

**AGENDA**  
**MEETING OF THE BOARD OF TRUSTEES**  
**SOUTHEAST NEW MEXICO COLLEGE**  
**MONDAY, MAY 13, 2024 AT 6:00 PM**  
**SOUTHEAST NEW MEXICO COLLEGE, ROOM 153, 1500 UNIVERSITY DRIVE**  
**CARLSBAD, NEW MEXICO 88220**

The subjects and topics to be discussed, considered, and/or acted upon at the above-scheduled meeting are listed herein. Items listed as "Action Items" are anticipated to be acted and voted upon at the meeting. However, the Board may defer discussion, consideration, and/or action on any item listed. Items do not have to be discussed, considered, or acted upon in the order shown in this Agenda. Please be advised that there will be a pre-meeting reception with light refreshments. No public business will be discussed during the reception.

**AGENDA ITEMS**

- |  |                    |
|--|--------------------|
| 1. CALL TO ORDER   | BOARD CHAIR FRINTZ |
| 2. PLEDGE OF ALLEGIANCE  | ALL                |
| 3. ESTABLISH QUORUM  | ROLL CALL          |
| 4. APPROVE AGENDA  | ACTION ITEM        |
| 5. APPROVAL OF MINUTES FROM 4/8/2024   | ACTION ITEM        |
| 6. PUBLIC COMMENTS   |                    |
| Public Comments shall be limited to three minutes. The Board will not respond to public comments at or during Meeting. |                    |
| 7. STUDENT GOVERNMENT REPRESENTATIVE   | DISCUSSION         |
| 8. GENERAL COUNSEL UPDATES-ATTY. LANE MARTIN   | DISCUSSION         |
| 9. SENMC UPDATES -DR. KEVIN BEARDMORE  |                    |
| A) UPDATE ON 2022-2025 STRATEGIC PLAN ( <i>attachment</i> )  | DISCUSSION         |
| 10. OLD BUSINESS   |                    |
| 11. NEW BUSINESS   |                    |
| A) MAIN BUILDING RENOVATIONS, PHASE 1-<br>DR. BEARDMORE & NINE DEGREES ARCHITECTURE                                    | DISCUSSION/ACTION  |
| B) AUDIT REPORT-DR. VOLPI & CRI  | DISCUSSION/ACTION  |
| C) APPROVAL OF 2023-2024 BUDGET ADJUSTMENT<br>REQUEST-DR. VOLPI  | DISCUSSION/ACTION  |
| D) APPROVAL OF QUARTERLY FINANCIAL<br>CERTIFICATION-DR. VOLPI  | DISCUSSION/ACTION  |
| E) APPROVAL OF 2024-2025 BUDGET-DRS. VOLPI & BEARDMORE   | DISCUSSION/ACTION  |
| 12. EXECUTIVE ADMINISTRATION STAFF REPORTS OR COMMENTS   |                    |
| A) DR. MICKEY BEST, INTERIM VP-ACADEMIC AFFAIRS  |                    |
| B) DR. KARLA VOLPI, EXECUTIVE VP/VP-BUSINESS & FINANCE   |                    |
| C) JUANITA GARCIA, VP-STUDENT AFFAIRS  |                    |
| D) DR. MONTY HARRIS, VP-WORKFORCE DEVELOPMENT &<br>COMMUNITY ENGAGEMENT  | DISCUSSION         |
| 13. HR DIRECTOR'S UPDATE-STEVEN GONZALES ( <i>attachment</i> )   | DISCUSSION         |

14. EMPLOYEE REPRESENTATIVE COMMENTS (**OPTIONAL**)

A) FACULTY

B) ADMINISTRATIVE STAFF

C) CLASSIFIED STAFF

DISCUSSION

15. BOARD COMMENTS

16. ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING (**6-10-2024**)

BOARD CHAIR FRINTZ

17. ADJOURNMENT

BOARD CHAIR FRINTZ

Board Packet should be available to the public upon request through Andrea Dodson at [adodson@senmc.edu](mailto:adodson@senmc.edu) or 575-234-9211.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Southeast New Mexico College in Carlsbad, New Mexico at 575-234-9200 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Office of Southeast New Mexico College if a summary of other type of accessible format is needed.

## BOARD OF TRUSTEES MEETING MINUTES

Date: 4/8/24

Time: 6:00 pm

Session Location: SENMC RM 153

Board Members present:

- ☒ Chair, Tiffany Frintz
- ☒ Member, Bill Murrill
- ☒ Member, Mark Cage

Type of Meeting:

☒ Regular ☐ Work

☐ Special

☒ Secretary, Sarah Bowman (via Zoom)

☒ Member, Ned Elkins

Board Members absent: None

1) **Call to Order**

Time: 6:00 pm

2) **Pledge of Allegiance**

3) **Establish Quorum – Roll Call**

4) **Approve Agenda**

Motion: **Ned Elkins**

Second: **Sarah Bowman**

Nays: **0**

Abstain: **0**

**Bowman, Cage, Frintz, Elkins, and Murrill** voted to approve the agenda.

5) **Approval of minutes from the previous meeting – 3/11/2024**

Motion: **Sarah Bowman** Second: **Mark Cage**

Nays: **0**

Abstain: **0**

**Bowman, Cage, Frintz, Elkins, and Murrill** all voted in favor of the motion to approve the minutes.

6) **Public Comments: None**

7) **Student Government Representative:** Judi Cox-Tindol (Student Government Advisor) and Megan Robinson, Vice President for Student Government reported that Student Government will be purchase stoles as a gift to the 2024 graduates. Campaigning has started for the 2024-2025 Student Government officers.

