Southeast New Mexico College
1500 University Drive
Carlsbad, NM 88220
(575) 234-9200, Fax: (575) 885-4951

BOARD OF TRUSTEES MEETING MINUTES

Date: 7/13/26
Time: 6:00 pm
Session Location: SENMC RM 153

Type of Meeting:
☑ Regular ☐ Work
☐ Special

Board Members present: ☑Chair, Sarah Bowman; ☑ Member, Lee White (via Zoom); ☑ Member, Mark Cage; ☑ Secretary, Ned Elkins; ☐ Member, vacant

Board Member(s) absent:

1) **Call to Order** **Time:** 6:01 pm
2) **Pledge of Allegiance**
3) **Establish Quorum – Roll Call**
4) **Approve Agenda**

   Motion: **Mark Cage** Second: **Lee White** Nays: **0** Abstain: **0**

   Cage, White, and Bowman voted to approve the agenda as amended (removal of the Closed Session).
5) **Approval of minutes from the previous meeting – 6/8/2026**

   Motion: **Mark Cage** Second: **Lee White** Nays: **0** Abstain: **0**

   Cage, White, and **Bowman** voted to approve the minutes of the June 8, 2026 meeting.
6) **Public Comments:** None.
7) **Student Government Representative:** Diana Campos, Dean of Student Affairs, reported that Student Government is partnering with the Student Leadership Challenge scheduled for August 5-6. There are currently 41 students registered and they include representatives from PTK (Phi Theta Kappa), Student Government, and the Early College High School.
8) **General Counsel:** Lane Martin participated via Zoom but did not report any updates.
9) **SENMC general status report: Dr. Kevin Beardmore -** Dr Beardmore reported that today he received the annual report from the Permian Strategic Partnership (PSP) which includes a mention of their investment of $10 million toward our new building.

   Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students) Met, along with Gary Martinez, with Jaynes Corporation and Nine Degrees for the Trades x Technologies Building progress report, June 10, 24 and July 9; **Goal 2 (Welcome and Engage the Community)** presented a summary of the rationale for the City of Carlsbad to serve as fiscal agent for $5.6 million in state appropriations for the Trades x Technologies Building to the City Council prior to their approval of the proposal, June 9 (we have the City of Carlsbad as our fiscal agent); published latest newspaper/website article: "The Value We Place", June 10; attended Carlsbad Rotary June 10, 17, 24, and July 8; attended the Carlsbad Department of Development Annual Banquet and accepted the Community Expansion Award on behalf of SENMC, June 11; attended the Meet and Greet at the Lucky Bull for Carlsbad Medical Center CEO, Blake Hubbard, June 18; facilitated the SENMC Foundation Board meeting, June 23; hosted a public forum for Jason Shirley, potential SENMC Board appointee for District III, June 23; attended the Carlsbad Department of Development Board meeting, July 9; **Goal 3 (Increase Learning and Efficiency)** participated in the Higher Learning Commission two-day "Preparing for the Visit" workshop with the Executive Team and select faculty and staff, June 9 and June 16; held a Campus Forum, July 6; and **Goal 4 (Promote Success for All)** met with Classified Staff to answer questions about the CBIZ Compensation Study, June 11; submitted the Higher Learning Commission Interim Monitoring report due July 1, 2026, in response to the site visits from October 2023 and April 2024, June 30.

One item for the monitoring report is Student Learning and Assessment (specifically a systematic and integrated assessment process that "closes the loop" for program, general education, and cocurricular student learning outcome assessment (Dr. Seitaridou), a systematic plan to link the assessment of student learning and program reviews to the planning and budget process (Dr. Seitaridou and Carolyn Kasdorf), a systematic plan to link the evaluation of operations to the planning and budgeting process (Carolyn Kasdorf), and documentation of the updated SENMC strategic plan with resources alignment (Dr. Beardmore)). The second item is the Resource Base, in which SENMC is asked to bring closure with the external auditors the FY23 and FY24 financial audits (Kasdorf), develop a formal multi-year strategic enrollment plan that can help identify recruitment and retention efforts. This document should tie together with the new strategic plan being developed by the college (Beardmore), and provide an update on progress with the Trades x Technologies building construction, market assessment informing the expansion of trade programs to be offered in this new space, and efforts to recruit a new population of students to SENMC (Beardmore)).

