

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
March 3, 2020**

ITEM A. CALL TO ORDER

Mr. Thompson called the meeting to order at 7:13 p.m. The following members were present:

John Thompson, Chairman
Hoskie Benally, Member
R. Shane Chance, Member
Byron Manning, Secretary
Joseph Rasor, Member
Valerie Uselman, Member

Absent: Evelyn Benny, Member

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance included:
Dr. Toni Pendergrass, Edward DesPlas, Boomer Appleman, Adrienne Forgette, Don Beauregard, Jon Betz, John Boggs, Josh Bishop, Alicia Corbell, Gayle Dean, Sandy Gilpin, Kenny Hibner, Ron Jernigan, Carrie Tsosie-Jim, Cheryl Jordan, Kerri Langoni, Roy Lytle, Steve Miller, Michael Ottinger, Sherry Paxson, Jeff Pomeroy, Lorenzo Reyes, Amanda Robles, Chris Rosen, Rhonda Schaefer, Paulette Stanley, Danielle Sullivan, Vanessa Tafoya, and Donna Ellis, Board Recorder

Guests: Johnny Adams, Debbie Chalmers, Sam Ribakoff

ITEM C. ADOPTION OF AGENDA

Mr. Chance moved and Mr. Manning seconded to remove Item H. 3. from the agenda and that we adopt tonight's agenda as adjusted by this motion. **MOTION CARRIED** by unanimous voice vote.

ITEM D. REPORTS

1. Monthly Presentation

Ms. Arely Caro presented on the Herencia Latina Center and ENLACE programs.

iCare Minute Video

The iCare Minute Video presentation was with Emma Cillessen a San Juan College student who talked about her experience with San Juan College High School and about being accepted into the Nursing Program.

2. Association Reports

Professional Staff Association (PSA) Ms. Amanda Robles reported for the PSA.

Support Staff Association (SSA) Ms. Paulette Stanley reported for the SSA.

Faculty Association (FA) Ms. Danielle Sullivan reported for the FA.

Dr. Pendergrass was recognized for her recent election to the AACC (American Association of Community Colleges) Board by Chairman Thompson. She will serve a three-year term.

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. February 4, 2020 Work Session Minutes

The February 4, 2020 Work Session Minutes were presented in the Board Packet for approval.

2. Approval of Minutes of Regular Board Meeting on February 4, 2020

The February 4, 2020 Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

Dr. Pendergrass received a letter from Mr. Gilbert Rivera, Director of the New Mexico Highlands University branch, thanking San Juan College's Physical Plant Team, Department of Public Safety Team, and Information Technology Team that supported them in their recent move to the 30th Street Education Center.

Maria Rodman, CEO of the Boys and Girls Club, sent a letter thanking San Juan College for being a sponsor at the 9th Annual San Juan County Mayors' Ball for Charity in support of the Boys and Girls Club.

4. Financials

Financial reports for the month ended January 31, 2020 were presented in the Board Packet.

5. Personnel Report

The following appointments were made since the last Board meeting: Adam Barber, Testing Center Administrative Coordinator, Testing Center, effective February 18, 2020; Erwin Slim, Grounds Maintenance Worker, Physical Plant, effective February 18, 2020.

Changes: Jennifer Martinez-Maestas, Lead Instructor/Onboarding Specialist, ACE Program to Assistant Director, ACE Program, effective February 16, 2020; Laura Black, Associate Professor-Vet Tech Program, School of Health Sciences to Director/Associate Professor-Vet Tech Program, School of Health Sciences.

Separations: Sarah Lare, Library Assistant III, Library, separation of employment, effective February 4, 2020; Lisa Colclasure, School Operations Coordinator, School of Energy, separation of employment, effective February 7, 2020; Kathryn Monahan, Academic Advisor, Advising and Counseling Center, separation of employment, effective February 7, 2020; Nathaniel Tutt, Custodian, Physical Plant, separation of employment, effective February 10, 2020; Shade Sanchez, Custodian, Physical Plant, separation of employment, effective February 27, 2020.

