

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
October 6, 2020**

ITEM A. CALL TO ORDER

This was the seventh meeting which was held in a virtual venue due to the requirements and guidelines from Governor Michelle Luján Grisham’s office regarding the COVID-19 pandemic which allowed for ten or less to attend in-person. Social distance and other safety measures were observed. The New Mexico Attorney General’s guidance for the meeting, in compliance with the Open Meetings Act, were followed.

Chairman Rasor called the meeting to order at 6:32 p.m. The following members were present:

Joseph Rasor, 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 via Zoom Webinar included: Dr. Toni Pendergrass, Edward DesPlas, Boomer Appleman, Adrienne Forgette, Don Beauregard, Jill Bishop, Josh Bishop, Deborah Chalmers, Alicia Corbell, Sherri Cummins, Gayle Dean, Rachael Dworsky, Katherine Elliott, Kristie Ellis, Sandy Gilpin, Chris Harrelson, Kenny Hibner, Ron Jernigan, Kris Kraly, Karen Krob, Kerri Langoni, Roy Lytle, Steve Miller, Michael Ottinger, Jeff Parkes, Sherry Paxson, Janet Peterson, Elizabeth Phelps, Shelley Pickett, Eddy Rawlinson, Lorenzo Reyes, Eileen Richey, Chris Rosen, Rhonda Schaefer, Linda Schwinghammer, Danielle Sullivan, Vanessa Tafoya, Carrie Tsosie-Jim, and Donna Ellis, Board Recorder

Dr. Pendergrass and Dr. Forgette presented a gift to Mr. John Boggs, Dean of Humanities, in recognition of his service to the College and wished him well in his new position.

ITEM C. ADOPTION OF AGENDA

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

ITEM D. REPORTS

1. Monthly Presentation

Mr. Don Loret, accompanied by Ms. Abby Calcote, gave a presentation on San Juan College High School via Zoom.

The Board of Trustees and Dr. Pendergrass presented a gift to Mr. Loret in recognition of his service to San Juan College High School and in recognition of his retirement.

iCare Minute Video

Ms. Sarah Dunegan, formerly Sarah Long, shared how faculty played a huge role in her accomplishing her college goals through a difficult family situation.

2. Association Reports

Faculty Association representative, Ms. Sherri Cummins, provided the Board with a report via Zoom.

Professional Staff Association representative, Ms. Linda Schwinghammer, provided the Board with a report via Zoom.

Support Staff Association representative, Ms. Vanessa Tafoya, provided the Board with a report via Zoom.

Student Association representative, Ms. Samantha Bell, provided the Board with a presentation via Zoom.

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. September 1, 2020 Work Session Minutes

The September 1, 2020 Work Session Minutes were presented in the Board Packet for approval.

2. September 1, 2020 Board Meeting Minutes

The September 1, 2020 Board Meeting Minutes were presented in the Board Packet for approval.

3. **Correspondence**

None.

4. **Financials**

Financial reports for the month ended August 31, 2020 were presented in the Board Packet.

5. **Personnel Report**

The following appointments were made since the last Board meeting: McKenna Fuller, Administrative Assistant II (PT), Center for Student Careers and Employment, effective August 24, 2020; Eddy Rawlinson, Dean, School of Business and Information Technology, effective September 1, 2020; Star Flagel, Instructional Designer, Center for Workforce Development and Community Learning Center, effective September 14, 2020; Tyrell Jim, Operations Coordinator, Center for Workforce Development and Community Learning Center, effective September 14, 2020; Matthew Burchfield, Security Officer, Public Safety, effective September 24, 2020.

Changes: Liesl Dees, from Director, Community Learning Center to Director, Continuing Education, effective August 15, 2020; Alicia Corbell, from Interim Dean, School of Energy to Dean, School of Energy, effective September 1, 2020; Cara Jim, from Computer Specialist, Information Technology Center to Technical Support Manager, Information Technology Center, effective September 1, 2020; Chris Rosen, from Media Technician, Media Services to Media Technician Lead, Media Services, effective September 16, 2020; Randall Keeswood, from Network Manager, Information Technology Center to Director of Infrastructure, Information Technology Center, effective September 16, 2020;

Separations: Richard Lee, Coordinator/Instructor-Petroleum Technology, School of Energy, separation, effective September 8, 2020; Dominick Kee, Custodial Crew Leader, Physical Plant, separation, effective September 16, 2020; Tracey Royer, Lead Teacher, Child and Family Development Center, separation, effective September 22, 2020; Nileta Pioche, Coordinator-SNAPP, Student Services, separation, effective September 30, 2020.

