” for delivery of off-site programs delivering training anywhere in the nation.
 - Redefined online description for any program “in whole or in part” that delivers that program online, must be approved for online production.
 - Get our programs to HLC by mid-October for approval.
 - New website will be more conducive for online learning.
- CHESS – Participation in shared services
 - \$150,000 grant to be used in the CampusWorks assessment and audit of business and IT processes.
- Meet processing program, collaborate with a local person that slaughters 10 cattle per week
- Met with Bob Hockaday and David White to explore opportunities to expand renewable energy to include methane production as well collaborating on horticultural and agricultural programs through a partnership with aquaponics and the use of greenhouses combined with solar energy.
- On Wednesday, September 15, Mesalands began the month-long celebration of Hispanic Heritage Month. Several activities are planned over the next

- month. Special thanks to Dr. Rountree, she has been the primary planner for most of these events.
- On Friday, September 17, Mesalands recognized Constitution Day with distribution of copies of the US Constitution to the campus community and a presentation by Dr. Rountree on the Constitution and Bill of Rights.
 - On September 21, I participated in a “by invitation only” web meeting with the Hispanic Association of Colleges and Universities and the White House regarding the new federal requirements of managing COVID-19 on the campuses of Hispanic serving institutions.
 - On Tuesday, September 21, I traveled to the Capitol in Santa Fe to participate in the Legislative Finance Committee, Subcommittee on Higher Education regarding requests for increase in funding for faculty compensation.
 - ACCT Meeting, should I go, and does anyone from the Board want to attend?
 - On Saturday, September 18, I traveled to Phoenix, AZ to support the Mesalands golf team at their first match of their season. One student is ranked 11th in the Nation, and one student came in 6th at the tournament.
 - Oct 2nd – Community walk & run event, I will be starter for the race, others from Mesalands will be helping with this event.
 - Board Policy Report – Reviewing, no action currently, about 95% is fine, I will be bringing update recommendations soon.

Academic Affairs

-Ms. Gillard

1. Quarterly Financial Actions Report of FY 21 (Exhibit 4) – **ACTION**
This report was submitted to HED

Mr. Sidwell moved to approve the Quarterly Financial Actions Report of FY 21. Mr. 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.

2. Due to lack of activity, there is not a Community Education Report

Student Affairs

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

- Annual campus safety reports have all been done and submitted on time
- Campus safety survey due October 1st
- Significant number of students participating in activities, this helps engage the students thus helping with student completions.
- Care packages of cleaning products – received positive response
- Community outreach – sending positive messages by art students and faculty

-Josh McVey

- Public Relations - New Website is up and running
- Redirect marketing advertising to model cooperate models to attract students more effectively, more interactive, using the data to better understand the best practices, and help guide them to a more successful student and employee. Recruitment is more effective in understanding the relationship a student has with the produce. It's about the experience and information an organization can gather and effectively connect with the student or potential employee.
 - Create a CRM, there currently is none
 - Create and develop a process to lead the student to enrollment
 - Leverage information and technology to be as effective as possible
 - Advertising effectively to help gain best employees
 - Corporate marketing focuses on the data acquisition
- Boost moral on campus with "Atta-boy" program
 - Create opportunities for employees to reward one another for helping
 - A reward system developed to encourage employees
- Strategic enrollment, increase enrollment
 - Working with faculty to attend college fairs, and develop marketing tools – the faculty has been phenomenal.
 - Set-up appointment with High Schools for faculty to demonstrate their discipline
- Working with financial-aid
- Working with OSHA
 - Sunrise Medical and state to provide Covid-19 testing for employees
- New college colors and branding
 - Our identity is very important, they communicate what we stand for
 - Consistency is key and develops an identity
 - Colors have a lot of value – Blue represents courage, gold represents prestige. Also, the blue matches the Wind Energy logo and the buildings.
 - Percentages of survey for going from green to blue over 75% positive

1. College Colors (Exhibit 5) – **ACTION**

Mr. Sandoval moved to approve the color change for Mesalands from green and yellow to blue and gold. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; and Mr. Streetman, yes. The motion carried.

Administrative Affairs

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

- Museum had an "Open House" Saturday, September 18th with a total of 285 local residence visiting.
- Replaced new solar panels to use in solar field
 - Recycle company – shipping of 250 panels
- Jenzabar 2021 – 2022 Budget ready to go live

- Storm – with high winds and heavy rain caused damage
- 1. Monthly Financial Report for August 2021
 - a. Composed of 3 sections
 - i. Budget Summery report
 - ii. CD report (13 cd's)
 - iii. Checks paid report

Mr. Streetman voiced his concern and stressed the importance of having the Budget Summery and the CD reports monthly. Ms. Gillard offered to help with these reports.

- 2. NMHED RPSP Funding Requests (Exhibit 7) – **ACTION**
 - a. Wind Energy program for 106,600, an increase of \$10,000 to help cover the cost for a new blade pitch device for the turbine.
 - b. Proposed campus police department - fiscal year 2023 for \$482,000 for a 3-officer, 24-hour force to cover salaries, vehicles, and equipment. This is necessary to offer safety to our staff and students. Must be requested annually.

ACTION – Mr. Sandoval made the motion to approve the NMHED RPSP Funding requests, Ms. Stephenson 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.

EXECUTIVE SESSION - ACTION

ACTION – Ms. 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. Sidwell 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.

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

- A. Fall Schedule Adjustment – **ACTION**

ACTION – Mr. Sidwell made the motion to adjust the fall schedule due to the Covid-19 situation to end the Fall semester November 19th before the Thanksgiving Break. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Ms. Stephenson, yes; Mr. Streetman, yes; and Mr. Sandoval, yes. The motion carried.

B. Change Board of Trustees Meeting date for December – **ACTION**

ACTION – Ms. Stephenson made the motion to change the December 21st Board of Trustees meeting to December 14th. Mr. 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.

XI. Correspondence

A. State of New Mexico - RE: Financial Disclosure Statement (Exhibit 8)

INFORMATIONAL ITEMS

- Important Dates
 1. Thanksgiving, College closed, November 24-26 2021
 2. Holiday Break, College closed, December 20-31, 2021
- Board of Trustees 12 Month Calendar..... (Exhibit 9)
- Board of Trustees Annual Calendar of Reports (Exhibit 10)

ANNOUNCEMENTS

The following announcements were made:

- Tuesday, October 19, 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 9:15 p.m.

[signature on original]

James P. Streetman
Chair

[signature on original]

Liz Estrada
Secretary/Clerk