The report was submitted on June 30 and Dr. Beardmore cautioned the campus that it would probably be October before we learned anything, but the following week he received letters from the HLC to the effect that no further reports are required. Regarding Student Learning and Assessment, the letter stated that "The Interim report from Southeast New Mexico College provides an extraordinary foundation for its formative years as a new institution. It appears the institution has made many sound and impressive decisions to help establish itself with anticipation that it will serve it well for the upcoming Mid-Cycle Review in 2028." The next reaffirmation of accreditation is scheduled for 2033-2034.

The letter addressing the Resource Base was also positive and the report analysis stated "The Southeast New Mexico College interim report reflects an institution that has carefully addressed the issues with thoughtful, thorough, and comprehensive solutions that demonstrate advanced levels of achievement, given the rather unique circumstances relating to this report. Well done!"

The Great Colleges to Work For survey results (tracking since 2023) indicate we fell behind in just one area compared to national and we are 4% ahead of the national average and continuing on an upward trajectory.

Dr. Beardmore introduced Larry Mitchell of Mitchell and Cruse to share floor plans for a residence hall. He explained that these are initial plans because the process starts with a plan, moves to design where we hire architects to do all the work (engineering and other pre-planning) before it can be presented to the Capital Outlay Board. Larry Mitchell said they conducted research by visiting with students, staff, faculty, and visiting faculty to determine their wants and needs. The idea is to move beyond the dormitories of old. It should have the flexibility to provide a variety of room types, including emergency housing. There should be a sense of fellowship and community while addressing security issues. It should be ecofriendly and close to a dining hall. The anticipated occupancy is 68 people and there will be a laundry facility Sarah Bowman inquired about having more elevators in case of a breakdown and said she would like to see more than one ADA compliant room. In response to a question about contingencies for another pandemic Mr. Mitchell responded that they have not addressed this yet. He stressed that these are initial, conceptual designs. Dr. Beardmore complimented Larry and his team for working with our specifications. He added that the Board has already approved pursuing architectural services for both the residence hall and dining hall, in tandem. Dr. Beardmore then shared information about House Bill 8, The Higher Education Major Projects Fund, which allows funding of student life projects including dining halls and residence halls. They have invested $100 million in this that we can apply for (for student life projects). Our goal is to move into the design phase and apply for funds, probably in 2028 and see if we can get matching funds for this.

Dr. Beardmore then shared a statement he wrote in response to a concern about the availability of condoms outside our Health Clinic. "Regarding the availability of condoms outside of our Health Clinic, it is because they are one of the most effective preventions for all sexually transmitted infections. In the United States, roughly half of reported sexually transmitted infections occur in 15–24-year-olds. Barriers to use include stigma

associated with purchasing them, and, to some extent, the cost. A recent systematic review of the research by Warner & Steiner in 2025 showed that interventions to increase the use of condoms do not increase the frequency of sexual activity.
The Health Clinic does not similarly provide acetaminophen, aspirin, or bandages. The Clinic does provide bandages, but they must be requested from the front desk. That gives Clinic personnel a chance to look at the wound in question and make sure it is minor enough not to need more attention. Regarding over-the-counter medications, the Clinic does not dispense those without an appointment. It is our responsibility to know that any medication dispensed is the right treatment for the problem. Without a medical evaluation, that cannot be known.
The health of our campus community is a key element in realizing the mission of the college: To provide educational programs, training, and services that best serve our diverse students, communities, and industry. The Health Clinic is serving those needs by promoting choices that result in healthier students—and healthy students are more likely to be successful. As a former VP of Student Affairs, my focus was on helping students make choices in the moment that maximize their potential in the long term. This is an initiative designed with those student needs in mind."

10) **Old Business: Approval of the 2026-27 Staff Salary Summary: K Beardmore –** The Board of Trustees reviewed the CBIZ-proposed staff salary summary for 2026-27 at the June 13 Board meeting. Dr. Beardmore explained that this was more complicated than the faculty summary so Human Resources prepared letters to everyone advising them of their new salary, pending Board approval. The Trustees moved forward with approval of the new salaries.

    Motion: **Lee White** Second: **Mark Cage** Nays: **0** Abstain: **0**

    Elkins, White, Bowman, and **Cage** voted unanimously to approve the 2026-27 staff salary summary as presented.

