



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

AGENDA
MEETING OF THE BOARD OF TRUSTEES
SOUTHEAST NEW MEXICO COLLEGE
MONDAY, DECEMBER 8, 2025 AT 6:00 PM
SOUTHEAST NEW MEXICO COLLEGE, ROOM 153, 1500 UNIVERSITY DRIVE
CARLSBAD, NEW MEXICO 88220

The subjects and topics to be discussed, considered, and/or acted upon at the above-scheduled meeting are listed herein. Items listed as "Action Items" are anticipated to be acted and voted upon at the meeting. However, the Board may defer discussion, consideration, and/or action on any item listed. Items do not have to be discussed, considered, or acted upon in the order shown in this Agenda. Please be advised that there will be a pre-meeting reception with light refreshments. No public business will be discussed during the reception.

AGENDA ITEMS

- | | |
|--|--------------------|
| 1. CALL TO ORDER | BOARD CHAIR FRINTZ |
| 2. PLEDGE OF ALLEGIANCE | ALL |
| 3. ESTABLISH QUORUM | ROLL CALL |
| 4. APPROVE AGENDA | ACTION ITEM |
| 5. APPROVAL OF MINUTES FROM 11/10/2025 | ACTION ITEM |
| 6. PUBLIC COMMENTS | |
| Public Comments shall be limited to three minutes. The Board will not respond to public comments at or during Meeting. | |
| 7. STUDENT GOVERNMENT REPRESENTATIVE | DISCUSSION |
| 8. GENERAL COUNSEL UPDATES-ATTY. LANE MARTIN | DISCUSSION |
| 9. SENMC UPDATES -DR. KEVIN BEARDMORE | |
| A) UPDATE ON 2025-2030 STRATEGIC PLAN (<i>attachment</i>) | DISCUSSION |
| B) STUDENT OF THE MONTH QUARTERLY PRESENTATION | |
| – DR. RAVEN ANDERSON | PRESENTATION |
| 10. OLD BUSINESS | |
| A) NONE | DISCUSSION/ACTION |
| 11. NEW BUSINESS | |
| A) APPROVE PLAN FOR WESTERN WAY ENTRANCE | |
| – DR. KEVIN BEARDMORE | DISCUSSION/ACTION |
| B) BUDGET PROPOSAL DAYCARE/PRESCHOOL PILOT PROJECT | |
| – DR. KEVIN BEARMORE | DISCUSSION/ACTION |
| C) PROPOSED EXPANSION OF EARLY COLLEGE | |
| – DR. KEVIN BEARDMORE | DISCUSSION |
| D) PRESENTATION BY CBIZ COMPENSATION CONSULTING | DISCUSSION |
| E) RESOLUTION FOR THE DISPOSITION OF SURPLUS | |
| PROPERTY – CAROLYN KASDORF | DISCUSSION/ACTION |
| F) MONTHLY FINANCIAL REPORT – CAROLYN KASDORF | DISCUSSION |
| G) RESOLUTIONS RECOGNIZING BILL MURRILL | |
| AND TIFFANY FRINTZ – DR. KEVIN BEARDMORE | DISCUSSION/ACTION |

- | | |
|---|--------------------|
| H) VOTE TO SCHEDULE SPECIAL MEETING TO SWEAR IN NEW TRUSTEES AND ELECT BOARD OFFICERS - DR. KEVIN BEARDMORE | DISCUSSION/ACTION |
| 12. EXECUTIVE ADMINISTRATION STAFF REPORTS OR COMMENTS | |
| A) DR. EFFROSYNI "FROSSO" SEITARIDOU, VP-ACADEMIC AFFAIRS | |
| B) CAROLYN KASDORF, INTERIM VP-BUSINESS & FINANCE | |
| C) DIANA CAMPOS, DEAN OF STUDENT AFFAIRS | |
| D) CHRIS SPAULDING, INTERIM VP-WORKFORCE DEVELOPMENT & COMMUNITY ENGAGEMENT | |
| E) TYMON MATTOSZKO, CHIEF INFORMATION OFFICER (CIO) | DISCUSSION |
| 13. HR DIRECTOR'S UPDATE-STEVEN GONZALES (<i>attachment</i>) | DISCUSSION |
| 14. EMPLOYEE REPRESENTATIVE COMMENTS (OPTIONAL) | |
| A) FACULTY | |
| B) ADMINISTRATIVE STAFF | |
| C) CLASSIFIED STAFF | DISCUSSION |
| 15. BOARD COMMENTS | |
| 16. ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING (1-12-2026) | BOARD CHAIR FRINTZ |
| 17. ADJOURNMENT | BOARD CHAIR FRINTZ |

Board Packet should be available to the public upon request through Andrea Dodson at adodson@senmc.edu or 575-234-9211.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Southeast New Mexico College in Carlsbad, New Mexico at 575-234-9200 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Office of Southeast New Mexico College if a summary or other type of accessible format is needed.