8) **General Counsel: Lane Martin (via Zoom)**– Nothing to report.

9) **SENMC general status report: Dr. Kevin Beardmore**

**A) Updates on 2022-2025 Strategic Plan – Goal 1 (Diversity and Commitment)** Dr. Beardmore's latest newspaper/website article "A World of Difference" has been published. It included an invitation to Taste of Culture scheduled for 5-7 pm on April 11; **Goal 2 (Enrollment, Retention, and Graduation/Completion)** Dr. Beardmore participated in the Carlsbad Municipal Schools Strategic Planning/Profile of Student Success session on March 19; **Goal 3 (Community Engagement and Economic Enrichment)** Met with Jobs for America's Graduates New Mexico Executive Director Kaity Parent and Board Member Toni Balzano about opportunities for collaboration; hosted Carlsbad Municipal Schools Superintendent Dr. Gerry Washburn for his presentation on the mail-in Bond Election; presented to Leadership Carlsbad and conducted a campus tour; with Dr. Ned Elkins and Dr. Monty Harris hosted a discussion with eight representatives from Los Alamos National Laboratory; met with the New Mexico leadership team of Goodwill Industries; attended celebration events for the Waste Isolation Pilot Plant (both on-site and at the Carlsbad Events Center); attended "Taking the Pentagon to the People" at the New Mexico State University main campus in Las Cruces where SENMC was recognized by the New Mexico Higher Education Department Secretary, Stephanie Rodriguez; hosted the Permian Energy Lab event at SENMC (one of two in the Permian Basin); visited the Pre-K program at Midland College; and attended the Fourth Annual Education

Partnership of the Permian Basin Summit in Midland, Texas; **Goal 4 (Building, Facilities, and College Foundation)** met with the architects contracted by Nine Degrees who will be developing the first SENMC Master Plan; met with Gary Martinez and the on-site manager for the HVAC project Kick-Off meeting; visited the Nine Degrees office in Sunland Park, New Mexico; and **Goal 5 (Independence of SENMC)** submitted report to the Higher Learning Commission Focused Visit Team in advance of the site visit scheduled for April 29-30.

The Site Team have requested a lunch with the Board of Trustees on April 29. Dr. Beardmore asked the Trustees to advise whether or not they can attend and asked for lunch orders.

Trustees are also asked to be available from 1-3 pm on Tuesday, April 23 for training from the New Mexico Higher Education Department.

Vice President of Academic Affairs candidate on-campus interviews start on April 9 and will conclude on April 16.

Dr. Beardmore updated the Trustees on a recent budget discussion and the decision not to increase tuition. Further, he advised that a notice from the Secretary of Higher Education is urging against tuition increases.

#### 10) Old Business:

##### A) Gentle Refresh of College Logo-Dr. K Beardmore

Dr. Beardmore presented the new logo design. It includes adjusting the kerning between the letters, moving the building outline to start above the "N" instead of the "M," extending "Southeast New Mexico College" underneath the logo so it is the same length as the logo, and removing "EST 1950". Additionally, the new design was presented using the current colors and the proposed new colors. These new colors were selected because they provide the proper contrast between a true copper and a true turquoise. Dr. Beardmore said if approved the college will not start paying money to switch everything; SENMC will start using it on all future items and bringing back the sign discussion.

Motion: Mark Cage      Second: Ned Elkins      Nays: 0      Abstain: 0

**Bowman, Cage, Elkins, Murrill, and Frintz** voted in favor of the motion.

##### B) Recognize Khush Ghadiali-Dr. K Beardmore

Dr. Beardmore read a letter expressing gratitude and appreciation to Khush Ghadiali for his pro bono work in creating Southeast New Mexico College's logo and thanking him for his continued support of the college.

#### 11) New Business

##### A) Capital Outlay Projects - Dr. K Beardmore

Dr. Beardmore presented the following projects for discussion/action:

- 1) **Water well and easement to well property (K Beardmore)** – These items were discussed last month and now Dr. Beardmore is asking the Board of Trustees to authorize the College to pursue securing this property which is still in the hands of the Light Trust.

Motion: Ned Elkins      Second: Mark Cage      Nays: 0      Abstain: 0

**Bowman, Cage, Elkins, Murrill, and Frintz** all voted in favor of the motion to pursue securing the water well property.

- 2) **Simulators (M Harris and 5DT)** – Dr. Monty Harris introduced Paul Olckers and David Sherwood of Fifth Dimension Technologies (5TD). They are participating via Zoom and will answer questions the Trustees may have based on the proposal Dr. Harris shared with them previously. They are proposing simulators for seven machines. All the simulator cabs are universal and can be used on any of the sim bases. The proposal also includes a three-year support plan. The total cost including shipping is \$3,154,000MM.

Motion: Mark Cage      Second: Sarah Bowman      Nays: 1      Abstain: 0

**Bowman, Cage, Elkins, and Frintz** all voted in favor of the motion to move forward with the 5DT proposal as presented. **Bill Murrill voted against the motion.**

- 3) **Building access (K Volpi and G Martinez)** – Dr. Beardmore explained that the building access project was first presented to the Board in March 2023 and was written into the list of Capital Projects in October 2023. Tonight, they are prepared to share details of this project. Gary Martinez said they want a stand-alone system with no ties to NMSU or any other entity. There is outdated hardware that needs to be repaired before it can be changed out. Dr. Karla Volpi explained that one of the issues is the use of metal keys for most of the locks. If a key is lost the lock must be rekeyed which is expensive. Additionally, not all the electronic locks work. She said instructors do not always have the appropriate keys for the classrooms they are using. With an electronic system the instructors' keys could be reprogrammed as room assignments change. An electronic system has already been installed in the Allied Health building.

