

BOARD OF TRUSTEES MEETING MINUTES

Date: 10/13/25

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: Tiffany Frintz

1) **Call to Order**

Time: 6:01 pm

2) **Pledge of Allegiance**

3) **Establish Quorum – Roll Call**

4) **Approve Agenda**

Motion: **Mark Cage**

Second: **Ned Elkins**

Nays: **0**

Abstain: **0**

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

5) **Approval of minutes from the previous meeting – 9/8/2025**

Motion: **Mark Cage**

Second: **Bill Murrill**

Nays: **0**

Abstain: **0**

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

6) **Public Comments:** None

7) **Student Government Representative:** Student government president Mattalyn Bailey announced they are hosting Hallowpalooza from 3-6 pm on Thursday, October 30. Student government has a new email address, studentgovernment@senmc.edu.

8) **General Counsel:** – Lane Martin (via Zoom) provided an update on the parcel of land known as the Bob Light land. He has spoken to someone in the Trust Department at Carlsbad National Bank and expects to have a signed deed this week.

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

- A) **Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students)** Welcomed NASA Engineer Zaida Hernandez, who presented as “The Space Latina” on September 24; served as Emcee for the Trades x Technologies Building Groundbreaking Ceremony, featuring remarks from Lt. Governor Howie Morales, Mayor Rick Lopez, PSP CEO Tracee Bentley, Board Chair Tiffany Frintz, and Inaugural Board Chair Dr. Ned Elkins on September 23; visited with faculty and staff of the Surgical Technology Week Open House on September 25; **Goal 2 (Welcome and Engage the Community)** met virtually with Jerry Brian, Oil & Gas faculty, and Kurt Solander, Research Scientist in the Earth and Environmental Sciences Division of Los Alamos National Laboratory, regarding water quality initiatives and SENMC’s Environmental Management Technology program on September 4; published newspaper/website article: “Trades, Technologies, and Transformations,” September 6; presented to the Nonprofit Leader Peer Group on the Essentials of Strategic Planning, September 10; attended the Permian Strategic Partnership event recognizing retiring Board Chair Don Evans and introducing new Board Chair Jack Harper, in Midland on September 10; attended the Carlsbad Community Foundation dinner on September 11; met with Ekta Bhakta and Damian Capello to plan for the Candidate Forum hosted by SENMC on October 7; attended Carlsbad Rotary on September

24 and October 1; met, along with Chris Spaulding and Dr. Monty Harris, with Hayley Klein, Artesia Chamber of Commerce CEO, about available space in the Artesia Training Center, September 29; attended the Xcel Energy Carlsbad Executive Energy Forum on October 1; attended the Carlsbad Department of Development Board meeting on October 2; met with JoAnn Trevino, new part time SENMC Foundation Board Director on October 6; attended the NMOGA Annual meeting in Santa Fe on October 8; **Goal 3 (Increase Learning and Efficiency)** presented (virtually) SENMC's fire alarm system upgrades to the Higher Education Capital Outlay Committee, receiving approval, September 10; presented the former Joe Stanley Smith Elementary lease to the Higher Education Capital Outlay Committee in Santa Fe, October 8 (it was approved); and **Goal 4 (Promote Success for All)** coordinated and led the first T-squared Project Committee meeting on September 23; held a campus forum on October 9.

- B) Dr. Beardmore then provided an update on the college's HSI (Hispanic Serving Institution) grants. Years two through five of the most recent grant, campus health, have been defunded. Year five of the first-year experience grant has also been defunded. The total amount of lost funding is \$2,922,326. The college had significant carry-forward funding on the first-year experience grant because it started during the pandemic. SENMC expects to be permitted to expend these funds in the federal fiscal year that ends on September 30, 2026. Another five-year HSI grant (Title III-STEM focus) is in its fifth year and to date, has not been defunded. The funding for that is nearly three-quarters of a million dollars. That year five plus carry-forwards in both grants total approximately \$2.6 million that must be spent in the next eleven and a half months.
- C) Capital Outlay funding recommendations for Southeast New Mexico College for fall 2026 include \$1,000,000 for renovations to the Main Building entryway/welcome center; and in FY 2027, \$220,000 to purchase surveillance cameras. Dr. Beardmore added that a dining hall is auxiliary and not eligible for state funding.

10) Old Business: None

11) New Business

- A) **Approve Release of RFP for Architectural Services for STEPS Academy: Dr. K Beardmore –** Dr. Beardmore asked the Trustees to approve issuing an RFP for architectural services for the STEPS Academy explaining that he believes SENMC should have plans in place that get the college closer to "shovel ready".

