

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
April 27, 2026**

ITEM A. CALL TO ORDER

Chairperson Valerie Uselman called the meeting to order at 6:19 p.m. The following members were present:

Valerie Uselman, Chairperson
Bev Taylor, Vice Chairperson
GloJean Todacheene, Secretary
R. Shane Chance, Member
Byron Manning, Member
Julie Razor, Member

Absent: Evelyn Benny, 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, Michael Ottinger, Ana Grief, Yolanda Benally,
Carrie Tsosie-Jim, Gwyn Adams, Eric Bateman, Mystelle Beasley, Josh Bishop,
Troy Brown, Alicia Corbell, Gayle Dean, Aurelia Etcitty, Veronica Evans,
Thalia Garcia-Charley, Jason Hayes, Nicholle Liessmann, Roy Lytle,
Lizbeth Moreno, Kimberly Nath, Sherry Paxson, Claude Pence, Elizabeth Phelps,
Chris Rosen, Rhonda Schaefer, Mindi Kim Schrum, Paulette Scott, and
Donna Ellis, Recorder

Guest(s): None.

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

No monthly presentation.

iCare Minute Video

No iCare video.

2. Association Reports

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

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

No Student Government Association report.

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

ITEM E. CITIZEN COMMENTS

Ms. Elizabeth Phelps addressed the Board to follow up on the elimination of the Auto Body position. She also addressed the Board regarding concerns about Developmental Education classes.

ITEM F. CONSENT AGENDA

1. April 6, 2026 Work Session Minutes

The April 6, 2026, Work Session Minutes are presented in the Board Packet for approval.

2. April 6, 2026 Board Meeting Minutes

The April 6, 2026, regular Board Meeting Minutes are presented in the Board Packet for approval.

3. Correspondence

None.

4. Financials

None.

5. Personnel Report

Enclosed in the Board Packet is a listing of the personnel transactions that have occurred since the last Board Meeting.

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.

7. 2026-2027 Open Meeting Notice Resolution
SAN JUAN COLLEGE

OPEN MEETING NOTICE RESOLUTION
2026-2027

WHEREAS, the SAN JUAN COLLEGE BOARD met in regular session at San Juan College on April 27, 2026, at 6:00 p.m. as required by law; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation, or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the San Juan College Board to determine annually what constitutes reasonable notice of its public meetings,

NOW, THEREFORE, BE IT RESOLVED by the San Juan College Board that:

1. All meetings shall be held at San Juan College 30th Street Education Center, 3401 East 30th Street, Farmington, New Mexico, at 6:00 p.m. or as indicated in the meeting notice. Work Sessions shall be held at San Juan College 30th Street Education Center, 3401 East 30th Street, Farmington, New Mexico, at 5:00 p.m. or as indicated in the meeting notice.

2. Unless otherwise specified, regular meetings shall be held each month on the first Monday. Exceptions to this are for the months of: 1) September – second Monday; 2) April – first and fourth Monday; and 3) May – no meeting. The agenda will be available at least seventy-two (72) hours prior to the meeting from the Board Recorder, whose office is located at San Juan College, 4601 College Boulevard, Farmington, New Mexico and on the San Juan College website at www.sanjuancollege.edu. Notice of any other regular meetings will be given ten (10) days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.
3. Special meetings may be called by the Chairman or a majority of the members upon three (3) days' notice. The notice shall include a draft agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The draft agenda shall be available to the public at least seventy-two (72) hours before any special meeting with a final agenda available thirty-six (36) hours before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety, and property of citizens or to protect the public body from substantial financial loss. The San Juan College Board will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four (24) hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten (10) days of taking action on an emergency matter, San Juan College will notify the Attorney General's Office of the emergency actions taken by the Board and the circumstances creating the emergency.
5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place, and agenda is placed in newspapers of general circulation in the state and posted at the Educational Services Building at San Juan College. Copies of the written notice shall also be mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation which have made a written request for notice of public meetings. Copies of the written notice shall also be posted on the San Juan College website at www.sanjuancollege.edu.
6. For the purposes of special meetings and emergency meetings described in paragraph 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place, and agenda is provided by

telephone to newspapers of general circulation in the state and posted at the Educational Services Building at San Juan College. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings. Copies of the written notice shall also be posted on the San Juan College website at www.sanjuancollege.edu.

