

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
December 4, 2018**

ITEM A. CALL TO ORDER

Mr. John Thompson called the meeting to order at 6:02 p.m. The following members were present:

R. Shane Chance, Member
Dr. Joseph Pope, Vice Chairman
Joseph Rasor, Member
Hoskie Benally, Jr., Member

Absent:

Evelyn B. Benny, Member
Byron Manning, Secretary

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance were: Dr. Toni Pendergrass, Boomer Appleman, Michael Burke, Alicia Corbell, Gayle Dean, Adrienne Forgette, Sandy Gilpin, Chris Harrelson, Ron Jernigan, Michael Ottinger, Rhonda Schaefer, Vinny Zicolello, Melody Conrad, Amanda Robles, Elizabeth Phelps, Paulette Stanley, Lance Myler, Randall Keeswood, Kenny Hibner, and Janet Peterson.

Guests: Fernando Maqueda-Trejo, David Rutl and Ted Lasiewicz

Mr. DesPlas presented the Redcoat certificate from the ribbon cutting for the San Juan College Pickleball Courts.

Mr. DesPlas recognized Vinny Zicolello for his service to the College, as Mr. Zicolello is retiring.

Mr. DesPlas introduced, David Rutledge, CampusWorks Advisory Board member

ITEM C. ADOPTION OF AGENDA

Dr. Pope and Mr. Chance seconded the motion to adopt the agenda with the change to move Items G and H to the top of the agenda. **MOTION CARRIED** by a unanimous voice vote.

ITEM D. REPORTS

1. Monthly Presentation

None.

2. Association Reports

Student Association (SA) Mr. Fernando Maqueda-Trejo shared a report on the Luminaries: 380 people rode the bus, 650 volunteers, 115 San Juan College High School students assisted, 27,000 bags were folded, 24,000 bags were used, 504 elementary children assisted, and it is estimated that over 10,000 people attended. On December 7 a memorial for the Aztec event will be held in the Student Lounge.

Faculty Association (FA) Ms. Elizabeth Phelps handed out the results of the Faculty Association Fall 2018 Pathways Survey. She shared highlights: 1) there is a need for both eight-week and sixteen-week courses. This aligns with the student survey. 2) No one should be required to teach eight-week courses. 3) Communication about the eight-week courses was not handled well, as much of it took place over the summer when faculty were off-campus. 4) The faculty anticipate there will be quality professional training available. 5) There is concern students will not have the necessary skills to go directly into courses. 6) Another concern is that faculty will have to eliminate material to fit it into the eight weeks. Ms. Phelps stated Administration has been working to address faculty concerns. Ms. Phelps shared there is continuing concern over salaries. The Condry recommendation implementation stretched over about five years. It is understood the College is moving toward a pay-for-performance model, but the committee has only met once this semester. It does not appear salaries are a priority. Faculty do not believe that faculty salaries are competitive.

Professional Staff Association (PSA) Dr. Peterson reported the PSA has decided they would like to use some of their funding for professional development for members and are developing guidelines. The PSA will be asked to vote on whether or not evaluation of executive leadership should be included in the by-laws. The PSA hopes to approve the by-laws in January.

Support Staff Association (SSA) Ms. Melody Conrad shared the SSA and PSA held a successful professional development conference, "Reveal Your Pathway". There were over fifty participants. The Holiday Breakfast will be held on December 13. The SSA is continuing to create tray favors for the hospital. They may hold another professional development event in the spring.

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. Approval of Minutes of Regular Board Meeting on November 6, 2018

The November 6, 2018 minutes were presented in the Board packet for approval.

2. Correspondence

None.

3. Financials

Financial reports for the month ended October 31, 2018 are presented in the Board packet.

4. Personnel Report

The following appointments were made since the last Board meeting: Chelsea McMahon, Instructor of Nursing, School of Health Sciences, effective October 29, 2018; Cheryl Cothorn, Instructor of Nursing, School of Health Sciences, effective October 29, 2018; Kolbjorn Lindland, Well Control Instructor, School of Energy, effective November 1, 2018; Christopher Rowland, NASNTI Guided Pathways Coach, Guided Pathways, effective November 5, 2018; Malisa Keel, Associate Director, Center for Workforce Development, effective November 5, 2018; Shade Sanchez, Custodian, Physical Plant, effective November 12, 2018; Sherilynn Wilson, Custodian, Physical Plant, effective November 12, 2018.

Changes: None.

Separations: Jose Campuzano, Custodian, Physical Plant, separation of employment, effective October 12, 2018; Debra Salazar, Custodian, Physical Plant, separation of employment, effective October 25, 2018; Kerry Markey-Cote, Simulation Lab Coordinator, School of Health Sciences, separation of employment, effective November 2, 2018.

5. Information Report – Catering Activities Through College Food Service

The report of catering activities by A'viands, LLC for the month of October 2018 is included in the board packet.

Recommendation

I recommend the Board accept this information report.

