

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
September 6, 2022**

ITEM A. CALL TO ORDER

Vice-Chairman Benny called the meeting to order at 7:02 p.m. The following members were present:

Evenly Benny, Vice-Chairman
Valerie Uselman, Secretary
Hoskie Benally, Jr., Member
R. Shane Chance, Member
Byron Manning, Member
John Thompson, Member

Absent: Joseph Rasor, Chairman

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance included:
Toni Hopper Pendergrass, Boomer Appleman, Adrienne Forgette,
Kerri Langoni Carpenter, Josh Bishop, Arely Caro, Debbie Chalmers,
Alicia Corbell, Sherri Cummins, Gayle Dean, Christy Ferrato, Sandy Gilpin,
Kenny Hibner, Genevieve Hildebrand, John Hoff, Ruben Johnson, Kris Kraly,
Karen Krob, Roy Lytle, Robert Martinez, Steve Miller, Mike Offutt,
Michael Ottinger, Jeff Parkes, Sherry Paxson, Hannah Rankin, Eddy Rawlinson,
Lorenzo Reyes, Eileen Richey, Chris Rosen, Rhonda Schaefer, Lisa Snyder,
Paulette Stanley, Carrie Tsosie-Jim, Jeanne Winchell, and Donna Ellis, Board Recorder

Guest(s): Olena Erickson, Roman Plaksina, Yuliia Plaksina

ITEM C. ADOPTION OF AGENDA

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

ITEM D. REPORTS

1. Monthly Presentation

Ms. Christy Ferrato, Sr. Director of Advising Center, will explain how over the past few years, the Advising Center has realigned its services to reflect best practices related to the continued implementation of Guided Pathways. She will be discussing some of the key changes that have been made to

Academic Advising, Transfer Assistance, and Disability Services to better support San Juan College students' persistence, retention, completion, and transfer.

iCare Minute Video

This month's iCare Minute Video will feature Derrick Kosea who is currently pursuing an Associate of Science degree in Engineering at San Juan College. He's an active member of the American Science and Engineering Society (AISES) and works as a Test Technician at Raytheon Diné Facilities. In his free time, Derrick is a landscape photographer. His photography has been featured in the Farmington Convention and Visitors Bureau Vacation Guide, the Santa Fe New Mexican, and NM True social media. Derrick's photography was on display most recently at the Henderson Fine Arts Center Art Gallery during the *Photography of the Southwest* Exhibit.

Association Reports

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

Student Association representative, Ms. Nyomi Charlie-Miller provided the Board with a presentation.

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

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

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. August 2, 2022 Work Session Minutes

The August 2, 2022 Work Session Minutes were presented in the Board Packet for approval.

2. August 2, 2022 Board Meeting Minutes

The August 2, 2022 Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

Dr. Pendergrass received a thank you letter from New Mexico Higher Education Department Cabinet Secretary, Stephanie M. Rodriguez, and Director of Capital Projects, Gerald Hoehne, thanking the College for hosting the Capital Outlay Summer Hearings for the Northern Region higher education institutions and special schools at the College's 30th Street Education Center.

Dr. Pendergrass received a thank you card and letter from the family and friends of World War II Navajo Code Talker Samuel F. Sandoval expressing their appreciation for allowing them to use the Henderson Fine Arts Center for his memorial service.

4. Financials

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

5. Personnel Report

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

Appointments: ElizaBeth Utley, Director of Teacher Education/TeachUp, School of Business, Information Technology, and Social Sciences, effective July 21, 2022; Tohnie Nakai, Administrative Assistant II, Continuing Education, effective July 25, 2022; Ariel Magner, Computer Lab Technician, Information Technology Center, effective August 1, 2022; Mark Norwood, Employee Relations Specialist, Human Resources, effective August 1, 2022; Aidan Benally, Custodian, Physical Plant, effective August 8, 2022; Nicholas Charley, Custodia, Physical Plant, effective August 8, 2022; Audreanna Chee, Custodian, Physical Plant, effective August 8, 2022; Julie DeLauter, Accounting Technician, Business Office, effective August 8, 2022; Evan O'Neal, Instructor and Academic Coach-English Language Arts, Academic and Career Engagement Center, effective August 8, 2022; Tanya Yazzie, Custodian, Physical Plant, effective August 8, 2022; Amanda Corbin, Instructor of Nursing, ADN Pre-Licensure Program, School of Health Sciences, effective August 10, 2022; John Detrick, Instructor of Math, School of Science, Math and Engineering, effective August 10, 2022; A.J. Odasso, Instructor of English, School of Humanities, effective August 10, 2022; Megan Warner, Nursing Lab and Simulation Coordinator, School of Health Sciences, effective August 10, 2022; Ryan Webster, Assistant Professor of Biology-A&P, School of Science, Math, and Engineering, effective August 10, 2022; Madison Cannon, Associate Teacher, Child and Family Development Center-East Side, effective August 15, 2022; Ariel Padilla Joe, Associate Teacher, Child and Family Development Center, effective August 15, 2022; Miranda Raymond, Associate Teacher, Child and