Motion: Sarah Bowman      Second: Mark Cage      Nays: **1**      Abstain: **0** .

**Bowman, Cage, Elkins, and Frintz** all voted in favor of the motion to purchase the new building access system as proposed by Millennium. **Bill Murrill voted against the motion.**

- 4) **Energy performance updates (K Volpi, G Martinez, G Haubold, and Ameresco)** - Dr. Volpi introduced Daniel Hunter from Ameresco to present an overview of the second phase of the ESPC (Energy Savings Performance Contract) Project Summary. The first phase was the HVAC scheduled to begin on April 22, 2023. The projects include lighting improvements, condenser evaporative cooling, building envelope improvements, high efficiency transformer replacements for all the transformers on campus, and solar covered parking in the West Lot. The goals of this project are to reduce energy consumption, address deferred maintenance backlogs in buildings, ensure that the useful life of the equipment installed is greater than the project payback period, provide "Covered Parking Solar" for SENMC staff and students, guarantee savings of all the projects, and provide a turnkey solution and a robust O&M plan.

Motion: Sarah Bowman      Second: Mark Cage      Nays: **0**      Abstain: **1** .

**Bowman, Cage, Elkins, and Frintz** all voted in favor of the motion to continue the next phase of the Energy Performance Update. **Bill Murrill abstained from voting.**

**B) Monthly Financial Update – Dr. K. Volpi**

Dr. Volpi explained that Anthology had demonstrated an ability to generate many kinds of reports and provided assurance that it would be able to produce statements that conformed to the reporting model used by the State of New Mexico. However, there are no "canned" financial statements-the financial statements must be customized. Dr. Volpi can retrieve data, but it needs to be entered in Access or Excel to create reports. Additionally, she has not received a balance sheet from the audit and therefore could not create a balance sheet because she could not confirm that the numbers were correct. She said they are close to completing the 2022 audit at which time she will be able to give the Board of Trustees a full set of financial statements. She added that it will probably take some time to develop the forms, but this will give the Trustees the chance to look at them and decide if they like the format and the level of detail included in the reports. Dr. Volpi said she will have budgets, quarterlies, and the 2022 audit next month.

**C) Service Proposal-Additional Surveys & Utility Investigations (K Volpi and G Martinez)**

As the college moves forward with construction projects and other building plans it is important to know what the campus infrastructure looks like (utilities, location of sewer lines, etc.). It is also important to know the location of the college property's boundaries. Nine Degrees Architecture + Design, Inc. will complete the survey which is expected to take two to three months.

Motion: Mark Cage      Second: Ned Elkins      Nays: 0      Abstain: 0

**Bowman, Cage, Elkins, Frintz, and Murrill** all voted in favor of the motion to approve the service proposal as presented.

**D) Coursedog – (J Garcia and A Dewey)**

Juanita Garcia presented a proposal to purchase software from Coursedog. Currently they are using software that assists with scheduling and room utilization. Other products available through Coursedog will allow them to streamline their processes. Coursedog already has integration with Anthology. Registrar Amy Dewey explained they are already using the Academic and Event scheduling module. Coursedog has a catalog and handbooks, and can handle curriculum changes, too. Syllabi can also be handled in Coursedog, and past syllabi can be archived.

Motion: Ned Elkins      Second: Mark Cage      Nays: 1      Abstain: 0

**Bowman, Cage, Elkins, and Frintz** voted in favor of the motion to continue to use Courseleaf to the end of its contract and pick up the added elements of Coursedog and go for the three-year deal to be signed by the 15<sup>th</sup> to get the \$114,000 discount.

**12) Executive administration staff reports or comments - Representatives reported on the following:**

- A) **Dr. Mickey Best, Interim VP of Academic Affairs:** Dr. Best congratulated Mika Himel, Online Learning Manager, for the publication of her book, "The Nomad Girl"; Charity Goldsby, lead faculty member in Surgical Technology shared with Dr. Best that SENMC had applied for and received a grant of \$3,000 from the Carlsbad Community Foundation. It will be used to offset the costs of the Spring and Summer 2024 clinical rotations; March's Public Safety Expo included 390 hours of instruction; 2024 NISOD (National Institute for Staff and Organizational Development) Excellence Award presented to Luz Moreno (Director of the Learning Technology Center) and Saul Navarette (Classroom Media Technologist).
- B) **Dr. Karla Volpi, EVP, VP of Business and Finance:** Nothing to report.
- C) **Juanita Garcia, VP of Student Affairs:** Registration for Summer and Fall 2024 is underway; Early College High School registration started April 8; they are hiring a student temporary worker (Joel Barrett) to assist with recruitment; an Administrative Assistant for the Registrar's Office will start on April 16; Juanita Garcia, Amy Dewey, and Dr. Narmin Ghalichi, IR Coordinator, will be attending the annual HLC Conference April 13-16; Ferrilli will be on campus soon to work on degree-planning audits; Financial Aid just returned from a state financial aid training; they are currently working on marketing campaigns and Ferrilli will return in June to work with marketing, recruitment, and Admissions on a CRM (Customer Relationship Management); construction in the Admissions Office is tentatively scheduled to begin in June.
- D) **Dr. Monty Harris, VP of Workforce Development and Community Engagement:** Dr. Harris reported that Community Education had 50 participants in the Spring Break camps and thanked Grants Services for providing student workers to assist during those camps; the summer catalog will focus on STEM and class offerings will include "Inspired by Science", computer coding, and artificial intelligence; Workforce has another start date for the CDL program and will soon begin using the driving range at the mall; people are asking for evening and weekend CDL classes; they are still waiting on the state to determine third-party testing requirements for CDL; close to launching an online learning platform for skilled trades; signed an authorized learning partner agreement with RV

Technical Institute; declared a failed search for the position of Workforce and Community Education Director; productive meeting with the leadership from Los Alamos National Labs and Dr. Harris sees a bright future working with them; the first pre-apprentice electrical training started on April 1.