6. Security and Access Control System Expansion: Re-direction and Re-authorization

At the February 4, 2020 meeting, the Board approved Phase 3 expansion of the College's security and access control system. As presented in February, the purchase was to be made under CES agreement #19-019N-S101-ALL. The College Purchasing Department has since learned that the scope of the project's third phase does not fit within the constraints of CES's contract through the selected vendor, Johnson Controls.

The College Purchasing Department determined that the cooperative purchasing group Sourcewell, of which the College is a member, has contract, #031517 SGL, with Johnson Control that will cover the scope of work for this project.

The purchase price remains unchanged at \$300,000.00 plus applicable taxes.

Recommendation

I recommend the Board redirect and reauthorize this purchase through Sourcewell's cooperative agreement with Johnson Controls and that a purchase order be re-authorized for \$300,000 plus any applicable taxes.

7. KSJE Audited FY2019 Financial Reports

As a recipient of a community service grant from the Corporation for Public Broadcasting, San Juan College's radio station, KSJE, is required to have a separate set of audited financial statements when its annual revenue exceeds \$300,000. For the year ended June 30, 2019, KSJE's revenue totaled \$306,776. Accordingly, financial statements have been prepared for KSJE. Accounting firm Cordova CPAs, LLC has audited the financial statements and issued an unmodified opinion thereon.

KSJE Radio Station's Independent Auditor's Report & Financial Statements for Fiscal Year Ended June 30, 2019 has been distributed to all San Juan College Trustees in advance of this meeting.

Recommendation

I recommend the Board acknowledge and accept KSJE's Audited Financial Statements for the year ended June 30, 2019.

8. Information Report: Catering Activities through College Food Service

The summary report of catering activities for the month of January 2020 is below.

Period: December 28, 2019 – January 24, 2020

Number of events catered: 57

Internal: 23

External: 34

Guest Count according to catering request: 3,308

Total catering revenue generated for the period: \$20,926.18

Recommendation

I recommend that the Board accept this information report.

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. APPOINTMENT OF NEW BOARD

San Juan College Board of Trustees Policy Number 300, III. A. states “...following the election, the Board shall select from its members a Chairman, a Vice Chairman, and Secretary who shall serve in these offices until the next regular Board election.” As such, the Board will select and appoint new officers in each of the three positions provided by policy. These officers will serve until the next regular Board election.

Mr. Manning moved and Mr. Chance seconded to reorganize as required by Board Policy Number 300, III. A. **MOTION CARRIED** by unanimous voice vote.

Selection of San Juan College Board of Trustee Officers

Mr. Manning moved and Mr. Chance seconded to nominate Mr. Razor to serve as Chairman. **MOTION CARRIED** by unanimous voice vote.

Mr. Chance moved and Mr. Razor seconded to nominate Mr. Benally to serve as Vice Chairman. **MOTION CARRIED** by unanimous voice vote.

Mr. Manning moved and Mr. Razor seconded to nominate Mr. Chance to serve as Secretary. **MOTION CARRIED** by unanimous voice vote.

2. NEW TUITION RATES, EFFECTIVE FALL 2020

Pursuant to San Juan College Board of Trustees Policy Number 702, II. A. 2. A., calculations for a change in tuition rates were presented and discussed at the February 4, 2020 Board of Trustees Work Session. Based on the policy herein referenced and the discussion within the February 4th Work Session with the Trustees, the executive leadership of San Juan College makes the following recommendations for changes to tuition:

- Resident tuition be increased from \$49 per credit hour to \$52 per credit hour.
- Non-Resident tuition be increased from \$155 per credit hour to \$164 per credit hour.
- These changes are to be effective, beginning Fall 2020.

Mr. Chance moved and Mr. Manning seconded to approve the proposed changes to tuition, effective beginning with the Fall 2020 semester.

MOTION CARRIED by unanimous voice vote.

3. BOND RESOLUTION FOR NMFA FINANCING OF STUDENT HOUSING

On December 19, 2019, the Board of Directors of the New Mexico Finance Authority (NMFA) granted San Juan College conditional approval for a Public Project Revolving Fund load in the amount of \$14,142,471. This loan must be secured by issuance of SJC District System Revenue Bonds, Series 2020. As such, the San Juan College Board of Trustees is required to adopt and approve the Resolution Authorizing the Issuance of SJC District System Improvement Revenue Bonds, Series 2020; Establishing Procedures for the Sale and Delivery of the Bonds; Delegating to a Pricing Officer the Authority to Determine the Final Terms of the Bonds as Provided Herein; Authorizing Application to the State Board of Finance and The Higher Education Department; and Authorizing Other Matter Related to the Issuance of the Bonds.

