

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
December 2, 2024**

ITEM A. CALL TO ORDER

Chairperson Uselman called the meeting to order at 5:23 p.m. The following members were present:

Valerie Uselman Chairperson
R. Shane Chance, Vice Chairperson
Evelyn Benny, Secretary
Byron Manning, Member
Joseph Razor, Member
Bev Taylor, Member
GloJean Todacheene, Member

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance included:
Toni Hopper Pendergrass, Edward DesPlas, Kerri Langoni Carpenter,
Lorenzo Reyes, Mystelle Beasley, Josh Bishop, Troy Brown, Margaret Clair,
Alicia Corbell, Jacinta Esquibel, Veronica Evans, Kris Kraly, Karen Krob,
Nicholle Liessman, Roy Lytle, Murdoch Maloney, Robert Martinez,
LizBeth Moreno, Michael Ottinger, Sherry Paxson, Harley Prinster,
Rhonda Schaefer, Meridee Walters, and Donna Ellis, Recorder

Guest(s): Kyra Boddy, Martin Brady, Abby Buck, Cindy Dundio, Jan Dura,
Evangeline Echols, Dean Eppich, Linda Harria, Tita Heinen, Cheruyn Johnson,
Denise Lambson, Larry Larson, Leslie Leach, Alx Lee, Susan Levin,
Stephanie Lewis, Kim Martin, Madeline Martinez, Art Meyer, Chris Moon,
Meredith Perry, Kyle Price, Camden Ramsey, Wanda Valeska, Emilee Vindiola,
Jamie Wagoner, Derreck White

ITEM C. ADOPTION OF AGENDA

Mr. Chance moved and Ms. Todacheene seconded to remove Item #10,
Certification of Asset Inventory, under the Consent Agenda, and to adopt the
amended agenda as presented. **MOTION CARRIED** by unanimous voice vote.

ITEM D. REPORTS

1. Monthly Presentation

No presentation.

iCare Minute Video

No video.

2. Association Reports

Professional Staff Association representative, Ms. Mystelle Beasley, will provide the Board with a presentation.

Support Staff Association representative, Ms. Harley Prinster, will provide the Board with a presentation.

Associated Students representative, Mr. Camden Ramsey, will provide the Board with a presentation.

Faculty Association representative, Ms. Nicholle Liessmann, will provide the Board with a presentation.

ITEM E. CITIZEN COMMENTS

Ms. Stephanie Lewis and Ms. Tita Heinen spoke in regard to Dr. Teun Fetz' resignation and the impact that it has on the College's Music program and the community.

ITEM F. CONSENT AGENDA

1. November 4, 2024, Work Session Minutes

The November 4, 2024, Work Session Minutes were presented in the Board Packet for approval.

2. November 4, 2024, Board Meeting Minutes

The November 4, 2024, Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

None.

4. Financials

Financial reports for the three months ended September 30, 2024, were presented to the Board.

5. Personnel Report

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

Appointments: Lisa Britt, Academic Advisor, Advising Center, effective October 21, 2024; Lamar Light, Custodian, Physical Plant, effective October 28, 2024; Teri Gutierrez, Administrative Assistant, Advising Center, effective October 28, 2024; Christy Ferrato, Assistant Director of Advising, Advising Center, effective November 4, 2024; Garrett Comer, Academic Advisor, Advising Center, effective November 4, 2024; , Sophia Archuleta, Administrative Assistant II, Member Services and Operations, effective November 4, 2024; Aaron Cogburn, Clinical Coordinator of EMS Program, School of Health Sciences, effective November 6, 2024; George Arroyo, Makerspace Technician, Business Incubation and Acceleration Initiatives, effective November 11, 2024; Micah Jim, Makerspace Technician, Business Incubation and Acceleration Initiatives, effective November 11, 2024; Talise Aspaas-Montoya, Academic Advisor, Advising Center, effective November 11, 2024.

Changes: Phyllis Tracey, Academic Advisor, Advising Center to NASNTI Power Transfer and Family Outreach Specialist, Student Outreach, Advising and Retention, effective October 28, 2024; Jennifer Caliendo, HR Technician, Human Resources to Administrative Assistant II, Center for Student Careers and Employment, effective November 11, 2024; Patrick Smith, Instructor of Heavy Equipment Operator Program, School of Energy to Instructor of CDL Program, School of Energy, effective November 11, 2024.

Separations: Daniel Aguirre, Custodian, Physical Plant, separation of employment, effective October 9, 2024; Adam Barber, Administrative Coordinator, Testing Center, separation of employment, effective October 23, 2024; Andrew Coolidge, Administrative Assistant II, Center for Student Careers and Employment, separation of employment, effective October 23, 2024; Morgan Suneson, Workstation Support Analyst, Center for Student Careers and Employment, separation of employment, effective November 15, 2024.

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.

7. 2025 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 SJC Health Care Trust participating retirees. Retiree participants will receive no increase (0%) in dental premiums. These rates will be in effect for a 1-year contract.
- 2) The Vision Service Plan (VSP) will continue to be offered to all SJC Health Care Trust participating retirees. Retiree participants received no increase (0%) in vision premiums. These rates will be in effect through 12/31/2025.

Estimated total cost for the College for the coverages described above will not exceed **\$69,427.00** for dental coverage and **\$16,302.00** for vision coverage.

Recommendation

I recommend the Board of Trustees approve San Juan College's provision of calendar year 2025 dental and vision insurance benefits to participants in the College's Retiree Healthcare Trust as herein described.