- 13) **HR Report: Steven Gonzales, HR Director: (report given by K Beardmore)** The SENMC employee count is at 276 as of April 3, 2024. There are currently 4 faculty vacancies and 5 staff vacancies. April 2024's Employee of the Month is Diana Campos, Director of Financial Aid.

14) **Employee representative comments (optional)**

A) **Faculty: Zane Biebelle-** Zane distributed pens representing the SENMC Cliff's Honor program which will begin in the fall. Ms. Biebelle will serve as the Director of the Honors Program. The faculty have chosen the recipient of the first SENMC Mountain Lion Pride Teaching Excellence Award but will announce the winner at a later date.

B) **Administrative Staff:** – None.

C) **Classified Staff:** None

15) **Board comments:**

Trustees commented on the evening's financial expenditures and expressed excitement about the investment in the College's future. Chair Frintz thanked everybody for coming to the meeting.

16) **Announcement of next regular board meeting:**

**Date:** May 13, 2024

**Time:** 6:00 pm

**Place:** SENMC Room 153

- 17) **Adjournment – Chair Tiffany Frintz** adjourned the meeting at 8:20 pm.

**Approved**

\_\_\_\_\_  
Sarah Bowman, Secretary

\_\_\_\_\_  
Date

## **SENMC STRATEGIC PLAN (2022-2025)**

Updates for May 2024 in blue

### **Goal 1: Diversity and Commitment**

Hosted Taste of Culture with more than 500 community members attending and a host of college and community volunteers (led by the SENMC Diversity Committee), April 11  
Held the Poetry and Jazz Celebration in the SENMC Courtyard with more than a dozen performances (coordinated by the SENMC Diversity Committee), April 23  
Held an Open Forum for campus, April 24  
Met with the Administrative Staff Leadership Team, April 24  
Attended the Pan Asian Culture Celebration Presentation and Book Signing event (SENMC's own Mika Himel), April 29

### **Goal 2: Enrollment, Retention, and Graduation/Completion**

Led the meeting of the Dual Credit Workgroup, April 12  
Led the first Spring Assessment Day, April 26  
Provided introductory remarks at the Phi Theta Kappa Induction Ceremony, April 27  
Met with Early College HS in preparation for new Early College first-year class of 70 students in Fall 2024, May 3  
Participated in the Carlsbad Municipal Schools Strategic Planning/Profile of Student Success session, May 7

### **Goal 3: Community Engagement and Economic Enrichment**

Met with Jobs for America's Graduates New Mexico Program Manager Esther Keeton and Employer Engagement Manager Christine Batan (joined remotely by Executive Director Kaity Parent) to plan for a summer program at SENMC in June, April 11  
Attended a special called meeting of the Carlsbad Department of Development Board, April 11  
Presented the Trades x Technologies Building at Friday Focus (featured speaker), April 12  
Accepted the opportunity to host the Legislative Finance Committee June 11-13, 2024, April 19  
Hosted the NM Higher Education Department Training for Board members, April 23  
Attended Carlsbad Rotary, April 24  
Presented on the Future of the USDOE & SENMC Partnership at the US Department of Energy Carlsbad Field Office Offsite Workshop, April 25  
Met with Amber Gallup and Dene Shelton, Adult Education leads from the NM Higher Education Department, about the opportunity to develop an integrated education and training program at SENMC (with Misty McCormack), April 25  
Attended the Education Partnership of the Permian Basin Energy Pathway Advisory Committee Meeting, May 1  
Attended the Carlsbad Department of Development Board meeting, May 2  
Assisted at the SENMC Relay for Life, May 3  
Hosted American Civil Liberties Union tour (with Board Secretary Sarah Bowman), May 6

### **Goal 4: Building, Facilities, and College Foundation**

Received approval for the Mall Storage Lease by the New Mexico Higher Education Department Capital Outlay Committee, April 19, and the Energy Savings Performance Contract, May 8

### **Goal 5: Independence of SENMC**

Attended the Higher Learning Commission Annual Conference, April 14  
Hosted the Higher Learning Commission Focused Visit Team, April 29 & 30