Family Development Center, effective August 15, 2022; Vanessa Romero, Registration Assistant, Registration and Records, effective August 15, 2022; LaTanya Yazzie, Associate Teacher, Child and Family Development Center, effective August 15, 2022; E. Michael Scott, Instructor, School of Business, Information Technology, and Social Sciences, effective August 21, 2022.

Changes: Stephanie Doering, from Online Academic Advisor, Advising Center and Counseling Center to Transfer Coordinator, Advising and Counseling Center, effective July 1, 2022; Curtis Elifritz, from Instructor-Mathematics, School of Science, Math, and Engineering to Assistant Professor-Mathematics, School of Science, Math, and Engineering, effective August 14, 2022; David Loney, from Instructor-Biology, School of Science, Math, and Engineering to Assistant Professor-Biology, School of Science, Math, and Engineering, effective August 14, 2022; Jeffrey Pomeroy, from Instructor-Communications, School of Business, Information Technology, and Social Studies, effective August 14, 2022; Latashia Barnes, from Associate Teacher, Child and Family Development Center to Child Care Center Site Director, SJC East Campus, effective August 15, 2022; Matthew Bell, from Assistant Professor-Mathematics, School of Science, Math, and Engineering to Associate Professor-Mathematics, School of Science, Math, and Engineering effective August 15, 2022; Richardyna Christie, from Assistant Professor-First Year Experience, School of Humanities to Associate Professor-First Year Experience, School of Humanities, effective August 15, 2022; Mark Dziak, from Assistant Professor-English, School of Humanities to Associate to Associate Professor-English, School of Humanities; Karen Krob, from Assistant Professor-Social Science and History, School of Business, Information Technology, and Social Sciences to Associate Professor-Social Science and History, School of Business, Information Technology, and Social Sciences, effective August 15, 2022; Nicholle Liessmann, from Assistant Professor-Human Services and Sociology, School of Business, Information Technology, and Social Sciences to Assistant Professor-Psychology, School of Business, Information Technology, and Social Sciences, effective August 15, 2022; Nichole Nelson-Garcia, from Instructor-Human Services, School of Business, Information Technology, and Social Sciences to Assistant Professor-Human Services, School of Business, Information Technology, and Social Services, effective August 15, 2022; Hannah Rankin, from Assistant Professor-English, School of Humanities to Associate Professor-English, School of Humanities, effective August 15, 2022; Lorie Schiess, Associate Professor-Biology, School of Science, Math, and Engineering to Professor-Biology, School of Science, Math, and Engineering, effective August 15, 2022.

Separations: LaKeisha Benally, Custodian, Physical Plant, separation of employment, effective August 18, 2022.

6. Deletion of Equipment from Inventory

None.

7. Fiscal Year 2022 Certification of Asset Inventory

The College’s Board of Trustees is required to certify the College’s capital asset inventory at year end as part of the year-end audit process. For this purpose, the capital asset inventory has been completed to the best of the staff’s ability and is presented to the Board of Trustees. The detailed list of the College’s asset inventory to which this summary is reconciled has been provided to Trustees in advance of the meeting.

Fiscal Year 2022 Capital Asset Inventory

<u>Category</u>	<u>Acquisition Cost</u>
Buildings and Improvements	\$164,282,154
Infrastructure Assets	17,700,243
Land Improvements	8,439,148
Land	2,156,709
Leasehold Improvements	622,023
Equipment	18,704,082
Software	952,880
Art Collection	1,622,922
Library Books	1,660,997
Mineral Collection	<u>568,885</u>
GRAND TOTAL	\$216,710,043

Recommendation

I recommend the Board of Trustees approve and certify the asset inventory at June 30, 2022.

