

## BOARD OF TRUSTEES MEETING MINUTES

Date: 3/11/24

Time: 6:00 pm

Session Location: SENMC RM 153

Board Members present:

☒ Chair, Tiffany Frintz

☒ Member, Bill Murrill (via Zoom)

☒ Member, Mark Cage

☒ Secretary, Sarah Bowman

☒ Member, Ned Elkins

Type of Meeting:

☒ Regular ☐ Work

☐ Special

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 – 2/12/2024

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:** Dr. Raven Anderson, advisor for Phi Theta Kappa (PTK), reported that four students had attended the regional PTK Leadership Conference in Ruidoso, New Mexico. Southeast New Mexico College's PTK Chapter took first place in the state for the College Project Award and PTK President Tessa Folks was recognized as the Outstanding Officer in New Mexico. The Chapter also earned a 4 Star Award. Dr. Anderson received the Horizon Award for guiding the chapter through its college project and the Paragon Award for new advisers. Joel Barrett reported that PTK will hold a virtual fundraiser from March 13-17 and a car wash on April 13. He and Tessa are working on sponsorship proposals for donations. The fall PTK conference will be held on the SENMC campus. The chapter will induct new members on April 27. Tessa Folks has been named a 2024 New Century Transfer Scholar. She is the first SENMC student to receive this scholarship and will represent the state at the American Association of Community Colleges (AACC) Convention later this spring.

8) **General Counsel: Lane Martin** – 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 thanked Professor Zane Biebelle for her work in developing criteria for a new teaching award. On February 21, the faculty unanimously approved the SENMC Mountain Lion Pride Teaching Award. Dr. Beardmore provided a welcome for the Black History Month event held on campus on February 22, attended the first meeting of the SENMC Honors Program Advisory Council and held an Open Forum for campus on February 28; **Goal 2 (Enrollment, Retention, and Graduation/Completion)** Dr. Beardmore met with Carlsbad Municipal Schools Dual Credit Leadership on February 9; published his latest newspaper/website article, "An Investment in You"; proposed a first year experience



requirement to the SENMC Faculty that was unanimously approved; and signed a transfer memorandum of agreement with Western New Mexico University; **Goal 3 (Community Engagement and Economic Enrichment)** Attended every Carlsbad Rotary Club meeting in February; met with Mayor Rick Lopez and Wendy Austin of the City of Carlsbad regarding internships and work and learn opportunities (Dr. Monty Harris, VP-Workforce Development & Community Engagement, and Karla Niemeier also participated); met with a community member about a potential Anthropology scholarship; joined the organizational meeting of the Early Childhood Action Network; volunteered at RiverBlitz, visited the US Department of Energy Science Bowl hosted by SENMC; and presented SENMC's economic impact and Trades x Technologies Building plans at Arteria and Carlsbad Rotary Clubs; **Goal 4 (Building, Facilities, and College Foundation)** led the organizational meeting of the SENMC Foundation; and **Goal 5 (Independence of SENMC)** received confirmation of SENMC's Higher Learning Commission (HLC) accreditation through 2033-2034; confirmed the college's move to the HLC Standard Pathway, which will result in a Comprehensive Evaluation in 2027-28 (instead of an Assurance Review and Quality Initiative as required by the Open Pathway); met with the Site Visit team chair for the HLC visit on April 29 & 30, 2024.

#### 10) Old Business:

##### A) Approve Design for Sign on 3500 Seven Rivers Property-Dr. K Beardmore

Dr. Beardmore presented new sign designs (one using both copper and turquoise, and the other featuring only copper lettering) created by Kristal Allen. Trustees Frintz and Cage both said they are glad to see the logo on the sign. Mark Cage said he would like to see a distinct copper that everybody agreed upon and a distinct turquoise. He added that he thinks this will benefit everyone. Ned Elkins wants the sign to have "Southeast New Mexico College" written out. Cage said they need to make sure they like the logo before investing in a sign. Dr. Beardmore said he will bring back an option that does not include an image and put a logo in its place for the Trustees to review. Sarah Bowman motioned to take the two-color design to the sign company and ask them to render a design.