## Exhibit 1. Summary of Current and Plant Funds

Southeast New Mexico College

	Operating Budget 2023-2024				Estimated Actuals 2023-2024				Operating Budget 2024-2025			
	Unrestricted		Restricted		Unrestricted		Restricted		Unrestricted		Restricted	
<b>Revenues</b>												
Instruction and General (Exh 2)	\$	21,368,806	\$	7,185,350	\$	40,326,072	\$	7,266,194	\$	26,358,088	\$	4,042,960
Student Soc & Cultural Dev Activities (Exh 15)		69,300		-		25,000		30,600		30,000		-
Research (Exh 16)		-		-		-		-		-		-
Public Service (Exh 17)		240,400		229,980		240,400		229,980		-		206,688
Internal Service Depts (Exh 18)		70,355		-		25,000		-		30,000		-
Student Aid Grants & Stipends (Exh 19)		-		1,164,552		-		1,305,223		-		1,345,585
Auxiliary Enterprises (Exh 20)		260,000		-		350,000		-		360,000		-
<b>Subtotal Current Funds</b>		22,008,861		8,579,882		40,966,472		8,831,997		26,778,088		5,595,233
Capital Outlay (Exh I)		2,795,000		-		2,795,000		-		-		-
Renewal & Replacement (Exh II)		962,521		-		962,521		-		600,000		-
Debt Service (Exh III)		-		-		-		-		-		-
<b>Total Revenues</b>	\$	25,766,382	\$	8,579,882	\$	44,723,993	\$	8,831,997	\$	27,378,088	\$	5,595,233
<b>Beginning Balances</b>												
Instruction and General (Exh 2)	\$	8,785,194	\$	-	\$	8,231,942	\$	-	\$	5,718,955	\$	-
Student Soc & Cultural Dev Activities (Exh 15)		-		-		-		-		-		-
Research (Exh 16)		-		-		-		-		-		-
Public Service (Exh 17)		80,834		-		80,834		-		80,834		-
Internal Service Depts (Exh 18)		-		-		-		-		-		-
Student Aid Grants & Stipends (Exh 19)		-		-		-		-		-		-
Auxiliary Enterprises (Exh 20)		-		-		-		-		-		-
<b>Subtotal Current Funds</b>		8,866,028		-		8,312,776		-		5,799,789		-
Capital Outlay (Exh I)		49,981,073		-		49,542,490		-		56,603,907		-
Renewal & Replacement (Exh II)		42,779,331		-		42,993,858		-		51,808,385		-
Debt Service (Exh III)		-		-		-		-		-		-
<b>Total Balances</b>	\$	101,626,432	\$	-	\$	100,849,124	\$	-	\$	114,212,081	\$	-
<b>Total Available</b>												
Instruction and General (Exh 2)	\$	30,154,000	\$	7,185,350	\$	48,558,014	\$	7,266,194	\$	32,077,043	\$	4,042,960
Student Soc & Cultural Dev Activities (Exh 15)		69,300		-		25,000		30,600		30,000		-
Research (Exh 16)		-		-		-		-		-		-
Public Service (Exh 17)		321,234		229,980		321,234		229,980		80,834		206,688
Internal Service Depts (Exh 18)		70,355		-		25,000		-		30,000		-
Student Aid Grants & Stipends (Exh 19)		-		1,164,552		-		1,305,223		-		1,345,585
Auxiliary Enterprises (Exh 20)		260,000		-		350,000		-		360,000		-
<b>Subtotal Current Funds</b>		30,874,889		8,579,882		49,279,248		8,831,997		32,577,877		5,595,233
Capital Outlay (Exh I)		52,776,073		-		52,337,490		-		56,603,907		-
Renewal & Replacement (Exh II)		43,741,852		-		43,956,379		-		52,408,385		-
Debt Service (Exh III)		-		-		-		-		-		-
<b>Total Available</b>	\$	127,392,814	\$	8,579,882	\$	145,573,117	\$	8,831,997	\$	141,590,169	\$	5,595,233



## Exhibit 1. Summary of Current and Plant Funds

Southeast New Mexico College

	Operating Budget 2023-2024		Estimated Actuals 2023-2024		Operating Budget 2024-2025	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
<b>Expenditures</b>						
Instruction and General (Exh 2)	\$ 17,685,547	\$ 7,185,350	\$ 19,481,433	\$ 7,266,194	\$ 21,772,796	\$ 4,042,960
Student Soc & Cultural Dev Activities (Exh 15)	69,300	-	63,800	30,600	80,000	-
Research (Exh 16)	-	-	-	-	-	-
Public Service (Exh 17)	240,400	229,980	240,400	229,980	-	206,688
Internal Service Depts (Exh 18)	560,450	-	829,810	-	1,032,500	-
Student Aid Grants & Stipends (Exh 19)	44,688	1,164,552	44,688	1,305,223	44,688	1,345,585
Auxiliary Enterprises (Exh 20)	755,785	-	613,385	-	881,425	-
<b>Subtotal Current Funds</b>	<b>19,356,170</b>	<b>8,579,882</b>	<b>21,273,516</b>	<b>8,831,997</b>	<b>23,811,409</b>	<b>5,595,233</b>
Capital Outlay (Exh I)	4,800,000	-	6,800,000	-	1,200,000	-
Renewal & Replacement (Exh II)	2,387,520	-	3,287,520	-	3,600,000	-
Debt Service (Exh III)	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 26,543,690</b>	<b>\$ 8,579,882</b>	<b>\$ 31,361,036</b>	<b>\$ 8,831,997</b>	<b>\$ 28,611,409</b>	<b>\$ 5,595,233</b>
<b>Transfers to or (from)</b>						
Instruction and General (Exh 2)	\$ 4,236,511	\$ -	\$ 23,357,626	\$ -	\$ 4,743,722	\$ -
Student Soc & Cultural Dev Activities (Exh 15)	-	-	(38,800)	-	(50,000)	-
Research (Exh 16)	-	-	-	-	-	-
Public Service (Exh 17)	-	-	-	-	80,834	-
Internal Service Depts (Exh 18)	(490,095)	-	(804,810)	-	(1,002,500)	-
Student Aid Grants & Stipends (Exh 19)	(44,688)	-	(44,688)	-	(44,688)	-
Auxiliary Enterprises (Exh 20)	(495,785)	-	(263,385)	-	(521,425)	-
<b>Subtotal Current Funds</b>	<b>3,205,943</b>	<b>-</b>	<b>22,205,943</b>	<b>-</b>	<b>3,205,943</b>	<b>-</b>
Capital Outlay (Exh I)	(1,566,417)	-	(11,066,417)	-	(1,566,417)	-
Renewal & Replacement (Exh II)	(1,639,526)	-	(11,139,526)	-	(1,639,526)	-
Debt Service (Exh III)	-	-	-	-	-	-
<b>Total Net Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Balances</b>						
Instruction and General (Exh 2)	\$ 8,231,942	\$ -	\$ 5,718,955	\$ -	\$ 5,560,525	\$ -
Student Soc & Cultural Dev Activities (Exh 15)	-	-	-	-	-	-
Research (Exh 16)	-	-	-	-	-	-
Public Service (Exh 17)	80,834	-	80,834	-	-	-
Internal Service Depts (Exh 18)	-	-	-	-	-	-
Student Aid Grants & Stipends (Exh 19)	-	-	-	-	-	-
Auxiliary Enterprises (Exh 20)	-	-	-	-	-	-
<b>Subtotal Current Funds</b>	<b>8,312,776</b>	<b>-</b>	<b>5,799,789</b>	<b>-</b>	<b>5,560,525</b>	<b>-</b>
Capital Outlay (Exh I)	49,542,490	-	56,603,907	-	56,970,324	-
Renewal & Replacement (Exh II)	42,993,858	-	51,808,385	-	50,447,911	-
Debt Service (Exh III)	-	-	-	-	-	-
<b>Total Ending Balances</b>	<b>\$ 100,849,124</b>	<b>\$ -</b>	<b>\$ 114,212,081</b>	<b>\$ -</b>	<b>\$ 112,978,760</b>	<b>\$ -</b>
<b>Total Expenditures, Transfers and Balances</b>	<b>\$ 127,392,814</b>	<b>\$ 8,579,882</b>	<b>\$ 145,573,117</b>	<b>\$ 8,831,997</b>	<b>\$ 141,590,169</b>	<b>\$ 5,595,233</b>



