

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
September 9, 2026**

ITEM A. CALL TO ORDER

Chairperson Valerie Uselman called the meeting to order at 6:29 p.m. The following members were present:

Valerie Uselman, Chairperson
Bev Taylor, Vice Chairperson
GloJean Todacheene, Secretary
Byron Manning, Member
Julie Rasor, Member
R. Shane Chance, Member

Absent: Evelyn Benny, Member

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College Administrators and Staff in Attendance Included:

Toni Hopper Pendergrass, Edward DesPlas, Ana Greif, Boomer Appleman, Carrie Tsosie Jim, Kerri Langoni Carpenter, Michael Ottinger, Rhonda Schaefer, Roy Lytle, Yolanda Benally, Alicia Corbell, Gayle Dean, Kimberly Nath, Murdoch Maloney, Sherry Paxson, Troy Brown, Veronica Evans, Chris Harrelson, Chris Rosen, Elizabeth Phelps, Gwyn Adams, Jennifer Goodland, Josh Bishop, Karen Krob, Nicholle Liessmann, Teresa Emrich, Thalia Garcia-Charley, Hannah Ranken, Jacinta Esquibel, Johnathon Fisher, Melissa Meechan, Robert McCartney, Valene Begay, Vaughn Lewis, and Paulette Scott, Recorder

Guest(s): None.

ITEM C. ADOPTION OF AGENDA

Ms. Todacheene moved and Ms. Rasor seconded to adopt the agenda as presented. **MOTION CARRIED** by unanimous voice vote.

ITEM D. REPORTS

1. Monthly Presentation

This month's presentation featured faculty promotions.

iCare Minute Video

This month's iCare video featured San Juan College's 70th anniversary video.

2. Association Reports

Professional Staff Association representative, Ms. Jennifer Goodland, provided the Board with a report.

Faculty Association representative, Ms. Nicholle Liessmann provided the Board with a report.

Support Staff Association representative, Ms. Thalia Garcia-Charley provided the Board with a report.

No Student Government Association report.

ITEM E. CITIZEN COMMENTS

Ms. Elizabeth Phelps addressed the Board with positive comments regarding Fall convocation. Ms. Phelps commented that Convocation was awesome and the best one yet, and she hopes it will start the semester with a lot of energy. She noted that the video highlighted how much the community has accomplished over 70 years.

Following up on her presentation last spring regarding the reading program, Ms. Phelps shared that she is now feeling more enthusiastic about its direction. Administration made changes to the Academic Support Team, which is now under a larger umbrella with the TAO Committee focusing on six areas to increase student retention and success. She is confident they will work together to meet the needs of the college's most vulnerable students and sees positive things ahead.

ITEM F. CONSENT AGENDA

1. August 3, 2026 Work Session Minutes

The August 3, 2026, Work Session Minutes were presented in the Board Packet for approval.

2. August 3, 2026 Board Meeting Minutes

The August 3, 2026, regular Board Meeting Minutes presented in the Board Packet for approval.

3. Correspondence

None.

4. Financials

The financial report for the period ending July 31, 2026, was presented in the Board Packet.

5. Personnel Report

Enclosed in the Board Packet is a listing of the personnel transactions that have occurred since the last Board Meeting.

6. Deletion of Equipment from Inventory

None.

7. Adobe Products License Extension

On a daily basis, the college's students, faculty and staff use products from the Adobe Creative Suite. On August 1, 2023 the Board approved a three-year agreement for these Adobe products.

San Juan College has been part of an Adobe Consortium obtained through the University of New Mexico's (UNM) price agreement and UNM has chosen to extend the Adobe Agreement for another three-year contract term. This three-year contract provides a pricing advantage that is unavailable elsewhere. Procurement of items by a state agency or local public body from another state agency or local public body are exempt from the New Mexico Procurement Code per NMSA 1978, § 13-1-98.A.

College administration requests a contingency be added for any additional licenses that may be required to meet new program needs within the three-year contract.

Year One: \$50,565.08 + \$5,056.00 (contingency)
Year Two: \$50,565.08 + \$5,056.00 (contingency)
Year Three: \$50,565.08 + \$5,056.00 (contingency)
Total: \$151,698.24 + contingency = \$166,863.24

The cost for this three-year agreement for Adobe software products will not exceed \$166,863.24 plus applicable taxes.

