

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
February 7, 2017**

ITEM A. CALL TO ORDER

Ken Hare called the meeting to order at 7:12 p.m. The following members were present:

R. Shane Chance, Secretary
Byron Manning, Member
Matthew D. Tso, Member
Dr. Joseph Pope, Member
Evelyn B. Benny, Member

Absent: John Thompson, Vice Chairman

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance were: Dr. Toni Pendergrass, Barbara Ake, Jon Betz, Virgil Caldwell, Ed DesPlas, Dave Eppich, Adrienne Forgette, Chris Harrelson, Ron Jernigan, Kerri Langoni, Bill Lewis, Allan Nass, Michael Ottinger, Eddi Porter, Bradley Purdy, Rhonda Schaefer, Barbara Wickman, Vinny Zicoello, Leslie Saavedra, Andrea Cooper, John Boggs, Shanna Sasser, Lance Myler, David Drake, Brad Maxwell, Luke Renner, Eileen Richey, Lorenzo Reyes, Chris Bodley, and Marsha Rutledge.

Guests in attendance were: Hunter Esmiol, Nathan Urias, Sherry Drake, Ryan Lee, Craig Dear, Erkwana Johnson, Raymundo Payon, and Stan Miller.

Ms. Barbara Wickman, Dean School of Energy was introduced.

Mr. Ed DesPlas and Mr. Chris Harrelson presented the Architectural Design 2016 Citation Award General Design for the School of Energy.

Mr. Dave Eppich, Vice President Student Services, presented a plaque honoring San Juan College as a Top Military Friendly School for 2017.

ITEM C. ADOPTION OF AGENDA

Mr. Chance and Dr. Pope seconded the motion to adopt the agenda. **MOTION CARRIED** by a unanimous voice vote.

ITEM D. REPORTS

1. Monthly Presentation

Mr. Brad Maxwell presented “Rural Veteran Program and Student Media Project”. Mr. Luke Renner and his students were recognized for their part in the development of the videos within the presentation.

2. Association Reports

Student Association (SA) Mr. Hunter Esmiol shared the SA is developing several proposals that they hope to receive feedback from the Board on at the March work session.

Faculty Association (FA) Mr. Lance Myler reported he has had more conversations with more people on more topics over the past month than previously. It is his hope that these conversations will blossom to larger groups. The number one issue for faculty is to be heard, not to achieve any particular outcome.

Professional Staff Association (PSA) Ms. Shanna Sasser informed the Board that Kelly Anderson joined in the last PSA meeting to report on the recent lockdown and the lessons learned from the event. The PSA is supportive of everyone participating in the training for the lockdown procedures. Kerri Langoni also attended and answered questions and concerns for the group. Today, faculty were invited to the PSA meeting for conversation. The date for the PSA In-Service is April 7, 2017.

Support Staff Association (SSA) Ms. Leslie Saavedra shared that Kerri Langoni attended the last SSA meeting and was awesome. The committee working on the training manual has met with Lynn Lane to determine the best methodology for delivery. The by-law committee continues to meet. Ms. Saavedra is looking forward to meeting with Ms. Richey to discuss the April 7, 2017 PSA In-service and to “Hustle some Kindness.”

ITEM E. CITIZEN COMMENT

None.

Mr. Hare offered insight as to the role and contributions of the Director of Strategic Partnerships.

ITEM F. CONSENT AGENDA

1. Approval of Minutes of Regular Board Meeting on January 10, 2017

The January 10, 2017 minutes were presented in the Board packet for approval.

2. Correspondence

Dr. Pendergrass and Dr. Ake received a thank you note from Dean and Ellen Patscheck for flowers sent during Dean's recent illness.

3. Financials

APPROVAL OF FINANCIAL REPORTS FOR THE SECOND QUARTER ENDED DECEMBER 31, 2016

The financial reports for Fiscal Year 2017 second quarter, ended December 31, 2016 have been prepared 1) in the format required by New Mexico's Higher Education Department and 2) in the managerial format as presented on a monthly basis. These reports have been distributed to the Trustees in advance of today's meeting.

RECOMMENDATION:

I recommend that the Board approve these financial statements, for the period ended December 31, 2016 and direct College administration to submit the required second quarter reports to New Mexico's Higher Education Department.

4. Personnel Report

The following appointments were made since the last Board meeting: Ronald Atcitty, Security Officer, Public Safety, effective January 9, 2017; Edward Hasenbalg, Theater Technical Coordinator, Fine Arts, effective January 9, 2017; Derrick Joe, Custodian, Physical Plant, effective January 9, 2017; Fred Kaul, Math Instructor, School Math, Science, and Engineering, effective January 9, 2017; Ryan Kelly, Security Office, Public Safety, effective January 9, 2017; Cameron Mangan, Security Office, Public Safety, effective January 9, 2017.

Changes: Christine, Wood, from Fast Forward Director to NASNTI Pathways Director, effective January 1, 2017; Clarissa Bowman, from Fast Forward Program Advisor to NASNTI Pathways Coach, effective January 1, 2017; Alison Jones, from Career Pathways Coach to NASNTI Pathways Coach, effective January 1, 2017; Kerri Langoni, from Senior Director of Human Resources to Associate Vice President for Human Resources and Legal Activities, effective January 5, 2017; Ron Jernigan, from Senior Director of Institutional Research to Senior Director of Institutional Research and Strategic Planning, effective January 5, 2017.