## Exhibit 2. Summary of Instruction and General

Southeast New Mexico College

	Operating Budget 2023-2024				Estimated Actuals 2023-2024				Operating Budget 2024-2025			
	FTE	Unrestricted	FTE	Restricted	FTE	Unrestricted	FTE	Restricted	FTE	Unrestricted	FTE	Restricted
<b>Revenues</b>												
Tuition and Fees Income (Exh 3)		\$ 920,706		\$ -		\$ 552,972		\$ -		\$ 564,688		\$ -
Federal Govt Appropriations (Exh 4)		-		-		-		-		-		-
State Govt Appropriations (Exh 4)		5,234,800		-		5,234,800		-		5,254,600		-
Local Govt Appropriations (Exh 4)		15,000,000		-		34,000,000		-		20,000,000		-
Federal Govt G & C (Exh 5)		-		6,954,462		-		6,923,763		-		3,603,278
State Govt G & C (Exh 5)		-		210,888		-		253,581		-		346,882
Local Govt G & C (Exh 5)		-		-		-		-		-		-
Private Gifts, G & C (Exh 6)		-		20,000		-		88,850		-		92,800
Endow, Land & Perm Fund Income (Exh 7)		-		-		-		-		-		-
Sales & Services of Educ Activities (Exh 8)		-		-		-		-		-		-
Other Sources (Exh 9)		213,300		-		538,300		-		538,800		-
<b>Total Revenues (Exh 1)</b>		<b>21,368,806</b>		<b>7,185,350</b>		<b>40,326,072</b>		<b>7,266,194</b>		<b>26,358,088</b>		<b>4,042,960</b>
<b>Beginning Balance (Exh 1)</b>		<b>8,785,194</b>		<b>-</b>		<b>8,231,942</b>		<b>-</b>		<b>5,718,955</b>		<b>-</b>
<b>Total Available (Exh 1)</b>		<b>\$ 30,154,000</b>		<b>\$ 7,185,350</b>		<b>\$ 48,558,014</b>		<b>\$ 7,266,194</b>		<b>\$ 32,077,043</b>		<b>\$ 4,042,960</b>
<b>Expenditures</b>												
Instruction (Exh 10)	49.69	6,103,085	2.37	6,000,486	55.49	6,835,605	10.73	6,094,005	69.48	8,930,660	14.75	2,301,033
Academic Support (Exh 11)	10.08	1,747,906	4.19	692,170	15.99	2,036,388	1.61	698,505	23.69	2,626,626	1.49	595,973
Student Services (Exh 12)	36.91	2,248,275	3.13	492,694	20.23	2,280,470	2.71	473,684	25.08	2,687,510	4.26	1,143,154
Institutional Support (Exh 13)	16.81	5,684,065	-	-	16.92	6,162,770	-	-	18.68	5,143,000	-	2,800
Operation & Maintenance (Exh 14)	24.73	1,902,216	-	-	16.75	2,166,200	-	-	16.72	2,385,000	-	-
<b>Total Expenditures (Exh 1)</b>	<b>138.22</b>	<b>17,685,547</b>	<b>9.69</b>	<b>7,185,350</b>	<b>125.38</b>	<b>19,481,433</b>	<b>15.05</b>	<b>7,266,194</b>	<b>153.65</b>	<b>21,772,796</b>	<b>20.50</b>	<b>4,042,960</b>
<b>Transfers</b>												
Non-Mandatory												
I & G		-		-		-		-		-		-
Student Social and Cultural		-		-	-	38,800		-	-	50,000		-
Research		-		-	-	-		-	-	-		-
Public Service		-		-		-		-		(80,834)		-
Internal Service		490,095		-		804,810		-		1,002,500		-
Student Aid		-		-		-		-		-		-
Auxiliary Enterprises		495,785		-		263,385		-		521,425		-
Capital Outlay		1,500,000		-		11,000,000		-		1,500,000		-
Renewal and Replacement		1,500,000		-		11,000,000		-		1,500,000		-
Las Cruces Campus		-		-		-		-		-		-
<b>Subtotal Non-Mandatory</b>		<b>3,985,880</b>		<b>-</b>		<b>23,106,995</b>		<b>-</b>		<b>4,493,091</b>		<b>-</b>
Required												
Student Aid		44,688		-		44,688		-		44,688		-
Capital Outlay		66,417		-		66,417		-		66,417		-
Renewal and Replacement		139,526		-		139,526		-		139,526		-
<b>Subtotal Required</b>		<b>250,631</b>		<b>-</b>		<b>250,631</b>		<b>-</b>		<b>250,631</b>		<b>-</b>
<b>Total Net Transfers (Exh 1)</b>		<b>4,236,511</b>		<b>-</b>		<b>23,357,626</b>		<b>-</b>		<b>4,743,722</b>		<b>-</b>
<b>Total Expenditures and Net Transfers</b>		<b>\$ 21,922,058</b>		<b>\$ 7,185,350</b>		<b>\$ 42,839,059</b>		<b>\$ 7,266,194</b>		<b>\$ 26,516,518</b>		<b>\$ 4,042,960</b>
<b>Ending Balance (Exh 1)</b>		<b>\$ 8,231,942</b>		<b>\$ -</b>		<b>\$ 5,718,955</b>		<b>\$ -</b>		<b>\$ 5,560,525</b>		<b>\$ -</b>