11) **New Business:**

    A) **Appointment of a New Trustee to Represent District III: K Beardmore –** Dr. Beardmore introduced Mr. Jason Shirley as the potential appointee to the District III seat for the SENMC Board of Trustees.

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

       Cage, Elkins, White, and **Bowman** unanimously voted in favor of appointing Jason Shirley to finish the unexpired term of office for the District III representative to the Board of Trustees.
       Mr. Shirley was sworn in by a notary public and immediately took his seat with the other Trustees.

    B) **Approve Annual Open Meetings Notice: 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: **Lee White** Second: **Ned Elkins** Nay: **0** Abstain: **0**

       Elkins, Cage, Bowman, Shirley, and **White** voted unanimously to approve the meeting notice.

    C) **Approve New Academic Program: Instrumentation, Controls, and Electrical Technology - Z Biebelle –** Ms. Zane Biebelle, Interim Dean of Academic Affairs shared the letter from the New Mexico Higher Education Department advising that it had approved SENMC's proposed program for Instrumentation, Controls, and Electrical Technology (ICE-T) and presented it for approval by the Trustees. She added that Randy Shull and former VPAA Dr. Effrosyni Seitaridou had both worked hard to develop this program and get it ready for approval.

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

       Elkins, Bowman, White, Shirley, and **Cage** voted unanimously to approve the ICE-T program.

D) **Approve Classroom Renovations: T Mattoszko (via Zoom)** – Mr. Mattoszko is requesting approval of renovations and equipment for six classrooms (151, 218, 219, 250, 424, and 425). He has a bid from Millenium to install speakers and projectors in these six classrooms.

Motion: **Mark Cage** Second: **Lee White** Nay: **0** Abstain: **0**

Elkins, Bowman, Cage, Shirley, and **White** unanimously approved the motion to approve the classroom renovations.

E) **Approve Purchase of Equipment for Electrical Apprenticeship: C Spaulding** – The college received three quotes for purchasing equipment for the Electrical Apprenticeship. Mr. Spaulding explained that the quote presented this evening ($838,729) includes all the equipment and the consumables. This is part of the DOE program so the grant will cover this.

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

Elkins, Bowman, White, Shirley, and **Cage** voted to approve the motion to purchase equipment for the Electrical Apprenticeship program.

F) **Monthly Financial Report: Carolyn Kasdorf –** Carolyn Kasdorf presented financial reports for the period ending May 31, 2026. Based on current projections, Ms. Kasdorf anticipates transferring $13,502,680 to reserves. She said that the state has approved the College's Budget Adjustment Request (BAR) and we will be making those adjustments. Based on current projections the institution anticipates a fund balance of $202,386,945 for fiscal year 2026, an increase of $25,716,010 from the FY25 projected fund balance.

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

A) **Zane Biebelle, Interim Dean of Academic Affairs:** For her first report in her new role Ms. Biebelle presented the goals she has set for this year. She said her main goal is to build on the work of her predecessor, Dr. Seitaridou. She will also work on the strategic plan goals that support the forward momentum of the college, and she wants to focus on student success and highlight the great work our students do, (for example, Sammy Lopez getting the Jack Kent Cooke Scholarship); the integral role of the faculty in that work, and show the community the sources of our PRIDE and the ways we support the mission of the college.

B) **Carolyn Kasdorf, Chief Business & Financial Officer:** Ms. Kasdorf reported that all of the documents for FY25's audit have been uploaded. They hope to have it submitted and approved by the state by the end of August. She said they will then work on the FY26 audit and finish it in March 2027.

C) **Diana Campos, Dean of Student Affairs:** The summer enrollment headcount is 265 students. In summer 2025 that figure was 234. They have received 76 new applications for Early College High School for Fall 2026. The initial packaging for Financial Aid occurred on July 1 which means students whose financial aid files are complete are being offered estimated aid for Fall 2026 and Spring 27. There will be Financial Aid workshops on July 14 and July 30. These are open to anyone applying for financial aid, regardless of the school they plan to attend.

Jeannie Nichols, VA Certifying Official, is attending the annual Association of Veterans Education Certifying Officials (AVECO) conference in Austin from July 11-15.