BOARD OF TRUSTEES MEETING MINUTES

Date: 11/10/25

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: Mark Cage

1) **Call to Order**

Time: 6:00 pm

2) **Pledge of Allegiance**

3) **Establish Quorum – Roll Call**

4) **Approve Agenda**

Motion: **Ned Elkins**

Second: **Sarah Bowman**

Nays: **0**

Abstain: **0**

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

5) **Approval of minutes from the previous meeting – 10/13/2025**

Motion: **Sarah Bowman**

Second: **Ned Elkins**

Nays: **0**

Abstain: **1**

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

6) **Public Comments:** None

7) **Student Government Representative:** None

8) **General Counsel:** – Lane Martin (via Zoom) reported he had had a productive meeting with Dr. Beardmore and representatives from the DOE to discuss legal concerns related to MSHA training.

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

- A) **Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students)** Served as Eddy the Mountain Lion at the Fire Prevention Week event (Friday visit by Carlsbad Municipal Schools Kindergarteners) at Walter Gerrells Center on October 17; visited with Trick or Treaters at the Hallowpalooza event on October 30; met, together with incoming Board of Trustees Chair Sarah Bowman, Trustee Dr. Ned Elkins, and Dr. Frosso Seitaridou, with New Mexico State University President Valerio Ferme, Interim Provost Lakshmi Reddi, Interim Dean of Engineering David Jáuregui, and CEMRC Director Dr. Lambis Papelis, for lunch and an afternoon meeting on November 4; **Goal 2 (Welcome and Engage the Community)** published latest newspaper/website article: “The Same, Except For”; met with Board of Trustees member Bill Murrill and Corey Bock of Bock Electric on October 15; on October 22 met, along with Chris Spaulding and Dr. Monty Harris, with James Cobb of the United Steelworkers Local 9477 and Noah Ledesma from USW International regarding grant and partnership opportunities, attended the Permian Resources Carlsbad Office ribbon cutting, and attended the Mayor’s Energy Summit Sponsor dinner; provided the closing presentation at the Mayor’s Energy Summit, “The Future of Trades x Technologies at SENMC” on October 23; facilitated the SENMC Foundation Board meeting on October 28; interviewed for the Permian Strategic partnership Podcast in Midland, October 29; attended the Educational Partnership of the Permian Basin Leadership Summit in Odessa on October 30; attended the Carlsbad Department of Development Board meeting, November 6; attended the WIPP Public Forum hosted at SENMC on

November 6; assisted with the Carlsbad Rotary Adopt-a-Highway cleanup (collecting nine bags of trash) on November 8; **Goal 3 (Increase Learning and Efficiency)** met with external evaluators for the college's Hispanic Serving Institutions grants, October 14; attended the joint meeting of the Council of University Presidents, New Mexico Association of Community Colleges, and New Mexico Independent Community Colleges, in Santa Fe, October 16; met with the Workforce and Grants and Special Projects teams about joint operations, October 31; met with Board of Trustees Chair Tiffany Frintz and incoming Chair Sarah Bowman on October 31; and **Goal 4 (Promote Success for All)** held a campus forum on November 3; congratulated Dr. Ned Elkins on his re-election and Lee White on his election to the Board of Trustees, November 5.

- B) Dr. Beardmore then reviewed the Board policy addressing vacancies in the membership of the Board, a situation that will occur when Board Chair Tiffany Frintz closes the sale of her house later this month. Trustee member Dr. Ned Elkins asked if Tiffany Frintz could be involved in selecting her replacement to the Board of Trustees. College Counsel Lane Martin said he will research this and come back with an answer. Dr. Beardmore also addressed the policy requiring that the Board meet on the first day that the college is back from its Winter Break for the purpose of swearing in Board members. This would be a special meeting.
- C) Dr. Beardmore has received the filed quit-claim deed for the property previously held by the Light Trust and reported that he has mailed copies of the filed documents along with a thank you letter to Sidney Light-Vulgamore.
- D) In recognition of Veterans Day on November 11, Dr. Beardmore took a moment to thank Trustee members Bill Murrill and Mark Cage for their military service.

10) **Old Business:** None

11) **New Business**

- A) **Approve plan for Early Childhood Ed Center portable unit: Dr. K Beardmore** – Dr. Beardmore presented an estimate from Modular Solutions, Ltd. (part of CES) for a floor plan and scope of work. Including optional upgrades, contingency and bond fees, and tax, the estimate is more than \$975,000. Electrical and plumbing costs are also excluded from the estimate. He said that \$400,000 in grant money has been earmarked for this project. Operating expenditures, including instructor salaries, are estimated at \$500,000 annually. Dr. Beardmore expects to present a floor plan and operating budget at the December Board of Trustees meeting. He is hoping to know by next month if Carlsbad Municipal Schools will be able to provide food service for the Early Childhood Ed Center. Dr. Beardmore explained that SENMC is paying a premium to use its space well - a pre-built unit will not suit the college's needs. No action was taken on this.
- B) **Approve plans for Western Way entrance: Dr. K Beardmore** – Waiting for final pricing from the contractor so there is nothing to act on tonight.
- C) **Accept planetarium equipment from Carlsbad High School for STEPS Academy: Dr. K Beardmore** – Trustee Dr. Ned Elkins is interested in having the planetarium on the SENMC campus and Dr. Beardmore said it makes sense for it to be part of the STEPS Academy. He has correspondence from Carlsbad Schools Superintendent Dr. Gerry Washburn indicating they are open to moving the planetarium to SENMC.

