

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
September 3, 2019**

ITEM A. CALL TO ORDER

Mr. Thompson called the meeting to order at 7:01 p.m. The following members were present:

Hoskie Benally, Member
Evelyn Benny, Member
R. Shane Chance, Member
Byron Manning, Secretary
Dr. Joseph Pope, Vice Chair Member
Joseph Rasor, Member

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance were:

Dr. Toni Pendergrass, Boomer Appleman, Jon Betz, Gayle Dean, Edward DesPlas, Adrienne Forgette, Sandy Gilpin, Chris Harrelson, Ron Jernigan, Cheryl Jordan, Kerri Langoni, Roy Lytle, Michael Ottinger, Sherry Paxson, Lorenzo Reyes, Rhonda Schaefer, Carrie Tsosie-Jim, Kenny Hibner, Andrea Cooper, Rachel Dworsky, Greg Reynolds, Mindi Schrum, Amanda Robles, Stacey Allen, Elizabeth Phelps, Sherri Biringer, Sherry Curry Graves, Vanessa Tafoya, Paulette Stanley, Gerald Williams, and Jenniffer Valora.

Guests: Samantha Ramires-Martinez, Cathy Pope, Mick Hesse, and Analisa Rodriguez.

Starting the meeting on a positive note, Gayle Dean presented an iCare video showcasing Summer Joe, a former San Juan College student, who spoke of the importance of education in her life.

Cathy Pope and Mick Hesse presented a check for \$800,000.00 to Gayle Dean, San Juan College Foundation (SJCF). The Connie Gotsch Arts Foundation gave \$500,000.00 to SJCF to renovate the Little Theatre. Upon completion, San Juan College will reopen the Little Theatre under the name of the *Connie Gotsch Theatre*. Connie's Foundation, along with support from the Merrion Family Foundation and PESCO, is establishing a \$300,000.00 permanent endowment to support and promote the theatre and the Arts Programs at San Juan College.

Ron Jernigan and Jared Blood introduced San Juan College Trades and Technology student Arthur Butcher who participated in the National Skills USA Competition in Louisville, KY in June. For the first time in the history of San Juan College, students came home with two medals. Arthur Butcher placed 2nd in Auto Body and Arthur Wierharn placed 3rd in Diesel Technology.

ITEM C. ADOPTION OF AGENDA

Dr. Pope moved and Ms. Benny seconded the motion to adopt the agenda.
MOTION CARRIED by a unanimous voice vote.

ITEM D. REPORTS

1. Monthly Report

Stacey Allen, Assistant Director of Human Resources, presented on Alternative Dispute Resolution at San Juan College and introduced mediators Grey Reynolds, Rachael Dworsky, Mindi Schrum, and Jennifer Valora.

2. Association Reports

Faculty Association (FA) Ms. Elizabeth Phelps reported for the FA.

Professional Staff Association (PSA) Ms. Sherrie Biringer reported for the PSA.

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

Student Association (SA) Ms. Samantha Ramires-Martinez reported for the SA.

ITEM E. CITIZEN COMMENT

Mr. Gerald Williams spoke about his concerns regarding communication issues.

ITEM F. CONSENT AGENDA

1. August 6, 2019 Work Session Minutes

The August 6, 2019 work session minutes are presented in the Board packet for approval.

2. Approval of Minutes of Regular Board Meeting on August 6, 2019

The August 6, 2019 minutes were presented in the Board packet for approval.

3. Correspondence

None.

4. Financials

Financial reports for the month ended July 31, 2019 are presented in the Board packet.

5. Personnel Report

The following appointments were made since the last Board meeting:

