

## BOARD OF TRUSTEES MEETING MINUTES

Date: 1/12/26

Time: 6:00 pm

Session Location: SENMC RM 153

Board Members present: ☒ Chair, Sarah Bowman  
☒ Member, Lee White  
☒ Member, Mark Cage

Type of Meeting:

☒ Regular ☐ Work

☐ Special

☒ Secretary, Ned Elkins

☐ Member, vacant

Board Member(s) absent:

1) Call to Order

Time: 6:00 pm

2) Pledge of Allegiance

3) Establish Quorum – Roll Call

4) Approve Agenda

Motion: **Mark Cage**

Second: **Lee White**

Nays: **0**

Abstain: **0**

**Elkins, Cage, White, and Bowman** voted to approve the agenda as presented.

5) Approval of minutes from the previous meeting – 12/8/2025

Motion: **Mark Cage**

Second: **Lee White**

Nays: **0**

Abstain: **0**

**Elkins, Cage, White, and Bowman** voted to approve the minutes.

6) Public Comments: None

7) Student Government Representative: None

8) General Counsel: – Lane Martin (via Zoom) had nothing specific to discuss. He said he continues to review various contracts related to the college.

9) SENMC general status report: Dr. Kevin Beardmore

**Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students)** Attended the Porter House Radiation Control Training Graduation Ceremony on December 12; and the Governor's Child Care Summit, in Santa Fe on December 17; **Goal 2 (Welcome and Engage the Community)** attended the Legislative Finance Committee Higher Education hearings in Santa Fe, December 10; attended Development and Donuts, sponsored by the Carlsbad Department of Development and the Carlsbad Chamber of Commerce Government Affairs Council on December 11; met with Chevron and the SENMC Workforce Development team on December 15; facilitated the SENMC Foundation Board meeting on January 6; participated in the Educational Partnership of the Permian Basin + Eddy County Collaborative Discussion, January 6; attended Carlsbad Rotary, January 7; participated as a member of the Carlsbad Department of Development Strategic Planning Committee, January 7; attended the Carlsbad Department of Development Board meeting and the Carlsbad Department of Development Strategic Planning meeting on January 8; **Goal 3 (Increase Learning and Efficiency)** published latest newspaper/website article: "Tomschoolery and such," December 16; met with the college's auditors from Jaramillo Accounting Group visiting campus on December 3; and **Goal 4 (Promote Success for All)** on doctor's orders, cancelled the campus forum that had been scheduled for January 5.

Dr. Beardmore's update also included a list of completed 2025-2030 Strategic Plan items (15 of 126). He then reviewed the strategic plan task list showing all the tasks included in 2025-2026 and their progress toward completion.

**10) Old Business: None**

**11) New Business**

- A) Update Capital Projects list: Dr. K Beardmore** – The first page of the list included previously approved projects with highlights and strikethroughs on finished projects or information that has changed. The second page shows changes in gray highlights and reflects things that are true today. Most of the updates are date changes for better accuracy. Dr. Beardmore would like the Board to approve this Capital Projects list so he can present it at the summer hearings.

Motion: **Mark Cage**      Second: **Ned Elkins**      Nay: **0**      Abstain: **0**

**Cage, Elkins, White, and Bowman** voted in favor of approving the updated Capital Projects list.

- B) Approve AAS-Environmental Management Technician: Dr. E Seitaridou, VPAA** – Dr. Beardmore provided information about New Mexico Administrative Code (NMAC 5.5.6.13) that states an institution must get approval from its governing board before submitting a code request for a program Classification of Instructional Programs (CIP) code. He asked the Trustees if they would rather review these new programs and provide approval before or after the New Mexico Higher Education Department (NMHED) made its determination. Chair Bowman said she sees the value of waiting until after NMHED acts so as not to duplicate efforts (in case NMHED recommends changes). Dr. Frosso then presented the letter from the New Mexico Higher Education Department with its approval of a proposed Associate of Applied Science-Environmental Management Technician degree program and a copy of the program's curriculum.

