

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
October 6, 2025**

ITEM A. CALL TO ORDER

Chairperson Valerie Uselman called the meeting to order at 6:09 p.m. The following members were present:

Valerie Uselman, Chairperson
R. Shane Chance, Vice Chairperson
Joseph Rasor, Member
Byron Manning, 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, Edward DesPlas, Boomer Appleman,
Kerri Langoni Carpenter, Michael Ottinger, Yolanda Benally, Carrie Tsosie-Jim,
Gwyn Adams, Mystelle Beasley, Troy Brown, Alicia Corbell, Gayle Dean,
Teresa Emrich, Veronica Evans, Thalia Garcia-Charley, Nicholle Liessmann,
Roy Lytle, Murdoch Maloney, Robert Martinez, Hannah Messenger,
Lizbeth Moreno, Maureen Murphy, Kimberly Nath, Sherry Paxson, Chris Rosen,
Rhonda Schaefer, Alicia Schultz, and Donna Ellis, Recorder

Guest(s): Amanda Chavira

ITEM C. ADOPTION OF AGENDA

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

ITEM D. REPORTS

1. Monthly Presentation

Ms. Alicia Schultz, Senior Director of Student Outreach, Advising, and Retention, will provide an overview of the Food for Thought Program at San Juan College.

iCare Minute Video

This month's iCare Minute highlighted the Food for Thought Program.

2. Association Reports

Support Staff Association representative, Ms. Thalia Garcia-Charley, provided the Board with a report.

Associated Students representative, Ms. Amanda Chavira, provided the Board with a report.

Professional Staff Association representative, Ms. Mystelle Beasley, will provide the Board with a report.

Faculty Association representative, Ms. Nicholle Liessmann, provided the Board with a report.

ITEM E. CITIZEN COMMENTS

None.

ITEM F. CONSENT AGENDA

1. September 9, 2025 Work Session Minutes

The September 9, 2025, Work Session Minutes were presented in the Board Packet for approval.

2. September 9, 2025 Board Meeting Minutes

The September 9, 2025, regular Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

None.

4. Financials

The Financial Report for the period ending July 31, 2025, was presented in the Board Packet.

5. Personnel Report

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

Appointments: Staci Babcock, Assistant Controller, Business Office, effective September 8, 2025; Jake Williams, Custodian, Physical Plant, effective September 8, 2025; Xequoyah Joe, Custodian, Physical Plant, effective September 8, 2025; James Justice, Instructor of Heavy Equipment Operator Program, School of Energy, effective September 20, 2025; Brian Bex, Assistant Director of Financial Aid, Financial Aid, effective

September 22, 2025; Adrieanna Peshlakai, Financial Aid Technician, Financial Aid, effective September 22, 2025; Kenny McCain, Admissions Recruiter, Recruitment and Admissions, effective September 22, 2025.

Changes: Jacob George, Custodian, Physical Plant to Custodial Crew Leader, Physical Plant, effective September 15, 2025; Berlean Johnson, AIBE Incubator Program Specialist, Center for Workforce Development to Industry and Workforce Outreach Coordinator, Center for Workforce Development, effective September 20, 2025; Jennifer Goodland, Reference and Instruction Librarian, Library to Technical Services Librarian, Library, effective September 20, 2025.

Separations: Carmela Garcia-Charley, Custodian, Physical Plant, separation of employment, effective August 20, 2025; Emin Chee, NASNTI Academic Coach, Student Services, separation of employment, effective September 16, 2025; David Landry, Technical Services Librarian, Library, separation of employment, effective September 19, 2025; Cameron Cooper, Professor of Computer Science, School of Business, Information Technology, and Social Sciences, retirement, effective September 23, 2025; Phyllis Tracey, NASNTI POWER Transfer and Family Outreach Specialist, separation of employment, effective September 30, 2025; Eddy Rawlinson, Dean-School of Humanities, retirement, effective September 30, 2025.

6. **Deletion of Equipment from Inventory**

None.

7. **Fiscal Year 2025-2026 Insurance Premiums**

San Juan College obtains an array of property, liability, unemployment, and workers compensation coverages through the New Mexico General Services Department. The College has received notices for most of its renewal premiums due for the period July 1, 2025 thru June 30, 2026. Coverages and related premiums are reflected below. College Administration recommends that the following coverages be renewed.

