

**MESALANDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
September 17, 2024**

The Mesalands Community College Board of Trustees met in regular session on Tuesday, September 17, 2024, at 5:30 p.m. in the Conference Room 606, Building “G” in Tucumcari, New Mexico.

CALL TO ORDER

Mr. Richard Primrose, Chair, called the meeting to order at 5:30 p.m.

PLEDGE TO THE FLAG:

Recited was the Pledge of Allegiance and the New Mexico Flag was saluted.

ROLL CALL

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

LIST OF ACTION ITEMS

- 1) Approval of Agenda
- 2) Approval of Consent Agenda – Minutes from September 10, 2024
- 3) Approval of the Financial Report for August 2024
- 4) Approval of the Purchase Requisition for Rawhide Rodeo – Home Rodeo
- 5) Approval to go into Executive Session
- 6) Approval to Reconvene from Executive Session
- 7) Approval to Adjourn the meeting

APPROVAL OF AGENDA – ACTION

ACTION – Mr. Box made a motion to approve the agenda as presented in Exhibit 1. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Ms. Stephenson, yes; Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; and Mr. Primrose, 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. There were no public comments at this time.

APPROVAL OF CONSENT AGENDA – ACTION

ACTION – Ms. Stephenson made a motion to approve the special Board meeting minutes as presented in Exhibit 2, dated September 10, 2024. Mr. Sidwell seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The motion carried.

CHAIRPERSON'S REPORT

- Mr. Richard Primrose
 - I want to thank Dennis Rosh for his excellent speech at our Constitution Day celebration and thank you Dr. Edwards for getting this event organized.

PRESIDENT'S REPORT

1. Dr. Allen Moss, President

- I went to the Legislative Finance Committee meeting today in Albuquerque. They discussed the Workforce report, it was valuable to be there. I talked to Mr. Hoehne and Ms. Trujillo; I asked if there was anything else we need to be doing? "Continue doing what you are doing and get your audits finished."
- We had a joint meeting with NMICC and NMACC – State Branch Colleges, it was very informative.

2. August 2024 Financial Report

- Our finances are still doing really well compared to this time last year.
- We should be expecting \$300,000 allocated for the non-credit workforce.
- We do not have the finalized agreements yet for the lawsuits.
-Rachelle Arias - The next report for September will have a description on the checks cut report. I will only include the month of reporting.

ACTION – Mr. Sidwell made a motion to approve the August 2024 Financial Report as presented in Companion Exhibit 1. Mr. Box seconded the motion. A roll call vote was taken with members voting: Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; and Mr. Sidwell, yes. The motion carried.

3. Purchase Requisition for Home Rodeo

This covers the Contract Organization, which is most of the cost of the rodeo.

ACTION – Mr. Sidwell made a motion to approve the purchase requisition #117648 for \$20,950.00 to Rawhide Rodeo (Mike Johnson) for our Home Rodeo. Ms. Stephenson seconded the motion. A roll call vote was taken with members voting: Mr. Box, yes; Mr. Primrose, yes; Ms. Stephenson, yes; Mr. Sidwell, yes; and Mr. Sandoval, yes. The motion carried.

ACADEMIC AFFAIRS

1. Mr. Joel Kiser, Vice President of Academic Affairs

- There is a lot of activity in the Academic Affairs team with assembling data, updates on handbooks and policies, and working on HLC accreditation.
- RPSP project has been submitted, we will defend it in the next few weeks.
- Workforce funding for \$300k for workforce programs such as CAN Phlebotomy, CDL, and Wind Energy Technology.
- All of our divisions are working really well together.
- Adult Ed - ESL (English as a Second Language) received the "Highest Measurable" award; after students complete 40 hours of class work, 63% of our students had skill gains; we had the highest ESL skill gains in the state. Thank you, Mr. Simon Chavez, and Dr. Stephen Edwards for teaching these classes.
- Ms. Nikki Vazquez, Director of the Library, has been working to add more resources; she has added 336 more eBooks, which expands our students access to more resources. This helps us with our HLC accreditation as well.
- "Shout-out" for our nursing program; the New Mexico Board of Nursing is here today and tomorrow. We now have four cohorts. Thank you, Ms. Shannon Fries, Director of Nursing, and our nursing faculty/staff, and students. A lot of work has gone into this program.

