



Southeast New Mexico College

Southeast New Mexico College
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BOARD OF TRUSTEES MEETING MINUTES

Date: 7/8/24

Time: 6:00 pm

Session Location: SENMC RM 153

Board Members present:

Chair, Tiffany Frintz

Member, Bill Murrill (via Zoom)

Member, Mark Cage

Type of Meeting:

Regular Work

Special

Secretary, Sarah Bowman

Member, Ned Elkins

Board Members absent: Mark Cage, Tiffany Frintz

1) Call to Order (Board Secretary Sarah Bowman, presiding)

Time: 6:00 pm

2) Pledge of Allegiance

3) Establish Quorum – Roll Call

4) Approve Agenda

Motion: Ned Elkins

Second: Bill Murrill

Nays: 0

Abstain: 0

Bowman, Elkins, and Murrill voted to approve the agenda.

5) Approval of minutes from the previous meeting – 6/10/2024

Motion: Ned Elkins

Second: Bill Murrill

Nays: 0

Abstain: 0

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

6) Public Comments: Norbert Rempe thanked the Trustees for moving Public Comments to the head of the agenda; criticized the college and the Trustees for a recent article in the Carlsbad Local mourning the passing of Carol Thomas; and asked what are the policies that govern the health clinic specifically in regard to abortion.

7) Student Government Representative: None

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 met with the Phi Theta Kappa Leadership Team who were hosting the PTK Regional Lead to plan for SENMC to host the September Regional Meeting; Goal 2 (Enrollment, Retention, and Graduation/Completion) on June 20, with Dr. Monty Harris met with Matt Clark, Workforce Development Manager, National Center for Construction Education and Research; also with Dr. M. Harris met with Vivek Nadig on June 27 about the rollout of the Wellsite software at SENMC; Goal 3 (Community Engagement and Economic Enrichment) met (with Dr. Mickey Best and Misty McCormack) with representatives from the WIPP chapter of the United Steel Workers, including a visiting training lead from Pittsburgh on June 10; welcomed a leadership training class from WIPP to campus on June 17; attended the Carlsbad Rotary on June 19 and 26; attended the Carlsbad Department of Development annual dinner on June 20; presented on the Future of the USDOE and SENMC Partnership at the US Department of Energy National Transuranic Programs User Group meeting in Albuquerque on June 25; and attended the mayor's Fourth of July Sponsor dinner on July 3; Goal 4 (Building, Facilities, and College Foundation) received approval for the Library Family Study room from the New Mexico Higher Education Department Capital Outlay Committee on June

12; and **Goal 5 (Independence of SENMC)** accepted the final report of the Higher Learning Commission (HLC) Focus Visit Team on June 27 – the team has recommended a monitoring report on Criterion 5.B. due on July 27, 2026. This report should bring closure with the external auditors of the FY23 and FY24 financial audits. It should also address a formal multi-year strategic enrollment plan that can help identify recruitment and retention efforts, and provide an update on progress with the Trades x Technologies building construction; during the past weekend Dr. Beardmore received notice of SENMC's acceptance to the HLC Assessment Academy; and received the initial topline report of the Great Colleges to Work For survey that was conducted in March; finally, rooftop units and cranes are arriving on campus to begin the HVAC work on the Main Building.

Dr. Beardmore also presented graphs with the latest enrollment/headcount as well as full-time equivalent students (credit hours). Data prior to the middle of June 2023 was unreliable because the college was just getting started with Anthology, so it has been excluded from the report. Figures are very close this year to what they were at this same time last year. Troubles with FAFSA are affecting enrollment nationwide. The graph showing applications is also holding steady.

The report from the Higher Education Department showing fall final enrollment and full-time equivalent data indicates SENMC had a 19% drop. This was anticipated because of the loss of the swirl students. Dr. Beardmore added that enrollment figures vary widely across the state with some schools also showing drops and others experiencing good years.

- 10) Old Business: Certification of Inventory – Dr. K Volpi** – Dr. Volpi explained that the full inventory list includes items previously approved for sale. The Trustees did not receive a copy of the full list and did not want to certify the inventory without it.

Motion: **Ned Elkins** Second: **Bill Murrill** Nays: **0** Abstain: **0**

Bowman, Elkins, and Murrill voted in favor of the motion to table the certification of inventory until the August meeting.

11) New Business

- A) Monthly Financial Report – Dr. K Volpi (via Zoom)** Dr. Volpi reviewed the financial reports for May 2024. She explained that the deposits do not reflect monies collected in May. The Accounts Receivable Aging report indicates that many of the accounts are older than they should be. The AR Clerk has been making calls and collected approximately \$30K. She also explained the current accounts balance is negative because students often pay for their classes when they register but the college does not recognize the revenue until the census date (the third Friday after classes begin). These reports do not require action from the Trustees.
- B) SENMC Foundation Board report – Dr. K Beardmore & Jordan Millican** - Jordan Millican is responsible for coordinating the Foundation's activities. At the request of SENMC Board of Trustees Chair Tiffany Frintz she took the Trustees through the process of establishing the Foundation Board and completing all the required documentation and filings. The Foundation Board has selected a bank (Carlsbad National Bank) and a donor platform (Foundant) to assist with fundraising campaigns and provide other support (donations, accounting, communications, and reports. SENMC Counsel Lane Martin has reviewed the Foundant agreement. They need Ms. Frintz's signature on the state application for the non-profit organization. Dr. Beardmore added that the Foundation is expected to pay a required amount for the General Obligation bond campaign and the funds cannot come from state monies. There are two donors lined up, one to pay the \$6,000 assessment for the GO Bond campaign and the other to make sure the Foundation meets its required minimum for the account.