Recommendation

I recommend that the Board approve the three-year license agreement for Adobe software products through the University of New Mexico in an amount to not exceed \$166,863.24 plus applicable taxes.

8. CampusLens AI-Powered, Technology-Enabled Analytics Service

On September 8, 2025 the Board approved a five-year contract with CampusWorks for CampusLens, an AI-powered, technology-enabled

analytics service for improving student recruitment, enrollment advising, retention, and student completion and success as well as graduate employability.

Under the guidance of the College Purchasing Department, pricing pursuant to E&I Master Agreement EI00170 was obtained from CampusWorks for CampusLens for Fiscal Year 2027 at a rate not to exceed \$555,096.00 plus applicable taxes.

Funding for this project will be provided from the proceeds of Educational Technology Notes.

Recommendation

I recommend the Board affirm continued use of CampusLens from CampusWorks as herein described.

9. Fiscal Year 2028 Research and Public Service Projects (RPSP)

Annually, the College submits requests to the New Mexico Higher Education Department for Research and Public Service Projects (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 2028:

- 1) Dental Hygiene
\$265,000.00
- 2) Center for Excellence (Renewable & Sustainable Energy)
\$769,750.00

In addition, the School of Energy is requesting a one-time supplemental request of \$345,500.00 for the purchase of a bulldozer for the Heavy Equipment Operator Training Program.

Total Request – \$1,380,250.00

Recommendation

I recommend the Board of Trustees approve these Research and Public Service Projects requests for submission to the New Mexico Higher Education Department.

Fiscal Year 2027 Operations Mil Levy and Debt Service Property Tax Rates

Based on information received on August 20, 2026 from the Director of the Institutional Finance Division of the New Mexico Higher Education Department, the San Juan College Board of Trustees is provided with the following calculated mil levy and debt service property tax rates for fiscal year 2027.

Mil Levy:	<u>FY2027</u>	<u>FY2026</u>
Operations & Maintenance –		
Residential	3.470	3.516
Non-Residential & State Assessed	4.500	4.496
Oil – Gas & Equipment	4.500	4.500
Debt Service	0.600	0.600

Recommendation

I recommend the Board acknowledge receipt of this information.

APPROVAL OF CONSENT AGENDA

Mr. Manning moved and Ms. Taylor seconded to take the recommended actions as presented on the Consent Agenda. **MOTION CARRIED** by unanimous voice vote.

ITEM G. OLD BUSINESS

1. Revision To San Juan College Board Policy 700 – Second Reading

Section: Student Services

Policy Topic: Student Programs and Services

I. Student Services Mission

Student Services will focus on student development and needs by utilizing technology, managed data, and continually improving processes in a quality oriented Learning College model and integrate, through collaboration, the various services provided for all constituents.

II. Programs and Services

Student Services will maintain all appropriate programs and necessary services to ensure student enrollment and support in accordance with the

College mission and strategic goals.

III. Student Information

The College maintains such information in its files for each student as is considered essential and appropriate to College operation and student welfare. The college adheres to all federal and state laws and rules pertaining to the privacy rights of parents and students.

IV. Student Government Association

The official organization that recognizes students is the Student Government Association (SGA). The operation of the Student Government Association is outlined in the SGA Constitution and By Laws. Any changes in the SGA Constitution must have administrative approval of the President.

Ms. Rasor moved and Mr. Chance seconded to approve the revision to Policy No. 700 to be effective September 10, 2026. **MOTION CARRIED** by unanimous voice vote.

ITEM H. INDIVIDUAL ITEMS/NEW BUSINESS

1. INFRASTRUCTURE IMPROVEMENTS – BOILERS AND CONTROLS PHASE ONE

The College's Facilities Master Plan includes the replacement of Boiler Systems and Controls. This request for spending authority specifically addresses the replacement of all Building Management Systems (BMS) for 30th Street Education Center, South Campus, Physical Plant, Fine Arts, HHPC, and Student Housing. This project also includes the replacement of existing boilers, pumps and piping in the HHPC and Fine Arts boiler plants.