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

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

#### 11) New Business

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

Dr. Beardmore reported that the Governor has signed the General Obligation bond for \$5MM for the Trades x Technologies Building – it is still dependent on the 2024 election. Southeast New Mexico College picked up \$600K in Capital Outlay, and thanks to Sheriff Cage and Senator McCutcheon SENMC has received \$100K for career and technical education. He presented the following projects for discussion/action:

- 1) **Mall Buildout** – The original estimated price for this project was \$250K. An early initial estimate for working on this was approximately \$2MM. The final estimate was \$1.7MM and might require a long lease. Dr. Beardmore recommended striking the buildout from the projects list. He said SENMC will use space on campus for now and use the mall space for storing items in preparation for disposal. The college will still use the mall parking lot and storage.

Motion: Ned Elkins                      Second: Sarah Bowman                      Nays: 0                      Abstain: 0

**Bowman, Cage, Elkins, and Frintz** all voted in favor of the motion to strike the mall buildout from SENMC's Capital Projects list. There was no audible vote from **Bill Murrill**.

- 2) **STEPS Academy** – Dr. Beardmore recommended striking this item because Carlsbad Municipal Schools is planning to expand 3-year-old and 4-year-old Pre-K offerings. He



added that it does not make sense to invest the college's money in a preschool facility when CMS is planning to pursue a facility on its own.

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

**Bowman, Cage, Elkins, and Frintz** all voted in favor of the motion to strike the STEPS Academy from SENMC's Capital Projects list. There was no audible vote from **Bill Murrill**.

- 3) **Workforce Development Center** – Dr. Beardmore recommended changing the name to Community Outreach Center. The space could involve Workforce Development as well as day care and after school activities. This is a way to reach out to the community. This is preliminary and would need to be part of the Master Plan.

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

**Bowman, Cage, Elkins, and Frintz** all voted in favor of the motion to pursue the Workforce Development Center as presented. There was no audible vote from **Bill Murrill**.

- 4) **Residence Hall** - Dr. Beardmore said one of the questions relating to a residence hall is whether it would be located on or off campus. He explained that SENMC does not currently have need of a residence hall. This would need to be part of the campus Master Plan to locate it somewhere on campus. This project would be funded by the college.

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

**Bowman, Cage, Elkins, and Frintz** all voted in favor of the motion to pursue a residence hall. There was no audible vote from **Bill Murrill**

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

Dr. Beardmore shared an email he received from the auditors (on March 7) stating they are working on getting 2022 wrapped up. He has not heard from the State Auditor and Mark Cage said he will reach out again. Lane Martin said auditors seem to be paying attention to SENMC now and shared that they had recently contacted him requesting information from 2022. Mark Cage suggested filing a complaint. Lane Martin said complaining might give SENMC a reputation and other auditors might charge more.

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

- A) **Dr. Mickey Best, Interim VP of Academic Affairs:** Dr. Best introduced Robert Trautner, Director/Assistant Professor for Fire Science/EMT, who presented information about a public safety expo scheduled for March 22-25. Available courses range from national standards for first responders to lectures on new medical treatments. The objective is to build relationships and build up programs. Mark Cage said the Sheriff's Office would like to collaborate on this. The cost is \$50 per day or \$150 for four days. Dr. Best explained the agreement with Western New Mexico University guarantees admission of SENMC students with Associate's degrees. All the course work required for the AA will transfer (bloc transfer). Dr. Girmus has organized a Nursing and Surgical Tech. student panel, "Journey to Healthcare" where second year students will share their experiences with first year students. This will be on Tuesday, March 19. Dr. Best shared pie charts showing students' use of BrainFuse (an online tutoring program) during 2023 and January 1 to March 5, 2024. The charts show lots of Math tutoring. He said the college pays for this, it is a really good service, and the students are making use of it.
- B) **Dr. Karla Volpi, EVP, VP of Business and Finance:** Dr. Volpi was absent this month and no report was given.
- C) **Juanita Garcia, VP of Student Affairs:** Ferrilli is on site this week and next week to help work on the degree planning audit tool. They are configuring and testing in preparation for the fall semester. Student Affairs made a presentation to the seniors at Carlsbad High School about college readiness.



