

SAN JUAN COLLEGE BOARD
July 11, 2017 7:00 P.M.
SAN JUAN COLLEGE BOARD ROOM

JULY 2017						
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AUGUST 2017						
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AGENDA

<u>AGENDA ITEM</u>	<u>PRESENTING</u>	<u>INFORMATION</u>
A. Call to Order	Mr. Thompson	Information
B. Welcome of Guests and Visitors	Mr. Thompson	Information
C. Adoption of Agenda	Mr. Thompson	Action
D. College Reports		
1. A Review of San Juan College’s Alternative Licensure Program and Bisti Writing Project	Mr. Thompson	Information
2. Associations		Information
Faculty	Mr. Lance Myler	
Professional Staff	Mr. John Boggs	
Support Staff	Ms. Leslie Saavedra	
Student	Mr. Payan	
E. Citizen Comment		
F. Consent Agenda	Dr. Pendergrass	Action
1. June 6, 2017 Minutes		
2. Correspondence		
3. Financials		
4. Personnel Report		
5. Information Report – Catering Activities through College Food Service		
6. Approval and Adoption of Resolution for Depository Authority – Wells Fargo Bank		
7. Approval and Adoption of Resolution for Depository Authority – Four Corners Community Bank		
8. Approval of Second Addendum to Agreement for Legal Services		
G. Individual Items/New Business		
1. Approval of Amendment to MOU for		

- | | | | |
|----|--|-------------------|-------------|
| | Financial Aid and College Entrance
Advisory Program (FACE) | Dr. Pendergrass | Action |
| 2. | Approval of Employment Contract for
President Toni Hopper Pendergrass | Mr. John Thompson | Action |
| H. | Announcement of Next Meeting | Dr. Pendergrass | Information |
| I. | Tentative Closed Session
Discussions of License; Personnel Matters; Bargaining Strategy Preliminary to
Collective Bargaining; Purchases Exceeding \$2,500.00 that can be made only from
one source and the contents of competitive sealed proposals during the contract
negotiation process; Threat of Litigation; and/or Real Property or Water Rights
Acquisition/Disposition | | |
| J. | Adjournment | Mr. Thompson | Action |

**COMMENTS TO ACCOMPANY
SAN JUAN COLLEGE BOARD AGENDA
JULY 11, 2017**

ITEM A. CALL TO ORDER

Self-explanatory.

ITEM B. WELCOME OF GUESTS AND VISITORS

ITEM C. ADOPTION OF AGENDA

Self-Explanatory.

ITEM D. REPORTS

1. **Monthly Presentation**

Mr. Michael Thompson will present A Review of San Juan College's Alternative Licensure Program and Bisti Writing Project.

2. **Association Reports.**

Faculty Association representative Mr. Lance Myler will address the Board.

Professional Staff Association representative Ms. John Boggs will address the Board.

Support Staff Association representative Ms. Leslie Saavedra will address the board.

Student Association representative Mr. Raymundo Payan will address the board.

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. **June 6, 2017 Minutes**

The June 6, 2017 minutes are presented in the Board packet for approval.

2. **Correspondence**

Dr. Pendergrass received a letter from Augustine Salazar of Salazar Consulting and Construction, Inc., thanking her for her continued support of the Small Business Development Center.

3. Financials

The most recent financial statement for San Juan College is presented in the Board packet for approval.

4. Personnel Report

Enclosed in the Board packet is a listing of the personnel transactions that have occurred since the last Board meeting.

5. Information Report – Catering Activities Through College Food Service

The report of catering activities by A’viands, LLC for the month of May 2017 is included in the board packet.

Recommendation

I recommend the Board accept this information report.

6. Approval and Adoption of Resolution for Depository Authority – Wells Fargo Bank

Resolution

Whereas San Juan College places funds on deposit at Wells Fargo Bank for safekeeping, checking accounts, other accounts and for investment earnings,

Whereas San Juan College requires one or more Agents to open deposit accounts in the name of the College,

Whereas San Juan College requires one or more Agents to place funds on deposit and in the name of the College,

Whereas San Juan College requires that one or more Agents endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with Wells Fargo Bank,

Be it therefore resolved that the San Juan College Board of Trustees hereby authorizes the following College officers and Board officer as Agents to exercise the powers listed herein:

Toni H. Pendergrass, President
Edward M. DesPlas, Vice President for Administrative Services
Kristie Kay Ellis, Controller
Byron Manning, Board Secretary

Approved: July 11, 2017

Recommendation

I recommend that the Board approve and adopt this resolution.

7. **Approval and Adoption of Resolution for Depository Authority – Four Corners Community Bank**

Resolution

Whereas San Juan College places funds on deposit at Four Corners Community Bank for safekeeping and for investment earnings,

Whereas San Juan College requires one or more Agents to open deposit accounts in the name of the College,

Whereas San Juan College requires one or more Agents to place funds on deposit in the name of the College,

Whereas San Juan College requires that one or more Agents endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with Four Corners Community Bank,

Be it therefore resolved that the San Juan College Board of Trustees hereby authorizes the following College officers and Board officer as Agents to exercise the powers listed herein:

Toni H. Pendergrass, President
Edward M. DesPlas, Vice President for Administrative Services
Kristie Kay Ellis, Controller
Byron Manning, Board Secretary

Approved: July 11, 2017

Recommendation

I recommend that the Board approve and adopt this resolution.

8. **Approval of Second Addendum to Agreement for Legal Services**

Resulting from RFP #15-32026, the Board of Trustees approved in October 2015 an agreement for professional legal services with Miller Stratvert, P.A. As this agreement approaches its third year, we have been advised that Miller Stratvert, P.A. will not exercise their contractual option to increase rates in Fiscal Year 2017 - 2018. It is estimated that legal services under this professional agreement will not exceed \$115,000 for Fiscal Year 2017-2018.

Recommendation

I recommend that the Board approve the second addendum to the agreement with Miller Stratvert, P.A. for professional legal services.

RECOMMENDATION

* I recommend the Board take action on the consent agenda as presented.

ITEM G. INDIVIDUAL ITEMS/NEW BUSINESS

1. Approval of Amendment to Memorandum of Understanding For Financial Aid and College Entrance Advisory Program (FACE)

The College and San Juan College Foundation entered into a Memorandum of Understanding (MOU) with Merrion Oil & Gas Foundation and the Farmington Municipal Schools in June of 2011 to provide financial aid and continuing education guidance to the students in the Farmington Municipal Schools. This grant pays for two advisors, including applicable benefits and supplies, one at each major Farmington high school, to assist and encourage more students to pursue a college education. At June 1, 2017 the FACE account has a balance of approximately \$122,000. All parties to the MOU wish to extend the agreement for the Financial Aid and College Entrance (FACE) program through the end of academic year 2019/2020, or until the funding is exhausted, whichever comes first.

Recommendation

I recommend the Board approve this amendment to the FACE Program Memorandum of Understanding.

2. Approval of Employment Contract for President Toni Hopper Pendergrass

Following the performance evaluation of San Juan College President Pendergrass, the Board of Trustees caused a new contract to be drafted for the employment of Dr. Toni Hopper Pendergrass as President of San Juan College. The contract term is July 1, 2017 through June 30, 2020.

Recommendation

I recommend the Board approve the three-year renewal of Dr. Pendergrass' employment contract.

ITEM H. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Tuesday, August 1, 2017 at 7:00 p.m.** in the San Juan College Board Room.

ITEM I. TENTATIVE CLOSED SESSION

ITEM J. ADJOURNMENT

Self-explanatory