

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
August 5, 2024**

ITEM A. CALL TO ORDER

Chairperson Uselman called the meeting to order at 6:06 p.m. The following members were present:

Valerie Uselman, Chairperson
R. Shane Chance, Vice Chairperson
Byron Manning, Member
Joseph Rasor, Member
Bev Taylor, Member
GloJean Todacheene, Member

Absent: Evelyn Benny, Secretary

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance included:
Toni Hopper Pendergrass, Boomer Appleman, Kerri Langoni Carpenter,
Yolanda Benally, Lorenzo Reyes, Carrie Tsosie-Jim, Josh Bishop, Troy Brown,
Alicia Corbell, Sherri Cummins, Sherry Curry-Graves, Gayle Dean,
Teresa Emrich, Veronica Evans, Chris Harrelson, Amanda Jones,
Randall Keeswood, Kris Kraly, Karen Krob, Melissa Lillie, Roy Lytle,
Murdoch Maloney, Lizbeth Moreno, Michael Ottinger, Sherry Paxson,
Eddy Rawlinson, Chris Rosen, Eileen Salazar, Rhonda Schaefer, Deanna Shay,
Paulette Stanley, Meridee Walters, Gerald Williams, and Donna Ellis, Recorder

Guest(s): Cayele Wilson, Darinin Wilson

Ms. Gayle Dean, Executive Director of the San Juan College Foundation, introduced Ms. Cayele Wilson the 2025 Trustees' Scholar who is the third recipient of the four-term scholarship which includes campus housing, meal plan, and a book stipend.

ITEM C. ADOPTION OF AGENDA

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

ITEM D. REPORTS

1. Monthly Presentation

Mr. Chris Harrelson, Senior Director of the Physical Plant, provided a presentation on the Youth Conservation Corps.

iCare Minute Video

This month's iCare video spotlights Shenandoah Rutledge and Grace Espinosa, two standout seniors from Bloomfield High School. As participants in our TRIO Upward Bound program, they benefit from vital support designed to help low-income, first-generation students navigate high school and transition smoothly to college. Upward Bound offers a range of opportunities and services tailored to help these students achieve their educational goals and prepare for the future.

2. Association Reports

Professional Staff Association representative, Ms. Amanda Jones, will provide the Board with a presentation.

Support Staff Association representative, Ms. Lizbeth Moreno, will provide the Board with a presentation.

No report from the Associated Students.

San Juan College Educational Association representative, Mr. Gerald Williams, will provide the Board with a presentation.

ITEM E. CITIZEN COMMENTS

None.

ITEM F. CONSENT AGENDA

1. July 8, 2024, Work Session Minutes

The July 8, 2024, Work Session Minutes were presented in the Board Packet for approval.

2. June 3, 2024 and June 13, 2024, Board Meeting Minutes

The June 3, 2024, Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

None.

4. **Financials**

None.

5. **Personnel Report**

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

Appointments: Michelle Redhouse, Administrative Assistant II, Tutoring Center, effective June 24, 2024; Cheyenne Shirley, Financial Aid Technician, Financial Aid, effective June 24, 2024; Shannon Watson, Administrative Assistant II, School of Humanities, effective June 24, 2024; Olivia James, Senior Administrative Assistant, Office for Learning, effective July 8, 2024; DeJanie “Jamie” Nunez, Custodian, Physical Plant, effective July 8, 2024; Daniella Johnson, Grounds Maintenance Worker, Physical Plant, effective July 15, 2024; NiAnna Alcon, Clinical Coordinator of Respiratory Therapy, School of Health Sciences, effective July 16, 2024.

Changes: Emin Chee, Success Coach, Student Achievement Center to NASNTI Soar Academic Advisor, NASNTI SOAR, effective June 24, 2024; Jacinta Esquibel, Executive Projects Associate, President’s Office to Director of Continuing Education, Workforce and Economic Development, effective June 24, 2024; Omar Echeverria, Student Success Program Coordinator, Student Achievement Center to Coordinator of NSO and OnBoarding-Student Outreach, Advising and Retention, effective July 1, 2024; Rebecca Loev, Achievement Center Manager, Student Achievement Center to Director of Student Achievement Center-Student Outreach, Advising and Retention, effective July 1, 2024; Sandra Mascarenas, Student Success Program Coordinator, Student Achievement Center to Coordinator of Food for Thought-Student Outreach, Advising and Retention, effective July 1, 2024; Maria “Alejandra” Meeks, Academic Advisor, Advising Center to Transfer Coordinator-Student Outreach, Advising and Retention, effective July 1, 2024; Kelly Olsen, Interim Recruitment Manager, Human Resources to Talent and Compensation Analyst, Human Resources, effective July 1, 2024; Amanda Robles, Director of Student Engagement and Campus Life, Student Services to Director of Advising-Student Outreach, Advising and Retention, effective July 1, 2024; Chris Rosen, Media Technician Lead, Media Services to Media Services Manager, Information Technology Center, effective July 1, 2024; Brooke Garcia, Administrative Assistant II (PT), Center for Student Careers and Employment to Administrative Assistant II,-Surgical First, Surgical Tech and HIT Programs, School of Health Sciences, effective July 8, 2024.

Separations: Guadalupe Hunt, Financial Aid Technician, Financial Aid, separation of employment, effective July 12, 2024; Kaitlyn Schaff, Senior Administrative Assistant, Recruitment and Admissions, separation of employment, effective July 12, 2024; Konnor Smart, Mechanical Maintenance

Technician, Physical Plant, separation of employment, effective July 12, 2024; Marshall Magnuson, Director-Tutoring Center, separation of employment, effective July 15, 2024; Dina Tingley, Instructional Assistant, Testing Center and Accessibility Services, separation of employment, effective July 19, 2024; Jesse Velasco, Academic Advisor, Advising Center, separation of employment, effective July 19, 2024; Kris Morris, Medical Assistant, Health Center, effective July 25, 2024; Charles Penny, HVAC Technician, Physical Plant, retirement, effective July 31, 2024.

