

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
April 5, 2022**

ITEM A. CALL TO ORDER

Chairman Rasor called the meeting to order at 7:18 p.m. The following members were present:

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

Absent: Hoskie Benally, Jr., Member

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance included:
Edward DesPlas, Boomer Appleman, Kerri Langoni Carpenter, Josh Bishop, Sherri Cummins, Gayle Dean, Kenny Hibner, Ron Jernigan, Ruben Johnson, Kris Kraly, Roy Lytle, James Martin, Robert Martinez, Steve Miller, Michael Ottinger, Jeff Parkes, Sherry Paxson, Elizabeth Phelps, Eddy Rawlinson, Lorenzo Reyes, Eileen Richey, Chris Rosen, Rhonda Schaefer, Linda Schwinghammer, Lisa Snyder, Paulette Stanley, Gerald Williams, and Donna Ellis, Board Recorder

Guest(s): Kaden Hergenreter, Georgiana Martinez, Mike Mestas

Mr. Mike Mestas, Emergency Manager for San Juan County, presented Dr. Pendergrass and the College with a plaque from the San Juan County Office of Emergency Management in appreciation for the College's assistance during the COVID-19 pandemic.

ITEM C. ADOPTION OF AGENDA

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

ITEM D. REPORTS

1. Monthly Presentation

Ms. Deborah Honstad will give a presentation on the Health Information Technology program. She has been the Director since 2011. They received a 100% Pass Rate for the Site Visit.

iCare Minute Video

This month's iCare Minute Video features Ms. Jonnelle Roos who is a presidential merit scholarship recipient that recently spoke at the San Juan College Foundation Scholarship Reception. Jonnelle shares her gratitude for donors and the College for making her dreams come true.

Association Reports

No Support Staff Association was provided.

Student Association representative, Mr. Kaden Hergenreter, provided the Board with a presentation.

Faculty Association representative, Mr. Gerald Williams, provided the Board with a presentation.

Professional Staff Association representative, Ms. Linda Schwinghammer, provided the Board with a presentation.

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. March 1, 2022 Work Session Minutes

The March 1, 2022 Work Session Minutes were presented in the Board Packet for approval.

2. March 1, 2022 Board Meeting Minutes

The March 1, 2022 Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

None.

4. Financials

Financial reports for the month ended February 28, 2022 were presented in the Board Packet.

5. Personnel Report

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

Appointments: Harley Prinster, Administrative Assistant II, School of Humanities, effective February 28, 2022; Kaana Watchman, EDGE Program Advisor, EDGE, effective February 28, 2022; Gabrielle Lewis, Bookstore Clerk, Bookstore, effective March 7, 2022; Steven Atencio, Security Officer, Public Safety, effective March 16, 2022; Richard Wallace, Academic Advisor, Advising Center, effective March 16, 2022

Changes: Stacy Wolfe, from Coordinator/Instructor-OTA Program, School of Health Sciences to Coordinator/Assistant Professor-OTA Program, School of Health Sciences, effective January 4, 2022; Sara Avila, from Instructor-Nursing, School of Health Sciences to Assistant Professor-Nursing, School of Health Sciences, effective January 7, 2022; Donna Mannes, from Instructor-Cosmetology, School of Trades and Technology to Assistant Professor-Cosmetology, effective January 22, 2022; Richard Barnes, from Nursing Lab and Simulation Center Coordinator, School of Health Sciences to Assistant Director/Assistant Professor-Nursing, School of Health Sciences, effective March 1, 2022; Carrie Tsosie-Jim from Senior Research and Equity Analyst, Institutional Research to Senior Director, Institutional Research, effective March 1, 2022; Thalia Garcia-Charley, from Security Officer, Public Safety to Security Shift Supervisor, Public Safety, effective March 16, 2022; Noe Soto from Accounting Technician, Business Office to Admissions Recruiter, Admissions, effective March 21, 2022.

Separations: Cassandra Blatchford, Custodian, Physical Plant, separation of employment, effective February 16, 2022; Mallory Jones, Administrative Assistant II, Native American Center, separation of employment, effective February 28, 2022; Justin Nichols, Coordinator, Veteran Center, separation of employment, effective March 11, 2022.

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. Thompson moved and Ms. Benny 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. CHANGE IN FOOD SERVICE AND DINING OPERATIONS CONTRACT

The contract for the College's food service provider contract expires on June 30, 2022.

Under the guidance of the College Purchasing Department, a proposal solicitation for Food Services Provider was issued as Request for Proposal #22-49810. The College followed a detailed and documented process to meet all State of New Mexico procurement requirements. Services will provide for all dining operations including meal plans for student residents, Mary's Kitchen, meals for the Child and Family Development Center, Café Belay, and both internal and external catering.

The evaluation team and College leadership has determined that Aladdin Food Management Services, LLC should be recommended to continue as our food services provider at their proposed price of \$50,000 per year or 3% of total revenue whichever is greater for five (5) years, after which both parties would have the option of three (3) one (1) year contract extensions for a maximum of eight (8) total years, if mutually agreed upon.

Mr. Chance moved and Mr. Thompson seconded to approve the selection of Aladdin Food Management Services, LLC and authorize College leadership to negotiate and execute a contract pursuant to the terms herein discussed. **MOTION CARRIED** by unanimous voice vote.

2. CAFETERIA REFRIGERATION MODERNIZATION AND REPLACEMENTS

The Cafeteria refrigeration and ice machines have exceeded their life span and are becoming very expensive to maintain. With student housing opening in August and the increased requirements on our kitchen equipment resulting from up to 150 meal plans, this equipment needs to be modernized.