Adelita Gutierrez, Academic Advisor, Advising and Counseling, effective July 29, 2019; Nicholas Allen, Maintenance Supervisor, Physical Plant, effective July 29, 2019; Terrill Harvey, Assistant Building Services Supervisor, Physical Plant, effective July 29, 2019; Angela Campbell, Instructor, Health Information Technology, effective August 1, 2019; Thomas Kenworthy, Nursing Simulation Center Technician, effective August 5, 2019; Richard Lee, Coordinator and Instructor of Petroleum Technology, effective August 7, 2019; Samantha Hewakapuge, Director of Library Services, effective August 12, 2019; Curtis Elifritz, Instructor of Math, effective August 14, 2019; David Loney, Instructor, Biology and Chemistry, effective August 14, 2019; Jeanette Lukowski, Instructor of English, effective August 14, 2019; Jeffrey Pomeroy, Instructor of Communications, effective August 14, 2019; John Toolan, Instructor of English, effective August 14, 2019; Joseph Pipkin, Assistant Professor of Psychology, effective August 14, 2019; Minhwa Choi, Assistant Professor of Math, effective August 14, 2019; Nichole Nelson-Garcia, Instructor of Human Services, effective August 14, 2019; Nicholle Liessman, Instructor of Human Services, effective August 14, 2019; Nora Flucke, Instructor, Nursing-ADN Pre-Licensure Program, effective August 14, 2019; Raymond John, Instructor, Instruction and Controls, effective August 14, 2019; Virginia Nickels-Hircock, Instructor of Music, effective August 14, 2019; Annie Willmon, Dual Credit Coordinator, effective August 19, 2019; Johnathan Tsosie, Instructor of Biology, effective August 19, 2019; Pamela Brown, Associate Teacher, CFDC, effective August 19, 2019; Tenesha Betoni, Lead Teacher, CFDC, effective August 19, 2019; Krystal Montoya, Associate Teacher, CFDC, effective August 19, 2019; Hannah Messenger, Academic Support Coordinator-Math and Business, Student Success Center, effective August 26, 2019; Meghan Kattner, Administrative Assistant to the Vice President for Learning, effective August 27, 2019.

Changes: Sherry Paxson, from Interim Dean to Dean, School of Health Sciences, effective July 1, 2019; Annette Abend, from Assistant Professor of English to Assistant Professor of Business, effective July 16, 2019; Mikel Wilson, from Assistant Professor, CDL to Coordinator/Assistant Professor, CDL, effective July 18, 2019; Nathan Jones, Custodian, Physical to Building Services Technician, Physical Plant, effective August 1, 2019; Sarah Oliver, Program Specialist, CLC to Development and Special Events Coordinator, Foundation, effective August 5, 2019; Starla Heth, Senior Administrative Assistant, Foundation to Development Specialist, Foundation, effective August 5, 2019; Aurelia Etcitty, Grants Development and Compliance Officer, Business Office to Senior Accountant, Business Office, effective August 16, 2019; Tracy Royer, Associate Teacher, CFDC to Lead Teacher, CFDC, effective August 19, 2019; Donna Bakken, Instructor, Nursing to Assistant Professor, Nursing, effective August 20, 2019; Beth Jones, Instructor, Nursing (CNA) to Assistant Professor, Nursing (CNA), effective August 20, 2019; Chancy Deal, Instructor, Auto Body to Assistant Professor, Auto Body, effective August 20, 2019; Claude Pence, Instructor, Diesel Technology to

Assistant Professor, Diesel Technology, effective August 20, 2019; Murdoch Maloney, Associate Professor, Business Administration to Professor, Business Administration, effective 8/20/19; Crystal Blake, Assistant Professor, Biology to Associate Professor, Biology, effective August 20, 2019; Sherri Cummins, Assistant Professor, LRNS to Associate Professor, First Year Experience, effective August 20, 2019; Rachael Dworsky, Assistant Professor, English to Associate Professor, English, effective August 20, 2019; Teun Fetz, Assistant Professor, Music to Associate Professor, Music, effective August 20, 2019; Johnathan Fisher, Assistant Professor, English to Associate Professor, English, effective August 20, 2019; Marlinda Kaulaity, Assistant Professor, English to Associate Professor, English, effective August 20, 2019; Dawn Myers, Assistant Professor, Social Science and History to Associate Professor, Social Science and History, effective August 20, 2019; Nancy Mike, Assistant Professor, Office Careers to Associate Professor, Office Careers, effective August 20, 2019; Richardyna Christie, Assistant Professor, Reading to Assistant Professor, First Year Experience, effective August 20, 2019; Brian Seavey, Associate Professor, Drafting and GIST to Coordinator/Associate Professor, Drafting, GIST, and SUAST, effective August 20, 2019.

