

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
February 7, 2023**

ITEM A. CALL TO ORDER

Chairman Razor called the meeting to order at 6:04 p.m. The following members were present:

Joseph Razor, Chairman
Valerie Uselman, Secretary
Hoskie Benally, Jr., Member
R. Shane Chance, Member
Byron Manning, Member

Absent: Evelyn Benny, Vice Chairman
 John Thompson, Member

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance included:
Toni Hopper Pendergrass, Edward DesPlas, Boomer Appleman,
Kerri Langoni Carpenter, Lisa Perez, Eric Bateman, Jordan Cepeda, Andrea
Cooper, Alicia Corbell, Sherri Cummins, Sandy Gilpin, Judy Hale, Kenny Hibner,
John Hoff, Wilbert John, Ruben Johnson, Meghan Kattner, Kris Kraly,
Karen Krob, Jennifer Lewis, Roy Lytle, Robert Martinez, Mike Offutt,
Michael Ottinger, Sherry Paxson, Lisa Perez, Elizabeth Phelps, Eddy Rawlinson,
Amanda Robles, Chris Rosen, Rhonda Schaefer, Lori Schiess, Carrie Tsosie-Jim,
Annie Willmon, and Donna Ellis, Board Recorder

Guest(s): Cade Allison, Ralene Allison

ITEM C. ADOPTION OF AGENDA

Mr. Chance moved and Mr. Benally seconded to adopt the agenda as presented.
MOTION CARRIED by unanimous voice vote.

ITEM D. REPORTS

1. Monthly Presentation

No presentation.

iCare Minute Video

No video.

Association Reports

Student Association representative, Mr. Cade Allison, provided the Board with a report.

Faculty Association representative, Ms. Kris Kraly, provided the Board with a report.

Professional Staff Association representative, Mr. Wilbert John, provided the Board with a report

Support Staff Association representative, Ms. Jordan Cepeda, provided the Board with a report.

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. January 10, 2023 Work Session Minutes

The January 10, 2023, Work Session Minutes were presented in the Board Packet for approval.

2. January 10, 2023 Board Meeting Minutes

The January 10, 2023, Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

None.

4. Financials

Financial reports for the months ended December 31, 2022, were presented in the Board Packet.

5. Personnel Report

The following employment actions were made since the last Board meeting:

Appointments: None.

Changes: Lorenzo Reyes, Associate Vice President, Workforce and Economic Development, Center for Workforce Development to Vice President for Workforce and Economic Development, Center for Workforce Development, effective January 2, 2023; Antonio Sanchez, Senior Accounting

Technician, Business Office to Accounting Supervisor, Accounts Payable and Fixed Assets, Business Office, effective January 3, 2023; Eddy Rawlinson, Dean, School of Business Information and Social Studies to Dean, School of Humanities, effective January 23, 2023; Yolanda Benally, Director of TRIO/EDGE to Dean of Students, Students Services, effective January 23, 2023.

Separations: Linda Lansing, Custodian, Physical Plant, separation of employment, effective December 14, 2022; Shawna Yazzie, Associate Teacher, Child and Family Development Center, separation of employment, effective December 16, 2022; Harlan Bloom, Custodian, Physical Plant, separation of employment, effective December 31, 2022; Mario Garcia, Security Officer, Public Safety, separation of employment, effective December 31, 2022; Delshayne John, Help Desk Coordinator, Information Technology Center, separation of employment, effective January 5, 2023; Christina Lainhart, Administrative Assistant II, Financial Aid, separation of employment, effective January 13, 2023; Kristoff Whited, Instructor-English, School of Humanities, separation of employment, effective January 13, 2023; Nicholas Bambach, Reference and Instruction Librarian, Library, separation of employment, effective January 13, 2023; Deborah Chalmers, Dean of Students, Office of Admissions, separation of employment, effective January 20, 2023; Laura Pavey, ECM and Web Technology Administrator, Information Technology Center, separation of employment, effective January 30, 2023; Vanessa Wilcox, Senior Administrative Assistant, Child and Family Development Center, retiring, effective January 31, 2023.

6. Deletion of Equipment from Inventory

College administration recommends the disposition of certain assets that are worn out, unrepairable, cannibalized, obsolete, or otherwise unusable. In accordance with Chapter 13-6-1 through 4 (Article 6) of the New Mexico State Statute, the Board is required to affirm the administration's recommendation. (The list of the assets recommended for disposition are included in the Board Packet.)

Recommendation

I recommend the Board of Trustees approve the College administration's recommendation and approve the listed items for disposal.

