

**MINUTES OF REGULAR MEETING  
SAN JUAN COLLEGE BOARD  
February 6, 2018**

**ITEM A.     CALL TO ORDER**

Dr. Joseph Pope called the meeting to order at 7:12 p.m. The following members were present:

R. Shane Chance, Member  
Byron Manning, Secretary  
Evelyn B. Benny, Member  
Hoskie Benally, Jr., Member

Absent:

Joseph Rasor, Member  
John Thompson, Chairman

**ITEM B.     WELCOME OF GUESTS AND VISITORS**

San Juan College administrators and staff in attendance were: Dr. Toni Pendergrass, Barbara Ake, Jon Betz, John Boggs, Virgil Caldwell, Ed DesPlas, Dave Eppich, Adrienne Forgette, Ron Jernigan, Kerri Langoni, Bill Lewis, Michael Ottinger, Rhonda Schaefer, Barbara Wickman, Vinny Zicoello, Leslie, Saavedra, Melody Conrad, Linda Schwinghammer, Elizabeth Phelps, Kathi Hail, Ken Hibner, and Lorenzo Reyes.

Guests: Jana Crowley, Jim Crowley, Lauren Rodriguez, Mary Homan, and Raymundo Payan

San Juan College presented Mr. Dave Eppich, Vice President for Student Services, a piece of pottery created by Don Ellis, in recognition of his retirement.

Ms. Mary Homan, Economic Development and Community Affairs Manager for NM Gas Company, presented a check to Lorenzo Reyes, Director for Workforce Development, on behalf of NM Gas and their parent company Emera, Inc.

**ITEM C.     ADOPTION OF AGENDA**

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

**ITEM D.     REPORTS**

**1.   Monthly Presentation**

Ms. Linda Schwinghammer presented Testing Center 2018.

## **2. Association Reports**

Student Association (SA) Mr. Raymundo Payan shared the SA had a great turn out for Student Rush. The SA has sponsored five hotspots for the library. They will be volunteering for the City of Farmington Easter Egg Hunt. The recent movie showing, *Only the Brave*, had the largest movie attendance yet. Next week has been declared RAK (Random Acts of Kindness) Week. On February 13 from 3-5 p.m. the Student Senate will meeting. The SA is investigating the purchase of virtual reality headsets as a fun way to involve students. Mr. Payan thanked Mr. Dave Eppich, Vice President for Student Services, for the strong relationship he has had with the SA.

Faculty Association (FA) Mr. Lance Myler reported the FA is aware that performance management is a part of the strategic plan. Dr. Pendergrass has indicated benchmarking should be the first step. He noted a call for committee members had gone out today. Mr. Myler shared his thoughts on growth. He believes it is better to have consistent small increases in tuition, wages, and college innovation.

Professional Staff Association (PSA) Mr. John Boggs shared that at the last PSA meeting they had a discussion on the four pillars of the Pathways 2.0 project and how each person's role fit in. A group of about 25 PSA members has formed a reading group for the book Redesigning America's Community Colleges. The group will share their thoughts with the entire PSA group. The next meeting will be on February 14, 11:30 a.m. – 12:30 p.m.

Support Staff Association (SSA) Ms. Leslie Saavedra thanked the Student Association for the successful Student Rush. After a positive collaboration in providing tray favors to San Juan Regional Hospital, the SSA has decided to continue the partnership. The SSA will provide tray favors four times a year: Valentine's Day, Fourth of July, once in the fall, and in December. The SSA is planning a professional development event.

### **ITEM E. CITIZEN COMMENT**

None.

### **ITEM F. CONSENT AGENDA**

#### **1. Approval of Minutes of Regular Board Meeting on January 2, 2018**

The January 2, 2018 minutes were presented in the Board packet for approval.

#### **2. Approval of Minutes of Emergency Board Meeting on January 10, 2018**

The January 10, 2018 minutes were presented in the Board packet for approval.

#### **3. Correspondence**

None.

**4. Financials**

Included in the Board packet are the monthly financial reports for the month ended December 31, 2017.

**5. Personnel Report**

The following appointments were made since the last Board meeting: Tom Wiley, Instructor of Physical Therapist Assistant Program, Health Sciences, effective January 8, 2018; LaRae Betoni, Assistant Bookstore Manager, Auxiliary Services, effective February 1, 2018.

