

BOARD OF TRUSTEES MEETING MINUTES

Date: 9/8/25

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 Member(s) absent:

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, Murrill, and Frintz voted to approve the agenda as presented.

5) Approval of minutes from the previous meeting – 8/11/2025

Motion: **Mark Cage**

Second: **Sarah Bowman**

Nays: **0**

Abstain: **0**

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

6) Public Comments: None

7) **Student Government Representative:** Student government officers for 2025-26 include Mattalyn Bailey, President; Melissa Schulz, Vice President; Elisha Martinez, Treasurer; and Stevie Vasquez, Media Coordinator. They announced activities planned for Spirit week (September 15-18, 2025). Shylee Eiffert, Secretary, was unable to attend the meeting.

8) **General Counsel:** – Lane Martin (via Zoom) reported that things continue to go well, and he is enjoying working with Dr. Beardmore and all the administration.

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

- A) **Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students)** Welcomed new students at the Fall 2025 Orientation on August 11 and 12 (full house for both sessions); met with the Learning Assistance Center Tutors at their Welcome Breakfast on August 18; visited the Welcoming Meet and Greet with Peer Mentors & Faculty on August 20; attended the Trades x Technologies Building – Pre-Construction meeting with Jaynes on August 20; signed, with Isidro Herrera, the New Mexico Environment Department Alliance on August 22; **Goal 2 (Welcome and Engage the Community)** attended Carlsbad Rotary on August 20 and 27, and on September 3; attended Partners in Heart Health Scholars Reception, at Dr. Ryan's facility on August 13; met, along with Jerry Brian, Oil & Gas Faculty member, with Mike Hightower and Dr. Zach Stoll, NM Produced Water Research Consortium, and Lambis Papis at CEMRC on August 14; attended the Carlsbad HS Performing Arts Center Ribbon Cutting on August 21; provided closing remarks at the SENMC Safety Conference on August 22; attended the screening of Dr. Martin Luther King Jr.'s "I Have a Dream" speech sponsored by the MLK Scholarship Committee and NAACP Carlsbad, at the Cavern Theatre on August 24; met, along with Dr. Ned Elkins, with Mark Bollinger, USDOE, Doug Weaver, Los Alamos National Laboratories-

Carlsbad, and John Heaton on August 25; facilitate the SENMC Foundation Board meeting on August 26; met, along with Chris Spaulding, with Dr. Kirk McDaniel, US Department of Energy on August 28; attended the Carlsbad Department of Development Board meeting on September 4; attended, as a member of the City of Carlsbad Comprehensive Community Plan Steering Committee, the first meeting on the public draft on September 4; **Goal 3 (Increase Learning and Efficiency)** shared the plans for the former Joe Stanley Smith Elementary building with the Carlsbad Municipal Schools Board on August 19; met, along with Chair Frintz, with JAG for the audit entrance conference on August 29; and **Goal 4 (Promote Success for All)** presented at Convocation, the first meeting of the fall 2025 Kickoff Days on August 13; served as a judge for the Team Kickoff event, SENMC's "Minute to Win It" Challenge on August 15; and held a campus forum on September 4.

- B) Dr. Beardmore then reported on answers he submitted to the Higher Education Department Capital Outlay Committee regarding Main Campus Renovations (proposed for the November 2026 ballot). He explained that beyond funding, state support signals plans to meet the needs prioritized by the state, particularly accessibility. Additionally, including an SENMC project on the ballot allows the college to promote the good of higher education for New Mexico in Eddy County. All taxpayers expect that state support will include their region, regardless of the financial situation of a particular institution. Southeast New Mexico College has expended more than \$12 million of its fund balance to make needed improvements to its current facilities over the past two years. Recently the college leveraged \$5 million in GOB funding to secure a \$10 million private investment in the Trades x Technologies Building. Additional state support will give SENMC the opportunity to build on this success.
- C) Marketing Campaign: Dr. Beardmore introduced Marketing Director Sky Soto and asked her to share the ads currently running to mark the 75th anniversary of Southeast New Mexico College, "Smart to Start at SENMC". The ads feature images from the 1950s through the 1990s. Ms. Soto said the ads have been published in the Carlsbad Current-Argus and the Carlsbad Local and will also be pushed out to social media.