D) **Chris Spaulding, Interim VP of Workforce Development and Community Engagement:**
Interim VP's Office – met with Chevron on July 7 to discuss internships and other training terms; met with Intrepid and IMC (formerly Mosaic) to discuss using the simulation lab; with Dr. McDaniel, attended the start of the next RCT cohort on June 15; and attended Rotary three times in June; **RCT** all seven of the June RCT graduates received job offers from Los Alamos; Amy Anaya and Juan Garza started the next RCT cohort with 11 students on June 15; **DOE Grant MSHA –** Oscar Colorado has successfully trained three WIPP Annual Mine Refresher classes; negotiated with WIPP

and DOE to train on the WIPP site twice a year (July and January) for emergency personnel who cannot leave the site; **DOE Grant Simulator Lab -** received delivery of the production mine version of scenarios for the Continuous Miner, both Intrepid and IMC attended the demonstration and provided feedback; beginning discussions with both mines to figure out a schedule to start sending personnel to train on it; **Work-Based Learning** – Dr. Monty Harris has secured space for the Electrical Apprenticeship program; seeking approval for procurement of electrical apprenticeship equipment; hired Jonathan Oakley as a Drone pilot trainer; **Workforce Training** – Johnny Chandler secured an agreement with IMC to provide all of their AHA training beginning July 22, the initial contract extends through the end of the year with plans to extend into next year; **Workforce Partnerships (Johnny Chandler)** - met with ExxonMobil regarding training for their contractor; met with ConocoPhillips to discuss how we can assist them with training and working on fulfilling their needs; met with Chevron on July 7 to discuss internships and other training items; had a meeting on July 7 with the Permian Strategic Partnership Road Safety Committee related to the CDL expansion grant; **Adult Education** – Misty McCormack, Veronica Salazar, and Jaden Slaughter assisted the Literacy Coalition of the Permian Basin with packing 765 Power Bags on June 11. The bags are sent to local hospitals and pediatric clinics throughout Eddy County and distributed to new parents; and **Community Education** – had a successful month in June with 9 camps and 163 students; the NMPED Summer Reading program is underway with 45 students; Maria Quintana is working on bringing Driver's Education back through Community Education, the program is still in the development stage.

Mr. Spaulding also shared that the newly hired Grant Writer, Susie Johnson, secured $261,874 in GRO Funds within her first two weeks on the job!

E) **Tymon Mattoszko, CIO:** Mr. Mattoszko presented an executive summary for May-June 2026. He said they are making good progress with the payment system and it will be live soon. They are also working on a website refresh. Thanks to Eric Huff they have almost fixed the HVAC in several areas.

13) HR Report: Dr. K Beardmore for Steven Gonzales, HR Director: The employee count for SENMC as of July 8 is 313 employees. This includes full-time, part-time, temporary, and student employees. He recognized new employee Susie Johnson, Grant Writer. There are currently 8 faculty and 12 staff vacancies. July 2026's Employee of the Month is Dr. Mahmoud Aslani, STEM Lab Coordinator.

14) Employee representative comments (optional)

A) **Faculty:** No report.

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

C) **Classified Staff:** No report

15) Board comments: Dr. Ned Elkins thanked everybody for their patience regarding his late arrival to the meeting. He added that every time he attends a meeting he gets prouder of what this entire staff has accomplished. He welcomed Jason Shirley to the Board. Mark Cage congratulated Mr. Shirley on his appointment and thanked everybody for their hard work. Sarah Bowman echoed the comments of Ned and Mark saying she couldn't agree more. She also welcomed Jason and said she is looking forward to having him be part of the team. She referenced the hard work she has seen over the last four years and said we are just getting better, and better, and better. She said she can't wait to see what the next three years bring and thanked everybody for all their hard work. Jason Shirley thanked everyone for their support and said he is looking forward to digging in and working and learning why this college is so great! Lee White congratulated and welcomed Jason. He also congratulated Dr. Beardmore and the rest of the staff on the accreditation approval.

16) Announcement of the next regular board meeting:

Date: August 10, 2026 **Time:** 6:00 pm **Place:** SENMC Room 153

17) Adjournment – The meeting adjourned at 7:05 pm.

Approved

Dr. Ned Elkins, Secretary

8. 10. 26

Date