STUDENT AFFAIRS

1. Mr. Josh McVey, Vice President of Student Affairs

- Our enrollment is up 14% from last Fall.
- We have already had some successful student events.
- Golf team has 5 athletes
- Esports team has 7 athletes
- Rodeo team has 7 athletes
- Annual MCC Home Rodeo is October 11-12, 2024
- Leeward Renewable Energy (LRE), they are repowering the Caprock towers. Talks are in development regarding what their company might mean for the college.
- The RPSP has been completed and submitted
- The High Demand Workforce certificate programs submission has been completed and approved giving us access to \$300,000 for students.
- The mascot has been updated, ordering new stickers, flags, and pennants.
- The Board of Trustees page has been updated on our website.

ADMINISTRATIVE AFFAIRS

1. Mr. Mark A. Martinez, Executive Director of Operations and Procurement

- Sorry I did not get my report to you, I was out most of last week.
- Insurance claims – patching of the stucco on building “A” and Armory has begun, they still need to make it blend in better.
- The paperwork for the roof on building “E” has been submitted to CES for J3.
- Updated the Department of Workforce Solutions website.
- I am checking on ER&R funding.
- The Cashier has moved to the new student center, which is working well.
- Interviews have been completed for the maintenance/custodian position.
- Thank you for approving the HVAC purchase requisition, this contractor was on campus today he estimates 2 to 3 weeks to get the materials here.
- The Insurance company will be replacing the roof over the Library
- We will coordinate the crane used on building “E” with the roof on building “A”
- Obtaining quotes for the stucco work for the courtyard.
- Skylights in the Art building have been installed.
- Working on exterior LED lighting.

REPORTS FROM SHARED GOVERNING SENATES

1. Staff Senate President – Mr. Dean Garcia

- We had a Staff Senate meeting on September 9, 2024.
- The staff was happy about the Spring Break dates being moved to coincide with the area schools.
- Lighting between buildings “D” and “E” needs to be repaired.
- ESC – 5 people have completed the program; our goal is 20 for the year. They have to be at least 16 years old to do our program and have dropped out of High School. THS is good about sending referrals for their dropouts
- ESL has 19 students now with 5 more upon completion of their pre-tests.
- Honors College – spoke to 9 students, poster presentation is December 3rd.
- Completed the AE program’s annual report and submitted to HED August 27th
- Kyeli and I attended the Continuous Program Improvement (CPI) training.

- Dr. Moss stated that our ESC and ESL programs with Dean, Kyeli, Simon Chavez, and Dr. Stephen Edwards, if not the best in the state; it is one of the best. Congratulations on winning the Highest Measurable award! A big thank you to them!

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

ACTION BASED ON EXECUTIVE SESSION

No action is needed from executive session

- No correspondence

INFORMATIONAL ITEMS

A. Important Dates:

1. October 11th – 12th – Mesalands Home Rodeo

B. Board of Trustees – 12 Month Calendar

C. Board of Trustees Annual Calendar of Reports

ANNOUNCEMENTS

- Tuesday, October 15, 2024, Mesalands Community College Board of Trustees Regular Board Meeting at 5:30 p.m.

ACCT Board Training winner for a free workshop now until June 30, 2025.

ADJOURN – ACTION

ACTION - Mr. Primrose stated if there was no further business, he would entertain a motion to adjourn the meeting. Mr. Sidwell made the motion to adjourn the meeting. Mr. Sandoval seconded the motion. A roll call vote was taken with members voting: Mr. Sidwell, yes; Mr. Sandoval, yes; Mr. Box, yes; Mr. Primrose, yes; and Ms. Stephenson, yes. The meeting was adjourned at 6:48 p.m.

[signature on original]

Richard D. Primrose

[signature on original]

Thomas Sidwell

Chair

Secretary/Clerk