

## BOARD OF TRUSTEES MEETING MINUTES

Date: 8/14/23

Time: 6:00 pm

Session Location: SENMC RM 153

Board Members present:

☒ Chairman, Ned Elkins

☒ Member, Bill Murrill (via Zoom)

☒ Member, Mark Cage (via Zoom)

☒ Secretary, Tiffany Frintz

☒ Member, Sarah Bowman (via Zoom)

Type of Meeting:

☒ Regular ☐ Work

☐ Special

Board Members absent: None

1) Call to Order

2) Pledge of Allegiance

3) Establish Quorum – Roll Call

4) Approval of minutes from the previous meeting – 7/10/2023

Motion: Tiffany Frintz

Second: Sarah Bowman Nays: 0

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

5) Public Comments: None

6) General Counsel: Lane Martin – No Report.

7) SENMC general status report: Dr. Kevin Beardmore

A) Updates on 2022-2025 Strategic Plan – Goal 1 (Diversity and Commitment) Dr. Beardmore

shared some of the slides from the presentation he gave as part of the newly-developed Fall Kickoff schedule. The schedule included Convocation, a closed campus one morning to allow all employees to attend Kickoff presentations, three days of lunch events with speakers, and freeing faculty from mandatory meetings just before the semester begins. This included a review of the College's Mission, Vision, and Value statements adopted in September 2022.

Other strategic plan highlights included Goal 2 (Enrollment, Retention, and

Graduation/Completion) a meeting with the President and Provost of Eastern New Mexico

University and sister colleges in southeast New Mexico to build on the work started in SB-77 –

Regional 2+2 pilot project, and publication of Dr. Beardmore's most recent newspaper/website article

"A Fresh Start". Goal 3 (Community Engagement & Economic Enrichment) – SENMC sponsored

a Lunch and Learn for the Permian Basin Pipeliners' Association. Nearly 30 people attended the

event and 2 people inquired about teaching opportunities; Skillpoint Alliance will provide a free pre-

apprentice electrical class at SENMC from September 18<sup>th</sup> through October 12<sup>th</sup> (8 am-3 pm, Monday

through Friday). Goal 4 (Building, Facilities, and College Foundation) – hosted a NM Higher

Education Department Summer Capital Outlay hearing (South Region) – SENMC has been

encouraged to submit requests for funding, and Goal 5 (Independence of SENMC) – met with US

Department of Education about final steps for federal financial aid; working toward termination of the

MOU with New Mexico State University.

Time: 6:03 pm



## 8) Old Business

- A) **Approve HVAC Project** – this project was approved at the July 10<sup>th</sup>, 2023 meeting. Dr. Volpi presented it tonight to inform the Board that the cost of this project is approximately \$6 million (a \$2MM increase from the previous estimate). The time frame for completion of this project is June 2024.
- B) **Land Purchase** – this project was also approved at the July 10<sup>th</sup>, 2023 meeting. Dr. Beardmore informed the Board that the appraisal on the land came in considerably higher than the purchase price of \$725,000.  
Both projects will be submitted to the New Mexico Higher Education Department tonight.
- C) **Mall Space Build Out** – Dr. Monty Harris reported that Nine Degrees Architecture + Design finished its measurements of the mall space (7,500 sq.ft.) and calculated a rough order of magnitude (without a design) of \$1,650,000 to \$1,875,000. This is a cost range of \$220-\$250 per square foot. Dr. Harris is developing an information packet for bids. Dr. Volpi talked about the RFP process and said Glen Haubold will assist in developing the process for this project. **Frintz** made a motion to allow the Administration to proceed with the RFP to build out the mall space. **Bowman** seconded the motion. **Elkins, Frintz, Bowman, and Murrill** all voted in favor of the motion to proceed with the RFP to build out the mall space. **Cage** was no longer in the meeting and did not vote.