Changes: Jeffrey Kellerman, from Recruitment Analyst, Human Resources to Employee Relations and Recruitment Manager, Human Resources, effective January 1, 2018; Stacey Allen, from Assistant Director, Human Resources to Assistant Director/Equity, Diversity and Inclusion Officer, Human Resources, effective January 1, 2018; Tanisha Sam, from Senior Administrative Assistant, Advising and Counseling to Academic Advisor, Advising and Counseling, effective January 1, 2018.

Separations: Ramona Sands, Darkroom Technician, School of Humanities, separation of employment, effective January 12, 2018; Brenda Bennie, Administrative Assistant II, Guided Pathways, separation of employment, effective January 15, 2018; Bethany “Blue” Caine, Administrative Assistant II, San Juan College West, separation of employment, effective January 19, 2018; Melissa Glasgow, Administrative Assistant II, EMS Program, separation of employment, effective January 19, 2018; Patricia Cramer, Assistant Professor of Nursing, Health Sciences, separation of employment, effective January 19, 2018; Susan Shipman, Member Services Specialist, Health and Human Performance Center, separation of employment, effective January 19, 2018; Tanya Axen, HR Technician, Human Resources, separation of employment, effective January 25, 2018; Susan Grimes, Academic Advisor, Advising and Counseling Center, retirement, effective January 31, 2018.

**6. Information Report – Catering Activities Through College Food Service**

The report of catering activities by A’viands, LLC for the month of December 2017 is included in the board packet.

**Recommendation**

I recommend the Board accept this information report.

**7. Second Quarter, Fiscal Year 2018 Financial Reports**

Financial reports for the quarter ended December 2018 are presented in the Board packet. New Mexico Higher Education Department requires the Board

Chairman to sign a transmittal form for submission to the Higher Education Department.

**8. Information Report – Sale of House Built by Building Trades Students**

Following two separate on-line bidding processes that failed to generate interest in, and sale of, Building Trades Student-Built House, Project #28, the College is able to accept any reasonable offer. On December 22, 2017, the College received a good and reasonable offer for Project #28. A description of the house that is under sales contract as of January 29, 2018 and its price is below.

Project 28 Description: Three (3) bedrooms, two (2) bathrooms, kitchen, dining/breakfast room, living room and utility room. Ceilings throughout are eight (8) feet with some rooms vaulted. House is approximately 1,548 square feet.

Sales Price: \$45,000 plus applicable taxes

Proceeds will be received into the Unrestricted Fund.

**Recommendation**

I recommend the Board accept this report of sale.

**Recommendation**

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

**ITEM G. OLD BUSINESS**

**ITEM H. INDIVIDUAL ITEMS/NEW BUSINESS**

**1. APPROVAL OF CHANGE IN SCOPE: STEM-H PROJECT**

At its January 2017 regular meeting, the San Juan College Board of Trustees approved the guaranteed maximum price of \$5,428,678.19 (including gross receipts taxes) submitted by FCI Constructors. To streamline the finish-out of the project, the New Mexico Higher Education Department instructed San Juan College to add “soft” and contingencies to the Construction-Manager-at-Risk contract with FCI Constructors. These costs include site upgrades to a raw water line extension into the promenade, program furniture and equipment, information technology upgrades and an expansion of the fire alarm system. The cost of this increase-in-scope is \$808,425.19, including gross receipts taxes.

This project is funded by both State of New Mexico General Obligation Bonds and local, San Juan College General Obligation Bonds. The cost of this increase-in-scope is within the project budget.

Mr. Manning moved and Mr. Chance seconded the motion to approve the change-in-scope to FCI Constructors Construction-Manager-at-Risk contract for the STEM-H project and that a blanket purchase order be authorized to encumber necessary funds. **MOTION CARRIED** by unanimous voice vote.

**ITEM H. ANNOUNCEMENT OF NEXT MEETING**

The next regular meeting will be held on **Tuesday, March 13, 2018 at 7:00 p.m.** in the San Juan College Board Room.

**ITEM I. TENTATIVE CLOSED SESSION**

**ITEM J. ADJOURNMENT**

Mr. Chance moved and Ms. Benny seconded the motion to adjourn. Dr. Pope adjourned the meeting at 7:57 p.m.

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Mr. John Thompson, Chairman  
San Juan College Board

ATTEST:

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Byron Manning, Board Secretary  
San Juan College Board

Date: March 13, 2018