C) Approval of Resolution to Support General Obligation Bond – Dr. K. Beardmore

Dr. Beardmore presented a draft resolution in support of the General Obligation bond for higher education.

Motion: **Ned Elkins** Second: **Bill Murrill** Nays: **0** Abstain: **0**

Bowman, Elkins, and Murrill voted in favor of the motion to table this action until the August meeting.

D) President's Contract (Dr. K. Beardmore)

Motion: **Ned Elkins** Second: **Bill Murrill** Nays: **0** Abstain: **0**

Bowman, Elkins, and Murrill voted in favor of the motion to approve a 6% increase to the president's compensation effective January 1, 2024, and a 3% increase effective July 1, 2024. These increases are consistent with those received by SENMC staff.

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

- A) **Dr. Effrosyni "Frosso" Seitaridou, VP of Academic Affairs:** Dr. Seitaridou began by thanking the college and the community for the warm welcome she has received. She reported that the College Day event held in April had 250 participants from Artesia Junior High School. The feedback from a small sample of students indicates the event increased the likelihood of attending college. Students also suggested that future events include more information about careers, the admission process, and campus life, as well as more engaging activities. The report from the Nursing program is currently a 100% pass rate on the NCLEX examination. There are 30 freshman students entering the Nursing program in the fall and there are 17 continuing 3rd semester students. Finally, the data from the 2023-2024 National Council of State Boards of Nursing (NCSBN) NCLEX Program report shows that the SENMC ADN Nursing program is ranked #1 across all three areas, not only in the state but also in the country. The EMT Program will see improvements in certificates and degree pathways in 2024-2025. Additionally, the Carlsbad Fire Department has approached the college for a meeting to discuss further development of the EMT and Fire Science programs. A purchase through Grant Services/HSI has provided SENMC with equipment for anticipated wildland fire courses.
- B) **Dr. Karla Volpi, EVP, VP of Business and Finance:** Nothing to report.
- C) **Juanita Garcia, VP of Student Affairs:** Ms. Garcia began by acknowledging members of the Ferrilli team that were in attendance. They are on campus this week to work on stabilization, automation, and workflow. The newly remodeled area in Admissions has created space for Dual Credit and advising personnel as well as a transfer center for students. This remodel was completed with assistance from Grants Services.
- D) **Dr. Monty Harris, VP of Workforce Development and Community Engagement:** Dr. Harris thanked the Trustees for approving the purchase of Radiologic Control equipment last month. He said he spoke to David Porter of Porter House, Inc. today and they will be ready to teach in the fall. Community Education had more than 200 kids in its summer classes and approximately 40 participants in the adult classes. By the end of July, they anticipate surpassing last year's numbers; the Community Garden project has been approved and they are seeking assistance from the City, hoping for a donated plot of land; they are continuing to offer Professional Development classes until the REC Center reopens. Workforce will start Pre-Apprentice Electrical Training classes on Monday and will soon have another train the trainer session for MSHA instructors; there has been no response from the state regarding third-party CDL testing; OASIS (Online Assisted Skills Instruction System) is live. The link can be found on the Workforce page on the SENMC website; the application for accreditation with NCCER (National Center for Construction Education and Research) has been approved. This will provide access to resources developed by industry including curriculum and teaching resources; Workforce is currently searching for full-time electrical and oil and gas instructors;

and miner training continues-mostly contractors working for the potash mines.

13) **HR Report: Lucy Reyes, HR Coordinator:** The SENMC employee count is at 238 as of July 2, 2024. Ms. Reyes introduced Kristal Allen, newly hired Achievements Coordinator. There are currently five staff vacancies and one faculty vacancy. July 2024's Employee of the Month is Jessica Johnson, Assistant Professor of Nursing.

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

A) **Faculty: Zane Biebelle-** None.

B) **Administrative Staff:** – None.

C) **Classified Staff:** Maria Quintana introduced herself as the new president for the Classified Staff. Antonietta Trujillo is the new vice president.

15) **Board comments:**

Ned Elkins took a moment to reiterate the regard he has for Carol Thomas and said he celebrates her passion. Sarah Bowman thanked Ned and echoed his comments. She offered congratulations to Jessica Johnson and thanked everybody that had been involved in the Community Garden project. She also thanked members of the Ferrilli team for attending the meeting.

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

Date: August 12, 2024 **Time:** 6:00 pm **Place:** SENMC Room 153

17) **Adjournment – Board Secretary Sarah Bowman** adjourned the meeting at 7:14 pm.

Approved



Sarah Bowman, Secretary

10/14/2024

Date