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

Cage, Elkins, Murrill, and Bowman voted in favor of approving the release of an RFP for architectural services for a STEPS Academy.

- B) **Approve Release of RFP for Architectural Services for a Dining Hall: Dr. K Beardmore –** Dr. Beardmore suggested that this request might be amended to add a residence hall. He said he expects this will take more planning than the STEPS Academy. Dr. Beardmore told the Trustees that he has a draft for the dining hall, but he thinks it needs work. Dr. Ned Elkins stated that he is in favor of positioning the college to be able to receive funds when it is ready for this project.

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

Cage, Elkins, and Bowman voted to approve the release of an RFP for architectural services for a dining hall and residence hall. Bill Murrill voted against the motion. The motion passed.

- C) **Approval to Authorize Work for Western Way Entrance: Dr. K Beardmore –** Dr. Beardmore informed the Trustees that SENMC had paid for a forensic engineering report on the bridge on Western Way that determined that after some upgrades (estimated cost of \$30K), the bridge will be ready and able to handle loads up to 50,000 pounds. He is not asking for approval as much as he wants to know if the Trustees want him to pursue a proposal for construction work on a new entrance/exit at Western Way. He anticipates increased traffic on campus after the new building is in place, and this would provide a relief route for entering/exiting the campus. He added that the city is in favor of the project. Sarah Bowman asked about people in the neighborhood who might be affected by this and asked that SENMC talk to them before moving forward with this. Related to this, there

may be someone willing to help with SENMC's CDL program and put a driving range on campus, coming off Western Way as a paved road. Mark Cage said it is not safe to have only one exit from the college. Additionally, the college is growing and someday there may also be a need for another traffic light on the highway. Dr. Beardmore said this is an interim solution.

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

Cage, Elkins, Murrill, and Bowman voted to approve a motion to not prevent Dr. Beardmore from moving forward with this project. The motion passed.

D) Authorize Purchase of Portable Unit for Early Childhood Education: Dr. K Beardmore – Dr.

Beardmore said this would be a mini pilot version of the STEPS Academy. There will be one classroom for each of four age groups. He proposes purchasing four units of two different sizes to accommodate minimum space requirements and have space left for restrooms, a workroom, and a couple of offices. The price for this is not available now but Dr. Beardmore anticipates having a floor plan and pricing by the November meeting. The college already has personnel who can staff this program. Dr. Elkins asked Dr. Beardmore to also provide an estimate of annual operating costs of the facility. Sarah Bowman wants to know the longevity of these buildings. In response to Bill Murrill's question, the college would own these buildings.

E) Monthly Financial Report: Carolyn Kasdorf – Carolyn Kasdorf, Interim Vice President for Business and Finance, presented financial reports for the period ending August 31, 2025. She proposed replacing the statement of revenues and expenditures report with a report that provides year-to-date operating revenues and expenditures next to projected revenue and expenditure amounts for the full year. She directed the Trustees' attention to the balance sheet to let them know the FY23 audit will be restated because she has discovered while gathering documents for the FY24 audit that some items had been posted there that should have been posted in FY23.

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

A) **Dr. Effrosyni "Frosso" Seitaridou, VP of Academic Affairs:** Dr. Seitaridou reported that Professor Zuniga recently returned from Fresno where she participated in the ACEN site visit for a community college applying for initial accreditation. She will use the knowledge she gained during that trip to assist SENMC in preparing for its upcoming ACEN visit. The Allied Health department's Surgical Technology program has been awarded \$3,000 to cover travel expenses for students going to clinical sites. Thanks to the efforts of Dr. Sandra Florez, the SENMC campus is now a testing site for the Headmaster CNA exam. On September 19th SENMC hosted the first regional math convening meeting for the New Mexico Math Task Force. Fifteen math instructors from ENMU-Roswell, the New Mexico Military Institute, Carlsbad High School, the Early College High School, and SENMC participated, along with a representative from New Mexico Public Education Department's (NMPED) math administration. They discussed recent legislative and administrative changes impacting math graduation requirements. They will meet again in February 2026.

B) **Carolyn Kasdorf, Interim VP-Business and Finance:** Ms. Kasdorf gave an update on the investment RFP, informing the Trustees that five proposals had been reviewed and there was a meeting before tonight's Board meeting to reach a decision. She is preparing a recommendation for the Trustees to review at the next Board meeting. It includes leaving a portion of the funds at CNB. She also gave an update on the audit: as she reported earlier, FY23 needs to be restated. The audit of FY24 is still on track to be completed by the end of December although JAG (Jaramillo Accounting Group) have cautioned that they are deep in audit season and the US government, state agencies and school districts have deadlines that get pushed out and that could cause SENMC's audit to be delayed.