## 9) New Business

- A) **Approve Policy Updates - Dr. K Beardmore** – Dr. Beardmore reviewed the proposed changes to Policy B Number 300 (Presidential Duty and Authority to Establish Committees and Councils) and Policy C Number 200 (Reporting Alleged Violation of Non-Discrimination Policy). General Counsel Lane Martin has reviewed these changes, and they have been approved by the College Council.  
policy changes.  
Motion to approve the updates to Policy B, Number 300 and Policy C, Number 200.  
Motion: **Tiffany Frintz** Second: **Sarah Bowman** Nays: 0  
**Elkins, Frintz, Bowman, and Murrill** all voted in favor of the motion. **Cage** was no longer in the meeting and did not vote.
- B) **Approve Library Improvement – Samantha Villa** – Library Director Samantha Villa offered a brief presentation describing improvements to the library. She explained that library spaces are changing and SENMC does not have a designated space on campus for families and children. Her proposal is to take an open space with an unfinished restroom that is currently being used for storage and develop a family study room with a restroom. The project will cost approximately \$111,000 and will be funded by Grant Services and the Adelante grant. The costs of soundproofing the space and purchasing computer tables are not included in the grant.  
Motion: **Sarah Bowman** Second: **Tiffany Frintz** Nays: 0  
**Elkins, Frintz, Bowman, and Murrill** all voted in favor of the motion of moving forward with plans to renovate the unused library space with the grant process that was discussed. **Cage** was no longer in the meeting and did not vote.
- C) **Five-Year Capital Plan – Kevin Beardmore** – Dr. Beardmore shared a capital projects list for SENMC that must be Board-approved. The projects are listed by priority and include information about probable funding cycles for each project. He explained that the costs are estimates, particularly for the projects that are farther in the future. The T<sup>2</sup> through the Library Study Room projects (2023-2024) are already approved or funded and basically ready to move forward. Moving forward there will probably be a need for specialized driving training facility beyond CDL in the back parking lot. These might include First Responders, emergency vehicle, and motorcycle safety training courses. The



STEPS Academy (an Early Childhood Education Center) is a move beyond what NMSU had previously planned. It will be a birth to Pre-K program with a bilingual focus that serves the whole community, not just SENMC faculty, staff, and students. Dr. Beardmore explained these projects are not set in stone, but a plan approved by the Board of Trustees is a requirement for submitting projects. Glen Haubold is completing a facilities assessment that also needs to be included.

Motion: **Sarah Bowman**

Second: **Tiffany Frintz**

Nays: **0**

**Elkins, Frintz, Bowman, and Murrill** all voted in favor of the motion to approve the Five-year plan as presented. **Cage** was no longer in the meeting and did not vote.

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

- A) **Dr. Mickey Best, Interim VP of Academic Affairs:** SENMC has 39 full-time faculty members and 42 part-time faculty. Final adjustments have been made to ensure that all active sections are covered when students arrive for the start of term on Wednesday (August 16<sup>th</sup>).

Faculty members Robert Trautner (Assistant Professor and Director of Fire Science and EMT), Zane Biebelle (Professor of English), Dr. Jamil Al-Nouman (Professor of Engineering), and Dr. David McIntosh (Assistant Professor of History and Anthropology) recently completed professional development and service activities. Mr. Trautner participated in a Severity Project with Carlsbad National Park and Guadalupe Mountains National Park. (*See Attachment 7*). Ms. Biebelle attended the National Collegiate Honors Council New Directors Institute in preparation for the SENMC Honors Program scheduled to begin in Fall 2024. Dr. Al-Nouman presented research papers on Solar and Wind Power to the American Solar Energy Society and the International Ocean and Polar Engineering Conference. Dr. McIntosh had an article published in *The Public Historian*, the leading international journal for public history.

The Digital Media lab will receive new computers and furniture thanks to the CENTRO STEM grant. There is also a new full-time faculty member in the digital media lab, Alexis Clements.

Southeast New Mexico College has submitted an application to become a High School Equivalency Test (HSET) testing center. In learning assessment, SENMC has begun its six-year cycle of assessing students' skills in quantitative reasoning, critical thinking, and information and digital literacy. Five faculty members are eligible to pursue promotion and tenure this year.