There are lots of recruitment events right now. The department is working on streamlining its Dual Credit process using REACH in Anthology for applying online, parent consent, and registering for classes.

- D) **Dr. Monty Harris, VP of Workforce Development and Community Engagement:** Dr. Harris reported that Community Education has completed its initial podcasting class and there is interest in doing more; Spring Break camps for Community Education are filling up quickly and there are 15 kids' classes scheduled for the summer; They've had another Beginner's Guide to Public Speaking event on campus led by Kevin "PKev" Daily. In Workforce, two start dates for CDL classes (projected by Phoenix Truck Driving School have come and gone. The problem, Dr. Harris said, is funding – people cannot find the money to pay, and the program does not qualify for federal financial aid. He said HB2 may help resolve this problem in fiscal year 2025. They are waiting on the state for third-party testing sites for CDL.

Workforce has posted positions for safety trainers and MSHA trainers; They have begun training Mosaic employees; Workforce will conduct Train the Trainer classes in MSHA training to create more instructors; They are adding A.D. Banker (pre-licensing instruction for insurance and securities professionals) to the online offerings. Workforce is currently interviewing candidates for the position of Director of Workforce and Community Ed. Dr. Harris recently met with the regional coordinator for state apprenticeship programs. This could allow SENMC to provide potential employees with soft skills and basic tool-handling skills/other skills required for a job that would allow them to move into on-the-job training. He also met with Amy Wright, Goodwill/Good Jobs Career Specialist (job leads, resume building, interview preparation) to see how SENMC could collaborate and work together to serve the community in these areas; next week there will be a meeting with the leadership of Los Alamos National Labs to discuss providing Radiation Control Techs for their labs.

Dr. Harris has sent the Trustees a proposal from Fifth Dimension Technologies (5DT) to supply training solutions. He said the company has offered to give an informational meeting to the Board. The proposal would help Workforce meet the deliverables of the Department of Energy grant. The Trustees will review the proposal and will discuss it at the April Board of Trustees meeting.

- 13) **HR Report: Steven Gonzales, HR Director:** The SENMC employee count is at 273 as of March 6, 2024. There are currently 4 faculty vacancies and 5 staff vacancies. March 2024's Employee of the Month is Dr. Raven Anderson, Academic Success Coach.

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

- A) **Faculty: Rick Wiedenmann for Zane Biebelle-** This is the 24<sup>th</sup> year that this campus has participated in RiverBlitz. There were 27 participants from the SENMC campus. The Students Nurses' Association was the largest group.
- B) **Administrative Staff: Dr. Raven Anderson** – Nothing to report.
- C) **Classified Staff:** None

15) **Closed Session – Consideration of application(s) for Promotion/Tenure**

Motion: Ned Elkins      Second: Sarah Bowman      Nays: -0-      Abstain: -0-

**Bowman, Cage, Elkins, and Frintz** voted in favor of a closed session. No audible vote from **Bill Murrill**.

Discussion will be limited to consideration of application(s) for promotion/tenure.

Motion: Ned Elkins      Second: Sarah Bowman      Nays: -0-      Abstain: -0-

**Bowman, Cage, Elkins, and Frintz** voted in favor of reconvening the open meeting. No audible vote from **Bill Murrill**.

**16) Board comments:**

Ned Elkins said he was glad to be at the meeting. Sheriff Cage said there are internships at the Sheriff's Office for SENMC. Sarah Bowman said she is impressed by the college's involvement with both RiverBlitz and the Science Bowl. Tiffany Frintz offered congratulations to SENMC students. Bill Murrill did not comment.