<u>Type of Coverage</u>	<u>FY26 Premium</u>
Food Hub Recall	\$ 231.00
Food Hub Product Liability	
(Includes additional general liability)	\$ 15,836.71
30 th Street Education Center Building (Split w/FMS)	\$ 84,521.00
30 th Street Education Center Content Only (All SJC)	\$ 5,500.00
30 th Street Education Center Business Interruption	\$ 5,500.00
General Liability	\$ 16,786.01

Medical Malpractice	\$ 3,415.70
Drones Liability	\$ 20,270.70
Civil Rights	\$ 227,247.92
Auto Liability	\$ 1,738.88
Automobile Physical Damage	\$ 5,412.55
Blanket Property	\$ 372,718.89
Fine Art	\$ 374.99
Boiler and Machinery	\$ 5,816.25
Storage Tank Pollution Liability	\$ 2,500.00
New Mexico Unemployment	\$ 6,219.07
New Mexico Workers Compensation	\$ 415,700.00
CyberSecurity	\$ 53,046.55
Colorado W/C for Students in Unpaid Clincials	\$ 8,000.00
Fidelity Bond	\$ 10.00
TOTAL	\$1,139,840.51

Total premiums for Fiscal Year 2026 are \$1,139,840.51

Recommendation

I recommend the Board of Trustees approve the College Administration's recommendation that the coverages for Fiscal Year 2026 be renewed and that payment of the associated premiums totaling \$1,139,840.51 be authorized.

APPROVAL OF CONSENT AGENDA

Mr. Chance moved and Mr. Manning 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. CUMULATIVE HARDWARE PURCHASE – RIVERSIDE TECHNOLOGIES INC. (RTI)

Commercial Riverside Technologies Inc. (RTI) has been a long-time supplier of hardware, software, and services (Help Desk, Veeam, and Wasabi) to San Juan College (SJC). The hardware purchased from RTI is vital to our students and staff. We currently purchase most desktop and laptop computers through RTI.

Under the guidance of the College Purchasing Department, pricing pursuant to Statewide Price Agreement (SPA) 10-00000-20-00062AA was obtained from RTI headquartered in North Sioux City, South Dakota, with no office in the Four Corners, however, with a location in Las Cruces, NM.

Due to the various types of purchases made with this supplier and in order to ensure transparency and avoid confusion, services and single purchases in excess of \$75,000.00 will continue to be brought to the Board separately.

SJC's Information Technology Center is solely responsible for technology purchases across the campus. Technology equipment purchases come in many forms (various grants, department needs, Refurbish and Replacement funds, etc.) and at various times of the year to ensure everyone has up-to-date equipment to meet the students' needs. Due to these fairly unpredictable factors, arriving at a dollar amount can be challenging. That said, SJC's Information Technology Center and Purchasing have based estimates on historical and predictive spending.

The annual cost for this fiscal year's cumulative equipment purchases, in increments of less than \$75,000.00 each, is expected not to exceed \$300,000.00. Resources for the cost of this amount are budgeted in the Fiscal Year 2026 Operating Funds of many Cost Centers throughout the College with final oversight from SJC's Chief Information Officer.

Ms. Taylor moved and Mr. Rasor seconded to approve a blanket order with RI for cumulative equipment purchases, in increments of less than \$75,000.00 each, not to exceed \$300,000.00 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

2. CUMULATIVE HARDWARE PURCHASES – B & H FOTO AND ELECTRONICS CORPORATION

B & H Foto and Electronics Corporation (B & H) has been a trusted provider of many types of technology equipment to San Juan College (SJC) since 2005. B & H continues to provide day-to-day operation equipment (video, audio, repair, cleaning, and much more) needed to augment the needs of the College

and help keep our electronics up-to-date. Customer service and pride of product is important to B & H and that is important to SJC's Information Technology Center.

Under the guidance of the College Purchasing Department, pricing pursuant to E&I Cooperative Services contract EI00221 was obtained from B & H Foto & Electronics Corporation headquartered in New York, NY, with no office in the Four Corners.

SJC's Information Technology Center is solely responsible for technology purchases across the campus. Technology equipment purchases come in many forms (various grants, department needs, Replacement and Renewal funds, etc.) and at various times of the year to ensure everyone has up-to-date equipment to meet the students' needs. Due to these fairly unpredictable factors, arriving at a dollar amount can be challenging. That said, SJC's Information Technology Center and Purchasing have based estimates on historical and predictive spending.