7. In addition to the information specified above, all notices shall include the following language: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the President's Office at (505) 566-3209 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.
8. Use of conference telephone, generally available virtual meeting platform (such as Zoom or MS Teams, etc.), or similar communications equipment for board members to participate in meetings of the San Juan College Board of Trustees when it is otherwise difficult or impossible for the board member to attend in person is permissible, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time, and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.

The Administration shall assure that any equipment acquired for this purpose meets the conditions of Section 10-15-1(C) relating to the ability to identify participants and the ability by members of the board and public to hear the proceedings.

9. The San Juan College Board may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
 - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the San Juan College Board taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

- (b) If the decision to hold a closed meeting is made when the San Juan College Board is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
- (c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
- (d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the San Juan College Board in an open public meeting.

Passed by the San Juan College Board of Trustees this 27th day of April 2025.

Ms. Valerie Uselman, Chairperson
San Juan College Board

Ms. Bev Taylor, Vice Chairperson
San Juan College Board

Recommendation

I recommend the Board of Trustees approve the 2026-2027 Open Meetings Resolution as presented.

APPROVAL OF CONSENT AGENDA

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

ITEM G. OLD BUSINESS

No Old Business.

ITEM H. INDIVIDUAL ITEMS/NEW BUSINESS

1. FISCAL YEAR 2026 YEAR-END BUDGET ADJUSTMENT REQUEST

The New Mexico Higher Education Department (NMHED) requires that, by May 1, 2026, each higher education institution submit a budget revision for the fiscal year ending June 30, 2026. The year-end budget adjustment request, comprised of numerous adjustments made since Fiscal Year 2026 Budget was San Juan College Board-approved on April 28, 2025, reflects revised projections for revenues and expenditures. The Fiscal Year 2026 Budget was reviewed and discussed in today’s Work Session.

Factors that impact the Fiscal Year 2026 Year-End Revenue Budget include:

- Increased tuition and fees revenue as a result of enrollments that have surpassed initial projections.
- Addition of non-formula State Appropriations for specific initiatives such as the GRO workforce funds.
- Increased Investment Revenues as a result of larger cash balances and improved earnings thereon.

Major increases in budgeted use of funds include:

- Purchase of additional equipment for the CDL program.
- Purchase of third-party remote services for the Financial Aid Office and the Business Office.
- Purchase of the first year of a new Client Relationship Management (CRM) system that will be compatible with, and integrated into the Workday platform.

	<u>Original</u>	<u>Year-End 2026</u>
Tuition and Fees	\$11,400,000.00	\$12,496,812.00
State Government Appropriations	\$36,205,600.00	\$38,755,022.00
Local Government Appropriations	\$18,674,773.00	\$18,674,773.00
State Grants/Contracts	\$ 200,000.00	\$ 467,000.00
Private Gifts, Grants and Contracts	\$ 980,891.00	\$ 985,000.00
Sales and Services	\$ 481,000.00	\$ 521,962.00
Other Sources	<u>\$ 1,327,618.00</u>	<u>\$ 1,834,574.00</u>
Total Revenues	\$69,269,882.00	\$73,735,143.00

Expenditures

Instruction	\$36,517,587.00	\$37,155,069.00
Academic Support	\$ 5,686,803.00	\$ 5,873,165.00
Student Services	\$ 7,684,809.00	\$ 7,230,145.00
Institutional Support	\$11,128,298.00	\$12,341,495.00
Physical Plant	\$ 7,888,285.00	\$ 7,658,347.00
Transfers Out	<u>\$ 6,621,087.00</u>	<u>\$10,790,263.00</u>
Total Expenditures and Transfers Out	\$75,526,869.00	\$81,048,484.00
Change to Fund Balance	(\$6,256,987.00)	(\$7,313,341.00)

The New Mexico Higher Education Department (NMHED) requires that the Board of Trustees approve the Year-End Budget Adjustment Request for the fiscal year ending June 30, 2026.