Under the guidance of the College Purchasing Department and following a detailed and documented process to meet all of the State of New Mexico Procurement requirements, pricing has been obtained pursuant to Cooperative Educational Services (CES) contract numbers: 2023-22-S111-ALL from Honeywell International Inc. for controls replacement in an amount not to exceed \$1,200,000.00 plus applicable taxes and fees and 2026-03-R1266-1 from Spellbring Construction Inc. for replacement of boilers in an amount not to exceed \$2,860,500.00 plus applicable taxes and fees.

Funding for this project has been secured by the New Mexico Higher Education Department from State General Obligation Bond funds (75%) and College matching funds (25%). Improvements for the 30th Street Education Center will be shared with Farmington Municipal Schools at 47% (\$258,566.00) of total cost for that facility.

Ms. Todacheene moved and Mr. Manning seconded to approve this matter for contracting through Cooperative Educational Services, to be fulfilled by Honeywell International Inc. in an amount not to exceed \$1,200,000.00 plus applicable taxes and fees and Spellbring Construction in an amount not to exceed \$2,860,500.00 plus applicable taxes and fees. **MOTION CARRIED** by unanimous voice vote.

2. JARED BLOOD GRIEVANCE – DETERMINATION TO HEAR, OR NOT HEAR, STEP FOUR APPEAL UNDER COLLECTIVE BARGAINING AGREEMENT ARTICLE 30

The Trustees discussed whether to hear or decline to hear the grievance at Step four of the Collective Bargaining Agreement. Mr. Chance moved and Ms. Taylor seconded the motion to decline to hear Mr. Jared Blood's grievance appeal. **MOTION CARRIED** by unanimous voice vote.

3. DATA GOVERNANCE AND BUSINESS INTELLIGENCE FOR WORKDAY PLATFORM

San Juan College has been made aware that CHESS, the Collaborative for Higher Education Shared Services requires a platform to empower CHESS colleges to efficiently report and analyze data from both SIS (Student Information Systems) and ERP (Enterprise Resource Planning) combined, supporting information management across enrollment, academics, institutional effectiveness, and legacy reporting. Additionally, it enables colleges to aggregate data from our other applications such as housing, scheduling, learning management, and cashiering, delivering deeper insights for reporting and analysis. Through this contract, San Juan College will strengthen data governance to reduce inconsistencies, protect sensitive information, clarify accountability, improve data sharing where appropriate, and enable better decision-making.

Using E&I Cooperative Services Master Agreement #EI00170, as allowed under NMSA 13- 1-129 and 13-1-135, CHESS received pricing from CampusWorks for provision of Data Governance and Business Intelligence for the ERP and SIS.

The CHESS Board of Directors has approved moving forward with award of this project to CampusWorks. The cost, \$8,438,507.00 plus applicable taxes is being allocated amongst the CHESS member colleges after CHESS absorbs \$2,000,000.00 of the total from CHESS fund balance. San Juan College's total cost-share allocation for this project over the next three years is \$1,282,873.00 plus applicable taxes. San Juan College's cost for Fiscal Year 2027 is \$311,395.00 plus applicable taxes. Allocations for Fiscal Year 2028 and 2029 will be \$386,114.00 and \$585,364.00, respectively.

This cost is covered, in part, by San Juan College's \$200,000.00 contingency that was approved by the San Juan College Board on April 28, 2026 along with the Fiscal Year 2027 CHESS cost allocations; the remainder of \$111,396.00 will be funded by additional use of Fund Balance.

Mr. Chance moved and Ms. Rasor seconded to approve this change to the current agreement with CHESS in the amount of \$1,282,873.00 plus applicable taxes over the next three years. **MOTION CARRIED** by unanimous voice vote.

4. REPLACEMENT FLOORING

As part of ongoing facility maintenance, San Juan College replaces campus flooring on a regular basis. The College has determined that the flooring in some areas of the Henderson Fine Arts has deteriorated beyond repair and needs to be replaced. This purchase includes material to replace much of the first floor of the facility.

Under the guidance of the College Purchasing Department, pricing pursuant to Sourcewell Contract Number 061323-SII was obtained from Shaw Industries Group, Inc. headquartered in Dalton, GA (with a plant in Albuquerque, NM) for the carpeting supplies in an amount not exceed \$105,000.00 plus applicable taxes.