8. NM Higher Education Endowment Fund Report – June 30, 2022

San Juan College is required to submit to the New Mexico Higher Education Department an annual report that provides the status of all legislative Higher Education Endowment Funds appropriated to the College as of June 30th, including:

- (a) Original appropriation amount;
- (b) Percentage and amount of matching funds applied to original appropriation;
- (c) Total income from investment of original appropriation;
- (d) Endowment fund balance (including original appropriation amount and investment income); and,

- (e) All activities currently being supported by the investment income from each endowment.

The report for San Juan College at June 30, 2022, has been provided in the Board Packet for this meeting.

Recommendation

I recommend the Board of Trustees approve San Juan College’s Higher Education Endowment Fund Report at June 30, 2022.

9. 2023 Medical Benefits for Participants in San Juan College Retiree Healthcare Trust

The College’s current carrier for Post-65 (years of age) Medicare-eligible retirees is the Humana Advantage Plan.

For the Calendar Year 2023:

The current SILVER level coverage will have an annual increase in premiums of 2.3% percent. The current BRONZE level coverage will be an annual increase in premiums of 2.3% percent.

Retirees will have the choice to continue retiree medical care under the SILVER or BRONZE option.

Estimated total cost for the College for the coverages described above will not exceed \$199,727.78.

Recommendation

I recommend the Board of Trustees approve Humana as San Juan College’s health insurance benefits provider to Post-65 participants in the College’s Retiree Healthcare Trust for calendar year 2023 as herein described.

10. 2023 Dental and Vision Benefits for Participants in San Juan College Retiree Healthcare Trust

The State of New Mexico group benefits plan, managed by the New Mexico General Services Administration, provides dental and vision insurance to active employees. The State of New Mexico plan does not permit retiree participation. Thus, participants in the San Juan College Retiree Healthcare trust will be provided dental and vision coverage as follows:

Delta Dental and Vision Service Plan (VSP) will continue to provide dental and vision insurance coverage to both Post-65 and Pre-65 years of age retirees.

- 1) The Delta Dental plan will continue to be offered to all San Juan College Healthcare Trust participating retirees. Retiree participants received an increase of 0% in dental premiums. These rates will be in effect for a 2-year contract, and there will be no rate increase through 12/31/2023.
- 2) The Vision Service Plan (VSP) will continue to be offered to all San Juan College Healthcare Trust participating retirees. Retiree participants received an increase of 0% in vision premiums. These rates will be in effect for a 4-year contract, and there will be no rate increase through 12/31/2024.

Estimated total cost for the College for the coverages described above will not exceed \$65,434.86 for dental coverage and \$14,800.61 for vision coverage.

Recommendation

I recommend that the Board of Trustees approve San Juan College's provision of calendar year 2023 dental and vision insurance benefits to participants in the College's Retiree Healthcare Trust as herein described.

11. Fiscal Year 2023 Research and Public Service Project (RPSP)

Annually, the College submits requests to the New Mexico Higher Education Department for Research and Public Service Project (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 2023:

- 1) Nursing - \$1,115,960
- 2) Dental Hygiene - \$175,000
- 3) Center for Excellence (Renewable and Sustainable Energy) - \$1,056,665
- 4) Teacher Education - \$275,000

TOTAL REQUEST - \$2,622,625

Recommendation

I recommend that the Board of Trustees approve these Research and Public Service Project requests for Fiscal Year 2023.

12. Information Report: Fiscal Year 2023 Mil Levy and Debt Service Property Tax Rates

Based on information provided to the College by the Senior Budget Analyst of the New Mexico Higher Education Department on August 4, 2022, the San Juan College Board of Trustees is provided with the following data points on taxable values, mil levy and debt service property tax rates as well as projected tax revenues.

