

## BOARD OF TRUSTEES MEETING MINUTES

Date: 6/9/25

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

☒ Member, Ned Elkins

Board Member(s) absent: Bill Murrill

1) Call to Order

Time: 6:03 pm

2) Pledge of Allegiance

3) Establish Quorum – Roll Call

4) Approve Agenda

Motion: **Mark Cage**

Second: **Sarah Bowman**

Nays: 0

Abstain: 0

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

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

Motion: **Ned Elkins**

Second: **Sarah Bowman**

Nays: 0

Abstain: 0

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

6) Public Comments: None

7) Student Government Representative: None

8) General Counsel: – No report

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

- A) **Final report on 2022-2025 Strategic Plan – Goal 1 (Diversity and Commitment)** Created the Mountain Lion Leadership Seminar and offered two classes, one in November and the other in January. A third class will be offered at the end of July; expanded the Steering Committee with a clear role in the strategic planning cycle; initiated the Planet Fitness partnership to provide free access for full-time regular SENMC employees-currently there are 47 participants; **Goal 2 (Enrollment, Retention, and Graduation/Completion- to foster an academic environment that leads to 5% annual increase in enrollment, retention, new programs, and graduation/completion).** Dr. Beardmore prefaced his remarks about this goal by explaining that a five percent increase is a very aggressive measure and SENMC would not come close to that. We lost more than 375 students with the breakaway from New Mexico State University (1722 to 1483). In 2024 enrollment stayed flat (1474). Eddy the Mountain Lion mascot costume was unveiled last August; held the SENMC Parking Lot Party and Open House; presented the SENMC Attributes to FYEX (First Year Experience) classes; signed transfer agreements with Western Governors University and University of Phoenix; increased full-time equivalent student enrollment for fall by 2.3% (this includes Dual Credit enrollment and Dr. Beardmore said he'd like to push enrollment back to more than 2,000 students with about 500 of them being adult students); held the first CLIFF Scholars Honor Symposium; **Goal 3 (Community Engagement and Economic Enrichment)** Dr. Beardmore shared that when submitting projects to the Summer Capital Outlay Committee he was asked if the college was simply growing online enrollment or actually increasing adult enrollment. Southeast New Mexico College has decreased its



online only enrollment and is growing its in-person enrollment. This growth will support SENMC's request for projects this summer. Other items of Goal 3 include: presented on the Future of the USDOE & SENMC Partnership at the US Department of Energy National Transuranic Programs User Group meeting in Albuquerque; published articles in the local newspaper and on the SENMC website in nine of the past twelve months; established the Carlsbad Fire Department Fire Cadet Academy partnership; opened the SENMC Health Clinic; hosted the new SIMCO President's Leadership Program; established NM Tech faculty partnership appointments-to date, two SENMC faculty have been appointed as adjuncts at NM Tech; **Goal 4 (Building, Facilities, and College Foundation)** activated the new HVAC system; opened the solar covered parking lots; secured \$5 million in General Obligation Bond funds for the Trades x Technologies Building; finalized Trades x Technologies plans and received approval from the NM Higher Education Department; hosted the first SENMC Foundation event, the "Funding our Future" gala; opened the Family Library Study Room; unveiled dining and STEPS Academy initial plans; and **Goal 5 (Independence of SENMC)** established the Chief Information Officer position; realigned the Registrar's Office and Information Technology-related offices; received approval from the HLC (Higher Learning Commission) for Carlsbad High School as an off-site location; implemented new academic assessment processes; led the development of the SENMC Strategic Plan for 2025-2030; and finalized and published the SENMC Facilities Master Plan.

Dr. Beardmore also shared some information about three projects that were submitted to the Capital Outlay Committee (1) the renovation of the gym and main campus entrance; (2) an Early Childhood Education Center; and (3) a dining hall.

**10) Old Business:** None

**11) New Business**

- A) Facilities Master Plan: Dr. K Beardmore** Dr. Beardmore presented a completed copy of the facilities master plan. Most of the information has previously been presented to the Board. He did direct the Trustees' attention to a diagram that includes a location for a potential dining hall which is connected to a potential residence hall. A potential Early College building would be located in front of the Allied Health Building.

The Facilities Condition Assessment is also included in this plan. Everything scored "good" except the portable buildings. It includes cost estimates for maintenance and building repairs.

Mark Cage applauded the foresight of including a dormitory because that will increase enrollment. It will also be a huge benefit to the City of Carlsbad whose service industry suffers because there aren't people available to work. To attract people to come to Carlsbad they need a place to live. Ned Elkins agreed with Mark Cage and added his biggest concern is having something to attract students, other than a place to live. But he thinks the college is on the right path.

- B) Monthly Financial Report – Dr. K Beardmore** Dr. Beardmore reviewed the reports and notes on the financial reports as provided by Dr. Volpi. He pointed out that the income statement included in the online meeting packet showed the incorrect month, but he received a corrected report this morning and that is what is included in the Trustees packets. The corrected report is attached to these minutes. There is some summer tuition outstanding with two months remaining in the fiscal year. The college is doing well with mil levy collections and other revenue. Bookstore sales are down a little bit. He has spoken to Dr. Volpi who explained that last year had been a good year as the school transitioned and the budget was created with the thought that this growth would continue. He noted that the college is doing well in terms of salaries. He called attention to the "Fringe" category which still has plenty of room and explained this is fortunate because the state is raising insurance premiums by 20% and the college will absorb that cost (for now) rather than asking employees to absorb it in July. He said this could cost the college \$200K-\$220K per year. They will re-evaluate this in January.



