The New Mexico Junior College Board met on Monday, April 19, 2004, beginning at 3:00 p.m. in the Zia Room of Pannell Library. The following members were present: Mr. Larry Hanna, Chairman; Ms. Patricia Chappelle, Secretary; Mr. Phillip Jones; Mrs. Yvonne Williams; Mr. Guy Kesner; Mr. Wade Cavitt; and Mr. John Hice, Jr.

Mr. Hanna called the meeting to order and welcomed visitors and guests present: Vange Perryman, Hobbs News Sun.

Upon a motion by Mr. Hice, seconded by Mr. Kesner, the agenda was unanimously adopted, as presented.

Upon a motion by Mr. Jones, seconded by Mr. Hice, the board unanimously approved the minutes of March 18, 2004.

Under President’s Report, Maria Vick reported on the recent cosmetology competition and Mary Jane Ward reported on the Carl Perkins audit.

Ms. Chappelle moved the board go into closed session for the discussion of limited personnel matters under the provisions of section 10-15-1-H(2) of the New Mexico Statutes Annotated 1978. Mr. Jones seconded the motion. The roll call vote was as follows: Mr. Jones – yes; Ms. Chappelle – yes; Mr. Hice – yes; Mr. Hanna – yes; Mr. Cavitt – yes; Mrs. Williams – yes; and Mr. Kesner – yes.

Upon re-convening in open meeting, Mr. Hanna stated that the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

Mr. Cavitt moved that the college accept Patricia Scott’s letter of resignation effective June 30, 2004. Mrs. Williams seconded the motion which passed unanimously.

Under New Business, Dan Hardin presented the March financial reports and with a motion by Mr. Jones, seconded by Ms. Chappelle, the board unanimously approved the expenditures for March 2004.

Richard Fleming presented a request for a fee increase for NU 219 and NU 250 in accordance with the ATI Testing Service increasing the fees for these two courses from $69 to $94 effective with the Fall 2004 semester. Upon a motion by Mr. Kesner, seconded by Mrs. Williams, the board unanimously approved the request. Dr. Fleming
requested a fee increase for telecollege courses from $22 to $30. A portion of this fee will be used to pay the license fee for the Introduction to Philosophy course. Upon a motion by Mr. Chappelle, seconded by Mr. Cavitt, the board unanimously approved the request. Dr. Fleming recommended a $31 course fee increase (from $215 to $246 per student) for the Driver Education program effective July 12, 2004. Upon a motion by Ms. Chappelle, seconded by Mr. Cavitt, the board unanimously accepted the recommendation. Dr. McCleery recommended a $1.00 per credit hour increase in the Information Technology fee. Upon a motion by Mr. Kesner, seconded by Mr. Hice, the board unanimously accepted the recommendation.

Dr. McCleery recommended that the board approve the 2004/2005 budget as presented at the work session. The contact hour plan will be studied and phased in over a five year period. $3.6 million will be moved to the capital fund. After some discussion and upon a motion by Mr. Jones, seconded by Ms. Chappelle, the board unanimously approved the budget. Dr. McCleery recommended a compensation dollar amount of $243,000 or approximately a 3% compensation increase. There are two new positions – Recruiter and Director of the Western Heritage Center. Mr. Hice made a motion to approve the recommendation and Ms. Chappelle seconded the motion. The vote was as follows: Mr. Jones – yes; Ms. Chappelle – yes; Mr. Hice – yes; Mr. Hanna – yes; Mr. Cavitt – yes; Mrs. Williams – yes; and Mr. Kesner – No.

Lisa Brown presented the recommended changes for the 2004-2005 employee handbook. After some discussion and upon a motion by Mr. Hice, seconded by Ms. Chappelle, the board unanimously approved the handbook with changes.

Frank Collins presented Request for Proposals #81 – Career Mobility Nursing Program. The administration recommended acceptance of the services of Davis Nursing Education Services for $38,000. Mr. Hice made a motion to approve the recommendation and Ms. Chappelle seconded the motion. The roll call vote was as follows: Mr. Jones – yes; Ms. Chappelle – yes; Mr. Hice – yes; Mr. Hanna – yes; Mr. Cavitt – yes; Mrs. Williams – yes; and Mr. Kesner – No.

Mr. Collins presented Request for Proposals #82 – New Mexico Junior College Community Survey. The administration recommended acceptance of the services of Robinson & Muenster Associates, Inc. for $13,956. Upon a motion by Mr. Kesner, seconded by Mrs. Williams, the board unanimously accepted the recommendation.

Dr. McCleery presented a retirement resolution for Sam Oswald. Mr. Oswald has served the college for 14 years and has elected to retire effective April 16, 2004. Upon a motion by Mr. Jones, seconded by Mr. Cavitt, the board unanimously adopted the resolution with regrets.

Mr. Hanna called for comments from the community. There being none, the next regular board meeting was scheduled for May 20, 2004, beginning at 4:00 p.m. in the Zia Room of Pannell Library.
Upon a motion by Mr. Cavitt, seconded by Mr. Kesner, the board meeting adjourned at 4:40 p.m.

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CHAIRMAN

ATTEST: ________________________________
SECRETARY