Taxable Values:

2021 Base Year Value	3,838,723,343
2022 New Taxable Value	3,893,247,534
Increase	54,524,191
% of Increase	1.42%

Mil Levy:

	<u>FY2023</u>	<u>FY2022</u>
Operations and Maintenance		
Residential	3.616	3.561
Non-Residential	4.5	4.5
Oil – Gas and Equipment	4.5	4.5

Debt Service:

General Fund Local Tax Revenue FY23	15,310,362	04/19/2022
General Fund Local Tax Revenue, HED Project FY23	15,887,408	08/04/2022
Projected Operating Revenue Increase	577,046	

Recommendation

I recommend the Board of Trustees acknowledge receipt of this information.

13. Information Report: Connie Mack World Series Broadcast of KSJE

At the San Juan College Board of Trustees work session held on June 1, 2021, Trustees were updated on KSJE’s opportunity to enter a three-year contract to broadcast the Connie Mack World Series. 2022 was the second season for KSJE to broadcast the CMWS; presented herein are select aspects of the outcomes from this broadcast opportunity.

Season Time Period

July 21 – 30, 2022

Games Play and Broadcast

22

Workers Contracted by KSJE

11 Play-by-Play Announcers, Board Operators, Social Posters, and Photographers

Facebook Impact

July 20-July 30, 2022 and June 18-August 16, 2022

Page Reach – Increase of 1,800% or 74,415

Instagram Reach – Increase of 1,400% or 1,867

Paid Ad Reach – Increase of 502% or 55,215

Paid Post Engagement – Increase of 100% or 2,620

Paid Link Clicks – Increase of 347.3% or 1,060

Increase in KSJE Streaming

Statistics, July 24-31,2021 and July 23-30-2022

TLH (Total Listening Hours) +55% (1940:35:18 average/day)

CUME (Individual Users) +1% (753 average/day)

QHS (Quarter-Hour Streaming) +36% (1,677.1 average/day)

States in which CMWS was Streamed

New Mexico (40%), California (13.5%), Texas (13.4%), Arizona (6.7%), Colorado (4.2%), Nevada (3.2%), Ohio (2.9%), Florida (1.8%), Oklahoma (1.4%), Numerous Others (12.9%)

Estimated Net Proceeds for KSJE

\$16,000

Other Stats

One game was delayed 3.5 hours (by lightning) and completed at 1:30 a.m. KSJE earned enough revenue from offering play-by-play of all games as premium podcasts to pay for all FY23 podcast fees.

Recommendation

I recommend the Board of Trustees review and acknowledge this information.

APPROVAL OF CONSENT AGENDA

Mr. Thompson moved and Mr. Manning 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. FACILITIES DEMOLIITON PROJECT

Under the guidance of the College Purchasing Department, a proposal solicitation for demolition services for the former 30th Street Burlington

Building and its Annex was issued as Request for Proposal #23-51981. The College followed a detailed and documented process to meet all State of New Mexico procurement requirements. The services will include demolition and clean-up, disconnection of utilities, and testing for asbestos, lead paint, and mercury switches. The site will be leveled to current grade with engineered fill after the demolition is complete.

Three proposals for this project were thoroughly reviewed and analyzed by the College's evaluation team for RFP #23-51981. The evaluation team and College leadership has determined Spellbring Construction Inc. be recommended for award of this project at a cost of \$1,075,000. Because the \$1,075,000 cost includes only the assessment of asbestos abatement needs, but not the actual abatement work, an additional contingency of \$320,000 will be established for any required abatement of hazardous materials. This brings the total project cost to an amount not to exceed \$1,395,000 plus applicable taxes.

New Mexico Higher Education Department is providing \$908,490 of funding for this project. The College and the Foundation will share the costs above the state funding.

Mr. Chance moved and Mr. Manning seconded to approve the selection of Spellbring Construction, Inc. for the demolition of the former 30th Street Burlington facilities at a cost not to exceed \$1,395,000 plus applicable taxes and that College leadership be authorized to execute a contract with Spellbring Construction. **MOTION CARRIED** by unanimous voice vote.

2. SPENDING AUTHORITY FOR REASONABLE ACCOMMODATIONS

Federal law requires San Juan College to make reasonable accommodations to students with disabilities. In many instances, the College may not have much advance notice of a student's needs. In many of those instances, the cost to provide necessary and reasonable accommodations does not reach the Board approval threshold and the College is able to secure timely services for the student. In the Fall semester, two students requiring interpreting services have registered, or are anticipated to register for classes. The cost for these two students' interpreting services is estimated at \$150,000 for the Fall semester. The College Special Services Office anticipates the same for the Spring semester for a total of \$300,000 across both Fall and Spring semesters. Additional accommodations may be required such as Braille textbooks and/or video description services.

