The New Mexico Junior College Board met on Thursday, August 18, 2005, beginning at 5:00 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; Mr. Guy Kesner; Mrs. Yvonne Williams; and Mr. Ron Black. Not present was Mr. John Hice, Jr.

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

Upon a motion by Mr. Jones, seconded by Ms. Chappelle, the agenda was unanimously adopted, as presented.

Frank Collins presented Request for Proposals #88 – Uniform & Towel Service. The administration recommended acceptance of the proposal submitted by Unifirst Corporation for an annual amount of $5,637.45. The initial contract term is for one year with two additional renewals. Upon a motion by Mr. Black, seconded by Mrs. Williams, the board unanimously accepted the recommendation.

Dan Hardin presented a request to allow a general ledger adjustment of up to $500 to reconcile the bank to the general ledger thru June of 2005. The auditors from Johnson Miller have indicated that with board approval, they would accept the adjustment getting the reconciliation to the penny. The actual amount of the adjustment will be reported in the September board reports. Upon a motion by Mr. Jones, seconded by Ms. Chappelle, the board approved the request. The vote was as follows: Mr. Jones – yes; Ms. Chappelle – yes; Mr. Black – yes; Mrs. Williams – yes; and Mr. Kesner – no.

John Gratton presented a recommendation for a mandated criminal background check fee for students enrolled in Nursing and Health Care Provider classes. The recommended fee is $80 per student. Upon a motion by Mr. Kesner, seconded by Ms. Chappelle, the board unanimously approved the fee.

Dr. Gratton presented a request for a new position titled Allied Health Retention Specialist. The funding for this position will be provided through the nursing expansion allotment provided by the state specifically to the Allied Health program. Upon a motion by Ms. Chappelle, seconded by Mrs. Williams, the board unanimously approved the request.
Dr. Gratton recommended Mr. Michael Rutledge for the Distance Learning Technical Coordinator position at an annual salary of $38,000. Upon a motion by Mr. Kesner, seconded by Ms. Chappelle, the board unanimously approved the employment of Mr. Rutledge, effective August 29, 2005.

Dr. Gratton recommended Mr. Christopher Howell for the Professor of Business/Office Technology position at a nine month salary of $40,341. Upon a motion by Mr. Jones, seconded by Ms. Chappelle, the board unanimously approved the employment of Mr. Howell, effective August 22, 2005.

Mr. Hanna called for comments from the public. There being none, the next regular board meeting was scheduled for September 22, 2005, beginning at 4:00 p.m.

Upon a motion by Mr. Kesner, seconded by Mrs. Williams, the board meeting adjourned at 5:25 p.m.