In October of 2021 our Procurement department put this service out for solicitation in RFP 22-50150, with no responses received. The Purchasing Department researched and found a contractor to complete the required work through a CES contract #2020-08N-G1109-1. As such, the college followed a detailed and documented process to meet all State of New Mexico procurement requirements (procurement code sections 13-1-98.A and 13-1-135 cooperative procurement).

Rose Bros Heating, Cooling and Mechanical is a Farmington-based small business that will be completing this project at a price not to exceed \$180,000 plus gross receipts taxes.

This modernization of the cafeteria refrigeration and cooling equipment will include new evaporator fan units, outdoor condenser units, refrigerant piping, and digital emergency thermometers outside the walk-ins. The quote also includes one carbonated beverage dispenser, two ice machines and one stainless steel ice bin.

The benefits of this modernization will include:

- Increased durability and reliability of equipment
- Decreased down times
- Reduced energy consumption
- Reduced operational cost
- Reduced troubleshooting time

Ms. Uselman moved and Ms. Benny seconded to approve the Cafeteria Equipment Modernizations from Rose Bros Heating, Cooling & Mechanical, Inc. and that a purchase order be authorized to encumber the necessary funds for this agreement. **MOTION CARRIED** by unanimous voice vote.

3. NURSING SIMULATION CAPTURE SYSTEM

Each semester the Nursing program uses audio/visual (AV) equipment for various learning opportunities. The Nursing department stages patient-to-student interaction scenarios using mannequins or live simulated patients. Audio/visual equipment is used for these simulations where patient-to-student interaction scenarios are recorded and can be viewed while discussing the interaction with their instructor. This system works well as a learning tool and to help develop students' skills and grow their confidence for interactions with real patients.

The audio/visual equipment is also utilized in checking off skills as an important component of demonstrating competence. The audio/visual system will also assist in helping students achieve their clinical rotations as the

program grows. The current audio/visual system is old, outdated, and replacement parts are no longer available.

Under the guidance of the College Purchasing Department, pricing pursuant to a cooperative agreement through CES contract #2020-13N-C117-1 was obtained from Next Level for the acquisition of a new simulation capture system to include all necessary components, mobile cart, installation, shipping, and onsite training. The new system allows recording to be saved in the cloud for easy access at anytime from anywhere and also includes a portable component that allows for recording in various off-campus locations.

The cost, including shipping, installation, on-site training, and three (3) year warranty will not exceed \$76,850 plus applicable taxes.

Mr. Chance moved and Mr. Manning seconded to approve the purchase of this audio/visual simulation capture system from Next Level in an amount not to exceed \$76,850 plus applicable taxes and that a purchase order be authorized to encumber the necessary funds for this purchase. **MOTION CARRIED** by unanimous voice vote.

4. ALTERNATE TUITION FOR COURSE SHARING PLATFORM

San Juan College has joined the course-sharing platform, Acadeum. Acadeum offers the College the opportunity to offer unfilled seats to students from other institutions across the country, to its advantage, and that of students seeking to stay on schedule for completion and graduation at their home institutions. Consortial seat rates within the Acadeum platform are typically set between \$200 and \$600, with some higher and some lower, depending on factors such as demand and specialty. Rates may vary within consortia. San Juan College proposes that it offer seats within the platform for no less than \$225 and no more than \$700 for a three-credit course.

Ms. Benny moved and Mr. Thompson seconded to approve the consortial seat rate that is no less than \$225 and no more than \$700 for a three-credit course and which is competitive within the consortia in which San Juan College is a member. **MOTION CARRIED** by unanimous voice vote.

5. MISSION, VISION, AND STRATEGIC DIRECTIONS

San Juan College launched its strategic planning cycle for fiscal years 2023 through 2027 at the September 7, 2021, Board of Trustees Work Session. At the November 10, 2021, Work Session, the College Mission and Vision were reviewed; the Mission was re-affirmed and possible changes to the Vision were discussed. At the February 2, 2022, Work Session, three drafts of the Vision were reviewed; the Board selected its preferred version. At the

March 1, 2022, Work Session, the Board reviewed the proposed Strategic Directions for 2023 to 2027. The past seven (7) months of planning have involved hundreds of hours of faculty, staff, and professionals working together to craft the resulting Mission, Vision, and Strategic Directions. College leadership recommends that the Board approve the Mission, Vision, and Strategic Directions as follows:

Mission

Educate and empower individuals to thrive in an ever-changing world.

Vision

Inspire success through world-class education and life-changing experiences.

Strategic Directions

1. Increase educational access and attainment through robust K-12, college/university, and employer partnerships that prepare students for existing and future workforce and industry needs.
2. Develop initiatives that help students earn short-term credentials, document hard and soft skills, and gain valuable work experiences.
3. Create engaging, challenging, and well-supported learning experiences that provide all students opportunities to achieve goals and experience success.
4. Advance an equitable, diverse and inclusive environment for students, employees, and our community to promote a healthy and thriving college.
5. Continue to invest in human, financial, technological, and physical capital to advance student success.

Recommendation

I recommend the Board of Trustees approve College administration's recommendation for the Mission, Vision, and Strategic Directions for fiscal years 2023 to 2027.

Ms. Benny moved and Mr. Chance seconded to approve College administration's recommendation for the Mission, Vision, and Strategic Directions for fiscal years 2023 to 2027. **MOTION CARRIED** by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Tuesday, April 19, 2022 at 7:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

A motion was made at 8:12 p.m. by Mr. Chance and seconded by Mr. Manning 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 8:57 p.m. and the matters discussed in the closed meeting were limited only to those specified in the motion for closure. Mr. Chance moved and Ms. Benny 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 8:58 p.m.

Mr. Joseph Rasor, Chairman
San Juan College Board

ATTEST:

Ms. Valerie Uselman, Secretary
San Juan College Board

Date: April 19, 2022