Separations: Bryan Smiley, CDL Instructor, School of Energy, separation of employment, effective January 10, 2017; Desiree Hutchens, Senior Administrative Assistant/QUICC, Student Services, separation of Employment, effective January 10, 2017; Hahnabah Manygoats, CDL Instructor, School of Energy, separation of employment, effective January 10,

2017; Joseph Martinez, Electrician, Physical Plant, Administrative Services, separation of employment, effective January 10, 2017; Laurie Gruel, Senior Director, Grants Development and Administration; separation of employment, effective January 10, 2017; Maurice Tiehen, Coordinator CDL Program, School of Energy, retirement, effective January 10, 2017; Nancy Shepherd, Presidential Advisor/Community Relations, Community Learning Center, retirement, effective January 10, 2017; Risa Zenno, Student Activities Specialist, Student Activities, Student Services, separation of employment, effective January 10, 2017; Roger Tingley, CDL Instructor, School of Energy, separation of employment, effective January 10, 2017; Shelley Stricklin, Senior Grounds Maintenance Worker, Physical Plant, Administrative Services, separation of employment, effective January 10, 2017; Sonja Elliott, Testing Specialist, Testing Center, Student Services, retirement, effective January 10, 2017; Linda Goff, part time Administrative Assistant, School Math, Science, and Engineering, separation of employment, effective January 19, 2017; Cyle Pete, Administrative Assistant II, Alternative Licensure Program, School of Humanities, separation of employment, effective January 20, 2017; Jane Hemingway, Administrative Assistant, Community Learning Center, retirement, effective January 31, 2017.

5. Information Report – Update on Board of Trustees Directive Regarding Gobernador Property

In 2002, the Bureau of Land Management (BLM) and U.S. Forest Service granted 19.96 acres of public lands to San Juan College for educational purposes. The property in question was the former U.S. Forest Service Carson National Forest Ranger Station located off U.S. Highway 64 near Gobernador, New Mexico. The College has not been able to develop and appropriately use the subject property consistent with that educational purpose.

At the February 2, 2016 meeting of the San Juan College Board of Trustees, College administration was directed by the Board to secure all necessary approvals to return said property to the Bureau of Land Management (BLM). During the summer of 2016, representatives of College administration (Ed DesPlas, Chris Harrelson and legal counsel Seth Bingham) met with officials of the BLM. The BLM officials advised San Juan College representatives that the BLM would accept the return of the property only if the College would first clear the land of existing building structures (which were on the property upon transfer of ownership to the College) and remediate the environmental impact of the original development.

The cost of land reclamation for this site is at least \$135,000, assuming no asbestos or other environmental remediation. Because of the College's budget reductions, the College is not able to fund the reclamation required to affect a return of the property to the BLM.

College administration will advise the Board should the status of this matter change.

Recommendation

I recommend that the Board accept this information report.

Recommendation

Mr. Manning moved and Mr. Chance seconded the motion to take the recommended actions as presented on the Consent Agenda. **MOTION CARRIED** by unanimous voice vote.

ITEM G. INDIVIDUAL ITEMS/NEW BUSINESS

1. APPROVAL OF CONTRACT WITH SAN JUAN COUNTY TO PAVE COMMERCIAL DRIVER LICENSE (CDL) PROGRAM PRACTICE AREA

Under the guidance of the College Purchasing Department and with advice from legal counsel, College administration has negotiated an agreement with San Juan County under the provisions of Section 13-1-94 (A) NMSA (1978) for the paving of the Commercial Driver's License (CDL) program learning and practice area. San Juan County Commissioners approved this contract at their regular meeting held on January 24, 2017.

This project will encompass a 640 foot by 277 foot amount of surface, approximately 6" thick, constructed of asphalt. The project will take roughly 6 weeks to complete and will occur in the summer months of 2017. The paving will provide a learning laboratory/practice space for CDL trainees. Specifications were developed by Cheney Walters Echols Engineers. San Juan College will pay San Juan County \$480,000 plus the cost of appropriate bonding for this work. Project will be funded by Higher Education Department (HED) Capital Improvements funds - Severance Tax Bonds issued by the State.

Mr. Chance moved and Dr. Pope seconded the motion to table the contract with San Juan County. **MOTION CARRIED** by unanimous voice vote.

2. APPROVAL FOR EXTENSION OF IMAGENET COPIER AND PRINT MANAGEMENT CONTRACT

San Juan College is currently under contract with ImageNet Consulting, LLC for copier equipment lease, maintenance, and usage and print management services. The current agreement for copier services requires a monthly payment of \$19,052.34 through March 31, 2018. Under the guidance of the College Purchasing Department, this portion of the contract with ImageNet Consulting, LLC can be extended for 40 months, to end June 30, 2021. The College may extend the agreement for up to a total of 8 years, per State of New Mexico Procurement Code, Section 13-1-21 through 13-1-199, NMSA 1978. Upon extension to June 30, 2021 (a 52- month period from March 1, 2017 to June 30, 2021) the monthly payment for copier lease and services is reduced to \$12,186.92, a monthly savings of \$6,865.42. Savings for fiscal year 2017 will

total \$27,461.68. Savings for fiscal years 2018 through 2021 will be \$82,385.04 per year.

Contingent upon Board approval, the copier lease and services contract will be extended by 40-months to June 30, 2021.

Dr. Pope moved and Mr. Chance seconded the motion to approve the contract extension with ImageNet, LLC as herein described. **MOTION CARRIED** by unanimous voice vote.

ITEM H. ANNOUNCEMENT OF NEXT MEETING

The next regular meeting will be held on **Tuesday, March 7, 2017 at 7:00 p.m.** in the San Juan College Board Room.

ITEM I. TENTATIVE CLOSED SESSION

None.

ITEM J. ADJOURNMENT

Mr. Chance moved and Ms. Benny seconded the motion to adjourn. Mr. Hare adjourned the meeting at 8:25 p.m.

Mr. John Thompson, Vice Chairman
San Juan College Board

ATTEST:

R. Shane Chance, Secretary
San Juan College Board

Date: March 7, 2017