6. Information Report: Sale of House Built by Building Trades Students

On October 25, 2018, San Juan College began accepting offers from the public for the purchase of three new houses recently constructed by the College's Building Trades students. An open house for public viewing of the houses was held on October 27, 2018. Bidders were also allowed to schedule an appointment to view each house if the public viewing did not fit into their schedule. Offers in the form of bids were accepted until November 19, 2018 at 2:00pm. The College received two bid offers on only one of three houses for

sale. A description of the house that sold and its sale price is below. Proceeds are received into the Unrestricted Fund.

Project 30: Loft style cabin, kitchen, living/bedroom and full bathroom. Vaulted ceilings from 8 feet up to 11 feet. House is approximately 240 square feet. Minimum Bid: \$28,500.00

Bid Price: \$29,705 plus gross receipts tax

Recommendation

I recommend that the Board accept this report of sale.

7. Dental and Vision Benefits for Participants in San Juan College Retiree Healthcare Trust

The State of New Mexico group benefits plan, managed by the New Mexico General Services Administration, provides dental and vision insurance to active employees. The State of New Mexico plan does not permit retiree participation, thus participants in the San Juan College (SJC) Retiree Healthcare trust will be provided dental and vision coverage as follows:

Delta Dental and Vision Service Plan (VSP) will continue to provide dental and vision insurance coverage to both Post-65 and Pre-65 years of age retirees.

1) The Delta Dental plan will continue to be offered to all SJC Health Care Trust participating retirees. Retiree participants received an increase of 2.9% in dental premiums. These rates will be in effect for a two year contract, and there will be no rate increase through December 31, 2020.

2) Vision coverage will continue to be offered to all SJC HealthCare Trust participating retirees through VSP. There will be no rate increase through December 31, 2019.

Estimated total cost for the College for the coverages described above will not exceed \$50,125.85 for dental coverage and \$8,820.00 for vision coverage.

Recommendation

I recommend that the Board approve San Juan College's provision of calendar year 2019 dental and vision insurance benefits to participants in the College's Retiree Healthcare Trust as herein described.

8. Medical Benefits for Pre-65 Years of Age Participants in San Juan College Retiree Healthcare Trust

On September 5, 2017, the San Juan College Board of Trustees approved the College Administration's recommendation to return active employee health benefits to the State of New Mexico group benefits plan, managed by the New Mexico General Services Administration. Because the state group plan does not permit retiree participation, pre-65 years of age participants in the San Juan

College Retiree Healthcare trust will be provided healthcare coverage as follows:

- 1) For plan year 2019, pre-65 (years of age) retirees and dependents residing in the state of New Mexico will be covered by individual medical policies written by Blue Cross/Blue Shield. Five silver and bronze coverage plan options will be offered. Participating pre-65 retirees will choose the option that best suits his/her needs.
- 2) Pre-65 retirees and dependents residing outside the state of New Mexico will be offered silver and bronze coverages available from various individual insurance plans offered within their state of residence.

Estimated total cost for the College for the plan year 2019 coverages described above will not exceed \$105,000.

Recommendation

I recommend that the Board approve San Juan College's provision of calendar year 2019 health insurance benefits to pre-65 years of age participants in the College's Retiree Healthcare Trust as herein described.

APPROVAL

Mr. Chance moved and Dr. Pope seconded the motion 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. AMENDMENT OF CONTRACT WITH CAMPUSWORKS

Under authority granted by the Board of Trustees, San Juan College (SJC) entered into an agreement on April 1, 2016 whereby CampusWorks provides the College with contracted 1) on-site leadership, 2) remote expert resources, and 3) remote help desk services for the College's Information Technology (IT) needs. Under the original agreement, San Juan College is to retain an in-house Chief Information Officer and an in-house Director of Enterprise Systems to replace CampusWorks' SJC on-site talent, effective January 1, 2018.

As originally planned, on December 31, 2017 CampusWorks withdrew the deployment of its SJC on-site Director of Enterprise Systems. In October 2017, the Board approved a contract amendment for CampusWorks to extend the SJC on-site services of the Chief Information Officer (CIO) for an additional twelve months, through December 31, 2018. A search for an in-house CIO, initiated in September 2018 has not yet resulted in the hire of a CIO. College Leadership

recommends that the CIO services provided by CampusWorks be extended from January 1, 2019 through June 30, 2019. This amendment may be cancelled by the College with a thirty-day notice. All other contract deliverables, terms, and conditions as agreed upon in the April 1, 2016 agreement will remain in place.

The cost of this six-month amendment is \$193,032, inclusive of gross receipts taxes and travel expenses.

Dr. Pope moved and Mr. Chance seconded the motion to approve this contract amendment with CampusWorks and authorize the additional expenditure related thereto. **MOTION CARRIED** by unanimous voice vote.

