

**SJC BOARD**  
**WORK SESSION MINUTES**  
**April 4, 2017 – 5:00 P.M. – CTX**

The work session was called to order by Mr. Hare at 5:32 p.m. with the following members present:

R. Shane Chance, Secretary  
Byron Manning, Member  
Dr. Joseph Pope, Member  
John Thompson, Member

Staff members attending were Ed DesPlas, Dave Eppich, Ron Jernigan, Kerri Langoni, Ken Johnson, Chris Harrelson, Jon Betz, Rhonda Schaefer, Steve Miller, Lorenzo Reyes, Michael Ottinger, Bill Lewis, Brad Purdy, Barbara Wickman, Virgil Caldwell, Gayle Dean, Leslie Saavedra, Mike McDonald, Kelly Anderson, Andrea Weaver, Eddi Porter, Karen Acree, Josh Bishop, Lynn Lane, and Jeanne Notson, Board Recorder.

Guests: Deidra Cochrane

Topics discussed were:

**1. Student Activity Fee Proposal**

Hunter Esmiol, President Student Association, presented the Association's plan for raising student fees beginning FA2017. They would like to increase it from \$.75 to \$1.50 per credit hour with a maximum of \$16.50. The money will be used to increase the number of events, to offer a higher quality of activities, to support clubs, and to build community. Voting on the referendum will take place through Canvas. This will not apply to on-line students.

**2. Questions Regarding Board Agenda Items**

There were none.

**3. Medical Lab Technician Program Closure (Power Point)**

Virgil Caldwell, Dean School of Health Sciences, explained to the board San Juan College's part in the Medical Lab Technician Program moving forward. SJC will serve as an intake institution for completion of general education requirements. Students will then complete core courses with Central New Mexico College. The advising staff is currently being trained in the new model. San Juan Regional Medical Center has agreed in principal to the new model. An MOU is being drafted with a target start date of FA2017.

**4. IT Disaster Recovery Solution (Power Point)**

Mr. Vinny Zicoello, Chief Information Officer and Randall Keeswood, Network Service Manager, shared an update on where we are and where we are going in the event of an IT disaster. A RFP has been released and the board should have a recommendation at the June 2017 meeting. In the future, college data will be backed up to the cloud. The current environment is maxed out. The cost has been benchmarked at \$100,000 - \$125,000 annually, fixed for three years.

**5. Budget Update (Power Point)**

Mr. Ed DesPlas, Vice President for Administrative Services, presented a power point on the current budget– based on the best information available. Although it is expected that the governor will veto the budget, the Higher Education Department has directed colleges to submit next year’s budget by May 1, 2017 based on the final numbers used in the state budget.

**6. Helicopter Pilot Program RFP Update**

Mr. Ed DesPlas, Vice President for Administrative Services, reported the screening committee has heard from three of four prospects. The finalists have been narrowed to two. An audio-conference is scheduled later this week with Central Oregon College which has a very successful helicopter program. The purpose of the conference is to gather more information before moving forward. Next steps will include site visits. Given the complexity of the program the screening committee is moving cautiously.

**7. Higher Learning Commission (HLC) Financial Ratio (Power Point)**

Mr. Ed DesPlas, Vice President for Administrative Services, shared the components utilized for determining the HLC financial ratio. The ratio should be between 1.1 and 10.0. San Juan College’s FY16 ratio is 1.8. This ratio is important as it can affect accreditation.

**8. Strategic Planning Feedback (Power Point)**

Mr. Ron Jernigan, Senior Director Institutional Research and Strategic Planning, reviewed the feedback from the various Association focus groups and the on-line survey. The feedback is a sampling, not a consensus. The results, in their entirety, have been shared with the Board in the dropbox.

The meeting ended at 7:10 p.m.