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

Bowman, Elkins, Murrill, and Frintz voted to approve a motion to accept the planetarium equipment if it is offered. The motion passed.

- D) **Approve investments recommendation for reserve fund balance: Carolyn Kasdorf** – Ms. Kasdorf, Interim Vice President for Business and Finance presented a proposal recommending the establishing of a dedicated investment reserve fund of \$125 million to be allocated to PFM Asset Management (\$75 million) and CNB Bank (\$50 million). Both offer investment strategies focused on conservative fixed income portfolios, aligned with the college's objectives of capital preservation, liquidity, and moderate yield enhancement. The investment objectives include preserving capital and

maintaining adequate liquidity to meet the institution's needs; generating returns more than short-term yields through conservative fixed income investments; diversifying the college's investment exposure; and aligning with the college's fiduciary responsibilities and investment policy guidelines. Ms. Kasdorf explained that SENMC currently earns approximately \$700,000 per year and establishing a dedicated investment reserve fund as presented could see earnings of more than \$4 million per year.

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

Bowman, Elkins, Murrill, and Frintz unanimously voted to approve the investments recommendation as it was presented.

- E) **Monthly Financial Report: Carolyn Kasdorf** – Carolyn Kasdorf, Interim Vice President for Business and Finance, presented financial reports for the period ending September 30, 2025.

- F) **Quarterly Financial Report: Carolyn Kasdorf** – Ms. Kasdorf presented the quarterly financial actions report and quarterly certification for approval.

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

Bowman, Elkins, Murrill, and Frintz voted to approve the quarterly certification.

- G) **Approve Selection of Compensation Study Provider – Dr. David McIntosh** – Dr. McIntosh presented a report from the committee that reviewed six proposals to provide a compensation study for Southeast New Mexico College and its recommendation that SENMC engage CBIZ Benefits & Insurance Services, Inc. d/b/a CBIZ Compensation Consulting for this project. CBIZ plans to attend the December Board of Trustees meeting, and its study will include surveys, interviews, and onsite meetings. The goal is to have final results in April with the hope of voting in May to accept the company's recommendations for salary adjustments with the understanding that no employee's compensation would be reduced as a result of this study. The cost is \$148,150 and includes rewriting job descriptions. The anticipated start date for new compensation would be July 2026 for staff and August 2026 for faculty.

Dr. Elkins wondered why the Board had not heard about this previously and added that the Trustees had addressed salaries when SENMC separated from NMSU. Dr. Beardmore acknowledged the work already done by the Board and added that he had worked with faculty to develop a faculty salary schedule based on degrees and years of experience which resulted in significant changes to their salaries. He explained that no such thing has happened for staff. Staff have received across the board increases (percentagewise) but that does not solve inequities based on positions and duties. Dr. Beardmore also reminded the Trustees that this item is a part of the strategic plan.

Motion: **Ned Elkins** Second: **Sarah Bowman** Nay: **1** Abstain: **0**

Bowman, Elkins, and Frintz voted in favor of the motion to hire CBIZ to complete a compensation study. **Murrill** voted against the motion.

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 SENMC's pass rate on the National Council Licensure Examination (NCLEX) is 100% although the first-time test take pass rate is 93%. The fall 2025 sophomore nursing students are receiving wonderful feedback from staff and patients at Carlsbad Medical Center where they are doing their clinicals. The Nursing faculty are preparing for their upcoming ACEN visit, scheduled for spring 2027. The department is developing a part-time nursing track and planning for upcoming rules changes by the Board of Nursing. The Allied Health department's Phlebotomy program has been awarded approximately \$2,500 to cover travel to clinical sites and National Center for Competency Testing (NCCT) exam fees. Artesia High School has launched a Health Occupations Students of America (HOSA) – Future Health Professionals chapter.

Dr. Huang organized and led a symposium titled “Curriculum Development and Learning Outcomes Assessment of Science and Engineering Courses”. Both he and Mr. Rick Wiedenmann presented their assessment practices. Faculty from University of New Mexico, UNM-Valencia, Eastern New Mexico University, New Mexico State University-Dona Ana, and SENMC attended the event. Dr. Huang and Mr. Wiedenmann also set up a display table at the Inspired by Science STEM Experience event held at the National Cave and Karst Research Institute and gave presentations at the Fall Forum on Professional Development. Mr. Wiedenmann and his Environmental Science class participated in the Rio Research Roundup, an international research project sponsored by the Rio Grande International Studies Center. One of Mr. Wiedenmann’s Environmental Sciences students joined him at the Odessa College Energy Day, an event that is part of the partnership with the Lawrence Livermore National Lab. Dr. Aslani co-authored a paper, “Nano nickel oxide adsorbent: Synthesis, characterization, uranium adsorption, and molecular dynamics approach”, that has been published at the journal *Progress in Nuclear Energy*. Drs. Eduardo Chappa and Jalal Hamedi, and Mr. Talal Abdaljalil were invited to serve as judges for undergraduate student research posters at the NMSU 2025 New Mexico Alliance for Minority Participation (NM AMP) Student Research Conference. This annual event is aimed at promoting minority student success in STEM.

