

**SJC BOARD**  
**WORK SESSION MINUTES**  
**January 7, 2020**

The work session was called to order at 5:12 p.m. with the following members present:

John C. Thompson, Chair  
Byron Manning, Secretary  
Hoskie Benally, Jr., Member  
Evelyn Benny, Member  
R. Shane Chance, Member  
Joe Rasor, Member  
Valerie Uselman, Member

Staff Members Attending: Dr. Toni Hopper Pendergrass, Edward DesPlas, Boomer Appleman, Adrienne Forgette, Don Beauregard, Jon Betz, Sherrie Biringner, Josh Bishop, John Boggs, Alicia Corbell, Kristie Ellis, Sandy Gilpin, Lucy Haber, Chris Harrelson, Kenny Hibner, Ron Jernigan, Carrie Tsoie-Jim, Randall Keeswood, Kris Kraly, Cheryl Jordan, Kerri Langoni, Roy Lytle, Steve Miller, Michael Ottinger, Jeff Parkes, Sherry Paxson, Elizabeth Phelps, Shelley Pickett, Lorenzo Reyes, Amanda Robles, Chris Rosen, Rhonda Schaefer, Paulette Stanley, and Donna Ellis, Board Recorder

Guest(s): Bobby Cordova–Cordova CPAs LLC, Sam Ribakoff–Reporter, Farmington Daily Times

Topics Discussed Included:

**1. Questions on Board Agenda Items**

A decision was made to table the revised reading of Board Policy 402 for further discussion and consideration.

**2. Presentation of FY2019 Audited CAFR by Cordova CPA's**

Bobby Cordova of Cordova CPAs LLC briefed the Trustees on the audit results for San Juan College's (SJC) fiscal year 2019 Comprehensive Annual Financial Statement. The auditors issued an unmodified opinion on SJC's CAFR, meaning that the reports fairly state the College's financial position. SJC had three findings that have either already been resolved or will soon be resolved. More information can be found on the State Auditor's Office website at:

[https://reports.saonm.org/media/audits/973\\_San\\_Juan\\_College\\_FY2019\\_Final.pdf](https://reports.saonm.org/media/audits/973_San_Juan_College_FY2019_Final.pdf)

**3. Review of November Financial Reports**

The Financial Operating Report for the period ended November 30, 2019 was reviewed with the Trustees.

#### **4. Midyear Budget Revision**

The Midyear Budget Revision for Board action in the regular meeting to follow the work session was reviewed with the Trustees.

#### **5. Student Housing Update**

Trustees heard a brief oral update on Student Housing. The following information was shared with the Board:

- On December 19, 2019, the New Mexico Finance Authority approved our loan application for the \$14 million needed to design and construct a 150-bed student housing facility.
- SJC will be reviewing responses to a Request for Statement of Qualifications from architects interested in providing design services for the project. A recommendation to contract an architect for the project will be on the agenda for the February Board Meeting.
- Once initial designs are developed, SJC will need to request project approval from the Higher Education Department as well as the State Board of Finance.
- SJC anticipates to have students in the housing facility at the beginning of the Fall 2022 semester.

#### **6. Other**

Trustees engaged in a discussion about employee turnover at SJC. Kerri Langoni provided a recap of information shared with the Board over the last several months. Points raised by the Trustees included the following:

- High turnover threatens institutional memory.
- “Zero” turnover could prevent the college from bringing in “new blood”.
- High turnover could be an indication of operational concerns.
- It was noted that over the last three years, turnover has been on a downward trend.
- While SJC’s turnover is reasonably consistent with national benchmarks, the Board would prefer to see lower rates than the national benchmark turnover rates.
- Some exiting employees may not fully or candidly disclose the reason(s) that cause them to leave the employ of SJC.
- College administration is taking steps to reduce turnover caused by factors that can be influenced by management and/or organizational climate.
- Turnover rates are something that the Board would like to monitor and perhaps revisit on an annual basis.

#### **7. Monthly Presentation – Music Program**

Dr. Teun Fetz, Director of Instrumental Music at SJC, gave demonstrations and instructed the Board of Trustee members and others with djembe drumming lessons.

Meeting adjourned at 6:50 p.m.