8. 2025 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. 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.

The current SILVER level coverage will have an annual increase in premiums of 8.8% percent. The current BRONZE level coverage will be an annual increase in premiums of 7.0% 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 **\$309,641.00**.

Recommendation

I recommend the Board of Trustees approve San Juan College's health insurance benefits to Post-65 participants in the College's Retiree Healthcare Trust for calendar year 2025 as herein described.

9. 2025 Medical Benefits for Pre-65 Years of Age Participants in San Juan College Retiree Healthcare Trust

On September 5, 2017, the San Juan College Board of Trustees approved the College administration's recommendation to return active employee health benefits to the State of New Mexico group benefits plan, managed by the New Mexico General Services Administration. Because the state group plan does not permit retiree participation, Pre-65 years of age participants in the San Juan College Retiree Healthcare trust will be provided healthcare coverage as follows:

- 1) For plan year 2025, Pre-65 (years of age) retirees and dependents residing in the state of New Mexico will be covered by individual medical policies written by Blue Cross/Blue Shield. Eight silver and bronze coverage plan options will be offered. Participating pre-65 retirees will choose the option that best suits his/her needs.
- 2) Pre-65 retirees and dependents residing outside the state of New Mexico will be offered silver and bronze coverages available from various individual insurance plans offered within their state of residence.

Estimated total cost for the College for the plan year 2025 coverages described above will not exceed **\$123,006.00**. This is a decrease from Fiscal Year 2024, due to approximately 5 Pre-65 fewer participants in the plan.

Recommendation

I recommend the Board of Trustees approve San Juan College's provision of calendar year 2025 health insurance benefits to Pre-65 years of age participants in the College's Retiree Healthcare Trust as herein described.

APPROVAL OF CONSENT AGENDA

Ms. Todacheene 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. SOUTH CAMPUS CLASSROOM CONSTRUCTION

In September 2023, San Juan College was granted a Department of Higher Education capital appropriation (project number H2136) to plan, design, construct, renovate and improve the south campus of San Juan College. In January 2024, the San Juan College Board approved using the architectural and engineering services annual contract with Fanning Bard Tatum (FBT) Architects AIA Ltd. for the planning and design phase of the South Campus renovation, construction, and improvements. The scope of this project will include construction of a new stand-alone classroom building on San Juan College's South Hutton location. The building will be approximately 1,800 square feet and consist of a classroom, restroom, and supporting spaces in order to accommodate the College's students on the South Campus.

Utilizing the Architect documents and following the State of New Mexico Procurement Code, Sections 13-1-21 through 13-1-199, NMSA 1978, the College Purchasing Department solicited proposals for construction services through Request for Proposals #RFP 25-02268. Three proposals were received and after detailed review from our evaluation committee, Jaynes Corporation, a New Mexico resident company, was selected as the best value proposal.

The amounts of each of the three proposals as well as the evaluation report are included in the Board Packet.

Mr. Chance moved and Ms. Taylor seconded to approve the award of these services as described, to Jaynes Corporation not to exceed \$1,194,372.00 plus applicable tax. **MOTION CARRIED** by unanimous voice vote.

2. VOICE OVER INTERNET PROTOCOL (VOIP) TELEPHONE SYSTEM

At the January 8, 2019, Board meeting, the Board of Trustees authorized a multi-year contract for a hosted Voice-Over Internet-Protocol (VOIP) Telephone System through Millennium Communications and Mitel. At the June 3, 2024, Board meeting, the Board of Trustees authorized a contract with a not to exceed cost of \$245,000.00 inclusive of all taxes and surcharges for the annual contract for a hosted VOIP Telephone System through Millennium Communications and Mitel. On September 9, 2024, the Board was advised Mitel had been acquired by RingCentral Inc.

The College has the opportunity to renew our contract with RingCentral Inc. and achieve significant advantages. If the College agrees to a contract term of five (5) years, our fax services will move to the cloud and we will receive new phones (which will bring the College into compliance with E911 requirements) at no additional cost.

Utilizing Sourcewell contract #20120122-RNG, the five-year contract will have a fixed monthly rate of \$12,159.06 plus applicable surcharges and taxes. Applicable surcharges and taxes are estimated to be \$8,100.00* per month (39.98% of the total monthly cost) bringing the estimated monthly total to \$20,259.06* for an annual estimated total of \$243,108.72*. The five (5) year total contract cost is estimated to be \$1,215,543.60* with a contract start date of March 01, 2025.

*These are estimated taxes and fees. Actual taxes and fees will be calculated when the invoices are processed.

College administration requests \$245,000.00 authority (inclusive of surcharges and taxes) for each of the five (5) years of this contract to allow for flexibility in surcharges and taxes.

Mr. Chance moved and Mr. Manning seconded to approve the five-year agreement with Ring Central's Hosted VOIP Telephone System at an amount not to exceed \$1,225,000.00 (\$245,000.00 annually), inclusive of all surcharges and taxes and that staff be authorized to encumber said funds.

MOTION CARRIED by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Monday, January 6, 2025, at 6:00 p.m.** in the San Juan College Board Room.

ITEM J. ADJOURNMENT

Mr. Razor moved and Ms. Benny seconded the motion to adjourn the meeting.
Chairperson Uselman adjourned the meeting at 6:04 p.m.

Ms. Valerie Uselman, Chairperson
San Juan College Board

ATTEST:

Ms. Evelyn Benny, Secretary
San Juan College Board

Date: January 6, 2024