

**MINUTES OF REGULAR MEETING  
SAN JUAN COLLEGE BOARD  
November 3, 2020**

**ITEM A.     CALL TO ORDER**

This was the eighth meeting which was held in a virtual venue due to the requirements and guidelines from Governor Michelle Luján Grisham’s office regarding the COVID-19 pandemic which allowed for ten or less to attend in-person. Social distance and other safety measures were observed. The New Mexico Attorney General’s guidance for the meeting, in compliance with the Open Meetings Act, were followed.

Chairman Rasor called the meeting to order at 6:33 p.m. The following members were present:

Joseph Rasor, Chairman  
R. Shane Chance, Secretary  
Evelyn Benny, Member  
Byron Manning, Member  
Valerie Uselman, Member

Absent:   Hoskie Benally, Jr., Vice Chairman  
          John Thompson, Member

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

San Juan College administrators and staff in attendance via Zoom Webinar included: Dr. Toni Pendergrass, Edward DesPlas, Boomer Appleman, Adrienne Forgette, Don Beauregard, Elaine Benally, Jill Bishop, Josh Bishop, Debbie Chalmers, Alicia Corbell, Sherri Cummins, Liesl Dees, Kristie Ellis, Star Flagel, Sandy Gilpin, Chris Harrelson, Lucy Haber, Tyrell Jim, Karen Krob, Kerri Langoni, Roy Lytle, Ron Jernigan, Steve Miller, Sherry Paxson, Shelley Pickett, Eddy Rawlinson, Lorenzo Reyes, Eileen Richey, Amanda Robles, Chris Rosen, Sherri Schaaf, Rhonda Schaefer, Linda Schwinghammer, Vanessa Tafoya, Carrie Tsosie-Jim, Jeanne Winchell, and Donna Ellis, Board Recorder

**ITEM C.     ADOPTION OF AGENDA**

Mr. Chance moved and Ms. Benny seconded to adopt the agenda as presented. **MOTION CARRIED** by unanimous roll call vote.

**ITEM D.      REPORTS**

**1. Monthly Presentation**

Seven faculty members were recognized for the Henderson Teaching Excellence Award for the 2020-2021 Academic Year.

**iCare Minute Video**

Dr. Joshua Vanbuskirk praised SJC for his undergraduate education and the success of his business.

**2. Association Reports**

Professional Staff Association representative, Ms. Amanda Robles, provided the Board with a report via Zoom.

Support Staff Association representative, Ms. Vanessa Tafoya, provided the Board with a report via Zoom.

Student Association representative, Ms. Samantha Bell, provided the Board with a presentation via Zoom.

Faculty Association representative, Ms. Sherri Cummins, provided the Board with a report via Zoom.

**ITEM E.      CITIZEN COMMENT**

None.

**ITEM F.      CONSENT AGENDA**

**1. October 6, 2020 Work Session Minutes**

The October 6, 2020 Work Session Minutes were presented in the Board Packet for approval.

**2. October 6, 2020 Board Meeting Minutes**

The October 6, 2020 Board Meeting Minutes were presented in the Board Packet for approval.

**3. Correspondence**

Dr. Pendergrass and Dr. Reyes received a letter from Mr. Glenn May, Assistant Director-Higher Education Department with the Ute Mountain Ute Tribe commending the hard work and creativity of Ms. Jeanne Winchell of SJC's Center for Workforce Development.

Dr. Pendergrass, the Board of Trustees, and the Foundation received a “thank you” card from Jon and Cathy Betz for the sympathy and support they received during their time of loss.

Dr. Pendergrass, the Board of Trustees, and the Foundation received a “thank you” card from the Jim Sheppard Family expressing their gratitude for the College’s sympathy for their loss.

**4. Financials**

Financial reports for the month ended September 30, 2020 were presented in the Board Packet.

**5. Personnel Report**

The following appointments were made since the last Board meeting: Andrew Wilcox, Custodian, Physical Plant, effective October 5, 2020; Eryk Lee, Custodian, Physical Plant, effective October 5, 2020; Jamie Chee, Custodian, Physical Plant, effective October 5, 2020; Jason Maestas, Custodian, Physical Plant, effective October 5, 2020; Michael Bidtah, Computer Specialist, Information Technology Center, effective October 5, 2020; Ty Lee, Custodian, Physical Plant, effective October 5, 2020; Bobbyann Chavez, Administrative Assistant II-Surgical Technology and Respiratory Therapy Programs, School of Health Sciences, effective October 19, 2020; Marcus Cadman, Library Assistant II, Library, effective October 19, 2020.

Changes: No Changes.

Separations: Michael Bidtah, Computer Specialist, Information Technology Center, separation, effective October 23, 2020; John Boggs, Dean, School of Humanities, separation, effective October 31, 2020.

**6. Deletion of Equipment from Inventory**

College administration recommends the disposition of certain assets that are worn out, unrepairable, cannibalized, obsolete, or otherwise unusable. In accordance with Chapter 13-6-1 through 4 (Article 6) of the New Mexico State Statute, the Board is required to affirm the administration’s recommendation. (The list of the assets recommended for disposition are included in the Board Packet.)

**Recommendation**

I recommend the Board approve the College administration’s recommendation and approve the listed items for disposal.

## 7. **Student Loan Default Rate**

A cohort default rate is the percentage of a school's borrowers who enter repayment on certain Federal Family Education Loan (FFEL) Program or William D. Ford Federal Direct Loan (Direct Loan) Program loans during a particular federal fiscal year (FY), October 1 to September 30, and default or meet other specified conditions prior to the end of the second following fiscal year. The U.S. Department of Education releases official cohort default rates once per year. The FY 2017 official cohort default rates were delivered to both domestic and foreign schools on September 23 2020. A default rate of 30 percent or higher can jeopardize a college's ability to receive federal aid.