- B) **Dr. Karla Volpi, EVP of Business and Finance:** Dr. Volpi (and others) went to a week-long Anthology training last month. She reported that she learned a lot and had an opportunity to talk about the pros and cons of Anthology. She said they've gone live with Finance but because they're at year-end they are still using both systems. Dr. Volpi complimented the Business Office team saying they work well together.

Facilities have been busy lately.

Dr. Volpi will present unaudited actuals at the September Board of Trustees meeting. These need Board approval before they can be presented to the State.

- C) **Juanita Garcia, VP of Student Affairs:** 1) Enrollment is going well and as of 5:00 pm this evening SENMC has 512 students. This semester will be the baseline for enrollment moving forward. 2) Lisa Edwards from Ferrilli is on campus this week and keeping everybody on track. 3) Configuration and testing continue with testing of REACH (admissions application, CRM (customer relations management) and student lifecycle) expected to begin in two weeks. 4) First day of school welcome wagons with snacks and drinks will be available on Wednesday and Thursday (August 16<sup>th</sup> & 17<sup>th</sup>). The official welcome week is August 21<sup>st</sup>-25<sup>th</sup>. 5) Received a grant of \$5,000 from Education Credit Management Corporation for the food pantry. 6) Scholarship awards to date equal \$18,850.

- D) **Dr. Monty Harris, VP of Workforce Development and Community Engagement:** 1) Lackawanna College in Pennsylvania has offered its program to SENMC; 2) Skillpoint Alliance is offering a 4-week electrician apprentice program; 3) The Community Education program in collaboration with the Carlsbad Community Theatre presented "The Little Lion that Roared"; 4) An interview with a candidate for the Broadcast Media Program Director position is scheduled for later this week; 5) A Department of Energy grant for \$11.7 million was approved today. The disbursement period is August 2023 through August 2028.

- 11) **HR Report: Steven Gonzales, HR Director** – The SENMC employee count is at 230 since the last report. There are currently 5 faculty vacancies and 14 staff vacancies. The Employee(s) of the Month for August 2023 are Gary Roper and the Maintenance Team- Antonieta Trujillo, Gene Cassels, Antonio "Tony" Ellison, Castillo, and Gary Lara.

12) **Employee representative comments (optional)**

- A) **Faculty:** Zane Biebelle, Faculty Senate President said they're getting everything together-the Kickoff activities last week helped bring everybody together. Faculty received Anthology training last week- she added that faculty need to be part of conversations about Anthology to offer input from a different perspective. She recommended having a student representative, too.
- B) **Administrative Staff:** None
- C) **Classified Staff:** None
- D) **Student Govt:** None. This report will be moved closer to the top of the agenda.

13) **Board comments:**

Congratulations on the DOE opportunity and thanks for the hard work that's been done. Excited about Welcome Week and developing camaraderie. Love to hear about people being student-centered and responding to user feedback. Welcome new employees and congratulations to the employees of the month. Lots of pride and gratitude for the work done.

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

**Date:** September 11, 2023

**Time:** 6:00 pm

**Place:** SENNC Room 153

- 15) **Adjournment** – Chairman Ned Elkins adjourned the meeting at 7:51 pm.

Approved

  
Tiffany Frintz, Secretary

9/4/23  
Date



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

Approved by the SENMC Board of Trustees, September 12, 2022

Updates for August 2023 in blue

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

Presented updates to polices regarding appeals and staff representation  
Developed new Fall Kickoff schedule that includes earlier Convocation, closure of campus to allow all employees to attend, three days of lunch events with speakers, and faculty freed from mandatory meetings the two days before the semester begins

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

Prepared latest enrollment and application data for Fall 2023  
Met with Eastern New Mexico University (President and Provost) and sister southeast New Mexico colleges in Roswell on July 28 to build on work started by SB 77 (2021) – Regional 2+2 pilot project  
Published latest newspaper/website article: “A Fresh Start”

