

BOARD OF TRUSTEES MEETING MINUTES

Date: 7/14/25

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: 6:00 pm

2) **Pledge of Allegiance**

3) **Establish Quorum – Roll Call**

4) **Approve Agenda**

Motion: **Mark Cage**

Second: **Ned Elkins**

Nays: **0**

Abstain: **1**

Cage, Elkins, and Bowman voted to approve the agenda as presented. **Murrill** abstained from voting.

5) **Approval of minutes from the previous meeting – 6/9/2025**

Motion: **Mark Cage**

Second: **Ned Elkins**

Nays: **0**

Abstain: **1**

Elkins, Cage, and Bowman voted to approve the minutes. **Murrill** abstained from voting.

6) **Public Comments:** None

7) **Student Government Representative:** None

8) **General Counsel:** – Nothing to share

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

- A) **Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students)** On June 10 met with Jason Hightower, Carlsbad HS Principal, about potential space use; met, along with Ned Elkins, with Nine Degrees to review interior finishes; met with Kevin Dillon, Director of Capital Projects, Carlsbad Municipal Schools, June 11; met (virtually) with the national leaders of the Kids on Campus initiative from the Association of Community College Trustees and Head Start, on June 19; met with the Student Affairs team at SENMC about the single admissions initiative and advising for more than credit offerings, June 26; reviewed Trades x Technologies Building proposals; met with Dr. Gerry Washburn, Superintendent of Carlsbad Municipal Schools; met with Lee White, Superintendent of Loving Schools; met with Cathy Mitchell, New Mexico Junior College Interim President, and toured their new Energy and Welding facility; **Goal 2 (Welcome and Engage the Community)** attended the Carlsbad Department of Development Board meeting on July 10; met, along with Dr. Ned Elkins, with Dr. Lakshmi Reddi, NMSU Interim Provost, and Gabriela Cisneros, Special Assistant to the Provost, on June 10; attended the Ripken Foundation event at the Carlsbad Museum on June 16 and welcomed the Ripken Foundation STEM Summit attendees to SENMC on June 17; presented an update on SENMC to an audience at the Leo Sweet Center; assisted the Carlsbad Chamber of Commerce as they finalized their strategic plan, June 23; facilitated the SENMC Foundation Board meeting; attended the Carlsbad Department of Development Annual Banquet on June 26; met with Dr. Kirk McDaniel, US Department of Energy on July 2; attended the Mayor's July Fourth Celebration; published latest newspaper/website article: "A Strategic Plan for 2025-2030," on July 8; met with Joe

Cueto and Matthew Lucas from ExxonMobil on July 10; attended the Employer Roundtable with New Mexico Workforce Solutions Cabinet Secretary Sarita Nair, hosted by SENMC on July 10; **Goal 3 (Increase Learning and Efficiency)** attended Carlsbad Rotary on June 11 and 18; on June 10 met with Glenn Trammel of Ferrilli about IT progress at the college; met with the City of Carlsbad and Molzen Corbin about the bridge over Western Way and an additional access point to campus, June 12; and **Goal 4 (Promote Success for All)** held a campus forum on June 19; attended the New Mexico Legislative Finance Committee meeting higher education presentation on workforce funding in Taos on June 25; attended the SENMC Secret Garden Ribbon Cutting on July 9.

Dr. Beardmore reviewed the completed Strategic Plan including the input from the SREB (Southern Regional Education Board). He directed the Board's attention to page 9 where a bar graph shows 480 adult degree-seeking students in fall 2024; and page 11 which shows a drop in retention. He explained that this is a result of emails from NMSU to students, urging them to stay with NMSU.

Dr. Beardmore also presented the results of the Great Colleges to Work For survey which now has three years of SENMC data. He highlighted the categories in which SENMC figures were higher than the national average. He said he hopes that (providing) staff evaluations will increase the rating in Supervisor/Department Chair Effectiveness.

Two Trustee seats are up for election this fall. Dr. Beardmore talked about election guidelines and advised anybody with questions to direct them to Lane Martin, Counsel for SENMC. The filing deadline for the election is August 26, 2025.

10) Old Business: None

11) New Business

- A) Approve Annual Open Meetings Notice: Dr. K Beardmore** – Per Section 10-15-1 (D) of the Open Meetings Act the College is required to determine what constitutes reasonable notice of its public meetings.

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

Cage, Elkins, Murrill, and Bowman voted in favor of the motion to approve the meeting notice.

- B) Certification of Inventory: Dr. K Beardmore** – Dr. Beardmore presented the inventory certification report along with a spreadsheet showing inventory and its current location. Of the more than 1600 assets only nine are missing and just seven are unaccounted for. The other two missing items are laptops that were checked out by students and not returned.

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

Cage, Elkins, Murrill, and Bowman voted to approve the certification of inventory.