- B) **Carolyn Kasdorf, Interim VP-Business and Finance:** Ms. Kasdorf reported that the audit of FY24 is still on track to be completed by the end of December.
- C) **Diana Campos, Dean of Student Affairs:** Ms. Campos said there are 48 students enrolled for spring 2026. She explained that Dual Credit and Early College students were unable to enroll because of computer issues at Carlsbad schools. She said academic advisors were busy attending conferences last month and Financial Aid advisors are preparing to attend a state conference in Albuquerque.
- D) **Chris Spaulding, Interim VP of Workforce Development and Community Engagement:** Mr. Spaulding said he has implemented cross-coverage between personnel to create depth for positions. Related to this, he said he also needed someone as his “second” and has named Misty McCormack to that role. He attended the El Paso Community College Excavation Safety Festival to get ideas for SENMC’s Safety Conference next year. In Work-based Learning they held a successful Apprenticeship Expo with the goal of implementing Electrical Journeyman Apprenticeship by August 2026. In response to a query by Trustee Bill Murrill, Mr. Spaulding said they are not going through the state for Electrical Apprenticeship but with IEC (Independent Electrical Contractors), an independent company based in Las Cruces. He said he will check with IEC to verify that the state will recognize the program at SENMC. The Workforce Safety Department has started a partnership with Mosaic and now provides MSHA training for all new Mosaic employees. They are also partnering with the American Heart Association for improved First Aid/CPR and AED training offerings. The Workforce Partnerships team attended the Energy Summit and the Energy Summit Sponsorship Dinner, partnered with Union Pacific and BNSF to conduct a successful Railroad 101 training for the second year, attended the Department of Workforce Solutions Energy Workforce Convention, co-moderated the Carlsbad Local and Women for a Better Carlsbad Candidate Forum, met with Permian Strategic Partnership to discuss expanding CDL program capacity and had an initial meeting with the director of Odessa College’s CDL program, recruited the safety manager at Kyvek to help with the project subcommittee, and met with the Department of Workforce Solutions Eastern Region representatives to discuss job opportunities.

Adult Education and Allied Health will be implementing SENMC’s first Integrated Education and Training program starting in fall 2026 with a Certified Nursing Assistant (CNA) cohort. This will allow students to be enrolled in an ESL course while completing CNA certification. Community Education

reported great participation in its fall classes. They collaborated with HSI to host a pumpkin painting event and had 160 people register.

- E) **Tymon Mattoszek, CIO:** Mr. Mattoszek reported that Document management (SoftDocs) discovery work sessions are in progress, EAB Navigate launch of phase 1 is complete-including on-site training, Coursera syllabus is live and they are working on integration with Canvas, pilot tablet upgrade is in progress, and the new computer lab is finished. Other projects include implementation of Single Application (including Workforce, Adult and Community education) and Maxient (a program used primarily for Title IX). They are evaluating replacements for Watermark (student course evaluation), payment system (Transact) kickoff calls are complete, and implementation will begin in early December. They are evaluating vendors to replace the emergency warning system, as of this morning they have expanded the wireless coverage of JSS, and also this morning, hand-delivered laptops to the high school following their recent cybersecurity incident.

- 13) **HR Report: Steven Gonzales, HR Director:** The employee count for SENMC as of November 5 is 283 employees. This includes full-time, part-time, temporary, and student employees. Mr. Gonzales introduced Madison Murillo, Library Specialist, and Abhiram Kumbala, Network Engineer, two of eleven new employees. There are currently nine faculty and nine staff vacancies. November 2025's Employee of the Month is Lori Byers, Senior Manager, Technology Services and Solutions, unofficially known as "The Director of Making It Happen". Mr. Gonzales provided the Trustees with "Save the Date" information for the Employee Appreciation Lunch scheduled for Friday, December 5.

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

- A) **Faculty:** Zane Biebelle thanked the Trustees for the work they have done with regard to compensation (for the faculty) saying it has been transformative. It has helped attract and retain faculty. She also thanked Tiffany Frintz for her time and leadership she has put into SENMC. Ms. Frintz, in turn, thanked Zane for her work. Dianne Hardin also thanked Tiffany for her work and mentioned that the Nursing program has rules changes from the state that will increase the number of clinical hours for the ADN and LPN programs. Program changes must be implemented by January 1, 2027.
- Rick Wiedenmann also thanked Tiffany and the Board for their work. He announced that Zane Biebelle is giving thought to a way that the college could memorialize former student Joel Barrett who passed away one month ago.
- B) **Administrative Staff:** No report
- C) **Classified Staff:** No report

- 15) **Executive (Closed) Session:** Pursuant to NMSA 1978 §10-15-1 (H) (&) – pending litigation, the Trustees voted unanimously to go into a closed session at 7:51 pm. Motion for closed session:

Motion: **Sarah Bowman** Second: **Bill Murrill** Nay: **0** Abstain: **0**

The Trustees returned from the closed session at 8:24 pm. Motion to reconvene open session:

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

The Trustees voted unanimously to reconvene the open session.

- 16) **Discussion/Action of Items from Closed Session:** None

- 17) **Board comments:** Sarah Bowman thanked Tiffany for the dedication she has shown to this Board, her leadership and guidance. Ned Elkins agreed that they all feel that way. Bill Murrill had no comment. Tiffany welcomed Madison and Abhiram and congratulated Lori on being named Employee of the Month. She said she loved Tymon's description of her ruthless efficiency and productivity. Tiffany said she is always so humbled to be part of this team and this family and that it has been an honor to serve on this Board. She thanked Bill Murrill for his four years of service to this Board. She also congratulated Ned Elkins on his re-election to the Board.