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

**Date:** April 8, 2024

**Time:** 6:00 pm

**Place:** SENMC Room 153

**18) Adjournment – Chair Tiffany Frintz** adjourned the meeting at 8:02 pm.

**Approved**



Sarah Bowman, Secretary

5/13/24  
Date

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

Updates for March 2024 in blue

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

Presented the SENMC Mountain Lion Pride Teaching Award proposal to the Faculty (approved unanimously), February 21

Provided the welcome at the Black History Month: African Americans and the Arts Celebration, hosted by the Diversity Committee, SENMC Library, and NAACP Carlsbad Chapter, February 22

Attended the first meeting of the SENMC Honors Program Advisory Council, February 27

Held an Open Forum for campus, February 28

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

Attended the Dual Credit Workgroup meeting, February 9

Met with Carlsbad Municipal Schools Dual Credit Leadership, February 9

Shared a proposed first-year experience requirement with the Faculty Senate, February 12

Published latest newspaper/website article: "An Investment in You",

Proposed a first-year experience requirement to the SENMC Faculty (approved unanimously), February 21

Participated in the Carlsbad Municipal Schools Public Safety Pathway meeting, March 4

Signed a transfer memorandum of agreement with Western New Mexico University, March 4

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

Attended Carlsbad Rotary, February 7, 14, 21, 28

Met (along with Monty Harris and Karla Niemeier) with Mayor Rick Lopez and Wendy Austin of the City of Carlsbad regarding internships and work & learn opportunities, February 15

Participated in the Educational Partnership of the Permian Basin Leadership Team meeting, February 20

Met with community member about a potential Anthropology scholarship, February 20

Joined the organizational meeting of the Early Childhood Action Network, February 22

Hosted the three finalists for the Director of the National Cave and Karst Research Institute, including a tour of the SENMC campus, February 26, 27, & March 4

Volunteered at RiverBlitz (SENMC Team), March 2

Visited the US Department of Energy Science Bowl, hosted by SENMC, March 2

Presented SENMC's economic impact and Trades x Technologies Building plans at Artesia Rotary, March 5, and Carlsbad Rotary, March 6

Met (along with Monty Harris) with Amy Wright of Goodwill, March 6

Attended the Carlsbad Department of Development Board meeting, March 7

Met with representatives of Wellsite Learning Management System, an Oil & Gas Technology curriculum provider, March 6

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

Led the organizational meeting of the SENMC Foundation, February 27

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

Received confirmation of our Higher Learning Commission accreditation through 2033-2034, February 25

Confirmed the college's move to the Higher Learning Commission Standard Pathway, which will result in a Comprehensive Evaluation in 2027-2028 (instead of an Assurance Review and Quality Initiative, which is required by the Open Pathway), February 26