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

Submitted U.S. Department of Energy compliance documents  
Hosted Delaware Basin Pipeliners Association Lunch and Learn  
Promoted Upright Information Technology training (<https://bootcamp.senmc.edu/>)  
Announced that Skillpoint Alliance will be providing a free pre-apprentice electrical class at SENMC from Sept. 18 through Oct. 12 (8 a.m. to 3 p.m., Monday through Friday)  
Participated in the NM Department of Workforce Solutions event in Ruidoso, July 12  
Volunteered (cooking staff) as Carlsbad hosted the Solar Challenge, July 17  
Attended the Legislative Finance Committee summer higher education hearing in Farmington, July 19  
Staffed SENMC Booth at the Eddy County Fair, Tuesday-Saturday, July 25-29

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

Hosted NM Higher Education Department Summer Capital Outlay Hearing (South Region)  
Developed draft five-year capital projects list for consideration  
Prepared submissions for capital projects:

- Mall Lease and buildout
- Trades x Technologies Building
- Energy Performance/HVAC Rooftop Unit replacements
- Purchase of 3500 Seven Rivers property

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

Made final preparations for complete independence of student information system (Anthology) and Learning Management System (Canvas) for Fall 2023  
Met with US Department of Education about final steps for federal financial aid  
Prepared for Higher Learning Commission visit in late October, with a Mock Review Team visiting September 7 & 8



## Comparison with Feasibility

ECM	Description	Feasibility	Current	Difference
1	RTU Replacements	\$1,833,055	\$2,105,030	14.8%
2	Heat Pump Replacements	\$685,109	\$1,698,714	147.9%
3	HHW Coil Replacements	\$572,050	\$849,647	48.5%
4	Controls Replacements	\$1,302,732	\$1,346,133	3.3%
	Total	\$4,392,946	\$5,999,524	36.6%

- RTU Replacement and Controls Replacements lowest difference
- Heat Pump Replacement highest difference due to different counts and overall much higher costs than estimated
- HHW coils also higher than expected due to increased cost of materials





## Proposed SENMC Policy Changes

Additions in **bold**, deletions in ~~strikethrough~~

Reviewed by Lane Martin 8-7-2023

Approved by the SENMC College Council 8-9-2023

SENMC Section B Number 300 (Presidential Duty and Authority to Establish Committees and Councils)

I. Introduction - The President, or designee, is authorized to establish committees deemed necessary for the organization and administration of the College.

II. Required Councils - The President shall be required to establish the following councils:

- *College Council* – This Council shall make recommendations, based upon data available, to the President and the Board on matters concerning the College’s business, mission, goals, and other relevant matters. The Council shall consist of two (2) representatives from the Faculty Senate; two (2) representatives from the Administrative Staff Council; two (2) representatives from the Classified Staff Council; two (2) student representatives from the Student Government Council, and one (1) executives other than the President. The President shall serve as the Chair of this Council and shall establish the rules and operating of procedures of the College Council.
- *Faculty Senate* – The Faculty Senate shall consist of faculty members as determined by the Faculty Senate. The Faculty Senate shall solicit and represent the views of the Faculty Senate to the College Council. The Faculty Senate ensures faculty’s role as experts in curriculum, faculty, rank, and other academic matters pertaining to student learning outcomes and student success are heard by the President and the Board.

Faculty Senate shall establish its own procedures and bylaws but shall be without power to increase its membership on the College Council or its authority without President and Board Approval. The Faculty Senate will speak and make recommendations on matters through its elected representation on the College Council. The Faculty Senate may also vote to allow a representative of the Faculty Senate to address the Board at any open meeting or work session of the Board.

- *Administrative Staff and Classified Staff Committee* – The Administrative Staff **Committee** and the Classified Staff **Committee operate independently. Each committee is comprised** ~~shall consist of~~ **elected representatives from its respective group membership, electing its own Officers by means of independent and separate elections. The Administrative Staff Committee shall elect three (3) Administrative Staff Committee members by a majority vote of all salaried employees excluding faculty and executives. The Classified Staff Committee shall elect four (4) Classified Staff Committee members by a majority vote of all hourly employees excluding faculty and executives. ~~nine (9) members who are duly elected by a majority vote of all hourly and salaried employees excluding faculty and executives. Members~~**