18) Announcement of the next regular board meeting:

Date: December 8, 2025 **Time:** 6:00 pm **Place:** SEPMC Room 153

19) Adjournment – The meeting adjourned at 8:29 pm.

Approved

Sarah Bowman, Secretary

Date

SENMC STRATEGIC PLAN (2025-2030)

Updates for December 2025 in blue

Goal 1: Serve More Students

Joined Fire Academy, EMT, and Nursing students for an emergency medical demonstration that included a helicopter landing, patient transfer, and departure from campus, November 6
Met with Carlsbad Municipal Schools and the Southern Regional Education Board about the Education Pathway development plans for Carlsbad HS, December 2
Met with the Request for Qualifications Committee for STEPS Academy architectural services, including Board of Trustees member Dr. Ned Elkins, December 3
Met, along with Cindy Wang, Early Childhood Education Program Coordinator, with Shannon Mikesell of the New Mexico Early Childhood Education & Care Department, December 3

Goal 2: Welcome and Engage the Community

Attended the Veterans Day remembrance at the SENMC flagpoles with remarks by Interim VP of Workforce Development and Community Education Chris Spaulding, November 11
Attended the Native American Month Celebration: Alaska Native Cultures & Stories, hosted by the Diversity Committee and the SENMC Library, November 11
Attended Carlsbad Rotary, November 12, 19, and December 3
Participated in the Carlsbad Department of Development Bylaws Committee, November 17 and December 1
Published my latest newspaper/website article: "You Are the Judge," November 20
Attended the Ribbon Cutting for Representative Cathrynn Brown's new office at the Eddy County Courthouse, November 24
Attended the Carlsbad Medical Center Robotic Surgery Open House, December 2
Attended the Carlsbad Department of Development Board meeting, December 4
Attended the Simulator Lab Mobile Crane Open House event, December 4

Goal 3: Increase Learning and Efficiency

Met, along with Diana Campos, Dean of Student Affairs, with Carlsbad Fire Department Chief Tony Souza and Division Training Chief Andres Ruiz about financial aid arrangements for Fire Academy Attendees, November 17
Met with representatives from Anthology visiting campus, December 2
Met with our auditors from Jaramillo Accounting Group visiting campus, December 3

Goal 4: Promote Success for All

Presented the SENMC attributes to FYEX 1110 classes, including a discussion of the attributes that employers seek on a candidate's resume according to the 2025 National Association of Colleges and Employers survey, November 11, 12, and 13

SENMC Attributes (the "Desirable Dozen")

| | | |
|---------------|------------|-------------|
| Curious | Attentive | Responsible |
| Creative | Articulate | Flexible |
| Collaborative | Proactive | Honest |
| Thoughtful | Persistent | Humble |

Provided the welcome and opening remarks at the Fall 2025 Phi Theta Kappa Induction, November 18
Served as host and provided remarks, along with SBDC Director Della Bedingfield, at the Carlsbad ConocoPhillips Small Biz Builder Graduation at SENMC, November 19
Provided opening remarks at our Employee Appreciation Luncheon, December 5

ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

ENTITY: SENMC Carlsbad

D0: _____

CN: _____

PROJECT _____

No.: _____

TERMINI: Westernway from the intersection of University Drive Sta. 10+41 to Sta. 14+20

SCOPE OF _____

WORK: Existing Bridge to remain, Construction of a connection Road

Evaluate existing bridge (rating) Engineering

| ITEM NO. | ITEM DESCRIPTION | UNIT | ESTIMATED QUANTITY | UNIT COST | ESTIMATED COST |
|----------|--|------|--------------------|------------|---------------------|
| 1 | Unclassified Excavation, Including removals and Disposal | CY | 125 | \$32.00 | \$4,000.00 |
| 2 | Borrow, complete in place | CY | 275 | \$36.00 | \$9,900.00 |
| 3 | Subgrade Preparation, complete in place | SY | 1100 | \$14.00 | \$15,400.00 |
| 4 | 6" Crushed Aggregate Base Course, complete in place | SY | 1100 | \$20.00 | \$22,000.00 |
| 5 | 2" Asphaltic Concrete Surface Course, complete in place | SY | 1100 | \$34.00 | \$37,400.00 |
| 6 | 4" Base Course Driveway, complete in place | SY | 55 | \$15.00 | \$825.00 |
| 7 | Prime Coat, complete in place | SY | 1100 | \$3.50 | \$3,850.00 |
| 8 | Saw Cut and Tack Coat, complete in place | LF | 140 | \$15.00 | \$2,100.00 |
| 9 | Epoxy sealant bridge deck overlay, complete in place | SY | 85 | \$81.00 | \$6,885.00 |
| 10 | Standard Curb & Gutter, complete in place | LF | 750 | \$42.00 | \$31,500.00 |
| 11 | Clear and Grub, complete in place | LS | 1 | \$3,000.00 | \$3,000.00 |
| 12 | Adjust Water Valve to grade, complete in place | EA | 1 | \$550.00 | \$550.00 |
| 13 | Adjust Manhole to grade, complete in place | EA | 1 | \$750.00 | \$750.00 |
| 14 | Concrete channel bottom bridge slab, complete in place | LS | 1 | \$8,600.00 | \$8,600.00 |
| 15 | Traffic Control, including plan, devices management and maintenance for the duration of construction | LS | 1 | \$4,500.00 | \$4,500.00 |
| | | | | | |
| | CONSTRUCTION SUBTOTAL | | | | \$151,260.00 |
| | NM Gross Receipts Tax | | 7.6458% | | \$11,570.00 |
| 19 | CONSTRUCTION TOTAL | | | | \$162,830.00 |
| | | | | | |