So that the College is able to secure services to provide any and all reasonable accommodations in a timely fashion, College leadership requests that the

President and the Executive Vice President be Board-authorized to purchase up to \$500,000 in services to accommodate students as required by federal law.

It will be necessary to use fund balance for this need. A revision will be made in the year-end Budget Adjustment Request and the Board will be provided a report on how this spending authority was used.

Mr. Benally moved and Mr. Manning seconded to approve the grant the President and the Executive Vice President spending authority up to \$500,000 plus applicable taxes to procure services to provide federally-required reasonable accommodations for eligible students effective through June 30, 2023. **MOTION CARRIED** by unanimous voice vote.

3. IN-STATE TUITION AND FEES FOR REFUGEES

Now and in the past couple of years, families and communities in San Juan County have hosted a limited number of refugees from Afghanistan and Ukraine. Refugees, asylees, and/or other individuals with humanitarian visas, including Special Immigrant Visas, face unique challenges in navigating the College application and admissions process. One significant challenge is access to in-state tuition and fee rates. Granting refugees' access to higher education enables these individuals to more rapidly assimilate into our communities, become more productive participants in fulfilling our workforce needs, and generates enrollments and student completions for the College.

With Board support and approval, College administration will implement a waiver to grant refugees within San Juan County in-state tuition and fees.

Ms. Uselman moved and Mr. Thompson seconded to approve creation of a waiver to grant in-state tuition and fees for refugees residing in San Juan County. The College President is granted the authority to craft and implement this waiver, effective with the Fall Semester 2022. **MOTION CARRIED** by unanimous voice vote.

4. PURCHASE AUTHORITY FOR LAPTOPS

At the January 5, 2021, Board meeting the San Juan College Board of Trustees approved \$200,000 for purchase of loaner laptops for student and employee checkout to enable remote learning and work. As the pandemic threat and resulting potential for remote learning and work continues, College administration advises prudence by purchasing 600 additional laptops for student checkout at a total cost up to \$180,000 via CDWG and 450 employee laptops (including docking stations) at a cost up to \$810,000 via RTI. Laptop acquisitions will be made in accordance with state procurement rules and San Juan College policies and procedures.

These acquisitions will be funded by Higher Education Emergency Relief Fund (HEERF) grants.

Mr. Thompson moved and Ms. Uselman seconded to approve increased purchase authority, up to an additional \$990,000 plus gross receipts taxes, for laptops. **MOTION CARRIED** by unanimous voice vote.

5. SPENDING AUTHORITY FOR HOTSPOT SERVICES

At the September 1, 2020, Board meeting the San Juan College Board of Trustees approved up to \$150,000 plus gross receipts taxes for the purchase of hotspots from T-Mobile USA for student check-out. And at the January 5, 2021, Board meeting the San Juan College Board of Trustees approved additional hotspots providers: Verizon, Cellular One, and AT&T because no one carrier can reach and serve all San Juan College's services areas. As the pandemic threat and resulting potential need for remote learning continues, College administration advises prudence in purchasing additional hotspots across the approved carrier pool (T-Mobile, Verizon, Cellular One, and AT&T), up to \$75,000. Hotspot acquisitions will be made in accordance with state procurement rules and San Juan College policies and procedures.

These acquisitions will be funded by the Higher Education Emergency Relief Fund grants.

Mr. Chance moved and Ms. Uselman seconded to approve increased spending authority, up to an additional \$75,000 plus gross receipts taxes, for hotspots. **MOTION CARRIED** by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Tuesday, October 4, 2022 at 7:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

No Closed Session.

ITEM K. ADJOURNMENT

Mr. Chance moved and Ms. Uselman seconded the motion to adjourn the meeting. Vice-Chairman Benny adjourned the meeting at 7:55 p.m.

Ms. Evelyn Benny, Vice-Chairman
San Juan College Board

ATTEST:

Ms. Valerie Uselman, Secretary
San Juan College Board

Date: October 4, 2022