APPROVAL OF CONSENT AGENDA

Mr. Manning moved and Ms. Uselman 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. INCREASED AUTHORITY FOR VIRTUAL MENTAL HEALTHCARE

At the December 6, 2022, Board meeting, the San Juan College Board of Trustees approved up to \$83,540 for virtual mental healthcare support from The Virtual Care Group. College leadership has become aware that additional spending authority will be necessary to ensure all students have access to these services.

Based on original student estimates, the cost was \$83,540 plus applicable taxes. With a broader recount, delivering these services to an expanded student population will require an additional cost of \$30,340 plus applicable taxes.

To meet our student's needs, College administration requests an additional \$30,340 in spending authority bringing the total cost for Student Telehealth to \$113,880 plus applicable taxes. This additional cost will be made in accordance with state procurement rules and San Juan College policies and procedures.

Funding is provided through the Higher Education Emergency Relief Funds (HEERF).

Mr. Manning moved and Mr. Chance seconded to approve increased spending authority with The Virtual Care Group at a new total not to exceed \$113,880 plus gross receipts taxes. **MOTION CARRIED** by unanimous voice vote.

2. INCREASE TO INFORMATION TECHNOLOGY REMOTE SERVICES CONTRACT

At the April 28, 2020, Board meeting, the Board of Trustees approved CampusWorks for a three-year contract with an optional one (1) year renewal for a total not to exceed four (4) years. The cost of this contract for Fiscal Years 2021–2024 was approved at \$1,999,600 (\$499,900 per year) plus applicable taxes.

This contract provides for remote IT services to augment San Juan College's talent pool and staff power in areas including, but not limited to, strategic IT directions and planning, information and systems' security, Colleague ERP programming, customization and reporting, and other technical assistance as required by the College.

The New Mexico Higher Education Department (NMHED) has been awarded \$1.7 Million for cybersecurity efforts to be allocated among higher education institutions in the state. San Juan College's portion of this funding is \$75,000. Cybersecurity is a constant, ever-changing challenge; these funds are intended to assist the College to improve cybersecurity defenses. College administration recommends acquiring additional contracted expertise for improved cybersecurity measures by increasing the existing contract with CampusWorks.

Following Board approval, College administration will execute an addendum to the existing CampusWorks contract dated 7/30/2020 and ending 6/30/2023.

Funding for this \$75,000 contract amendment will be provided by the New Mexico Higher Education Department.

Ms. Uselman moved and Mr. Manning seconded to approve a \$75,000 amendment to the CampusWorks contract for additional specialized cybersecurity assistance. **MOTION CARRIED** by unanimous voice vote.

3. **HOT WATER PIPING UPGRADE**

The heating water loop lines that run across the north side of campus need to be replaced. The College has been repairing leaks as they are found, but leak-by-leak repairs are becoming costly and threaten the ability to properly heat our campus.

Under the guidance of the College Purchasing Department, pricing pursuant to a cooperative agreement through CES contract #2023-05-R1298-ALL was obtained from R&S Construction LLC for this project. As such, the College followed a detailed and documented process to meet all State of New Mexico procurement requirements (procurement code sections 13-1-98A and 13-1-135 cooperative procurement).

R&S Construction LLC, a Bloomfield-based business is recommended for this project at a price not to exceed \$394,369.05 inclusive of gross receipts taxes and bonds.

Budget will be provided through two sources: the Building Renovation and Repair fund in the amount of \$281,054.00 and the Road and Signage capital project fund in the amount of \$113,315.05 for the total project cost of \$394,369.05.

Mr. Chance moved and Mr. Manning seconded to approve contracting with R&S Construction LLC not to exceed a total of \$394,369.05. **MOTION CARRIED** by unanimous voice vote.

4. **RESOLUTION AUTHORIZING SALES OF TAX EXEMPT GENERAL OBLIGATION BONDS AND OTHER MATTERS RELATED TO THE ISSUANCE OF BONDS**

On November 8, 2022, San Juan County voters authorized \$7 million in general obligations bonds to fund four capital projects: the relocation and renovation of Physical Plant building, the mountain bike park, the Henderson Theater rigging and Gotsch Theater fire curtains, and retractable bleachers for the Health and Human Performance Center. This resolution authorizes the sale of these bonds through the New Mexico Finance Authority's Public Project Revolving Fund. Trustees were provided this resolution in advance of tonight's meeting.

Mr. Chance moved and Mr. Manning seconded to approve and adopt this resolution authorizing the issuance of the San Juan College District Tax Exempt General Obligation Bonds, Series 2023. **MOTION CARRIED** by unanimous voice vote.