Southeast New Mexico College
Business and Finance
Office of the Vice President
SENM 1500 University Dr
Carlsbad, NM 88220

Date December 8, 2025
To Board of Trustees
From Carolyn Kasdorf, Interim VP of Business & Finance
Via Kevin Beardmore, President
Subject; Disposition of Property

Summary Status

Currently, the Property Disposition Committee is required to submit to the Board of Trustees to dispose of obsolete, worn-out, and excess property.

Approval is being requested to dispose of the property on the attached list. The list consists of items with the following characteristics:

- The current resale value of the property items is \$30,000 or less. (SB 274)
- The Property item is worn-out, unusable, or obsolete, or is no longer economical or safe for continued use.

The property will not be disposed of in less than thirty (30) days after the State Auditor's office and Higher Education Department have been notified.

Every property item recommended for disposal with a current resale value of over \$30,000 must:

Have prior approval from the Board of Trustees.

Action Requested

Approval to dispose of obsolete, worn-out, and excess property without Board of Trustees approval, subject to the above provision.

SOUTHEAST NEW MEXICO COLLEGE
Board of Trustees
RESOLUTION NO. 2025-002

RESOLUTION OF INTENT TO DISPOSE OF SURPLUS PROPERTY

WHEREAS as required by section 13-6-1 NMSA 1978, the Board of trustees of Southeast New Mexico College has appointed a Property Disposition Oversight Committee to approve and oversee the disposition of items of obsolete, worn-out, or unusable tangible personal property; and

WHEREAS, this committee has recommended the disposition of various equipment, vehicles, etc., as authorized in Section 13-6-1 NMSA 1978 and the deletion of these items from the Community college inventory:

THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES SOUTHEAST NEW MEXICO COLLEGE:

1. Authorizes the Administration to dispose of and delete from the Community college inventory items including Various vehicles, Copiers, TVs, iMacs displays, Laptops, Welding Machines on the attached inventory Disposition.
2. This action shall not be taken until at least thirty (30) days' notice is given to the State Auditor and Higher Education Department as required in Section 13-6-1 NMSA 1978; and

BE IT FURTHER RESOLVED that a copy of this resolution shall become a permanent part of the official minutes of the Board of Trustees and shall be maintained as a public record subject to the Inspection of Public Records Act (Chapter 14, Article 2 NMSA 1978)

ADOPTED AND APPROVED on this 8th day of December, 2025.
Southeast New Mexico College Board of Trustees

Tiffany Frintz, Chair
Sarah Bowman, Secretary
Ned Elkins, Member
Mark Cage, Member
Bill Murrill, Member

| TAG # | ADD'L INFO | PRODUCT & PARTS # | DESCRIPTION |
|---------|-------------------|---------------------------|---------------------------|
| U425066 | 8H55LM1 | | PC |
| U455162 | HRG41M3 | | PC |
| U455154 | 4RG41M3 | | PC |
| U455027 | JBC0FF3 | | PC |
| U443097 | 35QSCP2 | Dell Precision Tower 3620 | PC |
| U426978 | L 10061504381-01 | | Gym Equipment |
| U426976 | 11-TSC800123C | | Gym Equipment |
| U443092 | 35SSCP2 | | PC |
| U443100 | 35STCP2 | | PC |
| U443085 | 35TPCP2 | | PC |
| U438377 | | IMac | |
| U438370 | | IMac | |
| U426956 | 5046887 | SharpMX-M503N | Copier |
| U455114 | 96RG3 | Latitude 3310 | laptop |
| U428123 | 2E004152 | SharpMX-3110N | copier |
| U443132 | T4518311354 | WPL305E | ID Maker |
| U407827 | K5TRA0543 | AJ-SD255P | Digital Cassette Recorder |
| U427104 | | | EKG |
| U425139 | DL40HCJZ900049L | LH40DLPLGA/ZA | Samsung TV |
| U425142 | DL40HCJZ900193H | LH40DLPLGA/ZA | Samsung TV |
| U425140 | DL40HCJZ900194J | LH40DLPLGA/ZA | Samsung TV |
| U425141 | DL40HCJZ900196W | LH40DLPLGA/ZA | Samsung TV |
| U426957 | | | Copier Part |
| U407830 | L5TD00264 R | AG-DVX1008BP | Camera |
| U426958 | | HDR-TD10 | Camera |
| U421870 | | HVR-27U | Camera |
| U421871 | | | Camera Lens |
| U407947 | | | Camera |
| U407922 | L5TD00621 R | AG-DVX1008BP | Camera |
| U407936 | L5TD00611 R | AG-DVX1008BP | Camera |
| U407933 | A6TD00471 R | AG-DVX1008BP | Camera |
| U421868 | | HVR-V1U | Camera |
| U426949 | 850-42S79 | Hill-Rom | Hospital Bed |
| U427110 | 3C6LD4ATOCG198278 | | Dodge Ram |
| U406311 | 2FMZA51635BA90718 | | Mini Van |