Met with the HLC April 29 & 30, 2024 Site Visit team chair, March 4



Year	Capital Projects (in priority order)	Funding	Bond funds availability	Estimated cost	Description
<b>2023-2024</b>	Trades x Technologies Building	GOB (\$5 million currently under consideration) /College/Industry & Govt partners	July 2025	\$40M	New facility to house new programs in Electrical Technology, Oil and Gas Technology, and Radiologic Control Technology, as well as expanded space for current Industrial Maintenance Technology and Natural Gas Technology programs. Includes indoor shop spaces, adjacent outdoor training spaces, simulator spaces, combined classroom/lab spaces for Instrumentation and Programmable Logic Controllers training, computer lab, testing space, and offices.
<del>2023-2024</del>	<del>3500 Seven Rivers Land Purchase</del> <i>HED approved 10-10-23</i>	College	N/A	\$725,000	<del>3.3 acres of adjacent land that will provide frontage on the main highway.</del>
<b>2023-2024</b>	Main Building Entryway and Welcome Center	College/Federal grants	N/A	\$4M	Current entrance leads down a hallway. Change will provide a clear public entrance to the Main Building (the largest and oldest on campus), complementing the new parking lot <del>currently under construction</del> and creating a welcome center/one-stop admissions student services area.
<b>2023-2024</b>	HVAC and Energy Performance Updates <i>HED approved 9-19-2023</i>	State/College	N/A	\$6M	As recently as June 2023 8 of 11 roof top units were down for repairs. Need complete replacement of HVAC on Main Building and upgrades to all HVAC controls
<b>2023-2024</b>	Mall Lease	College	N/A	\$72,000 annually	Expansion of workforce development (non-credit) due to space limitations on campus.
<b>2023-2024</b>	Land surrounded by campus	College	N/A	TBD	Was retained by owner of land north of campus. Ownership has since changed for adjacent land, but not this property.
<del>2023-2024</del>	<del>Mall Buildout</del>	College	N/A	<del>\$250,000</del>	<del>Update to facility to bring restrooms and space into compliance with expectations for public classroom spaces</del>
<b>2023-2024</b>	Library Family Study Room, and Restroom,	Federal	N/A	\$300,000	Repurposing space available due to increased use of electronic materials to serve students with children and family programs.
<b>2023-2024</b>	Signage on main highway entrance to campus	College	N/A	\$175,000	Newly purchased land will provide space for campus signage on the main highway. Plans include a video screen.
<b>2023-2024</b>	Building Access Project	College	N/A	\$725,000	Replacement of all building door locks with unified controls, including necessary hardware and software.
<b>2024-2025</b>	Specialized Driving Training (land and facility)	STB/College	July 2026	\$5M	Specialized driving range facility (CDL, First Responder emergency vehicle safety training, motorcycle safety training) with classrooms, office, storage, simulator, and kitchenette.
<del>2025-2026</del>	<del>Science, Technology, Engineering Pre-School Academy (STEPS Academy)</del>	<del>GOB/College/Foundation Partners</del>	<del>On hold</del>	<del>\$15M</del>	<del>STEM focused bilingual birth to pre-K education available to students, employees, and the public.</del>
<b>2026-2027</b>	<b>Workforce Development Community Outreach Center</b>	STB/College	July 2028	\$3M	<b>Upgrade or replacement of Mall Lease space Community education and birth to pre-K education (daycare)</b>
<b>2027-2028</b>	<b>On Campus Residence Hall &amp; Dining</b>	College	N/A	\$15M	The community, which provides the vast majority of our funding, has expressed its interest in a residential life program

Human Resources Report - March 2024

Report Generated: March 6, 2024

Submitted by: Steven Gonzales, HR Director

Employee Count

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

Total: 273 (+8)

New Hires

Name

Armienta, Syann  
Castaneda, Brittney  
Cordova, Arika  
Martinez, Pricilla  
Moreno, Mario  
Quintana, Chris  
Rocha, Danice  
Ryan, Lisa

Job Title

Temporary, Workforce Instructor  
Student Regular, HSI  
Student Regular, Science  
Student Regular, HSI  
Student Regular, HSI  
Student Regular, Welding  
Student Regular, HSI  
Restricted Funds Manager

Total: 8

Name

Job Title

Departures

Total: 0

Currently in Interview Process

Job Title

Administrative Assistant, Registrar  
Instructor or Assistant Professor of Business  
Vice President of Academic Affairs  
Workforce and Community Education Director

Total: 4



*Current Vacancies*

**Job Title**

**Faculty:**

Adjunct Instructor - EMT  
Adjunct Nursing Program Clinical Instructor  
Instructor or Assistant Professor of Business  
Instructor or Assistant Professor of Nursing

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**Total: 4**

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**Staff:**

Administrative Assistant, Registrar  
Title V Ascender Outreach Coordinator  
Tutors, Math - PT/FT  
Vice President of Academic Affairs  
Workforce and Community Education Director

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**Total: 5**

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