

**SAN JUAN COLLEGE BOARD**  
**MARCH 1, 2011 - 7:00 P.M.**  
**SAN JUAN COLLEGE BOARD ROOM**

MARCH 2011						
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APRIL 2011						
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	<u>AGENDA ITEM</u>	<u>PRESENTING</u>	<u>INFORMATION</u>
A.	Call to Order	Mr. Chance	Information
B.	Welcome of Guests and Visitors	Mr. Chance	Information
C.	Adoption of Agenda	Mr. Chance	Action
D.	1. Approval of Minutes of Regular Meeting on February 1, 2011 (Pages 2446 to 2450)	Mr. Chance	Action
	2. Approval of Minutes of Executive Board Session on February 1, 2011 (Page 2451)	Mr. Chance	Action
E.	Correspondence	Dr. Spencer	Information
F.	Staff Reports		
	1. Personnel Report (Pages 7 to 8)	Dr. Spencer/	Action Ms. Allen
	2. Financial Report (Pages 9 to 14)	Dr. Spencer/	Action Mr. Jones
	3. Update on College CDL Program	Dr. Spencer/ Maury Tiehen	Information
G.	Citizen Comment		
H.	Old Business		
I.	President's Report	Dr. Spencer	Information

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| J. | New Business   |             |             |
|    | 1. Change Order for Phase II Construction of the Health Sciences Building  | Dr. Spencer | Action      |
|    | 2. Approval of Parking Lot Improvements  | Dr. Spencer | Action      |
|    | 3. Approval of Replacement Chiller for the San Juan College 30 <sup>th</sup> Street Complex  | Dr. Spencer | Action      |
|    | 4. Approval of Tuition Increase  | Dr. Spencer | Action      |
| K. | Announcement of Next Meeting   | Dr. Spencer | Information |
|    | 1. Tentative Closed Session<br>Discussions of License; Personnel Matters;<br>Bargaining Strategy Preliminary to Collective Bargaining; Purchases Exceeding \$2,500.00;<br>Threat of Litigation; and/or Real Property or Water Rights Acquisition/Disposition |             |             |
| L. | Adjournment  | Mr. Chance  | Action      |

**COMMENTS TO ACCOMPANY  
SAN JUAN COLLEGE BOARD AGENDA  
MARCH 1, 2011**

**ITEM A. CALL TO ORDER**

Self-explanatory.

**ITEM B. WELCOME OF GUESTS AND VISITORS**

Self-explanatory.

**ITEM C. ADOPTION OF AGENDA**

Self-explanatory.

**ITEM D.**

1. **APPROVAL OF MINUTES OF REGULAR BOARD MEETING ON  
FEBRUARY 1, 2011**

Upon Board approval, I would like to recommend that the Chairman and Secretary of the Board sign the Regular Board Meeting Minutes of February 1, 2011.

2. **APPROVAL OF MINUTES OF THE EXECUTIVE BOARD SESSION  
ON FEBRUARY 1, 2011**

Upon Board approval, I would like to recommend that the Chairman and Secretary of the Board sign the Executive Board Session Minutes of February 1, 2011.

**ITEM E. CORRESPONDENCE**

None

**ITEM F. STAFF REPORTS**

1. **Approval of Personnel Report**

Enclosed in the Board packet under Tab F is a listing of the personnel transactions which have occurred since the last Board meeting.

Administrative Recommendation

Self-explanatory.

2. **Financial Report**

The most recent financial statement for San Juan College is presented under Tab F. The report includes a comprehensive balance sheet, unrestricted budget

variance reports by natural and functional categories, auxiliary budget variance reports by natural categories, and a schedule of changes in plant fund balances.

Administrative Recommendation

I recommend approval of the comprehensive balance sheet, unrestricted budget variance reports by natural and functional categories, auxiliary budget variance reports by natural categories, and a schedule of changes in plant fund balances.

3. Update on the SJC CDL Program

Mr. Maury Tiehen, Department Head/Instructor CDL, School of Energy, will present a brief history of the College CDL Program, highlight key facets of the program, and provide a comparison of the San Juan College CDL Program with others in the state.

**ITEM G. CITIZEN COMMENT**

None

**ITEM H. OLD BUSINESS**

There is no old business to discuss at this time.

**ITEM I. PRESIDENT'S REPORT**

None

**ITEM J. NEW BUSINESS**

1. Change Order for Phase II Construction of the Health Sciences Center

In July 2010, Trustees approved FCI Constructors as general contractor for Phase II construction of the Health Sciences Center at San Juan College.