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 of Trustees approve the College administration's recommendation and approve the listed items for disposal.

APPROVAL OF CONSENT AGENDA

Ms. Todacheene moved and Mr. Rasor 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. IT INFRASTRUCTURE UPGRADE PROJECT PHASE II

This segment of the project provides for IT systems evaluations, programming, design, and construction services for Phase II of an IT Master Plan project, which includes completion of the campus communications loop, OTC Data Center, and relocation of specific existing telecommunications rooms. The programming, design, and construction administration is provided by Bridgers & Paxton, Board-approved at the August 01, 2023, Board meeting at a price not to exceed \$257,523.00; actual cost is \$257,224.00. The core was replaced in Phase I of this project and was provided by Aquila, Inc. at a cost of \$390,946.00. Of the original \$4,000,000.00 budget there is \$3,351,830.00 remaining.

Under the guidance of the College Purchasing Department, pricing for this phase of the project has been provided by three suppliers utilizing cooperative agreements:

Next Level utilizing CES contract #2023-20-C1120-ALL in the amount of \$1,939,008.00

Network Cabling, Inc. utilizing TIPS USA contract #240303 in the amount of \$813,917.00

Spellbring Construction, Inc. utilizing CES contract #2023-04-R1231-124 in the amount of \$598,566.00

In the interest of expediting this projects completion, Next Level and Network Cabling, Inc. will each be working on different portions of this project at the same time. Spellbring Construction, Inc. will provide material and labor to remove and replace 3 CRAC units and condensers. With this phase of our current IT Master Plan, we will be completing the external and most of the internal fiber optic loop and upgrades to our network cabling infrastructure.

There will be \$339.00 remaining on the budget. College administration would like to request any remaining funds be used for contingency on this project. All above listed costs are inclusive of applicable taxes.

This project is funded by 75% from State of New Mexico General Obligation Bonds and 25% from institutional funds (use of fund balance).

Mr. Rasor moved and Ms. Taylor seconded to approved this purchase as described, and that staff be authorized to create purchase orders to encumber the necessary funds. **MOTION CARRIED** by unanimous voice vote.

2. APPROVAL OF NEW PROGRAMS

Strategic Direction 1 directs San Juan College “to create an agile and responsive business model that responds to economic changes and focuses on helping all students achieve a high level of success in learning, completion, and employment. Similarly, Strategic Direction 2 directs San Juan College to expand signature programs nationally to strengthen College sustainability and provide economic development in the region. Specifically, Goal 1 directs the College to expand signature programs nationally that will obtain and maintain a positive return on investment (ROI) within three years. Accordingly, we bring two new certificate programs to the Board of Trustees for approval.

1) Heavy Equipment Program

The School of Energy, in collaboration with regional industry partners and the National Center for Construction Education and Research, has developed an 11-week Heavy Equipment Operator program. This program will address the large need for skilled employees in many industries. Thanks to the support of our state Legislative Delegation and the New Mexico Legislature as a whole, the College is prepared to begin this program with new state-of-the art equipment that will assist in positioning graduates to earn eight globally recognized industry credentials. Demand for this training from both employers and prospective students has been high. Over the course of the past year, over 11,000 unique job postings were found in our four-state region. We intend to encourage students to also obtain their Commercial Driver's License which almost doubles their job opportunities. With an average salary of approximately \$55,000.00, I recommend that the board approve the creation of the Heavy Equipment Operator program.

Mr. Rasor moved and Mr. Manning seconded to approve the creation of the Heavy Equipment Operator program. **MOTION CARRIED** by unanimous voice vote.

2) Criminal Justice Program

San Juan College Human Services faculty, in consultation with students and local community law enforcement partners, have revised the Human Services – Criminal Justice Program to better prepare students for employment in policing, corrections, probation, and other criminal justice-related fields. As requested by potential employers, the revised program replaces general human services courses with nine focused criminal justice courses. Since this is a significant change, the program will be renamed the Associate of Arts in Criminal Justice, will receive a new CIP code, and will need Board approval. The criminal justice field is expected to experience a 4.1% growth over the next five years with approximately 212 annual openings in New Mexico and a median salary of \$58,400.00.

Ms. Todacheene moved and Mr. Chance seconded to approve this revision to the Criminal Justice program and the creation of the Associates of Arts in Criminal Justice. **MOTION CARRIED** by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Monday, September 9, 2024, at 6:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

A motion was made at 7:01 p.m. by Mr. Manning and seconded by Mr. Rasor for the Board to meet in Executive Session subject to the exception in NMSA 1978, Section 10-15-1(H)(2) of the Open Meetings Act to discuss Chris Caine. **MOTION CARRIED** by unanimous voice vote.

The Executive Session concluded at 7:40 p.m. and the matters discussed in the closed meeting were limited only to those specified in the motion for closure. Mr. Chance moved and Mr. Rasor seconded the motion to return to the regular meeting. **MOTION CARRIED** by unanimous roll call vote.

ITEM K. ADJOURNMENT

Mr. Manning moved and Ms. Taylor seconded the motion to adjourn the meeting. Chairperson Uselman adjourned the meeting at 7:42 p.m.

Mr. R. Shane Chance, Vice Chairperson
San Juan College Board

ATTEST:

Mr. Joseph Rasor, Member
San Juan College Board

Date: September 9, 2024