10) Old Business: None

11) New Business

- A) **Approve Agenda for Groundbreaking Ceremony: Dr. K Beardmore** – Dr. Beardmore presented the proposed agenda for the T² groundbreaking ceremony on September 23.
 Motion: **Ned Elkins** Second: **Mark Cage** Nay: **0** Abstain: **0**
Cage, Elkins, Murrill, Frintz, and Bowman voted in favor of accepting the agenda as presented.
- B) **Approve Naming of Student Lounge & Simulation Lab in T² Building: Dr. K Beardmore** – Dr. Beardmore presented recommendations from the SENMC Naming Committee to name two spaces in the Trades x Technologies Building; the ExxonMobil Student Lounge and the Permian Strategic Partnership Simulation Laboratory. He also shared a spreadsheet that lists other rooms in the building and the donations needed to secure naming opportunities.
 Motion: **Mark Cage** Second: **Sarah Bowman** Nay: **0** Abstain: **0**
Cage, Elkins, Murrill, Frintz, and Bowman unanimously approved the room names as recommended by the SENMC Naming Committee.
- C) **CEMRC: Kevin Beardmore** – Dr. Beardmore provided an update on recent conversations he has had about potential ownership of the Carlsbad Environmental Monitoring and Research Center (CEMRC) property and facility by SENMC. It would not include functions, personnel, equipment, or any other NMSU property. He also shared a draft of potential legislation related to this.
- D) **Approval to Fund Drone Sports Program & Engage a Contractor: C Spaulding** – Chris Spaulding, Interim Vice President of Workforce Development and Community Education, presented information in preparation for launching a drone soccer program. They will start with the purchase of eight U19 Drone Soccer "Play" Game Bundles. Funding for this comes from HSI Grant Services. One bundle will stay with SENMC, and the remaining will be distributed to Carlsbad High School (two bundles) and one each to the Carlsbad Enrichment Center, Loving High School, Carlsbad Boys & Girls Club, Southeast New Mexico Homeschool Hub, and the Riverwalk Recreation Center.

Trustee Mark Cage said he would like to see Artesia included.

Board Chair Tiffany Frintz asked about the warranty on the drones. Mr. Spaulding will follow up on this question and report. Trustee Dr. Ned Elkins asked if SENMC could purchase additional units later and said he would rather see Artesia included that way than swap a unit that had already been spoken for.

Motion: **Ned Elkins** Second: **Sarah Bowman** Nay: **0** Abstain: **0**

Cage, Elkins, Murrill, Frintz, and Bowman voted to allow the college to proceed with this program.

- E) Monthly Financial Report: Carolyn Kasdorf** – Carolyn Kasdorf, Interim Vice President for Business and Finance, started her presentation with a walk-thru of the new financial reports that she will present every month. The reports include a Business Office report narrative, a Budget to Actual Comparison report, Balance Sheet and Income Statement. Tonight's reports are for the period ending July 31, 2025. The Business Office report narrative is intended as a guide for the rest of the reports. The balance sheet and income statement include totals for FYE 24 and FYE 25 as well as for the period ended 7/31/2025.

When asked by Chair Frintz what platform she is using to generate these reports Ms. Kasdorf explained she is using Management Reporter which is inside Anthology. Her previous experience with Anthology allowed her to find Management Reporter and generate these reports.