- C) Softdocs Contract: Tymon Mattoszko** - Mr. Mattoszko, CIO, presented a statement of work from Softdocs, a company selected by a campus group that was tasked with evaluating the top contenders. He said that this program is easier to use and was designed for use in education. Its features include document storage, document tracking, and electronic signing. This software will cost approximately \$58K annually with increases of approximately \$2K each year. The cost of implementation is \$73K for a total initial cost of \$131K, which is already included in the budget. Mr. Mattoszko responded affirmatively when asked by Ned Elkins if he is confident in the company's ability to secure personal information. Sarah Bowman asked about additional costs as new items are added. Tymon said these costs would be minimal.

Motion: **Ned Elkins** Second: **Mark Cage** Nay: **1** Abstain: **0**

Cage, Elkins, and Bowman voted in favor of approving the Softdocs agreement. **Murrill** voted against it.

- D) Dr. Beardmore's Contract: Dr. K Beardmore** – Dr. Beardmore asked the Board to approve his request to amend his contract to allow him to receive (effective July 1, 2025) the 4% salary increase for 2025-2026 for all employees.

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

Cage, Elkins, Murrill, and Bowman voted in favor of the increase in Dr. Beardmore's salary.

- E) **Add Carolyn Kasdorf to Bank Signature Card: Dr. K Beardmore** – per SENMC policy, employees named as vice presidents are signers on the college's bank account(s). Carlsbad National Bank requires Board action before updating the signature card(s).

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

Cage, Elkins, Murrill, and Bowman voted in favor of adding Interim Vice President of Business and Finance, Carolyn Kasdorf, to the signature card(s).

- F) **Monthly Financial Report – Dr. K Beardmore** - Dr. Beardmore reviewed the reports and notes on the financial reports as provided by Dr. Volpi. He directed the Board's attention to the mil levy collections report noting that the April 2025 collection was higher than it had been in both April 2023 and 2024. He added that May is usually higher than April, but that information will not be available until next month. The income statement as of May 31 (11 months into the fiscal year) shows a positive variance of more than \$4MM. Ned Elkins asked if Dr. Beardmore is expecting a year-end variance of \$2MM, and he responded in the affirmative.

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

- A) **Dr. Effrosyni "Frosso" Seitaridou, VP of Academic Affairs:** This month's updates are from the Natural Sciences and Engineering department. Rick Wiedenmann participated in a gene editing genetics workshop (CRISPR/Cas9) at the University of Colorado in Colorado Springs. This technique in gene technology will be added to the biology curriculum in the genetics section of Principles of Biology: Cellular and Molecular Biology and the program will fund several new pieces of equipment for the SENMC biology lab.
- Mr. Wiedenmann is the SENMC lead for a seismic monitoring project with the Lawrence Livermore National Laboratory. Other partners in this project include the Oak Ridge National Laboratory, Instrumental Software Technologies, Inc. (ISTI), the Livermore Lab Foundation, Odessa College, and Midland College.
- In early June Mr. Wiedenmann traveled to Washington, D.C., as part of the Kika De La Garza Fellowship Program.
- Dr. Jamil Al-Nouman (Engineering) and Dr. Bobby (Yiqun) Huang (Chemistry and Physics) have been granted adjunct status at New Mexico Tech. This is an outcome of the developing partnership between NM Tech and SENMC that will help the college's science and engineering students continue their education at New Mexico Tech.
- B) **Business and Finance:** Dr. Beardmore reported that a change made to the 2025-26 budget is the result of funds the college received from the state for Building Renewal & Replacement (BR&R) and Equipment Renewal & Replacement (ER&R) after it had sent its budget.
- C) **Diana Campos, Dean of Student Affairs:** Ms. Campos is at a conference and there was no report.
- D) **Dr. Monty Harris, VP of Workforce Development and Community Engagement:** Community Education summer Mind & Motion STEM camp kicked off last week keeping kids active and engaged with hands-on STEM activities and physical challenges. They also launched their free summer reading program with 60 kids signed up. Adult classes are going strong with consistent participation and positive feedback. The continued partnership with LifeHouse has been a success. Twenty-five employees attended the Softskills and mental health training courses.
- In Workforce news, grant funding for drone soccer has been approved and an MOU has been drafted to establish participation in the competitions, the point of contact, and coach for each team. Project Committee invitations have been emailed and there have been several positive responses. Dr. Harris attended the Rad Waste Summit from June 10-12. He said significant industry contacts were made and the recent history of SENMC independence and potential as an independent college, RCT program, and plans to develop associate degree pathways were conveyed to each of these

individuals who received it enthusiastically and offered to keep in touch regarding progress. Workforce development was mentioned in multiple presentations as a general topic, specifically the need for skilled trades workers.

Edwin DeShong, manager of Savannah River Operations Office for DoE, spoke to Dr. Harris and David Porter (Porter House, Inc.) regarding the recent visit by SENMC employee Jose Bautista and the SIMCO team to explore SRS's relationship with local technical colleges in sponsoring apprenticeships. He offered his support as programs are built. They are starting with electricians and plan to expand to other areas. Dr. Harris and David Porter have discussed adding a nuclear operator option to the existing RCT program with the first year being a common pathway and the second year diverging into specifics for nuclear operator or radiological control technician.