5. **CHANGE ORDER FOR BURLINGTON BUILDING AND ANNEX DEMOLITION**

At the September 6, 2022, Board meeting, Spellbring Construction, Inc. was awarded the contract to demolish the 30th Street Burlington Building and its Annex. Spellbring proposal totaled \$1,075,000 including assessment of asbestos abatement needs. Along with approval of Spellbring's proposal, the Board approved a \$320,000 contingency for costs related to abatement of hazardous materials, bringing the total approved project cost to \$1,395,000.

On January 27, 2023, Spellbring advised College administration that the cost of asbestos abatement for this project is \$711,000, an amount that brings the project cost to \$1,786,000 (\$1,075,000 + \$711,000) plus applicable taxes. To cover this increased cost and complete this project, College administration requests authorization to execute a \$391,000 change order.

The New Mexico Higher Education Department is providing \$908,490 of funding for this project. The College and the Foundation will share the \$877,510 cost above the state funding, with the College's portion at \$627,510 and the Foundation's portion at \$250,000.

Mr. Benally moved and Mr. Manning seconded to approve the change order with Spellbring Construction Inc. for the additional cost of \$391,000 bringing the total contract cost to \$1,786,000 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Tuesday, March 7, 2023, 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. Manning and seconded by Mr. Chance for the Board to meet in Executive Session subject to the exception in NMSA 1978, Section 10-15-1(H)(7) of the Open Meetings Act to discuss collective bargaining. **MOTION CARRIED** by unanimous roll call vote.

The Executive Session concluded at 7:18 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 H. INDIVIDUAL ITEMS/NEW BUSINESS (RESUMED)

6. COLLECTIVE BARGAINING AGREEMENT WITH SAN JUAN COLLEGE EDUCATION ASSOCIATION (SJCEA)

Following negotiations, arbitration, and an appeal in District Court, College leadership recommends Board approval of the Collective Bargaining Agreement (CBA) and the Memorandum of Agreement (MOA) that modifies and supersedes select articles within the CBA. Be it known that upon execution of this CBA and MOA, the College will withdraw its appeals.

The CBA and MOA were distributed to the Trustees in advance of this meeting.

Mr. Benally moved and Mr. Chance seconded to approve the Collective Bargaining Agreement and related Memorandum of Agreement with the San Juan College Education Association, effective February 8, 2023. **MOTION CARRIED** by unanimous voice vote.

7. SALARY INCREASE FOR FACULTY WITHIN COLLECTIVE BARGAINING UNIT

In accordance with the Memorandum of Agreement (MOA) that modifies the Collective Bargaining Agreement (CBA) with the San Juan College Education Association (SJCEA), both of which were approved by the San Juan College Board of Trustees on February 7, 2023, College leadership requests approval to implement the 1.25% salary increase to eligible full-time faculty, effective with the February 15, 2023 payroll.

The fiscal year 2023 cost to implement this provision in the MOA, for February through June is estimated not to exceed \$62,400, an amount that includes the salary increase at approximately \$50,000 and the related increase in benefits (employer retirement contribution, Social Security, and Medicare) at approximately \$12,400.

Mr. Chance moved and Mr. Benally seconded to approve the faculty salary increase as herein discussed. **MOTION CARRIED** by unanimous voice vote.

8. SALARY INCREASE FOR FULL-TIME EMPLOYEES (PROFESSIONAL STAFF AND SUPPORT STAFF) NOT WITHIN COLLECTIVE BARGAINING UNIT

To provide equity among full-time employee classifications, College leadership requests approval to grant and implement a 1.25% salary increase to eligible full-time support staff and full-time professional staff, including the President, effective with the February 15, 2023 payroll.

The fiscal year 2023 cost to implement this equity measure for February through June is estimated not to exceed \$106,080, an amount that includes the salary increase at approximately \$85,000 and the related increase in benefits (employer retirement contribution, Social Security, and Medicare) at approximately \$21,080.

Mr. Chance moved and Mr. Benally seconded to approve the salary increase for eligible full-time support staff and full-time professional staff, including the President, as herein discussed and that the President's contract be modified to be consistent with this action. **MOTION CARRIED** by unanimous voice vote.

ITEM K. ADJOURNMENT

Mr. Manning moved and Mr. Benally seconded the motion to adjourn the meeting. Chairman Rasor adjourned the meeting at 7:24 p.m.

Mr. Joseph Rasor, Chairman
San Juan College Board

ATTEST:

Ms. Valerie Uselman, Secretary
San Juan College Board

Date: March 7, 2023