Motion: **Ned Elkins**      Second: **Lee White**      Nay: **0**      Abstain: **0**

**Cage, Elkins, White, and Bowman** voted unanimously in favor of the motion to approve this program.

- C) Approve AAS-Radiation Protection Technology: Dr. E Seitaridou, VPAA** – Dr. Frosso previewed the letter from NMHED and the program curriculum for the AAS-Radiation Protection Technology. Dr. Elkins asked what this degree will provide that certification does not. Chris Spaulding, Interim Vice President-Workforce Development and Community Engagement, explained that a certificate allows the student to get a job while the AAS creates management opportunities.

Motion: **Lee White**      Second: **Ned Elkins**      Nay: **0**      Abstain: **0**

**Cage, Elkins, White, and Bowman** voted unanimously in favor of the motion to approve this program.

- D) Approve AAS-Public Safety Technician: Dr. E Seitaridou, VPAA** - the final program that needs approval from the Trustees is an AAS-Public Safety Technician. The letter from NMHED and a copy of the program curriculum were available for the Trustees to review.

Motion: **Lee White**      Second: **Mark Cage**      Nay: **0**      Abstain: **0**

**Cage, Elkins, White, and Bowman** voted unanimously in favor of the motion to approve this program.

- E) Monthly Financial Report: Carolyn Kasdorf** – Carolyn Kasdorf presented financial reports for the period ending November 30, 2025. Per this report SENMC is projecting an additional \$9,583,542 in revenue and \$2,874,405 in expenses (a difference of \$6,709,136) and will be processing budget adjustments to the New Mexico Higher Education Department to account for these projections. When asked about the reasons for the variance Ms. Kasdorf explained they can be attributed to local taxes and interest earnings and adjustments made for expenditures for travel and supplies that either fall below (travel) or exceed (supplies) initial projections.

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

- A) **Dr. Effrosyni "Frosso" Seitaridou, VP of Academic Affairs:** Twenty-eight students from Artesia Fire Department (AFD), Carlsbad Fire Department (CFD), and the community courses as well as two paramedic students are now testing for the National Registry of EMTs. Twenty-two cadets from AFD, CFD, and Eddy County Fire & Rescue (ECFR) are in FIRE classes studying Firefighter I skills and Hazardous Materials. Firefighter I skills are the first of two different National Fire Protection Agency requirements. Near the end of the semester the cadets will receive instruction in Firefighter II skills. The faculty at SENMC have done extensive work addressing the Higher Learning Commission's (HLC's) concerns on assessment of student learning. Program coordinators have reviewed all the academic programs. They have revised student learning outcomes, created curricular maps, and established pathways that allow timely and successful progress through each degree. Annual assessments were completed for all programs with enrolled students.
- Professor Zane Biebelle, Program Coordinator for the General Studies program, became the lead of the General Education Task Force in fall 2025. Joining her on the task force are Dr. David McIntosh, Dr. Eduardo Chappa, Dr. Yiqun (Bobby) Huang, and Ms. Alexis Clements. The Task Force will present its recommendations for reinvigorating General Education programming and assessment to the Assessment Committee this semester.
- Faculty and staff have also established a framework for SENMC's cocurricular program. This academic year will be the first year this program will be assessed, meeting HLC's requirements for cocurricular programs.
- The Higher Learning Commission's Standard Pathway Mid-Cycle Review visit for SENMC is scheduled for February 28-29, 2028.
- B) **Carolyn Kasdorf, Interim VP-Business and Finance:** Ms. Kasdorf reported that the FY24 audit is projected to be finalized on January 31. Her plan is to present it to the Board of Trustees at the February meeting. She hopes to have the FY25 audit by June 30.
- The Business office staff have continued collections efforts and to date have collected approximately \$56,000.
- C) **Diana Campos, Dean of Student Affairs:** Ms. Campos distributed an enrollment report to the trustees. The current headcount is 1,192 versus 1,074 at this time last year. There are 130 Early College High School students and 511 Full-Time Equivalent (FTE) students.
- Financial Aid is processing files for spring 2026. Ms. Campos added there are lots of changes coming to financial aid, including Workforce Pell.
- D) **Chris Spaulding, Interim VP of Workforce Development and Community Engagement:** The Workforce Training catalog for spring has been distributed and has already generated a lot of inquiries. They have graduated a second RCT class and successfully presented a newly created 8-hour refresher MSHA Training to DOE. Mr. Spaulding thanked Workforce employees Oz Espinoza and Oscar Colorado for their work on this presentation.
- In Work-Based Learning they are pursuing options for apprenticeships partnerships for multiple programs (starting with electrical) and working on creating a detailed curriculum for the Nondestructive Testing program. Lee White asked about running a back-up plan concurrent with the partnership discussions.
- The Workforce Safety Department has completed American Heart Association First Aid/CPR classes, including Train the Trainer, so they can provide AHA certification. They have already booked First Aid/CPR classes to the National Parks Service for its entire staff.
- Workforce Partnerships have finalized the MOU with the homeschool program and they are already using the JSS facility. Workforce drone soccer kits have arrived. The staff are learning the