(Federal Student Aid:

[www2.ed.gov/offices/OSFAP/defaultmanagement/cdr.html](http://www2.ed.gov/offices/OSFAP/defaultmanagement/cdr.html))

San Juan College's official cohort default rate for Fiscal Year 2017 is 14.1%.

To provide historic perspective, recent years' rates were:

Fiscal Year 2016 is 15.9%

Fiscal Year 2015 is 18.4%

Fiscal Year 2014 is 20.5%

Fiscal Year 2013 is 20.6%

San Juan College's Financial Aid officer advises that SJC's continued "work with New Mexico Student Loan Guarantee Corporation/GetWisEdu with in-school borrower debt education assistance and the additional loan counseling sessions we are doing for both on-campus and on-line students are making a difference."

### **Recommendation**

I recommend the Board review and be aware of this information.

**8. Adjustment to Renewal of OnBase Software Program**

OnBase is a document imaging, document retention and workflow solution that has been in place at San Juan College since 2011. OnBase is integrated into the daily operations of the College as it is used to organize, store, and retrieve a vast majority of the College’s records. Hyland Software is the technology solutions provider that currently offers the OnBase platform. At its June 2, 2020 meeting the San Juan College Board of Trustees approved renewal of this software for Fiscal Year 2021 in the amount of \$75,727 plus gross receipts taxes.

A portion of this renewal was based on an estimate of licensure costs for the premium subscription to OnBase. The actual renewal cost is \$75,851, an amount that is \$124 more than previously approved by the Board.

**Recommendation**

I recommend the Board approve the additional \$124 in renewal cost for a total of \$75,851 plus gross receipts taxes to Hyland Software for OnBase.

**9. 3% Scholarships – Fall 2020**

Section 21-13-19 NMSA 1978 allows for community college boards to establish and grant gratis scholarships to students who are residents of New Mexico. At San Juan College, these scholarships have become known as “3% Scholarships”. When the Board approved the Fiscal Year 2021 Budget, \$67,275 was provisioned for this purpose. Because of the reduction in the College’s appropriation affected by the Summer 2020 Special Session of the New Mexico Legislature, the source of Fiscal Year 2021 funding for the 3% Scholarship is the CARES Act Minority Serving Institutions grant. At the beginning of the Fall 2020 semester, 147 students were each awarded \$300. The award was made to students who graduated from a New Mexico high school in May 2020 with a GPA of 2.5 or higher or to students who recently received their GED who, if they meet the criteria, are also eligible. All students awarded this scholarship are enrolled in 12 or more credit hours and are New Mexico residents. When the balance of the available Fiscal Year 2021 3% scholarship funds is awarded, a follow-up information report will be presented to the Board.

A list of the students who have received this assistance was distributed to Trustees with the Board agenda package.

**Recommendation**

I recommend that the Board affirm the award and disbursement of the 3% Scholarship Funds for the Fall 2020 semester.

## **APPROVAL OF CONSENT AGENDA**

Mr. Chance moved and Ms. Benny seconded to take the recommended actions as presented on the Consent Agenda. **MOTION CARRIED** by unanimous roll call vote.

### **ITEM G. OLD BUSINESS**

None.

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

None.

#### **1. STUDENT RE-ENGAGEMENT AND DEBT DEFERRAL PROGRAM**

Students who have an outstanding debt to the College are denied enrollment until their outstanding balance is paid. These individuals are now former students who are unable to complete their educational goals and affect positive change in their lives. As discussed in the October 6, 2020 San Juan

College Board of Trustees Work Session, the College administration has proposed a Student Re-engagement and Debt Deferral Program to achieve the following objectives:

- Re-engage and re-enroll former students excluded from enrollment due to an aged and outstanding debt to San Juan College.
- Recapture lost enrollments.
- Increase the number of degree and certificate completions.
- Improve the qualifications and job-readiness of the area's workforce.
- Generate additional tuition and fee revenue.

The Student Re-engagement and Debt Deferral Program will be established within the following basic eligibility parameters:

- Prospective students will have earned at least 30 credit hours before dis-engagement caused by outstanding debt.
- Prospective students will have previously earned a minimum cumulative GPA of 2.0.
- Outstanding debt will be at least two years old.
- Re-engaged students who complete their educational endeavors through the Student Re-engagement and Debt Deferral Program will be expected to repay the original, aged debt.

Mr. Chance moved and Ms. Uselman recommended the Board authorize the College administration to take the actions necessary to design and implement the Student Re-engagement and Debt Deferral Program within the parameters

herein outlined and to initiate this program effective for the Spring 2021 semester. **MOTION CARRIED** by unanimous roll call vote.

**ITEM I. ANNOUNCEMENT OF NEXT MEETING**

The date of the next regular meeting will be **Tuesday, December 1, 2020 at 5:30 p.m.** in the San Juan College Board Room.

**ITEM J. CLOSED SESSION**

None.

**ITEM K. ADJOURNMENT**

Ms. Benny moved and Mr. Chance seconded the motion to adjourn the meeting. Chairman Rasor adjourned the meeting at 7:09 p.m.

---

Mr. Joseph Rasor, Chairman  
San Juan College Board

ATTEST:

---

Mr. R. Shane Chance, Secretary  
San Juan College Board

Date: December 1, 2020