Trustees were provided with the resolution prior to this Board meeting.

4. RESOLUTION FOR PROJECT COST REIMBURSEMENT – STUDENT HOUSING

San Juan College expects to make expenditures in connection with costs associated with the development and construction of its student housing facility prior to the issuance of obligations to finance the project. Such costs could include, but are not limited to, geotechnical study, environmental study, market and feasibility study, and architect fees. This resolution enables San Juan College to reimburse itself from the proceeds of the debt obligations to fund the capital project.

The resolution was provided to Trustees prior to the meeting.

Mr. Rasor moved and Mr. Chance seconded to approve and adopt the Resolution Expressing Official Intent to Reimburse Certain Expenditures.

MOTION CARRIED by unanimous voice vote.

5. REMEDICATION OF 30TH STREET EDUCATION CENTER WATER DAMAGE

On January 18, 2020 San Juan College's 30th Street Education Center had a damper in the HVAC unit (in the rooftop penthouse) fail, allowing cold air into the unit which caused a coil in the air handler to freeze and break. Water flooded the space adjacent to the elevator shaft and penetrated all the floors

below. Damage included floors, carpet, ceiling tiles, walls, IT equipment, and furniture. This incident has been filed with the College's insurance carrier.

Working under the guidance of the Purchasing Department the College has followed a detailed and documented process to meet all State of New Mexico procurement requirements. The College entered into urgent small purchase contract with Lewis Plumbing and Drain Services to repair the damper and coil, as well as a small purchase contract with Best Cleaning for water remediation. A larger contract in the amount of \$167,921.86 has been executed with Winters Construction, LLC through CES contract #2020-09B-R1214-ALL to perform the demolition and repair work.

Mr. Manning moved and Mr. Chance seconded to approve this construction contract through Cooperative Educational Services, to be fulfilled by Winters Construction, LLC in an amount not to exceed \$167,921.86 plus gross receipt taxes. **MOTION CARRIED** by unanimous voice vote.

6. CHANGE IN DATE FOR MAY BOARD MEETING

Based on discussions with the Trustees during the March Work Session, the May Board Meeting will be moved to April 28, 2020 @ 7:00 p.m.

Ms. Uselman moved and Mr. Manning seconded to approve the date of April 28, 2020 for the May Board Meeting. **MOTION CARRIED** by unanimous voice vote.

7. REVIEW AND FINAL ACTION ON GRUEL VS. SAN JUAN COLLEGE

The Board went into Closed Session to discuss this item subject to the exception stated in NMSA 1978, Section 10-15-1(H)(7) of the Open Meetings.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Tuesday, April 7, 2020 at 7:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

A motion was made at 8:08 p.m. by Mr. Rasor and seconded by Mr. Chance for this to be discussed after discussion during the March 3, 2020 Closed Session. **MOTION CARRIED** by unanimous roll call vote.

The Executive Session concluded at 8:37 p.m. and the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

Mr. Rasor moved and Mr. Chance seconded the motion to return to the regular meeting. **MOTION CARRIED** by unanimous roll call vote.

ITEM H. RESUMED – INDIVIDUAL ITEMS/NEW BUSINESS

7. RECOMMENDATION REGARDING GRUEL VS. SAN JUAN COLLEGE

A motion was made by Mr. Manning to approve the approved settlement agreement between Gruel vs. San Juan College and seconded by Ms. Uselman. **MOTION CARRIED** by voice vote: 5 in favor and 1 against.

ITEM K. ADJOURNMENT

Mr. Chance moved and Mr. Manning seconded the motion to adjourn. Mr. Thompson adjourned the meeting at 8:38 p.m.

Mr. John Thompson, Chairman
San Juan College Board

ATTEST:

Mr. Byron Manning, Secretary
San Juan College Board

Date: April 28, 2020