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

- A) **Dr. Effrosyni "Frosso" Seitaridou, VP of Academic Affairs:** Dr. Luis Anchondo (Education and Foreign Languages department) attended the NISOD (National Institute for Staff and Organizational Development) conference in Austin and presented his work titled "Revolutionizing Language Learning with AI: Best Practices for Classroom Integration and Beyond". It was based on a presentation he delivered during the Spring Forum at SENMC.  
Dr. Jonathan Wilson has been selected for the position of Dean of Teaching and Learning. Dr. Seitaridou thanked the search committee for its work in making this selection.
- B) **Business and Finance:** No additional reports.
- C) **Diana Campos, Dean of Student Affairs:** Ms. Campos provided the Trustees with copies of enrollment reports for summer and fall 2025. There are currently 247 students enrolled for summer. The fall headcount is 264 students compared to June 4, 2024 which had a headcount of approximately 200 students. Full time enrollment for fall 2025 is 163 compared to last fall's enrollment of 134. She expects the postcards for fall classes to be mailed soon after July first.
- D) **Dr. Monty Harris, VP of Workforce Development and Community Engagement:** Dr. Harris was not available and left his report with Dr. Beardmore to present. Community Education summer classes had more than 125 kids on campus taking part in Inspired by Science, Little Scientists, and Outer Space Art Camp.  
In Workforce news, Oil and Gas Production Operations training is now available through Wellsite LMS. SIMCO trainers are conducting mine safety refresher training on campus. Members of SENMC's Workforce team are attending so they can become familiar with their approach.  
Dr. Harris and Jerry Brian (Oil & Gas faculty) attended a Delaware Basin Pipeliners Association networking event on the SENMC campus on May 22. On May 29, Dr. Harris attended a meeting with SIMCO HR Generalist Angela Carrejo and other team members to discuss plans to develop an electrical apprenticeship for WIPP employees. They agreed to use NCCER (National Center for Construction Education and Research) curriculum and resources.  
The Scope of Work in the grant from the U.S. DOE mentions that there is supposed to be a project committee to address needs for the Trades and Technologies Building and its programs. It specifies that the Board of Trustees will select key staff and community members to serve on this committee. Dr. Elkins and Dr. Beardmore have already spoken to the Mayor (Rick Lopez) who has said he is willing for either he or J.J. Chavez to be on that group so there is someone from city government as well as working at WIPP. They will also need to select others to join the group. The committee will assist in selecting a contractor and identifying people who can be instructors.  
They are planning to upgrade the MSHA position to be a Director of Safety Programming to see if that generates any interest. Establishment of this project committee has already been added to the new strategic plan.
- E) **Tymon Mattoszko, CIO:** Mr. Mattoszko said everything he mentioned last month is still current. Technology currently has 25 projects running simultaneously. He said they have been very demanding of people to open tickets for everything and they have been very aggressive about closing them. To date they have closed approximately 400 tickets. They are getting a new Test and Development environment for Anthology Student. Every time there is a software update they will refresh data from the live environment and update the test environment and test it for a few weeks with the expectation that this will reduce the chances of something going wrong.



13) **HR Report: Steven Gonzales, HR Director:** Mr. Gonzales reported that as of June 3 the SENMC employee count is 268 employees. This includes full-time, part-time, temporary, and student employees. There are currently seven faculty and four staff vacancies. June 2025's Employee of the Month is Candace Byers, Director of the SENMC Health Clinic.

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

A) **Faculty:** No report

B) **Administrative Staff:** Candace Byers, Director of the Health Clinic, distributed copies of a new brochure that introduces the clinic staff and provides an overview of the services provided there. She said the clinic is doing well and they have been busy with exams for Allied Health and pre-professional students. She reported that Dr. Anderson (Accessibility Services) now has office space in the health clinic. They are planning to have a privacy pod in the clinic for students that may want to use it.

C) **Classified Staff:** No report.

15) **Executive (Closed) Session:**

Pursuant to NMSA 1978 §10-15-1 H (2) (president's performance evaluation), the Trustees voted unanimously to go into closed session. The closed session began at 6:57 pm

Motion for Closed Session: **Sarah Bowman** Second: **Mark Cage** Nays: 0 Abstain: 0

The Trustees returned from the closed session at 8:35 pm.

The open session was then reconvened.

Motion for Open Session: **Mark Cage** Second: **Sarah Bowman** Nays: 0 Abstain: 0

**Bowman, Cage, Elkins, Frintz, and Murrill** voted unanimously in favor of reconvening the open session.

16) **Board comments:**

Sarah Bowman commented that everyone is doing great, keep it up. Mark Cage said the president has just gotten his evaluation and he wanted to say openly how much he appreciates Dr. Beardmore and his leadership at this college. Tiffany Frintz seconded Mark Cage's remark and expressed her appreciation to the people that provided feedback for Dr. Beardmore's evaluation. She added that Dr. Beardmore has a "huge vision" for what the campus can be. She also thanked everyone else for their leadership, acknowledging that it takes everyone's leadership and collaboration to be successful.

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

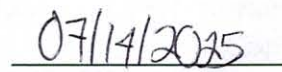
**Date:** July 14, 2025 **Time:** 6:00 pm **Place:** SENMC Room 153

18) **Adjournment** – Board Chair Tiffany Frintz adjourned the meeting at 8:37 pm.

Approved



Sarah Bowman, Secretary



Date