

**MINUTES OF REGULAR MEETING  
SAN JUAN COLLEGE BOARD  
January 10, 2023**

**ITEM A. CALL TO ORDER**

Chairman Razor called the meeting to order at 7:08 p.m. The following members were present:

Joseph Razor, Chairman  
Evelyn Benny, Vice Chairman  
Valerie Uselman, Secretary  
Hoskie Benally, Jr., Member  
R. Shane Chance, Member  
Byron Manning, Member

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

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

San Juan College administrators and staff in attendance included:  
Toni Hopper Pendergrass, Edward DesPlas, Boomer Appleman,  
Kerri Langoni Carpenter, Lorenzo Reyes, Karen Acree, Gayle Dean,  
Jordan Cepeda, Alicia Corbell, Sherri Cummins, Katherine Elliott, Sandy Gilpin,  
Wilbert John, Ruben Johnson, Kris Kraly, Karen Krob, Roy Lytle,  
Robert Martinez, Eric Miller, Mike Offutt, Michael Ottinger, Lisa Perez,  
Sherry Paxson, Elizabeth Phelps, Eddy Rawlinson, Chris Rosen,  
Rhonda Schaefer, Carrie Tsosie-Jim, and Donna Ellis, Board Recorder

Guest(s): None

Dr. Pendergrass introduced Dr. Lisa Perez, Interim Vice President for Learning.

**ITEM C. ADOPTION OF AGENDA**

Mr. Chance moved and Mr. Manning seconded to adopt the agenda as presented.  
**MOTION CARRIED** by unanimous voice vote.

**ITEM D. REPORTS**

**1. Monthly Presentation**

Dr. Boomer Appleman gave a presentation on Student Wellbeing: An Overview of San Juan College Mental Health Services.

### **iCare Minute Video**

This month's iCare Minute Video featured Ms. Cristina Acero who is a San Juan College graduate with an Associates degree in Early Education. She is currently working as an Achievement Coach at the Herencia Latina Center and because of working with the students there, she has been inspired to change her career path to Social Work in order to continue serving others.

### **Association Reports**

Support Staff Association representative, Mr. Mike Offutt, provided the Board with a report.

No Student Association report was provided this month.

Faculty Association representative, Ms. Kris Kraly, provided the Board with a report.

Professional Staff Association representative, Mr. Wilbert John, provided the Board with a report

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

Elizabeth Phelps spoke of concerns as a faculty member.

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

#### **1. December 6, 2022 Work Session Minutes**

The December 6, 2022, Work Session Minutes were presented in the Board Packet for approval.

#### **2. December 6, 2022 Board Meeting Minutes**

The December 6, 2022, Board Meeting Minutes were presented in the Board Packet for approval.

#### **3. Correspondence**

None.

#### **4. Financials**

Financial reports for the months ended November 30, 2022, were presented in the Board Packet.

## 5. Personnel Report

The following employment actions were made since the last Board meeting:

Appointments: Guadalupe Roldan Cid, Financial Aid Technician, Financial Aid, effective November 28, 2022; Nadine Smith, Instructor and Academic Coach, ELL/Teacher Education, Academic and Career Engagement Center, effective November 28, 2022; Kali Trowbridge, Administrative Assistant II, Commercial Driver's License Program, School of Energy, effective November 28, 2022; Christiane Sciba, Administrative Assistant to the Vice President, Student Services, effective December 5, 2022; Penni Curtis, Administrative Assistant II, Dental Hygiene Clinic, School of Health Sciences, effective January 2, 2023; Wesley Bond, Automotive Program Recruiter, School of Trades and Technology, effective January 2, 2023; Brooke Garcia, Administrative Assistant II, Center for Student Careers and Employment, effective January 2, 2023; Arlene Gutierrez, Clinical Coordinator/Instructor of Surgical Technology-Surgical Assisting Programs, School of Health Sciences, effective January 2, 2023; Jenna Johnson, TRIO Upward Bound Advisor/Student Services/EDGE, effective January 2, 2023; Shane Livingston, Custodian, Physical Plant, effective January 2, 2023; Thoe Peterman, Director-Native American Center, Student Services, effective January 2, 2023; Roberta Sakizzie, Mental Health Counselor, Student Services, effective January 2, 2023; Melissa Yazzie, Accounting Technician, Business Office, effective January 2, 2023; Candice Dotson, Instructor of Nursing, ADN Program, School of Health Sciences, effective January 9, 2023; Anthony Henderson, Welding Technology Instructor, School of Trades and Technology, effective January 9, 2023; Karen McCay, Instructor of Teacher Education, Teacher Education/TEACHUP Program, effective January 9, 2023.

