

**MINUTES OF REGULAR MEETING  
SAN JUAN COLLEGE BOARD  
October 5, 2021**

**ITEM A.     CALL TO ORDER**

Chairman Razor called the meeting to order at 7:03 p.m. The following members were present:

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

Absent: Evelyn Benny, Member

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

San Juan College administrators and staff in attendance included:

Dr. Toni Pendergrass, Edward DesPlas, Boomer Appleman, Adrienne Forgette, Kerri Langoni, Josh Bishop, Debbie Chalmers, Lori Cheney, Alicia Corbell, Sherri Cummins, Gayle Dean, Lisa Easley, Katherine Elliott, Sandy Gilpin, Kenny Hibner, Ron Jernigan, Kristina Lacey, Melissa Lillie, Roy Lytle, Robert Martinez, Eric Miller, Steve Miller, Mike Offutt, Michael Ottinger, Sherry Paxson, Eddy Rawlinson, Lorenzo Reyes, Chris Rosen, Rhonda Schaefer, Lisa Snyder, Paulette Stanley, Carrie Tsosie-Jim, Jeanne Winchell, and Donna Ellis, Board Recorder

Guest(s): Seth Bingham, Margaret Cheasebro, Dan Fear, Mick Hesse, Maria Kompare, Nate Lacey, Dennis Mathis, Cathy Pope, Jim Rhodes, Geney Stan

Ms. Gayle Dean introduced members of the Connie Gotsch Foundation who informed everyone about the successful Grand Opening of the Connie Gotsch Theater and also discussed their next project.

**ITEM C.     ADOPTION OF AGENDA**

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

**ITEM D.      REPORTS**

**1. Monthly Presentation**

Dr. Toni Pendergrass recognized two faculty members, Lori Cheney and Kristina Lacey, for the Henderson Teaching Excellence Award for the 2021-2022 Academic Year awarded by the San Juan College Rank and Promotion Committee.

**iCare Minute Video**

This month's iCare Minute Video featured Ms. Blanca Frias. Blanca is a former San Juan College student who now works as the College's Accounts Receivable Supervisor. Blanca shares her behind-the-scenes experience as a San Juan College student and how she uses her past to fuel her excellent work.

**2. Association Reports**

Faculty Association representative, Dr. Eric Miller, provided the Board with a report.

Professional Staff Association representative, Ms. Jeanne Winchell, provided the Board with a report.

Support Staff Association representative, Mr. Mike Offutt, provided the Board with a report.

Ms. Debbie Chalmers provided the Board with a report for the Student Association for Ms. Samantha Bell.

**ITEM E.      CITIZEN COMMENT**

None.

**ITEM F.      CONSENT AGENDA**

**1. September 7, 2021 Work Session Minutes**

The September 7, 2021 Work Session Minutes were presented in the Board Packet for approval.

**2. September 7, 2021 Board Meeting Minutes**

The September 7, 2021 Board Meeting Minutes were presented in the Board Packet for approval.

### **3. Correspondence**

Dr. Pendergrass received a thank you note from Ms. Andrea Greenaker thanking the Foundation and Board members for the plant and the acknowledgement of her husband, Rick Greenaker's death.

Dr. Pendergrass received a letter from The Secretary of Energy, Ms. Jennifer M. Granholm, expressing her appreciation for Dr. Pendergrass' presence at the roundtable meeting on energy transition during her trip to New Mexico.

### **4. Financials**

Financial reports for the month ended August 31, 2021 were presented in the Board Packet.

### **5. Personnel Report**

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

Appointments: Megan Wells, Accountant, Foundation, effective September 7, 2021; Nicholas Bamback, Librarian, Library, effective September 8, 2021; Esperansa White, Administrative Assistant II, Human and Health Performance Center, effective September 20, 2021; Pandora Thompson, Administrative Assistant II, Adult Center for Education, effective September 27, 2021.

Changes: Tyrell Jim, from Operations Coordinator, Center for Workforce Development to Associate Director, Center for Workforce Development, effective September 16, 2021.

Separations: Julia Dengel, Mental Health Counselor, Student Services, separation of employment, effective September 1, 2021; Melissa Hogan, Administrative Assistant II, Physical Plant, separation of employment, effective September 3, 2021; Nicholas Jew, Associate Director, Center for Workforce Development, separation of employment, effective September 3, 2021; Krystal Montoya, Associate Teacher, Child and Family Development Center, separation of employment, effective September 14, 2021; Shannon Benally, Admissions Recruiter, Office of Admissions, separation of employment, effective September 17, 2021; Darius Begay, Custodian, Physical Plant, separation of employment, effective September 23, 2021; Robert Holman, User Services Architect, Information Technology Center, separation of employment, effective September 30, 2021; Robert Richey, Building Services Supervisor, Physical Plant, retiring, effective September 30, 2021; Clarissa Bowman, Coach, Guided Pathways, grant ended-separation of employment, effective September 30, 2021; Emin Chee, Coach, Guided Pathways, grant ended-separation of employment, effective September 30, 2021.

**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 approve the College administration’s recommendation and approve the listed items for disposal.

**7. Fiscal Year 2021-2022 Insurance Premiums**

San Juan College obtains an array of property, liability, unemployment, and workers compensation coverages through the New Mexico General Services Department. The College has received notices for most of its renewal premiums due for the period July 1, 2021–June 30, 2022. Coverages and related premiums are reflected below. College administration recommends that the following coverages be renewed.