The economic downturn resulted in a considerably favorable bidding climate for this project. The College is currently projecting a favorable variance for the entire project of nearly \$1 million. Funding for this project was made available by the 2008 state general obligation bond and is restricted to “plan, design, construct, equip, and furnish the Health Sciences Center at San Juan College.”

In collaboration with the School of Health Sciences and other stakeholders in Learning, the administration has established the following priorities for dispensation of the remaining funds:

- A new microbiology lab, with prep area in the Health Sciences Center
- Three additional offices for faculty
- The paving of approximately 100 parking spaces contiguous to the Health Sciences Center.

The opinion of probable cost for these scopes is \$700,000. Upon approval by the Board of Trustees, the College will seek approval from the New Mexico Higher Education Department and commence pricing negotiations with FCI.

Administrative Recommendation

I recommend the Board approve a change order in an amount not to exceed \$700,000 to FCI Constructors for the addition of a Microbiology Lab with prep area, faculty offices, and paved parking contiguous to the Health Sciences Center.

2. **Approval of Parking Lot Improvements**

The FY11 Budget Adjustment approved by Trustees at the December 2010 Board meeting included the expenditure of the prior year's operating surplus of \$774,000 for various improvements to the College's physical plant.

As construction of the Health Sciences Center is completed in late Spring, the administration proposes paving the existing parking area between the Health Sciences Center and the West Classroom Complex. The College anticipates seeking approval from the New Mexico Higher Education Department (HED) to pave approximately 100 spaces adjacent to the Health Sciences Center utilizing proceeds from the 2008 statewide general obligation bond for Health Sciences. The administration proposes paving the remaining spaces in the lot (approximately 360) utilizing the FY10 surplus set aside for physical plant improvements. The opinion of probable cost for this scope is \$475,000, including applicable gross receipts tax.

If approved by the Board, the institution will have to obtain approval for this project from HED.

Administrative Recommendation

I recommend the Board approve the proposed parking lot improvements in an amount not to exceed \$475,000 including applicable gross receipts tax.

3. **Approval of Replacement Chiller for the San Juan College 30<sup>th</sup> Street Complex**

In January, the sub-zero weather in the area froze and cracked the 10-year old external air-cooled chiller that provides air conditioning to the College's 30<sup>th</sup> Street complex. A claim has been submitted to the state Risk Management Division for the damaged unit.

The administration proposes replacing this unit with a more energy-efficient model. The replacement unit is available from Johnson Controls, Inc., through a state-negotiated General Services Administration contract in the amount of \$115,000 including applicable gross receipts tax.

The administration anticipates receipt of insurance proceeds from the claim submitted to New Mexico Risk Management. Costs of the replacement unit not covered by these insurance proceeds will be funded from past appropriations

the College has received from the state for Building Renewal and Replacement.

Administrative Recommendation

I recommend the Board approve acquisition and installation of the replacement chiller for the College's 30th Street Complex from Johnson Controls, Inc. at a price not to exceed \$115,000 including applicable gross receipts tax.

4. Approval of Tuition Increase

One of the guidelines that the College uses to establish its tuition rate is that:

- Tuition and fees should result in the allocation to students of a proportionate share of the cost of their education in light of support from state appropriations and local taxes

The tuition revenue credit is one of the factors that the 2011 New Mexico Legislature will utilize to establish the College's state appropriation for FY12. The percentage increase stipulated for the tuition revenue credit will be used to calculate a reduction in the College's state appropriation, based on an underlying expectation that the College will increase its tuition by at least that percentage, collecting enough additional tuition revenue to offset the calculated reduction in state appropriation.

The House Appropriations and Finance Committee has accepted the recommendation of the Legislative Finance Committee that the tuition revenue credit be increased by 9.5% for resident tuition, and 15% for non-resident tuition. The administration proposes increasing the College's tuition rates by the same percentages beginning with the Fall 2011 semester. This would result in the following rates:

<i>Resident Tuition</i>	<i>\$41.00 per credit hour</i>
<i>Non-Resident Tuition</i>	<i>105.00 per credit hour</i>

Administrative Recommendation

I recommend that the Board approve a resident tuition rate of \$41.00 per credit hour and a non-resident tuition rate of \$105.00 per credit hour for the 2011-2012 academic year.

**ITEM K. ANNOUNCEMENT OF NEXT MEETING**

The date of the next regular meeting will be **Tuesday, April 5, 2011, at 7:00 p.m.** in the San Juan College Board Room.

**ITEM L. ADJOURNMENT**

Self-explanatory.