Changes: ThomaSina Lameman, Senior Administrative Assistant, Advising and Counseling Center to Operations Coordinator, School of Energy effective December 1, 2022; Kahlaya Whitehorse, Administrative Assistant I, Advising Center to Senior Administrative Assistant, Advising Center; effective December 2, 2022; Timothy Ulrich, Instructor, School of Energy to Assistant Professor, School of Energy, effective December 2, 2022; Leonard Brown, Custodian, Physical Plant to Custodial Crew Leader, Physical Plant, effective December 5, 2022.

Separations: Veronica Acosta Ordaz, Custodian, Physical Plant, separation of employment, effective November 15, 2022; Jessica Spencer, School Operations Coordinator, School of Health Sciences, separation of employment, effective November 22, 2022; Richard Wallace, Academic Advisor, Advising Center, separation of employment, effective November 28, 2022; Christopher Estes, Project Manager, Information Technology Center, separation of employment, effective December 9, 2022; James Sanders, Instructor-Communications, School of Business, Information Technology, and

Social Studies, separation of employment, effective December 15, 2022; Joaquin Gonzalez, Admissions Recruiter, Office of Admissions, separation of employment, effective December 15, 2022; Corrine Antonson, Accounting Supervisor, Business Office, retiring, effective December 31, 2022; Dalene Meek, Administrative Assistant I-Dental Hygiene, School of Health Sciences, retiring, effective December 31, 2022; Adrienne Forgette, Vice President, Office for Learning, retiring, effective December 31, 2022; Vivian Foster, Custodian, Physical Plant, retiring, effective December 31, 2022; Delshayne John, Help Desk Coordinator, Information Technology Center, separation of employment, effective January 5, 2023.

**6. Deletion of Equipment from Inventory**

None.

**APPROVAL OF CONSENT AGENDA**

Ms. Uselman moved and Ms. Benny seconded to take the recommended actions as presented on the Consent Agenda. **MOTION CARRIED** by unanimous voice vote.

**ITEM G. OLD BUSINESS**

None.

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

**1. THIRD-PARTY INTERIM VICE PRESIDENT FOR LEARNING**

The College has a vacancy in the position of Vice President for Learning. It is anticipated that the process to fill this vacancy could take up to six months, during which the College needs a qualified interim. Upon advice and guidance from the College's Director of Purchasing, San Juan College is using a cooperative agreement through New Mexico State University's (NMSU) 2021 procurement RFP-298 for Higher Education Executive Search Firm. Following NMSU's evaluation of the responses a cooperative contract between NMSU and Academic Search, the awarded Offeror. San Juan College will be utilizing this cooperative agreement to procure a third-party Interim Vice President for Learning. In utilizing this cooperative agreement, the College has complied with the State's cooperative agreement purchasing requirements as indicated in section 13-1-135 of the procurement code, and the NMSU's "Piggybacking" clarification notice issued by Lawrence Maxwell, dated 11/14/2013.

Academic Search will provide San Juan College with the services of Dr. Lisa Perez for this interim appointment. The cost of this service,

including Academic Search’s fee, is \$13,854.17 per month. To initiate interim services, the Executive Vice President has approved the contract, cancelable with a 30-day notice; however, that authority extends only to five months of service. To procure six months of interim coverage requires Board authority.