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

- A) Dr. Effrosyni "Frosso" Seitaridou, VP of Academic Affairs:** Dr. Seitaridou announced that the New Mexico Higher Education Department has approved the proposal from the Business and Information Technology Department to add a new Associate of Arts in Business Administration-Accounting program.
- For the Allied Health department Dr. Seitaridou shared that the pass rate for the Surgical Technology students at the National Center for Competency Testing (NCCT) certification exam was 90% and 100% of those that passed have found employment in Southeast New Mexico.
- B) Carolyn Kasdorf, Interim VP-Business and Finance:** Ms. Kasdorf gave an update on the investment RFP, informing the Trustees that responses are due by September 12 and proposals by September 19. Trustees Dr. Ned Elkins and Mark Cage volunteered to be part of the scoring committee. The committee will meet sometime during the week of September 22. Mr. Cage said he has heard from the community that they want a local bank to manage the investments because this is a local college. Ms. Kasdorf explained that the scoring gives preference to local entities. Ms. Kasdorf also provided an update on the FY24 audit saying she is approximately two-thirds of the way through the documents that need to be uploaded.
- C) Diana Campos, Dean of Student Affairs:** Ms. Campos reported that enrollment for Fall 2025 is 1,557. In Fall 24 it was 1,496. Full-time enrollment increased from 679 students to 696 and first-time freshman enrollment is up almost 24%. They are getting ready to disburse Pell Grant monies to 173 students. Between Pell Grants and student loans the college will release approximately 1 million four thousand dollars. This total does not include scholarships.
- D) Chris Spaulding, Interim VP of Workforce Development and Community Engagement:** Mr. Spaulding started his duties on August 18 and had a meeting with a DOE Grant customer to get the program back on track. He also attended a nuclear task force meeting. A new DOE MSHA instructor started on September 2nd. Dr. Monty Harris, Dean of Work-Based Learning, is working on an AAS Radiation Protection Technology program for submission to the Curriculum Committee. It will feature six new courses. The Workforce Safety Department has relocated to the newly named SENMC Veterans Memorial Workforce Training Center located in the Joe Staney Smith building. They also

have attended the OXY Safety Conference for the Southeast New Mexico and West Texas Road Coalition Group. Workforce Partnerships has successfully hosted the SENMC Safety Conference with attendees from multiple oil, gas, and mining industries in the region. Johnny Chandler, Director of Workforce Partnerships has been elected as a board member to the New Mexico Broadcasters Association. There are 187 students enrolled in the Adult Education program for the fall semester. This is on track to surpass last year's total enrollment of 231 for both semesters. Community Education's fall schedule includes 18 classes with six new instructors and workshops for all ages.

- E) **Tymon Mattoszek, CIO:** Mr. Mattoszek was absent, but Glenn Trammel of Ferrilli provided a report. He said the department has been busy with infrastructure. The Joe Stanley Smith building is now fully operational but may need some tweaks depending on office set ups. Security upgrades were completed over the weekend.

- 13) **HR Report: Steven Gonzales, HR Director:** The employee count for SENMC as of September 2 is 266 employees. This includes full-time, part-time, temporary, and student employees. Mr. Gonzales introduced three new employees, Amy Anaya, Randy Shull, and Chris Spaulding; along with Fernando Santana who recently was named the Director of Program Safety, MSHA. There are currently five faculty and eight staff vacancies. September 2025's Employee of the Month is Samantha (Villa) Hardin, Library Director.

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

- A) **Faculty:** Zane Biebelle – The Faculty Senate's priorities for this academic year are to revise the faculty handbook and launch a student of the month program. Ms. Biebelle explained that the handbook had been revised as part of the independence movement, and it is time to look at it again. September will be the first time a student of the month is awarded. Dr. Raven Anderson first broached the idea of a student of the month award after participating in the Leadership Challenge workshop last fall.

- B) **Administrative Staff:** No report

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

- 15) **Board comments:** Ned Elkins said it was a good meeting; there is a lot of exciting stuff going on right now. Everybody is doing a wonderful job, and the Board is proud. Mark Cage welcomed all the "new folks" and thanked Carolyn Kasdorf for her report. Saran Bowman echoed the previous comments and congratulated Samantha Hardin on her recognition as employee of the month. She also welcomed the new employees. Tiffany Frintz also echoed the comments of the other Trustees and thanked everyone for continuing the momentum of progress, building out new classes and degrees. Bill Murrill had no comments.

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

Date: October 13, 2025 **Time:** 6:00 pm **Place:** SENMC Room 153

- 17) **Adjournment** – The meeting adjourned at 7:09 pm.

Approved

Saran Bowman
Saran Bowman, Secretary

10/13/2025
Date