

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
August 4, 2020**

ITEM A. CALL TO ORDER

This was the fifth meeting which was held in a virtual venue due to the requirements and guidelines from Governor Michelle Luján Grisham’s office regarding the COVID-19 pandemic. Social distance and other safety measures were observed. The New Mexico Attorney General’s guidance for the meeting, in compliance with the Open Meetings Act, were followed.

Chairman Rasor called the meeting to order at 6:18 p.m. The following members were present:

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

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance via Zoom Webinar included: Dr. Toni Pendergrass, Edward DesPlas, Boomer Appleman, Adrienne Forgette, Don Beauregard, Yolanda Benally, Sherrie Biringer, Josh Bishop, Debbie Chalmers, Alicia Corbell, Sherri Cummins, Gayle Dean, Katherine Elliott, Sandy Gilpin, Kenny Hibner, Ron Jernigan, Cheryl Jordan, Kerri Langoni, Roy Lytle, Mike McDonald, Steve Miller, Michael Ottinger, Jeff Parkes, Sherri Paxson, Elizabeth Phelps, Shelley Pickett, Eileen Richey, Amanda Robles, Chris Rosen, Rhonda Schaefer, Linda Schwinghammer, Vanessa Tafoya, Carrie Tsosie-Jim, Gerald Williams, and Donna Ellis, Board Recorder

Dr. Appleman introduced Debbie Chalmers, Dean of Students and Ms. Yolanda Benally, Director of TRIO Student Support Services and informed the Trustees of their new roles at the College.

ITEM C. ADOPTION OF AGENDA

Mr. Thompson moved and Ms. Benny seconded to adopt the agenda as presented. **MOTION CARRIED** by unanimous roll call vote.

ITEM D. REPORTS

1. Monthly Presentation

No Presentation.

iCare Minute Video

No Video.

2. Association Reports

Support Staff Association representative, Ms. Vanessa Tafoya, provided the Board with a report via Zoom.

No Student Association report was provided this month.

Faculty Association representative, Ms. Sherri Cummins, provided the Board with a report via Zoom.

Professional Staff Association representative, Ms. Amanda Robles, provided the Board with a report via Zoom.

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. July 7, 2020 Work Session Minutes

The July 7, 2020 Work Session Minutes were presented in the Board Packet for approval.

2. July 7, 2020 Board Meeting Minutes

The July 7, 2020 Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

None.

4. Financials

Financial reports for the month ended June 30, 2020 were presented in the Board Packet.

5. Personnel Report

No new appointments or changes were made since the last Board meeting:

Separations: Francis Harris, Administrative Assistant II-Respiratory Therapy, Surgical Tech and Pharmacy Tech Programs, School of Health Sciences, separation of employment, effective July 8, 2020; Malisa Keel, Associate Director, Center for Workforce Development, separation of employment, effective July 15, 2020; Albert Womack, Professor-Business Administration, School of Business, separation of employment, effective July 31, 2020; Laura Darrow, Administrative Assistant II, Physical Plant, separation of employment, effective July 31, 2020.

APPROVAL OF CONSENT AGENDA

Mr. Chance moved and Ms. Benny seconded to take the recommended actions as presented on the Consent Agenda. **MOTION CARRIED** by unanimous roll call vote.

ITEM G. OLD BUSINESS

None.

ITEM H. INDIVIDUAL ITEMS/NEW BUSINESS

1. FISCAL YEAR 2021 BUDGET ADJUSTMENT REQUEST

Because the State of New Mexico experienced an economic downward that impacted its budget, a special session of the legislature was held in June 2020. As a result of the special session, San Juan College has incurred a loss in state funding in the amount of \$2,885,900. The College was required to submit to the New Mexico Higher Education Department a Budget Adjustment Request on July 24, 2020 to reflect the reduction in state funding.

The measures required to balance the College's budget to its reduced revenues were discussed with the Board in a Work Session that immediately preceded this meeting. These measures include the following:

Pullback Budget 4% Compensation Increase, Rescinded during Special Session	(921,800)
Reduce Budgeted Salaries, Wages, Benefits, Employer Payroll Taxes	(1,410,733)
• Suspended replacement of nine vacant full-time positions	
• Non-renewal/non-replacement of five full-time positions and two three-quarter time positions	

- Minor reorganizations reducing two full-time positions
- State Group Benefits Plan rescinded 3% premium increase
- Lower salaries for two retiree replacements

Fill two full-time faculty vacancies (Business and Communications) with Adjuncts	(98,000)
Reduce Center of Excellence (RPSP cut of \$15,000; \$7,500 in travel below and balance in other)	(7,500)
Reduce Travel Budgets	(275,000)
Reduce in Allocation to Employee Associations	(22,500)
Reduce KSJE Budget; replace with Corporation for Public Broadcasting pandemic support	(50,367)
Reduce Equipment Budget	(<u>100,000</u>)
Total Reductions	(2,885,900)
State Funding Reduction	(2,885,900)

In addition to the adjustments reflected below, other adjustments were made as described below:

Reduction in Public Service Revenue, the result of cancelling the theater season	(40,000)
Reduction in Internal Service Department Revenue, the result of reduced costs and billings	(121,557)
These two additional adjustments bring the total reduction in revenue to:	(3,047,457)

Additionally, it is recommended that the SQL Migration Project, approved in June 2020 be underwritten through \$1,066,833 use of fund balance.

Mr. Thompson moved and Mr. Manning seconded to approve the Fiscal Year 2021 Budget Adjustment Request and direct staff to advise the New Mexico Higher Education Department of this action. **MOTION CARRIED** by unanimous roll call vote.

2. **APPOINTMENT TO THE FOUR CORNERS INNOVATION BOARD**
 Four Corners Innovation, Inc. (FCI) is a 501(c)(3) organized for charitable, scientific, and educational purposes. As needed, the San Juan College Board of Trustees appoints individuals to the FCI Board of Directors. Discussed at the Work Session that immediately preceded this meeting of the SJC Board of Trustees, Dr. Allen McCulloch is recommended to the FCI Board.

Mr. Chance moved and Ms. Uselman seconded to approve the appointment of Dr. Allen McCulloch to the Four Corners Innovation, Inc. Board of Directors, to be effective at the next meeting of the FCI Board. **MOTION CARRIED** by unanimous roll call vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Tuesday, September 1, 2020 at 7:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

A motion was made at 6:48 p.m. by Mr. Thompson and seconded by Ms. Uselman for the Board to meet in Executive Session subject to the exception stated in NMSA 1978, Section 10-15-1(H)(7) of the Open Meetings Act to discuss: Collective Bargaining Strategies. **MOTION CARRIED** by a unanimous roll call vote.

The Executive Session concluded at 7:57 p.m. and the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

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

ITEM K. ADJOURNMENT

Mr. Chance moved and Mr. Benally seconded the motion to adjourn the meeting. Chairman Razor adjourned the meeting at 8:00 p.m.

Mr. Joseph Razor, Chairman
San Juan College Board

ATTEST:

Mr. R. Shane Chance, Secretary
San Juan College Board

Date: September 1, 2020