Mr. Chance moved and Mr. Manning seconded to approve the agreement, up to six months, with Academic Search for Interim Vice President for Learning services at a cost not to exceed \$83,125.02 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

2. **CHESS WAVE 2 ENTERPRISE RESOURCE PLANNING SYSEM IMPLEMENTATION PARTNER**

Moving from Colleague, an enterprise resource planning system (ERP), to the Workday ERP requires more than expenditures for ERP licenses and maintenance. Other component expenditures include backfill for key employees reassigned to ERP implementation, allocated costs from the Collaborative for Higher Education Shared Services (CHESS), and third-party professional services to support the orchestrated implementation measures. CHESS has solicited proposals for the selection of an implementation partner for the Wave 2 (San Juan College and Luna Community College) Finance, Human Resources, and Payroll portions of the ERP project. CHESS has also received a proposal from Workday to extend its statement of work from the Wave 1 portion of the project. Upon evaluation of the proposals, the CHESS Board of Directors has selected the Workday proposal as the best proposal to serve the Wave 2 colleges’ needs. Workday professional services for Wave 2 deployment include project management office, functional and technical workstreams, organizational change management workstream, testing lead, integrations, data conversion, report development, and Prism analytics. CHESS will contract data migration and transformation services to Workday’s partner PTG/Premier. The total fixed cost for these services is \$4,404,450 plus applicable taxes. CHESS will allocate the total cost as follows:

San Juan College	\$3,229,228
Luna Community College	\$1,175,222

Mr. Manning moved and Ms. Benny seconded to ratify the College administration’s decision to move forward with the CHESS Wave 2 enterprise resource planning system implementation as herein described. **MOTION CARRIED** by unanimous voice vote.

3. **VIRTUAL DESKTOP AND SERVER SOFTWARE, HARD DRIVE DEGAUSSER AND VARIOUS IT GEAR**

In June and September of 2022, the Board approved \$120,000 to purchase high-end computers and \$180,000 for student laptops, respectively, from CDW-G. College administration now recommends additional purchases from CDW-G as follows.

Recommended for purchase under State Price Agreement 60-000-15-00020AB:

Citrix software provides the College's Virtual Desktop Infrastructure (VDI) that allows us to make our computer labs virtual and available outside a physical lab. The College needs to extend the Citrix license at a cost of \$43,626 for 300 virtual computers for one year.

VMWare is the College's virtual server infrastructure. The College needs to extend the VMWare license at a cost of \$20,652.84 for one year.

Recommended for purchase under E&I Contract #CNR01439 is a magnetic hard drive degausser, a device that securely and permanently removes data from hard drives, at a cost not to exceed \$1,000.

Finally, an additional blanket amount for various IT gear (for example cables) is recommended at an amount not to exceed \$5,000.

Total increase to previously approved purchases from CDW-G is \$70,278.84 plus applicable gross receipts taxes.

Resources for the cost of this annual software maintenance and IT gear are budgeted in the Fiscal Year 2023 operating fund.

Mr. Chance moved and Ms. Uselman seconded to approve the Citrix and VMWare software, hard drive degausser, and IT gear purchases through CDW-G as herein described. **MOTION CARRIED** by unanimous voice vote.

**ITEM I. ANNOUNCEMENT OF NEXT MEETING**

The date of the next regular meeting will be **Tuesday, February 7, 2023, at 7:00 p.m.** in the San Juan College Board Room.

**ITEM J. CLOSED SESSION**

A motion was made at 8:05 p.m. by Mr. Chance and seconded by Mr. Manning for the Board to meet in Executive Session subject to the exception in NMSA

1978, Section 10-15-1(H)(7) of the Open Meetings Act to discuss collective bargaining. **MOTION CARRIED** by unanimous roll call vote.

The Executive Session concluded at 8:54 p.m. and the matters discussed in the closed meeting were limited only to those specified in the motion for closure. Mr. Manning moved and Ms. Uselman seconded the motion to return to the regular meeting. **MOTION CARRIED** by unanimous roll call vote.

**ITEM K. ADJOURNMENT**

Mr. Chance moved and Ms. Uselman seconded the motion to adjourn the meeting. Chairman Rasor adjourned the meeting at 8:55 p.m.

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Mr. Joseph Rasor, Chairman  
San Juan College Board

ATTEST:

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Ms. Valerie Uselman, Secretary  
San Juan College Board

Date: February 7, 2023