**Elected Administrative Staff Committee Officers shall serve for one full year beginning on January 1 and ending on December 31; elected Classified Staff Committee Officers shall serve one full year beginning July 1 and ending June 30. Elected Officers for both committees shall serve staggered one (1) and two (2) year terms. The Hourly and Salaried Administrative Staff Committee and the Classified Staff Committee shall solicit and represent the views of their independent committee members, individually and/or collectively to the College Council.**

**The Each independent committee shall establish its own procedures and bylaws but shall be without power to increase its authority or membership on the College Council or its authority without the approval of the College President and the College Board Approval. The Administrative Staff Committee and the Classified Staff Committee, by and through its their representation on the College Council, ensures hourly and salaried staff concerns, suggestions, and opinions are heard and addressed by the College Council.**

- *Student Government Council* - The Southeast New Mexico College Student Government is the student government body of the College. In addition to coordinating the various functions of the Student Government, this organization shall arrange to have student representatives participate in the College Council and standing committees as appropriate.

The Student Government Council shall initially be chaired by the Vice President for Student Affairs until the Student Government Council elects its own chair. The chair shall be a member of the Student Government Council. The Student Government Council shall elect two representatives to the College Council consistent with the requirements for membership in the College Council. The President shall establish the initial rules and operating procedures of the Student Government Council, which may then be amended or modified by majority vote of the Student Government Council. The Student Government Council shall be without power to increase membership in the College Council without the President's approval. The Student Government Council will speak and make recommendations on matters through its elected representation on the College Council. The Student Government Council may also vote to allow a representative of the Student Government Council to address the Board at any open meeting or work session of the Board.

III. Standing Committees – The President may, in consultation with the Board, executives, faculty, or staff, create specific standing committees that shall be charged with a specific task for purposes of developing and implementing initiatives that support student learning, continuous improvement, and strategic planning goals, as well as the maintenance and improvement of the College. Standing Committees shall have specific written goals, objectives, and operating procedures. The President, or a person designated by the President, shall be charged with the drafting of the goals, objectives, and operating procedures of the specific standing committee.

IV. Compliance with Laws and Policy – All councils and committees established under this Section or elsewhere within the College shall comply with all rules, regulations, and policies of the College and the law.

*Rationale: These changes make the policy consistent with our current operating structure of separate committees for Administrative Staff and Classified Staff.*



## Proposed SENMC Policy Changes

Additions in **bold**, deletions in ~~striketrough~~

Reviewed by Lane Martin 8-7-23

Approved by the SENMC College Council 8-9-23

### Section C – Human Resources - Policy Number 200 – Reporting Alleged Violation of Non-Discrimination Policy

- I. Introduction – The College will not tolerate unlawful discrimination, retaliation, harassment, or bullying of any kind in the workplace.
- II. Reporting Unlawful Behavior – If you believe you are a victim of malicious, unwelcome, severe and pervasive behavior that either harms, intimidates, offends, degrades or humiliates you, then you must report the behavior to the designated Title IX Coordinator and/or the Human Resource Office. If either is unavailable or non-responsive, or if you are not comfortable making the report, then you should report the behavior to the President. If uncomfortable with reporting to the President, then you must report the alleged behavior to a member of the Executive Team. The College takes these claims seriously. Your claim will be promptly, thoroughly, and impartially investigated. The College also prohibits retaliation against any employee who makes these types of claims. Early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of discrimination, retaliation, and harassment in the workplace. Nevertheless, the availability of this complaint procedure does not preclude individuals who believe they are being subjected to bullying conduct from promptly advising the offender that his or her behavior is unwelcome and requesting that such behavior immediately stop.
- III. Investigations - All employees are expected to cooperate fully with any investigation of these types of claims. To protect the privacy of persons involved, confidentiality will be maintained throughout the investigatory process to the extent practicable and appropriate under the circumstances. Investigations may include interviews with the parties involved, and, where necessary, individuals who may have observed the alleged conduct or who may have relevant knowledge. The College may also place an employee (including executives, tenured faculty, faculty, and staff) on administrative leave with pay pending an investigation. If it is determined that inappropriate conduct has occurred, the College will act promptly to eliminate the offending conduct, and take such action as is appropriate under the circumstances. Such action may range from counseling to termination of employment and may include such other forms of disciplinary action (such as, for example, suspension), as the College deems appropriate under the circumstances and in accordance with applicable law. Independent Contractors or Campus Guests who are found in violation of this policy may also have their contract cancelled and/or be prohibited from coming on campus and/or interacting with employees.