## Interim VPAA Report – May 13, 2024 SENMC Board of Trustees

### **Faculty Scholarship**

Dr. Luis Anchondo presented an article at the 22nd International Symposium of Medieval and Early Modern Literature held at the University of Arizona in May 2024.

### **SENMC Promotion & Tenure cycle UPDATE**

The annual application period resulted in 10 faculty indicating their interest in being considered. Two (2) are seeking both Promotion and Tenure while the remaining eight (8) are seeking Promotion only.

### **Welding Program**

The faculty have reviewed and proposed adoption of the Lincoln Electric and National Coalition of Certification Centers (LEEPs-NC3) curriculum:

- A level of proficiency that can directly support welders when they seek to advance their training and career development
- Access to curriculum and learning management resources necessary for benchmarking and standardizing welding performance

#### **LEEPs-NC3 (Stackable certifications) \***

#### **SENMC Curriculum**

Welding Safety	WELD 105 – Introduction to Welding
Welding Safety Essentials	WELD 105 – Introduction to Welding
Principles of Welding	WELD 105 – Introduction to Welding
Introduction to SMAW, GMAW, FCAW, and GTAW	WELD 100 – Structural Welding I WELD 115 – Structural Welding II WELD 125 – Introduction to Pipe Welding WELD 126 – Industrial Pipe Welding WELD 150 – Pipe Welding II WELD 130 – Introduction to GMAW (MIG) WELD 140 – Introduction to GTAW (TIG)
Advanced SMAW, GMAW, FCAW, and GTAW	<b>Future curriculum adoption</b>
Oxyfuel Cutting	WELD 130 – Introduction to GMAW (MIG)
Plasma Cutting	WELD 115 – Structural Welding II
Carbon Arc Gouging	WELD 115 – Structural Welding II
Blueprint Reading	WELD 110 – Blueprint Reading
Math & Measurement	OETS 118 – Mathematics for Technicians
Fabrication 1 & 2	WELD 211 Welder Fabrication

**\* Lincoln Electric Education Partner Schools in partnership with the National Coalition of Certification Centers.**

## Workforce Development / Community Ed Report

5/13/24

### COMMUNITY ED

The Community Education Program will be offering a full schedule of summer classes, featuring a total of 14 engaging programs tailored for children. Among these offerings, 8 camps will spotlight computer-based curriculum, emphasizing STEM education, coding proficiency, entrepreneurship skills cultivation, and video game development. Additionally, the roster includes camps focused on guitar lessons, theatrical arts, beginning Spanish, culinary classes, and our annual Inspired by Science camp. Each camp will span 1 to 2 weeks.

For adults, the program will offer 11 specialized classes covering a range of hobbies, including ceramics, sock crafting, visual arts, and Zumba fitness. Two computer skills courses—podcasting and disk golf—will also be available, catering to diverse interests within the community.

In response to the current shutdown of the REC Center the Community Education Program has initiated a series of professional development sessions aimed at enhancing the skill sets of REC employees with no cost to them.

Maria met with ConocoPhillips representatives, in plans to deliver professional training for 70 employees.

## WORKFORCE

- Waiting for state to inform on Third Party Testing requirements
  - I have received a response and they will schedule a meeting soon
    -
- RV Technical Institute Authorized Learning Partner agreement is signed
  - Instructors completing requirements
- Pre-Apprentice Electrical Training graduated 4 students on Friday, April 19th.
- Online learning platform for skills training
  - Finalizing details for launch on website
  - OASIS – Online Assisted Skills Instructional Systems
    - Please see next pages for details

## SENMC Workforce Development

# OASIS

### Online Assisted Skills Instruction Systems

To be effective, career training must be accessible and must meet the needs of the workers and employers for which it is designed. It is not unusual to experience long wait times for appointments with technicians due to their limited availability. The shortage of qualified workers, combined with unemployment rates consistently under 3% for our area indicate that our challenge in Workforce Development is not limited to bringing unemployed people into the workforce. Additionally, we must focus on providing employed and underemployed workers the skills training needed to advance them within their current careers or to enter a new job field.