Mr. Chance moved and Ms. Taylor seconded to approve the Fiscal Year 2026 Year-End Budget Adjustment Request. **MOTION CARRIED** by unanimous voice vote.

2. FISCAL YEAR 2027 ORIGINAL BUDGET REQUEST

Assumptions and projections for circumstances that impact Fiscal Year 2027 were discussed with Trustees in today's Work Session as well as the Work Sessions that have preceded this meeting throughout the past few months.

The assumptions and projections that underpin the Fiscal Year 2027 Budget Request include:

- A projected 1.0% enrollment increase.
- A 3.9% increase in funding from the state formula appropriation, Research and Public Service Project monies, Tribal Education Initiatives, and a 1% salary increase for eligible employees.
- A 1.5% increase in taxable assessed property values, resulting in a 1.5% increase projected property tax revenue.
- No change from fiscal year 2026 in the projected revenue from Oil and Gas Production taxes.
- Uses of Fund Balance that are in compliance with Board Policy 806 II.A.

The College will also receive state funding for the following projects and initiatives in Fiscal Year 2027:

- Well Control Simulator \$1,725,000.00
- Ambulance Simulator \$ 210,000.00
- Class A Burn Tower \$1,610,000.00
- Support for Workday Implementation \$3,691,254.00
- Water Utilities Upgrade projects \$4,200,000.00
- Programmatic Resources % Services for School of Energy Center of Excellence \$ 150,000.00
- Building Renewal and Replacement \$ 501,205.00
- Equipment Renewal and Replacement \$ 134,927.00

General Fund Revenue and Expense Budget

<u>Revenues</u>		<u>Expenses</u>	
Tuition and Fees	\$12,615,280.00	Instruction	\$38,956,889.00
State Government Appropriations	\$43,119,932.00	Academic Support	\$ 6,006,636.00
Local Government Appropriations	\$19,128,593.00	Student Services	\$ 7,578,683.00
State Grants and Contracts	\$ 467,000.00	Institutional Support	\$12,970,244.00
Private Gifts, Grants & Contracts	\$ 1,339,398.00	Physical Plant	\$ 8,045,775.00
Sales and Service	\$ 521,962.00	Transfers Out	\$10,210,636.00
Other Sources	<u>\$ 1,984,574.00</u>	Total Expenses and Transfers	<u>\$83,768,863.00</u>
Total Revenues	\$79,176,739.00	Change in Fund Balance	\$(4,592,124.00)
General Fund Total for Fiscal Year 2027 Budget			\$83,768,863.00
Auxiliary Enterprise Fund Total for Fiscal Year 2027 Budget			\$ 6,125,000.00
Grants Fund Total for Fiscal Year Budget			\$28,137,560.00
Debt Service Fund Total for Fiscal Year Budget			\$ 3,110,444.00

The New Mexico Higher Education Department (NMHED) requires that the Board of Trustees approve the Fiscal Year 2027 Budget Request and that the Fiscal Year 2027 Budget be submitted to NMHED by May 1, 2026.

Ms. Rasor moved and Mr. Chance seconded to approve the Fiscal Year 2027 original budget request. **MOTION CARRIED** by unanimous voice vote.

3. ELECTION RESOLUTION FOR \$7.5 MILLION GENERAL OBLIGATION BOND CAMPAIGN

Background – At the Board of Trustees work session on February 3, 2025, Erik Harrigan of RBC Capital Markets, in the role of financial advisor for the College, presented and discussed a “Finance Plan Update”. In that plan, three scenarios had been crafted for capital funding. Since Fiscal Year 2025, the College has been implementing the scenario that provides for a \$3.4 million issue of Educational Technology Notes in Fiscal Year 2025, contingent on voter approval in November 2026 - a \$7.5 million general obligation bond issue, and additional general obligation bond issues in 2030 and 2034 as well as an approximate \$1 million bond defeasance within the ten-year period 2025–2034. At the February 2, 2026, and the April 6, 2026, Board Work Sessions, six possible projects to be funded through a successful local general obligation bond election in November were discussed with the Trustees.