Planning continues for the fall Safety Conference scheduled for Friday, August 22. Check in will begin at 7 am and the program will end at 2 pm. Registration is free, and lunch will be provided. Devon and TSI Incorporated are sponsors of this event.

On Friday, July 11, Dr. Harris met with the Carlsbad Foundation to discuss the awarding of the CCDC Construction and Industrial Vocational Training scholarship. The first SENMC RCT class graduated on July 11. Eight graduates received certificates of completion. David Porter said he expects enrollment to double for the next cohort.

Bill Murrill asked about the space at the mall. Dr. Beardmore explained that the mall space is being used for storage while the college is doing renovations. The lease for the mall expires next May. The original plan for leasing the mall space had been to utilize the parking lot for CDL training. Dr. Harris established a partnership with Artesia Truck Driving which has its own space and charges less so the agreement with Phoenix Truck Driving Institute will end in December. Dr. Beardmore is trying to obtain other space that will cost approximately half as much and provide three times the real estate. He expects to have this settled soon. He said this will be useful for staging equipment that comes in for the new building before it is ready for occupancy.

- E) **Tymon Mattoszek, CIO:** Mr. Mattoszek presented reports on activities from the Service Desk. They included an overview, trends, and employee satisfaction. He said he also has a report on Ferrilli line items but it is approximately 85 pages long so he will email the report to any Trustee that requests it.

- 13) **HR Report: Steven Gonzales, HR Director:** Mr. Gonzales was not available, and the HR report was presented by Dr. Beardmore. As of July 9, the SENMC employee count is 258 employees. This includes full-time, part-time, temporary, and student employees. There are currently six faculty and nine staff vacancies. Mr. Wiedenmann introduced Dr. Mahmoud Aslani, Science and Engineering Lab Coordinator, who started working at the end of May.

July 2025's Employee of the Month is Antonieta Trujillo, Inventory Control Clerk.

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

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

15) **Board comments:** None

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

Date: August 11, 2025 **Time:** 6:00 pm **Place:** SENMC Room 153

17) **Adjournment** – Board Secretary Sarah Bowman adjourned the meeting at 7:02 pm.

Approved

Sarah Bowman, Secretary

Date

SENMC STRATEGIC PLAN (2025-2030)

Updates for July 2025 in [blue](#)

Goal 1: Serve More Students

Met with Jason Hightower, Carlsbad HS Principal, about potential space use, June 10
Met, along with Dr. Ned Elkins, with Nine Degrees to review interior finishes, June 10
Met with Kevin Dillon, Director of Capital Projects, Carlsbad Municipal Schools, June 11
Met (virtually) with the national leaders of the Kids on Campus initiative from the Association of Community College Trustees and Head Start, June 19
Met with the Student Affairs team at SENMC about the single admissions initiative and advising for more than credit offerings, June 26
Reviewed Trades x Technologies Building proposals, June 30 and July 8
Met with Dr. Gerry Washburn, Superintendent, Carlsbad Municipals Schools, July 1
Met with Lee White, Superintendent, Loving Schools, July 2
Met with Cathy Mitchell, New Mexico Junior College Interim President, and toured their new Energy and Welding facility, July 3

Goal 2: Welcome and Engage the Community

Attended the Carlsbad Department of Development Board meeting, July 10
Met, along with Dr. Ned Elkins, with Dr. Lakshmi Reddi, NMSU Interim Provost, and Gabriela Cisneros, Special Assistant to the Provost, June 10
Attended Ripken Foundation event at the Carlsbad Museum, June 16
Welcomed the Ripken Foundation STEM Summit attendees to SENMC, June 17
Presented an update on SENMC to an audience at the Leo Sweet Center, June 17
Assisted the Carlsbad Chamber of Commerce as they finalized their strategic plan, June 23
Facilitated the SENMC Foundation Board meeting, June 24
Attended the Carlsbad Department of Development Annual Banquet, June 26
Met with Dr. Kirk McDaniel, US Department of Energy, July 2
Attended the Mayor's July Fourth Celebration, July 3
Published my latest newspaper/website article: "A Strategic Plan for 2025-2030," July 8
Met with Joe Cueto and Matthew Lucas from ExxonMobil, July 10
Attended the Employer Roundtable with New Mexico Workforce Solutions Cabinet Secretary Sarita Nair, hosted by SENMC, July 10

Goal 3: Increase Learning and Efficiency

Attended Carlsbad Rotary, June 11 and 18
Met with Glenn Trammel of Ferrilli about IT progress at the college, June 10
Met with the City of Carlsbad and Molzen Corbin about the bridge over Western Way and an additional access point to campus, June 12
Attended the New Mexico Independent Community College quarterly meeting via Zoom, June 13

Goal 4: Promote Success for All

Held a campus forum, June 19
Met with the Permian Strategic Partnership about potential next steps, June 24
Attended the New Mexico Legislative Finance Committee meeting higher education presentation on workforce funding in Taos, June 25
Met with Phi Theta Kappa student leaders about potential projects for 2025-2026, June 26
Attended the SENMC Secret Garden Ribbon Cutting, July 9