Because of this understanding of the local job market, Workforce Development OASIS training programs at SENMC offer the flexibility to acquire in-demand skills in a variety of career paths regardless of employment status. Self-paced online learning allows training programs to be completed around work and household schedules or more quickly with a full-time commitment. It is entirely up to the learner.

Take some time and look through the various learning platforms to discover the numerous options available to help you meet your career goals. Similar programs may be offered on more than one platform, so check out all the choices to see if one works better for your unique needs. You can receive certificates of completion for your work, and you can earn industry recognized certifications as well.

Some of the systems in OASIS require program enrollment to be completed by SENMC Workforce Development. For more information, or to enroll in those programs, please use this form.

<https://forms.office.com/r/Yx0DAQchwy>

If your program of interest is not on this form, enrollment is completed within the system page.

Don't wander in a career desert. Let OASIS refresh your journey to success!

### Skilled Trades Training powered by Interplay

Skilled Trades Training is a resource for self-guided learning of skilled trades in an online environment. Simulations that can be experienced on the computer or with the user's virtual reality hardware are included in many courses.

Access to Skilled Trades Training requires payment of a monthly fee, which also includes Skilled Trades Training Certificates of Completion from Interplay. There are additional fees for third-party certifications associated with some programs.

Each course within a program has an estimated time for completion. The actual time to complete a program is determined by the user. The ability to complete a program is dependent on the user maintaining access to Skilled Trades Training for the time the user requires to complete the program. This often means maintaining access for multiple months. Each month of access needed by the user requires payment for that month.

Non-payment will result in the deactivation of user access to Skilled Trades Training. Prolonged deactivation may result in the removal of the user from the system, which results in the loss of



accumulated points and will require re-enrollment to continue in any courses when the user is added back to the system. In the event of removal, progress in the program is maintained if user access is reactivated.

## Online Workforce Education Solutions

Getting started is easy! All of our programs have opportunities for national certification, externship placement and/or career support.

- Superior Content in a Convenient, Self-Paced Online Format
- Secure Online Transactions & Payment Plans Available
- Comprehensive Student Materials - Shipped Direct to You!
- Extensive Learner Support
- Certification Opportunities
- Optional Volunteer Externship Opportunity
- Career Services & Support

## Online Certificate Programs

Southeast New Mexico College, in partnership with ed2go, offers flexible, self-paced certificate programs and personal enrichment courses. Click below to view our catalogs.

Online Fundamental Courses <https://www.ed2go.com/senmc/>

Online Career Trainings <https://careertraining.ed2go.com/senmc/>

## Tech Career Bootcamps powered by Upright

Get the skills you need to enter a new career in tech. Our career bootcamps are 16-24 weeks and delivered remotely. Every program comes with dedicated Career Services, Career Transition Support, and access to engaged Employer Partners.

- [24-Week Software Development Bootcamp](#)
- [24-Week UX/UI Design Bootcamp](#)
- [16-Week Data Analytics Bootcamp](#)
- [16-Week Digital Marketing Bootcamp](#)

With flexible payment options and scholarships that allow students to reach their potential without the stress of finances.

## Insurance & Securities Prelicensing Programs

Through a partnership with A.D. Banker, SENMC offers you the chance to jump start a new career through flexible online learning.



Start your path to licensure in Life, Health, Property & Casualty, Personal Lines, or Adjuster Insurance with prelicensing courses approved by each state regulatory body for insurance. Insurance courses prepare students to pass their state licensing exam.

Take your first step in the securities industry by passing the SIE exam and then build your career managing money with additional certifications. Securities courses prepare students for FINRA qualification exams and meet national industry standards.

Register today at <https://learn.adbanker.com/SENMC/>

## Real Estate Pre-Licensing & Mortgage Loan Originator Programs

Through a partnership with The CE Shop, SENMC is proud to provide you with the highest-quality online Real Estate Pre-Licensing, Post-Licensing and Continuing Education courses. These are state-approved, self-paced courses that you can take in the comfort of your own home or anywhere you have internet access. In addition to real estate, our industry-leading, and NMLS-approved, PE courses will teach you the foundational knowledge you need to thrive as a mortgage professional. You're able to pursue your next career move anywhere, anytime. Register today at <https://senmc.theceshop.com/>

## Human Resources Report - May 2024

Report Generated: May 7, 2024

Submitted by: Steven Gonzales, HR Director

### Employee Count

*\*Includes Full-Time, Part-Time, Temporary and Student*

**Total: 267 (-6)**

### New Hires

Name  
Barrett, Joel  
Byers, Candace  
Ri, Sun Ki (Yulia)  
Rodenbaugh, Pearceten

Job Title  
Temporary, Recruiter  
Health Clinic Nurse Practitioner  
Administrative Assistant, Registrar  
Student Hire, Grants

**Total: 4**

### Departures

Name  
Marsha, TeQuiero  
Rocha, Saul Jonathan  
Trevizo, Moises  
Vasquez, Mark

Job Title  
Temporary, Workforce Trainer  
Transfer, Internship, and Career Specialist  
Technology Support Technician  
Temporary, Workforce Trainer

**Total: 4**

### Currently in Interview Process

Job Title

**Total: 0**

*Current Vacancies*

**Job Title**

**Faculty:**

Adjunct Instructor - EMT  
Adjunct Nursing Program Clinical Instructor

**Total: 2**

**Staff:**

Admissions Advisor  
Technology Support Technician  
Tutors, Math - PT/FT  
Workforce Trainer

**Total: 4**