Separations: Abigail Calcote, Director of Admissions and Recruitment for Enrollment Services, separation of employment, effective July 18, 2019; Bradley Purdy, Dean/School of Business, separation of employment, effective July 20, 2019; Lashanda Begay, Associate Teacher at CFDC, separation of employment, effective July 30, 2019; Jeanne Notson, Executive Assistant to the President, retirement, effective July 31, 2019; Diane Bennett, Development Program Specialist/Foundation, retirement, effective July 31, 2019; Lisa Dorner, Instructor-Nursing/School of Health Sciences, separation of employment, effective August 5, 2019; Shanna Sasser, Director of EDGE Program, separation of employment, effective August 16, 2019; Shiloh Chavez, Security Officer/Department of Public Safety, separation of employment, effective August 24, 2019; Melissa Gonzales, Instructor and Student Advisor/ACE Center, separation of employment, effective August 30, 2019; Linda Kaleta, Publications Specialist for Marketing and Public Relations, retirement, effective August 31, 2019.

6. Information Report – Catering Activities Through College Food Service

The report of catering activities by A'viands, LLC for the month of July 2019 is included in the board packet.

Recommendation

I recommend the Board accept this information report.

7. Approval for Certification of Asset Inventory

The governing unit of the College is required to certify the inventory of equipment assets of the College at year-end as part of the year-end audit process. For this purpose, the inventory of the equipment assets has been

None.

ITEM H. INDIVIDUAL ITEMS/NEW BUSINESS

1. FISCAL YEAR 2021 RESEARCH AND PUBLIC SERVICE PROJECTS REQUEST

Annually, the College submits requests to the New Mexico Higher Education Department for Research and Public Service Projects (RPSP). The funding targets expansion and/or enhancement of programs that serve a particular public need.

The College Administration recommends the following requests and priority ranking for funding for fiscal year 2021:

1. Nursing	\$ 250,000
2. Dental Hygiene	\$ 175,000
3. Center for Renewable Energy and Sustainability	\$ 250,000
4. Technology – Migration to SQL	\$ 250,000
5. Digital Media Arts	\$ 75,000
6. Undergraduate Research – STEM	\$ 50,000
Total Request	\$1,050,000

Recommendation

I recommend that the Board approve these Research and Public Service Projects requests and priority rankings for fiscal year 2020-2021.

Mr. Chance moved and Mr. Manning seconded to approve the Research and Public Service Projects requests and priority rankings for fiscal year 2020-2021. **MOTION CARRIED** by unanimous voice vote.

2. RETROFIT – ROOF ON QUALITY CENTER FOR BUSINESS BUILDING

Under the guidance of the College Purchasing Department, pricing to re-roof the Quality Center for Business Building (QCB) was obtained from Cooperative Educational Services (CES). As such, the college followed a detailed and documented process to meet all State of New Mexico procurement requirements. This building envelope rehabilitation project supports the college's facilities maintenance plan and is funded by the severance tax bonds approved as part of SB 280 at the spring legislative session. The project covers approximately 18,363 square feet and includes all costs to provide Architect-stamped drawings for permitting, raise all mechanical units and penetrations to a height of 8" above finished roof plane, adhere TPO membrane, and install all drains, crickets, flashings and accessories. The new roofing construction

provides for improved energy efficiency and carries a labor and materials warranty of twenty (20) years. The total price for this contract is \$332,840.00 plus gross receipts taxes (GRT).

Contingent upon Board approval, an agreement will be issued through Cooperative Educational Services, under CES contract #16-03B-R122-ALL for the roof retrofit of the QCB Building. Roofing contractor DKG & Associates will fulfill this agreement.

Recommendation

I recommend the Board approve this contract through Cooperative Educational Services to be fulfilled by DKG & Associates, Inc. and that a purchase order be authorized for \$332,840.00 plus gross receipts taxes.

Dr. Pope moved and Mr. Manning seconded to approve the contract through Cooperative Educational Services for the roof retrofit of the QCB Building from roofing contractor DKG & Associates, Inc. and that a purchase order be authorized to encumber necessary funds in the amount of \$332,840.00 plus gross receipts taxes. **MOTION CARRIED** by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The next regular meeting will be held on **Tuesday, October 1, 2019 at 7:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

ITEM K. ADJOURNMENT

Dr. Pope and Mr. Chance seconded the motion to adjourn. Mr. Thompson adjourned the meeting at 8:04 p.m.

Mr. John Thompson, Chairman
San Juan College Board

ATTEST:

Mr. R. Shance Chance, Member
San Juan College Board

Date: October 1, 2019