Heather Boone of Cuddy & McCarthy, LLP in the role of bond counsel for the College has prepared a “Resolution Proposing General Obligation Bond Ballot Question and Other Matters Relating Thereto” to place a \$7,500,000.00 local bond question onto the ballot of the November 3, 2026, election. The resolution was given to Trustees in advance of this meeting.

Ms. Todacheene moved and Ms. Taylor seconded to approve the “Resolution Proposing General Obligation Bond Ballot Question and Other Matters Relating Thereto” to place a \$7,500,000.00 local bond question onto the ballot of the November 3, 2026, election. **MOTION CARRIED** by unanimous voice vote.

4. DIESEL TECHNOLOGY PROGRAM REFRIGERATION UNITS

In order to continue to build training capabilities within the Diesel Technology Program, the School of Trades and Technology needs two (2) single-temperature transport refrigeration units. This requested equipment will enable the program to attach a National Coalition of Certification Centers (NC-3) certification to the program’s transport refrigeration class.

Under the guidance of the College’s Purchasing Department, pricing pursuant to CES contract number 2022-10-C102-ALL was obtained from 4 Rivers Equipment LLC., headquartered in Greeley, CO with an office in Farmington, NM, for the purchase of a Thermo King S-600 and Thermo King C-600 in an amount not to exceed \$79,659.00 plus applicable taxes.

Resources for this project are provided by 2026 equipment renewal and replacement (ER&R) funds.

Ms. Todacheene moved and Mr. Manning seconded to approve the purchase of the two (2) single-temperature transport refrigeration units herein discussed from 4 Rivers Equipment for an amount not to exceed \$79,659.00 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

5. INFORMATION TECHNOLOGY AND FUNCTIONAL AREA SUPPORT SERVICES

CampusWorks is San Juan College’s contracted vendor providing remote IT services to augment San Juan College’s talent pool and staff power in areas including, but not limited to: IT strategies and planning, information and systems’ security, Colleague ERP programming, customization and reporting, and other technical assistance as required by the College. Recently, the College has used CampusWorks’ services in functional areas such as Financial Aid and Accounting Services. Looking ahead, it is projected that the College will need backfill in these functional areas and others for the final year of Workday SIS (student information system) implementation as well as at least the first two years of Workday SIS post implementation efforts and other operational talent augmentation needs.

Rather than extending the current contract with CampusWorks for an additional year, working through the College Purchasing Department, pricing pursuant to E&I Cooperative contract #EI00170 was obtained from CampusWorks. The College seeks to initiate a new, four-year contract enabling a 20% reduction in the cost of IT services and a 12% to 15% reduction in the cost of functional area support.

The cost of these services will be based on the pace at which hours are used. The annual cost is estimated to be: \$ 743,710.00 plus applicable taxes
Four-year cost of contract is: \$2,974,840.00 plus applicable taxes

Funding for this contract is budgeted in the IT operations budget and in the Workday implementation budget of the General Fund.

Ms. Rasor moved and Ms. Todacheene seconded to approve the CampusWorks contract at a total cost of \$2,974,840.00 plus applicable taxes across the four-year term beginning on July 1, 2026. **MOTION CARRIED** by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The next regular meeting will be **Monday, June 1, 2026, at 6:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

A motion was made at 7:12 p.m. by Mr. Chance and seconded by Ms. Taylor 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: Discuss Pending Litigation – Demand Letter regarding Contract. **MOTION CARRIED** by unanimous voice vote.

The Executive Session concluded at 7:58 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. Taylor seconded the motion to return to the regular meeting at 7:59 p.m. **MOTION CARRIED** by unanimous roll call vote.

ITEM K. ADJOURNMENT

Mr. Chance moved and Ms. Todacheene seconded the motion to adjourn the meeting. Chairperson Uselman adjourned the meeting at 8:00 p.m. **MOTION CARRIED** by unanimous roll call vote.

Ms. Valerie Uselman, Chairperson
San Juan College Board

ATTEST:

Ms. GloJean Todacheene, Secretary
San Juan College Board

Date: June 1, 2026