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. Information Report: Revenue Bond Sales

On September 15, 2020, San Juan College System Revenue Bonds, Series 2020 were priced for sale. Below is a summary of the outcome.

Issue Size:	\$11,555,000
Re-Offering Premium on Sale:	\$ 2,396,187
Total Proceeds:	\$13,951,187
Maturities:	2023 through 2050
True Interest Cost:	2.612%
All-In True Interest Cost:	2.657%
Buyer:	New Mexico Finance Authority
Closing Date:	September 29, 2020

This transaction provides the financing for San Juan College’s Student Housing development.

Trustees were provided further details in RBC Capital Market’s pricing book, distributed in advance of this meeting.

Recommendation

I recommend the Board accept and affirm this report.

8. Higher Education Endowment Fund Report – June 30, 2020

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 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, 2020 has been provided in the Board Packet for this meeting.

Recommendation

I recommend the Board approve the Higher Education Endowment Fund Report at June 30, 2020.

9. **2021 Medical Benefits for Participants in** The College’s current carrier for Post-65 (years of age) Medicare-eligible retirees is Humana. In 2018, the College engaged in a competitive bid process to solicit bids from carriers with a coverage solution for its Post-65 retirees. Humana was selected as the carrier to provide health insurance coverage solutions for the College’s Post-65 retirees. Humana is willing to extend the College’s contract to cover Post-65 retirees, with an annual decrease in premiums of 18.78% percent, due to diminished services provided in 2020, due to COVID-19.

Estimated total cost for the College for the coverages described above will not exceed \$133,979.69 – a savings of \$13,164.02.

Recommendation

I recommend that the Board approve Humana as San Juan College’s health insurance benefits to Post-65 participants in the College’s Retiree Healthcare Trust for calendar year 2021 as herein described.

10. Fiscal Year 2020-221 Insurance Premiums

San Juan College obtains an array of property, liability, unemployment and workers compensation coverages through the New Mexico Risk Management Department. The College has received notices for most of its renewal premiums due for the period July 1, 2020–June 30, 2021. Coverages and related premiums are reflected below. College administration recommends that the following coverages be renewed.

Coverage:	FY21 Premium
General Liability	\$ 13,875.21
Medical Malpractice	8,349.07
Aviation Aircraft – Drone	TBD \$ 4,000.00 Estimated
Civil Rights	\$113,602.12
Law Enforcement	\$ 1,627.54
Automobile Liability	\$ 2,611.77
Automobile Physical Damage	\$ 7,176.48
Blanket Property	\$216,374.46
Fine Arts	\$ 160.22
Boiler	\$ 4,372.92

Needlestick and Accidental Death and Dismemberment	TBD \$ 22,500.00 Estimated
Storage Tank Liability	TBD \$ 1,000.00 Estimated
Workers Compensation	TBD \$150,000.00 Estimated
State Unemployment	\$ 37,534.31
CyberSecurity	\$ 34,636.00

Total premiums are estimated not to exceed \$617,820.10. These premiums are an estimated decrease of \$66,871.74 from the total premiums of \$684,691.84 for fiscal year 2020.

Recommendation

I recommend the Board approve the College administration’s recommendation that the coverages for fiscal year 2021 be renewed and that payment of the associated premiums be authorized.

APPROVAL OF CONSENT AGENDA

Mr. Chance moved and Mr. Thompson seconded to take the recommended actions as presented on the Consent Agenda. **MOTION CARRIED** by unanimous roll call vote.

ITEM G. OLD BUSINESS

None.

ITEM H. INDIVIDUAL ITEMS/NEW BUSINESS

None.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Tuesday, November 3, 2020 at 7:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

None.

ITEM K. ADJOURNMENT

Mr. Thompson moved and Mr. Chance seconded the motion to adjourn the meeting. Chairman Razor adjourned the meeting at 7:22 p.m.

Mr. Joseph Razor, Chairman
San Juan College Board

ATTEST:

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

Date: November 3, 2020