**SOUTHEAST NEW MEXICO COLLEGE
VICE PRESIDENT FOR BUSINESS SERVICES
MEMORANDUM**

Date: December 8, 2025

To: SENMC Board of Trustees

From: Carolyn Kasdorf, Interim Vice President for Business and Finance

Subject: Business Office Budget Report for the month ending October 31, 2025

Statement of Revenue and Expenditures

The statement of Revenue and Expenditures provides the Board of Trustees with a monthly snapshot in time as of 10/31/2025. This allows the Board the opportunity to track how the College's budget to actuals is performing. It also allows Management a view to adjust for areas where budget may need to be increased, decreased, or adjusted accordingly.

Per this report SENMC is projecting an additional \$9,585,284 in revenue and \$2,634,672 in expenses for a difference of \$6,950,613. SENMC will be processing budget adjustments to New Mexico Higher Education Department to account for these projections.

Balance Sheet

Please note that the balance sheet has an additional fiscal period added – FY23 (July 1, 2022 – June 30, 2023) in addition to the three fiscal periods – FY24 (July 1, 2023 – June 30, 2024), FY25 (July 1, 2024 – June 30, 2025), and FY26 (July 1, 2025 – June 30, 2026). The purpose of this is our need to restate the FY23 audit to provide a complete picture of what our financial position was at that point in time.

As of October 31, 2025, our net position is projected at \$183,501,385 an increase of \$15,188,455.39 from an unaudited FY23 and FY24 balance combined. Cash has increased from \$135,302,447.99 in FY24 to \$156,340,917.66 in FY26 – an increase of \$21,038,469.67.

Income Statement

The income statement provides a snapshot of revenue and expenses. Please keep in mind that the unaudited balance as of 6/30/23, 6/30/24 and 6/30/25 is for the entire fiscal year. Whereas the unaudited balance as of 10/31/2025 is only for that specific point in time.

SOUTHEAST NEW MEXICO COLLEGE
OPERATING REVENUES AND EXPENDITURES
FOR THE THREE MONTHS ENDED OCTOBER 2025

| | Year-To-Date | | Projected Full Year | | | |
|------------------------------|------------------------|---------------|---------------------|----------------|---------------|--------------|
| | Proportional Budget | Actual | Beginning Budget | Revised Budget | Projection | Variance |
| Revenues | | | | | | |
| Tuition and Fees | \$ 333,299 | \$ 311,555 | \$ 680,202 | \$ 680,202 | 642,421 | (37,781) |
| State Appropriations | \$ 1,401,168 | 1,109,944 | \$ 5,838,200 | \$ 5,838,200 | 5,838,200 | - |
| Local Taxes | \$ 9,450,000 | 8,740,905 | \$ 35,000,000 | \$ 35,000,000 | 43,805,000 | 8,805,000 |
| Other Source Revenue | \$ 486 | 74,796 | \$ 1,800 | \$ 1,800 | 168,291 | 166,491 |
| Interest | \$ 240,000 | 384,499 | \$ 750,000 | \$ 750,000 | 2,000,000 | 1,250,000 |
| Auxiliary - Bookstore | \$ 120,163 | 135,239 | \$ 375,000 | \$ 375,000 | 225,000 | (150,000) |
| Auxiliary - Health Clinic | \$ 4,000 | 587 | \$ 25,000 | \$ 25,000 | 2,000 | (23,000) |
| Grants | \$ 548,068 | 105,017 | \$ 3,425,426 | \$ 3,425,426 | 3,000,000 | (425,426) |
| Transfers In | - | 307 | \$ - | \$ - | 307 | |
| Total Revenues | \$ 12,097,184 | \$ 10,862,849 | \$ 46,095,628 | \$ 46,095,628 | \$ 55,681,219 | \$ 9,585,284 |
| Expenditures | | | | | | |
| Faculty Salaries | \$ 1,515,988 | \$ 1,137,943 | \$ 4,731,054 | \$ 4,731,054 | \$ 3,413,828 | 1,317,226 |
| Professional Salaries | \$ 1,666,962 | \$ 1,692,950 | \$ 5,202,210 | \$ 5,202,210 | \$ 5,078,850 | 123,360 |
| Support Staff | \$ 940,435 | 990,358 | \$ 2,934,883 | \$ 2,934,883 | \$ 2,971,073 | (36,190) |
| Part Time Faculty Salaries | \$ 462,613 | 189,554 | \$ 1,443,710 | \$ 1,443,710 | \$ 568,661 | 875,049 |
| Student Salaries | \$ 79,794 | 91,956 | \$ 249,020 | \$ 249,020 | \$ 229,889 | 19,131 |
| Other Salaries | \$ 268,689 | 544,482 | \$ 838,517 | \$ 838,517 | \$ 1,633,446 | (794,929) |
| Fringes | \$ 2,119,672 | 1,637,598 | \$ 6,615,017 | \$ 6,615,017 | \$ 4,912,795 | 1,702,222 |
| Institutional Scholarships | \$ 232,314 | - | \$ 725,000 | \$ 725,000 | \$ 725,000 | - |
| Travel and Staff Development | \$ 223,991 | 100,308 | \$ 699,024 | \$ 699,024 | \$ 699,024 | - |
| Utilities | \$ - | 60,100 | \$ - | \$ - | \$ 180,300 | (180,300) |
| Supplies and Expenses | \$ 1,694,701 | 3,438,650 | \$ 5,288,779 | \$ 5,288,779 | \$ 10,315,950 | (5,027,171) |
| Equipment | \$ 551,274 | 369,925 | \$ 1,720,400 | \$ 1,720,400 | \$ 1,109,776 | 610,624 |
| Construction | \$ - | 414,564 | \$ - | \$ - | \$ 1,243,692 | (1,243,692) |
| Total Expenditures | \$ 9,756,432 | \$ 10,668,388 | \$ 30,447,614 | \$ 30,447,614 | \$ 33,082,286 | (2,634,672) |
| Net Excess/(Deficit) | \$ 2,340,751 | \$ 194,461 | \$ 15,648,014 | \$ 15,648,014 | \$ 22,598,934 | \$ 6,950,613 |