The annual cost for this fiscal year's cumulative equipment purchases, of less than \$75,000.00 each is expected not to exceed \$150,000.00. Resources for the cost of this amount are budgeted in the Fiscal Year 2026 Operating Funds of many Cost Centers throughout the College with final oversight from SJC's Chief Information Officer.

Mr. Rasor moved and Ms. Todacheene seconded to approve spending authority with B & H Foto and Electronics Corporation for cumulative equipment purchases, of less than \$75,000.00 each, not to exceed \$150,000.00 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

3. CUMULATIVE HARDWARE PURCHASES – BEST BUY BUSINESS

Best Buy Business has provided a multitude of technology, accessories, and office products to San Juan College (SJC). The Information Technology Center currently purchases Apple Products and many other campus needs through the dedicated Business and Education Representative.

Under the guidance of the College Purchasing Department, pricing pursuant to TIPS contract 230105 and OMNIA Partners contract R201203 was obtained from Best Buy Business headquartered in Richfield, Minnesota, with a location in Farmington, NM.

SJC's Information Technology Center is solely responsible for technology purchases across the campus. Technology equipment purchases come in many forms (various grants, department needs, Replacement and Renewal funds, etc.) and at various times of the year to ensure everyone has up-to-date equipment to meet the students' needs. Due to these fairly unpredictable

factors, arriving at a dollar amount can be challenging. That said, SJC's Information Technology Center and Purchasing have based estimates on historical and predictive spending.

The annual cost for this fiscal year's cumulative equipment purchases, of less than \$75,000.00 each, is expected not to exceed \$150,000.00. Resources for the cost of this amount are budgeted in the Fiscal Year 2026 Operating Funds of many Cost Centers throughout the College with final oversight from SJC's Chief Information Officer.

Ms. Todacheene moved and Mr. Rasor seconded to approve spending authority with Best Buy Business for cumulative equipment purchases, of less than \$75,000.00 each, not to exceed \$150,000.00 plus applicable taxes.

MOTION CARRIED by unanimous voice vote.

4. INTEGRATION SOFTWARE – BOOMI PLATFORM

Previously, San Juan College's (SJC) Information Technology Center had been writing custom programs to move data between information systems; which was time consuming and labor intensive. On November 1, 2022, the Board of Trustees approved purchasing a software integration platform, Boomi, that works with all SJC systems requiring integration.

Boomi allows systems to "talk" to each other by mapping data and providing a methodology to move that data between the systems. One large example where SJC uses this platform is between Colleague and the thirty-five (35) software applications, like Canvas, which support students, faculty, and staff. Also, Workday is in the process of replacing Colleague and Boomi continues to be instrumental in that process.

SJC has used this platform for three years. The Information Technology Center leadership recommends renewal for another three years. Under the guidance of the College Purchasing Department, pricing pursuant to Statewide Price Agreement (SPA) 30-00000-23-00067 was obtained from Carahsoft, headquartered in Reston, Virginia (no office in the Four Corners) for the purchase of Boomi software.

Pricing for the Boomi Integration software is as follows:

Year 1: November 15, 2025, to November 14, 2026 – \$109,000.00

Year 2: November 15, 2026, to November 14, 2027 – \$115,000.00

Year 3: November 15, 2027, to November 14, 2028 – \$123,000.00

TOTAL – \$347,000.00 plus applicable taxes

Ms. Todacheene moved and Mr. Chance seconded to approve the three-year renewal for the software licensing and maintenance agreement with Carahsoft

for Boomi as described, at \$347,000.00 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The next regular meeting will be **Monday, November 3, 2025, at 6:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

A motion was made at 7:04 p.m. by Mr. Rasor and seconded by Mr. Chance 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 attorney-client privilege pertaining to threatened or pending litigation: Linda Willard-Brown vs. San Juan College. **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 Ms. Todacheene seconded the motion to return to the regular meeting. **MOTION CARRIED** by unanimous roll call vote.

ITEM K. ADJOURNMENT

Mr. Chance moved and Mr. Manning seconded the motion to adjourn the meeting. Chairperson Uselman adjourned the meeting at 7:41 p.m.

Ms. Valerie Uselman, Chairperson
San Juan College Board

ATTEST:

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

Date: November 3, 2025