C) **Diana Campos, Dean of Student Affairs:** Ms. Campos said Student Affairs staff have been busy

attending College days in Carlsbad and surrounding communities, and FAFSA nights at Carlsbad High School. She said Financial Aid closed out the 2024-25 year with a zero balance. Enrollment for Fall 2025 is 1,627. They have mailed postcards to continuing students, reminding them to register for spring classes. Additional postcard mailings are scheduled for November.

They are working with a system called EAB Navigate which will be an advising tool for case management. It includes an app that students can download to their phones so they can make appointments. The Student Handbook is nearly completed.

- D) **Chris Spaulding, Interim VP of Workforce Development and Community Engagement:** Mr. Spaulding said he has had productive meetings with the DOE for the DOE grant; he has restructured Workforce Partnerships and Workforce Training to create better synergies, explaining that Workforce Partnerships was already talking to the industries so it makes sense for them to also handle the training schedule, allowing the Workforce Training team to train.

Nine drone soccer kits have been ordered with delivery expected in mid-December. The ninth will be for Jefferson Montessori Academy who approached SENMC and asked about being included. Mr. Spaulding explained that SENMC had approached Artesia two more times with an offer for a drone soccer kit and were declined. He shared photos of the drone kits with the Trustees.

In the Workforce Safety department, Mr. Spaulding has met with Aaron Amos of ExxonMobil, and they are working toward a more collaborative relationship between ExxonMobil and SENMC. Mr. Spaulding said Mr. Amos is interested in teaching.

Hattie Quinn (Workforce Partnerships) placed third (among all rural New Mexico radio stations) at Pitch Day and received a \$2,500 grant.

Southeast New Mexico College's Adult Education department won the New Mexico Higher Education Department Adult Education Educational Functioning Level (EFL) Gain Rate award. Out of 26 programs, SENMC Adult Education had the highest EFL gains from pre-to post test.

The Community Education department has hired a Soft Skills instructor. The Community Education program was on the Carlsbad Local for its popular line dancing class.

- E) **Tymon Mattoszko, CIO:** Mr. Mattoszko provided project status updates. As a security initiative they have deployed new software and are performing regular external penetration testing. They have implemented change management so IT changes will be documented and planned so that if something happens, they know what the changes were. In Fresh Service, the fixed assets module has been migrated from Asset Panda and deployed. Currently they are working on integration with Finance fixed assets. The Facilities team is fully operational with Help Desk and fixed assets and training for the Student Affairs team is in progress. Project Management training will take place this week and next. Joe Stanley Smith is fully operational (from an IT standpoint) and connected to the main campus. The One Application is on track and implementation is in progress. Day-long trainings (by department) for SoftDocs are scheduled with April as the expected "go live" date.

In response to a previous inquiry regarding AI and cameras, the Data Governance group has determined it will not use AI. They will have a proposal to present to the Trustees later.

- 13) **HR Report: Steven Gonzales, HR Director:** The employee count for SENMC as of October 7 is 276 employees. This includes full-time, part-time, temporary, and student employees. Mr. Gonzales introduced Claudia Lopez, new Allied Health Coordinator, and one of fifteen new employees. There are currently five faculty and eleven staff vacancies. October 2025's Employee of the Month is Dr. Luis Anchondo, Assistant Professor of Education and Spanish.

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

- A) **Faculty:** No report

B) **Administrative Staff:** No report

C) **Classified Staff:** Kristal Allen, Classified Staff president, announced they had adopted bylaws to solidify procedures and officer responsibilities.

15) **Board comments:** Sarah Bowman welcomed Claudia Lopez and congratulated Dr. Anchondo on his recognition as employee of the month. She also complimented and thanked everyone for their hard work, dedication, and forward momentum to help meet the needs of the community and the SENMC students. Mark Cage said he appreciates the tweaks to the financial reports. He added he is happy with the decisions they are making to support the local community and keep as much money here in the community as possible. He recognized Councilman Eddie Rodriguez for his commitment, noting that he attends nearly every meeting of the SENMC Board of Trustees. Ned Elkins said he agrees with the decisions made on the investments side. He added that the college has come a long way in four years when they used to talk about what they wanted to do and now they are talking about what they are doing. Bill Murrill had no comments.

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

Date: November 10, 2025 **Time:** 6:00 pm **Place:** SENMC Room 153

17) **Adjournment** – The meeting adjourned at 7:25 pm.

Approved

Sarah Bowman, Secretary

Date