- IV. Retaliation Prohibited - The College prohibits retaliation against any person who reports incidents of inappropriate behavior, discrimination, or files or pursues a discrimination claim.
- V. **V. For information about disciplinary processes, see Section C, policies 1800 (Managing Inadequate Performance, Discipline, and Termination of Regular, Temporary, and Part-Time Employees), 1900 (Discipline and Termination, and Non-Renewal of Executives), 2000 (Discipline, Termination, and Non-Renewal of Non-Tenured Faculty Appointments), and 2100 (Discipline and Termination of Tenured Faculty).**

*Rationale: A current grant application requires that information about the College's investigation process appear in the same policy as the reporting procedure.*

# SENMC LIBRARY PROPOSAL

For Funding to create family study room in the library

Submitted to  
Grants Services

The SENMC Library is requesting renovation funds to create a family study room in the library.

## The Objective

To create a family study space to support the academic needs of current and potential students and caregivers with children.

## Problem

- There is no designated space on campus for parents, caregivers, and potential students with child(ren)
- Students have expressed they are not able to study on campus in fear their child(ren) will disturb others. However, they have expressed the need of a study environment outside their home.
- The library is unable to host structured children programs during the semester due to the lack of appropriate space for these activities. The summer sensory programs have provided the Early Childhood Education (ECED) students with opportunities to gain hands-on experiences with teaching young children with differing abilities.

## Plan/Solution:

- Designate library space to create an environment with the following components:
  - Close off a space from the main part of the library
  - Room will be virtually soundproof
  - Room will have transparent walls and its own access door
  - The storage space located in the area where the study room will exist will be converted into a family restroom.
  - The room will have designated study space for parents, as well as study and play space for children
  - ECHS students will have access to the room to hold small activities and programs for children.
  - The room is to be used by individuals who are accompanied by children and ECHS students wanting to host small programs to gain hands-on experience in teaching and working with children.

## Cost Estimate

The attachment provides a rough estimate of \$111,225.02 for renovation costs. This estimate does not include plumbing, furnishing, or other fees outside of what is listed on the attachment.

Year	Capital Projects (in priority order)	Funding	Bond funds availability	Estimated cost	Description
2023-2024	Trades x Technologies Building	GOB/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.
2023-2024	3500 Seven Rivers Land Purchase	College	N/A	\$725,000	3.3 acres of adjacent land that will provide frontage on the main highway (the college currently has none). Will be used for signage and future expansion.
2023-2024	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 currently under construction and creating a welcome center/one-stop admissions student services area.
2023-2024	HVAC and Energy Performance Updates	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
2023-2024	Mall Lease	College	N/A	\$72,000 annually	Workforce development (non-credit) offering space as there are no suitable large shop spaces available in our current four buildings.
2023-2024	Mall Buildout	College	N/A	\$250,000	Update to facility to bring restrooms and space into compliance with expectations for public classroom spaces
2023-2024	Library Family Study Room, and Restroom,	Federal	N/A	\$125,000	Repurposing of space available due increased use of e-materials to serve students with children and for community programming.
2024-2025	Specialized Driving Training (land and facility)	STB/College	July 2026	\$5M	Specialized driving range facility (CDL, First Responder emergency vehicle safety training courses, motorcycle safety training courses) with classrooms, office, storage, simulator, and kitchenette.
2025-2026	Science, Technology, Engineering Pre-School Academy (STEPS Academy)	GOB/College/ Foundation Partners	July 2027	\$20M	STEM focused bilingual birth to pre-K education available to students, employees, and the public.
2026-2027	Workforce Development Center	STB/College	July 2028	\$3M	Upgrade or replacement of Mall Lease space
2027-2028	Residence Hall	GOB/College	July 2029	\$32M	The community, which provides the vast majority of our funding, has expressed its interest in the college creating a residential life program