2. PURCHASE OF NEXT GENERATION FIREWALL

Part of San Juan College's information technology security portfolio, a next-generation firewall is a part of the third generation of firewall technology that is capable of detecting and blocking sophisticated attacks by enforcing security policies at the application, port, and protocol levels. Under the guidance of the College Purchasing Department, a proposal solicitation for next generation firewall was issued as Request for Proposal #19-42639. The College followed a detailed and documented process to meet all State of New Mexico procurement requirements.

The College received two proposals. Based on the review by the product selection committee, College Administration recommends the purchase of the Palo Alto Firewall from PCMG Inc. The cost, including maintenance, will not exceed \$78,939.00 plus gross receipts taxes for a three-year contract.

Mr. Rasor moved and Mr. Chance seconded the motion to approve the three-year contract with PCMG Inc. for the Palo Alto Firewall and that a blanket purchase order shall be authorized to encumber necessary funds. **MOTION CARRIED** by unanimous voice vote.

3. PURCHASE OF 3401 E. 30TH STREET, FARMINGTON, NEW MEXICO

On September 4, 2018, the San Juan College Board of Trustees adopted and approved a resolution authorizing the College's President and Executive Vice President to negotiate the purchase of the real estate and improvements located at 3401 E. 30th Street in Farmington, New Mexico; this purchase is being done in partnership with Farmington Municipal Schools which will own forty-seven percent (47%) of the building under a Joint Powers Agreement that will be finalized and presented to the San Juan College Board on January 8, 2018.

As negotiated, the basic terms of the purchase are as follows.

Purchase price: \$6,250,000*

San Juan College share = \$3,430,000

Farmington Municipal Schools share = \$2,820,000

Contents: furnishings currently in the building go to the buyers (San Juan College and Farmington Municipal Schools) as part of the sale.

Closing: Not later than April 30, 2019

- If closed on, or before March 31, 2019, the purchase price is reduced to \$6,000,000.

San Juan College share = \$3,180,000

Farmington Municipal Schools share = \$2,820,000

Purchase agreement must be approved by the Board of Education for the Farmington Municipal Schools and the New Mexico Higher Education Department.

This acquisition will be funded from San Juan College General Obligation Bonds.

A copy of the Real Estate Purchase and Sale Agreement has been provided to Trustees prior to this meeting.

Mr. Chance moved and Dr. Pope seconded the motion to approve this co-acquisition of real estate located at 3401E. 30th Street in Farmington, New Mexico and recommend that the execution of Real Estate Purchase and Sale Agreement related to this transaction be authorized. **MOTION CARRIED** by unanimous voice vote.

4. RESOLUTION IN SUPPORT OF FOUR CORNERS REGIONAL EDUCATION COOPERATIVE 1

Schools districts in the state of New Mexico have access to the resources of a regional education cooperative. San Juan County school districts and other schools in the region do not have access to such resources. College Leadership and the leadership of the schools in the Four Corners region requested the New Mexico Public Education Department re-instate the Four Corners Regional Cooperative 1.

**RESOLUTION IN SUPPORT OF
FOUR CORNERS REGIONAL EDUCATION COOPERATIVE 1**

Whereas San Juan College Board of Trustees supports the formalization and re-introduction of a Four Corners Regional Education Cooperative 1 (REC 1);

Whereas San Juan College Board of Trustees acknowledges and attests that participation in the Four Corners Regional Education Cooperative 1 will not relieve said San Juan College of its governing authority of state and federal statutory and regulatory responsibilities; and

Whereas the Four Corners REC 1 provides an opportunity for the school districts and the college located in the Four Corners region of the State of New Mexico to partner more closely with the New Mexico Public Education Department in an educational partnership leading to increased academic collaboration and improved student achievement through the building of human capital in the Four Corners region;

Whereas San Juan College Board of Trustees requests the New Mexico Public Education Department to create a funding mechanism and assign a liaison to work collaboratively with the REC 1 Director;

NOW THEREFORE, BE IT RESOLVED that San Juan College Board of Trustees hereby authorizes Dr. Toni Hopper Pendergrass to act on behalf of the College as well as serve as a representative on the REC 1 Advisory Board in the formalization and advisory capacity of the Four Corners REC 1.

Approved: December 4, 2018

Dr. Joseph Pope, Board of Trustees Vice Chairman

R. Shane Chance, Board of Trustees Member

Dr. Pope moved and Mr. Chance seconded the motion to approve and adopt this resolution. **MOTION CARRIED** by unanimous voice vote.

ITEM H. ANNOUNCEMENT OF NEXT MEETING

The next regular meeting will be held on **Tuesday, January 8, 2019 at 7:00 p.m.** in the San Juan College Board Room.

ITEM I. CLOSED SESSION

None.

ITEM J. ADJOURNMENT

Mr. Chance moved and Mr. Benally seconded the motion to adjourn. Dr. Pope adjourned the meeting at 6:37 p.m.

Mr. John Thompson, Chairman
San Juan College Board

ATTEST:

Mr. Byron Manning, Secretary
San Juan College Board

Date: January 8, 2019