Mr. Manning moved and Ms. Todacheene seconded to approve the purchase of new flooring material through the Sourcewell Contract with Shaw Industries Group, Inc. in an amount not to exceed \$105,000.00 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

5. WORKFLOW AND ESIGNATURE PLATFORM

On a daily basis, the College's staff, faculty and students use a variety of electronic forms, workflows, and eSignatures. The product that has handled these needs has been Docubee; however, that product will be retired effective December 31, 2026. In response, San Juan College Information Technology has worked with various College stakeholders to conduct a review of replacement solutions, including vendor demonstrations and feedback sessions. At the conclusion of this evaluation process, Softdocs Etrieve was identified as the solution best suited to meet the College's current and future needs.

Softdocs Etrieve provides the electronic forms, workflow, and eSignature functionality currently available through Docubee while offering additional capabilities that will support future modernization efforts. These additional capabilities include an Electronic Content Management (ECM) Document

platform that may provide the College with an opportunity to eventually replace its current ECM solution, OnBase.

The proposed agreement includes software licensing, implementation services, and professional services to support the accelerated migration of forms, workflows, and business processes from Docubee prior to its retirement.

Under the guidance of the College Purchasing Department, pricing pursuant to Omnia Partners contract 01-163 was obtained from Softdocs headquartered in Columbia, South Carolina (no office in the Four Corners) at the following cost:

Year 1: \$ 131,647.50
Year 2: \$ 94,669.88
Year 3: \$ 49,769.47
Year 4: \$ 51,262.55
Year 5: \$ 52,800.43

The cost for a five-year (9/25/26 - 9/24/31) agreement with Softdocs Etrieve will not exceed \$380,149.83 plus applicable taxes. This total includes professional services for the first two years of the five-year agreement.

Ms. Rasor moved and Mr. Manning seconded to approve a five-year agreement with Softdocs Etrieve through Omnia Partners LLC., in an amount not to exceed \$380,149.83 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

6. 30TH STREET EDUCATION CENTER COOLING TOWER SYSTEM REPLACEMENT

On July 7, 2025, the Board approved awarding plumbing services to Top Notch Mechanical. While the Board has approved spending authority not to exceed \$250,000.00 for plumbing services in general during Fiscal Year 2027, the Cooling Tower System at the 30th Street Education Center has reached its end-of-life expectancy and needs to be replaced.

Pursuant to this specific need, under the guidance of the College's Purchasing Department, pricing pursuant to RFP 26-03227 was obtained from Top Notch Mechanical, for the purchase of a new tower, drain down tank and the required installation service in an amount not to exceed \$197,521.00 plus applicable taxes.

Resources for this project are provided by 2026 building renewal and replacement (BR&R) funds. Farmington Municipal Schools will contribute 47% to this project.

Mr. Chance moved and Ms. Taylor seconded to approve the purchase and installation of the tower, described herein, from Top Notch Mechanical in the amount not to exceed \$197,521.00 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The next regular meeting will be **Wednesday, October 5, 2026, at 6:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

A motion was made at 7:49 p.m. by Mr. Manning and seconded by Mr. Chance for the Board to meet in Executive Session subject to the exception in NMSA 1978, Section 10-15-1(H)(2) of the Open Meetings Act to discuss pending litigation - A. Bird Davis Agreement with San Juan College. **MOTION CARRIED** by unanimous roll call vote.

The Executive Session concluded at 8:21 p.m. and the matters discussed in the closed meeting were limited only to those specified in the motion for closure. Mr. Chance moved and Ms. Taylor seconded to come out of Executive Session. **MOTION CARRIED** by unanimous roll call vote.

ITEM K. ADJOURNMENT

Mr. Chance moved and Mr. Manning seconded the motion to adjourn the meeting. Chairperson Uselman adjourned the meeting at 8:24 p.m. **MOTION CARRIED** by unanimous voice vote.

Ms. Valerie Uselman, Chairperson
San Juan College Board

ATTEST:

Ms. GloJean Todacheene, Secretary
San Juan College Board

Date: October 5, 2026