## SENMC Board of Trustees Meeting 8/14/23

### WDCE Report

#### Workforce Development

- Workforce Exploration with Coterra Energy and Lackawanna College
  - One director embarked on a valuable journey with Coterra Energy to Lackawanna College in Pennsylvania for an Oilfield Career Experience. This immersive program included insightful rig and gas compression site tours, providing invaluable exposure to the energy sector. Equipped with this knowledge, our director is actively collaborating with school leaders to introduce similar programs. Additionally, her visit to the Lackawanna County CTE center unveiled opportunities for collaboration in regional workforce initiatives for our youth.
- Lab Design and Community Engagement
  - Our workforce director's visit to Lackawanna College facilitated an understanding of various lab equipment and techniques that we can incorporate into our own facility. This enables us to offer enhanced learning experiences and training opportunities to our community members.
- Virtual Programs/Platforms Integrated
  - Interplay-Skill Mill virtual lab platform for skilled-trades programs
  - Upright Education-virtual tech bootcamp programs

#### Community Education

- "Lion the Roar" Play: Rapid Success and Collaboration
  - Our recent production of "Lion the Roar" showcased the exceptional commitment and talent of our students. Despite having only one hour of rehearsal over a two-week period, the students delivered a stunning performance. The play garnered tremendous support, with around 90 parents attending to cheer on our young performers. This success is the result of collaboration with Carlsbad Community Theatre.

#### Workforce Development Center

- Rough Order of Magnitude from Nine Degrees
  - The Space is approximately 7,500sf (totals three tenant spaces @ 25' wide x 100' deep each =  $2,500 \times 3 = 7,500$  total sf), for budgeting purposes, we anticipate a Rough Order of Magnitude at this time without a design of  $(7,500 \times \$220)$  \$1,650,000 –  $7,500 \times \$250$ ) \$1,875,000

### Broadcast Media Program

- Broadcast Media Program Manager search committee has formed and had its initial meeting.

### DOE Grant

- Projected award date
- Grant Assistance Agreement has been signed.

## Human Resources Report - August 2023

Report Generated: August 8, 2023

Submitted by: Steven Gonzales, HR Director

### Employee Count

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

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**Total: 230 (+5)**

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### New Hires

<u>Name</u>	<u>Job Title</u>
Beardmore, Charles	Student, Library
Best, Mickey	Interim Vice President of Academic Affairs
Bustamante, Graciela	Student, HSI Grants
Castillo, Carol	Temp Admin Asst, Workforce and CE
Chavez, Kina	Adjunct, Nursing
Himel, Meruyert	Online Learning Experience Manager
Navarrete, Saul	Classroom Media Technologist
Olivas, Ray-Ray	Student, Student Activities
Robinson, Megan	Student, Student Activities
Rocha, Jonathan	Transfer, Internship and Career Specialist
Vargas, Vanessa	Student, Student Activities
<b>Total: 11</b>	

### Departures

### Currently in Interview Process



### ***Current Vacancies***

Instructor or Assistant Professors of Nursing  
Lab Coordinator

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**Total: 6**

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#### **Job Title**

#### **Faculty:**

Adjunct Instructor - EMT  
Adjunct Nursing Program Clinical Instructor  
Instructor or Assistant Professor of Allied Health  
Instructor or Assistant Professor of Computer Science  
Instructor or Assistant Professors of Nursing

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**Total: 5**

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#### **Staff:**

Administrative Assistant, Admissions  
Admissions Coordinator  
Adult Education Instructor  
Adult Education Instructor - Part-Time  
Broadcast Media Program Manager  
Custodial, Sr.  
Data Management Specialist  
Director of Admissions  
Health Clinic Nurse Practitioner  
Lab Coordinator  
Pt Adult Education Instructor  
Student Retention and Persistence Coordinator  
Tutor - Full Time  
Tutor - Part Time

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**Total: 14**

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