<u>Coverage</u>		<u>FY 2022 Premium</u>
General Liability		\$ 20,985.33
Medical Malpractice	TBD	9,000.00 estimated
Aviation Aircraft – Drone	TBD	4,000.00 estimated
Civil Rights		200,413.43
Law Enforcement		549.54
Automobile Liability		1,869.43
Automobile Physical Damage		6,480.56
Blanket Property		233,321.10
Fine Arts		298.88
Boiler		1,018.45
Needlestick and Accidental Death and Dismemberment	TBD	20,000.00 estimated
Storage Tank Liability		1,427.22
Workers Compensation		185,619.98
State Unemployment		54,283.14
CyberSecurity		34,663.00

Total premiums are estimated not to exceed \$773,930.06.

**Recommendation**

I recommend the Board of Trustees approve the College administration’s recommendation that the coverages for Fiscal Year 2022 be renewed and that payment of the associated premiums be authorized.

**8. Carpet and Flooring Services**

At its November 7, 2017 meeting, the San Juan College Board of Trustees approved up to \$240,000 for carpet and floor services over a four-year contract period provided by Angel’s Floor Covering, a New Mexico resident business and local vendor.

The College is nearing the end of this contract (November 7, 2021) and in need of an additional \$60,000 of spending authority to complete grant funded projects within the Child and Family Development Center. The grant requires its funds be expended by the end of October 2021. We are currently in the process of a Request for Proposal for a new contract, but it will not be completed by the deadline to expend the grant funds.

**Recommendation**

I recommend the Board of Trustees approve increased spending authority, up to an additional \$60,000 plus gross receipts taxes, for carpet and floor services.

**9. 2022 Medical Benefits for Post-65 Participants in SJC Retiree Healthcare Trust**

The College’s current carrier for Post-65 (years of age) Medicare-eligible retirees is the Humana Advantage Plan. The current silver level coverage through Humana will have an annual increase in premiums of 25.94% percent. In order to provide choices to meet the needs of Post-65 retirees, Humana will also offer a bronze level coverage. The bronze level coverage has plan modifications, but has a lower annual increase in premiums of 2.65% percent.

Post-65 retirees may elect either Silver or Bronze coverage through Humana.

	<u>Humana Current 2021</u>	<u>Humana 2022 Silver Option</u>	<u>Humana 2022 Bronze Option</u>
Rate (Monthly) Retiree Share*	\$185.32	\$233.40	\$190.23
Primary Care Office Visit	\$10 Copay	\$10 Copay	\$15 Copay
Specialist Visit	\$20 Copay	\$20 Copay	\$25 Copay

Urgent Care	\$0	\$0	\$65 Copay
Prescriptions	\$10/\$20/\$40	\$10/\$20/\$40	\$10/\$30/\$60

\*Assuming a 50/50 split between the College and the Retiree for a retiree who retired after 7/1/2010.

Estimated total cost for the College for the coverages described above will not exceed \$154,656.84.

**Recommendation**

I recommend the Board of Trustees approve Humana as San Juan College’s health insurance benefits to Post-65 participants in the College’s Retiree Healthcare Trust for calendar year 2022 as herein described.

**APPROVAL OF CONSENT AGENDA**

Mr. Thompson moved and Mr. Chance 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. TELECOMMUNICATIONS INFRASTRUCTURE IMPROVEMENTS – PHASE 1**

This will be the first phase of the Information Technology Master Plan for campus-wide infrastructure improvements. The three buildings in most need of upgrades are the Educational Services Building, Quality Center for Business & Enterprise Center, and Child & Family Development Center. This project will provide data closet upgrades to Cat6 with new fiber optics, replacement of Cat5 patch panels with Cat6 mounting, new data racks, upgrades of fiber optics between data closets, upgrades to meet classroom standards, and data closet relocation.

Under the guidance of the College Purchasing Department, pricing for this phase of the project has been provided by Next Level, utilizing CES contract #2020-13N-C117-1 in the amount of \$300,000 including applicable taxes.

This project is funded by State of New Mexico Severance Tax Bonds.

Mr. Manning moved and Ms. Uselman seconded to approve this purchase through Cooperative Educational Services form Next Level Inc. and that a

purchase order be authorized for \$300,000 including any applicable taxes.  
**MOTION CARRIED** by unanimous voice vote.

**ITEM I. ANNOUNCEMENT OF NEXT MEETING**

The date of the next regular meeting will be **Tuesday, November 9, 2021 at 7:00 p.m.** in the San Juan College Board Room.

**ITEM J. CLOSED SESSION**

A motion was made at 7:49 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 strategies. **MOTION CARRIED** by unanimous roll call vote.

The Executive Session concluded at 8:24 p.m. and the matters discussed in the closed meeting were limited only to those specified in the motion for closure. Mr. Manning moved and Ms. Uselman seconded the motion to return to the regular meeting. **MOTION CARRIED** by unanimous roll call vote.

**ITEM K. ADJOURNMENT**

Mr. Chance moved and Mr. Thompson seconded the motion to adjourn the meeting. Chairman Rasor adjourned the meeting at 8:25 p.m.

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Mr. Joseph Rasor, Chairman  
San Juan College Board

ATTEST:

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

Date: November 9, 2021