construction and usage of the drones and will then distribute the kits and work with the partnering schools to develop tournament plans. Hattie Kimball is going to assist with the drone soccer league. The Adult Education department has hired Joe Enriguez as a full-time Student Support Assistant. They are currently enrolling students for the spring 2026 semester.

- E) **Tymon Mattosko, CIO:** Technology Services & Solutions (TSS) is currently implementing course evaluation software, the One Application (a single application for everything), and a new payment system. They are coordinating with Facilities on new construction projects. The broken audio gear in the control room (in Room 153) is being replaced.

**13) HR Report: Dr. K Beardmore for Steven Gonzales, HR Director:** The employee count for SENMC as of January 5 is 288 employees. This includes full-time, part-time, temporary, and student employees. Dr. Beardmore introduced new employees Oscar Colorado, MSHA Trainer, Mireya Hernandez, Workforce Training Assistant, Lisabeth (Hattie) Kimball, Workforce Partnership Coordinator, and Delicia Pineda-Vlosich, Student Accessibility and Health Coordinator. There are currently ten faculty and five staff vacancies. January 2026's Employee of the Month is Robert Lactaen, Senior Custodial Worker.

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

- A) **Faculty:** No report.
- B) **Administrative Staff:** No report
- C) **Classified Staff:** No report

**15) Convene Closed session:** By unanimous roll call vote taken at 7:10 pm the Trustees, accompanied by Dr. Kevin Beardmore and Dr. E. "Frosso" Seitaridou went into closed session to review applications for promotion and tenure.

Motion: **Mark Cage**      Second: **Ned Elkins**      Nay: **0**      Abstain: **0**

**16) Reconvene Open session:** The Trustees took a roll call vote and unanimously voted to reconvene the open session at 7:34 pm. Board Chair Sarah Bowman stated that the only business conducted in the closed session was review of the promotion and tenure applications.

Motion: **Lee White**      Second: **Mark Cage**      Nay: **0**      Abstain: **0**

**17) Board comments:** Lee White said he is grateful to have the opportunity to serve on this Board and appreciates the camaraderie that is present. He thanked Dr. Beardmore and his staff for the hard work they are putting in for the community. Sarah Bowman welcomed Lee to the team and said she is looking forward to working with him. Ned Elkins said they need Lee to help enlighten them about how to bring southeast Eddy County into the college.

**18) Announcement of the next regular board meeting:**

Date: February 9, 2026      Time: 6:00 pm      Place: SENMC Room 153

**19) Adjournment** – The meeting adjourned at 7:38 pm.

Approved

  
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Dr. Ned Elkins, Secretary

2.9.26  
Date