SENNC Balance Sheet-Rev CK

Southeast New Mexico College

Report Date: 10/31/2026

Balance Sheet**Current Assets**

| | | | | | |
|--|------------|------------------|-----------------|----------------|------------------|
| Cash and Cash Equivalents | | \$135,302,447.99 | \$17,570,575.55 | \$3,467,894.12 | \$156,340,917.66 |
| Short Term Investments | | | | | |
| Receivables (Net of Allowance for Doubtful Accounts) | | 134,849.81 | 164,155.04 | 96,267.78 | \$395,272.63 |
| A/R Other | 596,546.99 | 11,204,110.67 | (1,410,600.27) | (1,234,205.03) | \$9,155,852.36 |
| Interest Receivable | | | | | |
| Prepaid Expenses | | 310,580.63 | | | \$310,580.63 |

Total Current Assets

| | | | | |
|-------------------|-----------------------|----------------------|---------------------|-----------------------|
| 596,546.99 | 146,951,989.10 | 16,324,130.32 | 2,329,956.87 | 166,202,623.28 |
|-------------------|-----------------------|----------------------|---------------------|-----------------------|

Noncurrent Assets

| | | | | | |
|--|---------------|---------------|--|----------|-----------------|
| Other Long Term Investments | | | | | |
| Inventories Bookstore | | 159,057.00 | | | \$159,057.00 |
| Capital Assets (Net of Accumulated Depreciation) | 12,263,508.91 | 17,350,314.49 | | | \$29,613,823.40 |
| Construction In Progress | | 3,978,042.90 | | 3,191.59 | \$3,981,234.49 |
| SBITA (Net of Accumulated Depreciation) | (910,638.00) | 910,638.00 | | | \$0.00 |

Total Noncurrent Assets

| | | | | |
|----------------------|----------------------|--|-----------------|----------------------|
| 11,352,870.91 | 22,398,052.39 | | 3,191.59 | 33,754,114.89 |
|----------------------|----------------------|--|-----------------|----------------------|

Total Assets

| | | | | |
|----------------------|-----------------------|----------------------|---------------------|-----------------------|
| 11,949,417.90 | 169,350,041.49 | 16,324,130.32 | 2,333,148.46 | 199,956,738.17 |
|----------------------|-----------------------|----------------------|---------------------|-----------------------|

Deferred Outflows

| | | | | | |
|----------------------------------|--|---------------|--|--|---------------|
| Deferred Outflows - Pension Plan | | 11,721,411.00 | | | 11,721,411.00 |
| Deferred Outflows - OPEB | | | | | |

Total Deferred Outflows

| | | | | |
|--|----------------------|--|--|----------------------|
| | 11,721,411.00 | | | 11,721,411.00 |
|--|----------------------|--|--|----------------------|

Total Assets and Deferred Outflows

| | | | | |
|----------------------|-----------------------|----------------------|---------------------|-----------------------|
| 11,949,417.90 | 181,071,452.49 | 16,324,130.32 | 2,333,148.46 | 211,678,149.17 |
|----------------------|-----------------------|----------------------|---------------------|-----------------------|

| | 2023 | 2024 | 2025 | 2026 | Total |
|--|-----------------------|-----------------------|----------------------|-----------------------|-----------------------|
| Liabilities and Deferred Inflows | | | | | |
| Current Liabilities | | | | | |
| Accounts Payable | | 145,113.81 | (84,088.71) | (4,482,153.24) | (4,421,128.14) |
| Sales Tax Payable | | 345.52 | 5,868.62 | 2,968.65 | 9,182.79 |
| Gift Certificates | | | (2,416.57) | 361.17 | (2,055.40) |
| Payroll Taxes Payable | 115,557.77 | 8,820.43 | 650.88 | | 125,029.08 |
| Benefits Payable | 211,002.47 | 98,472.15 | 3,715,397.74 | 1,300,316.43 | 5,325,188.79 |
| Accrued Payroll | | 108,971.02 | | | 108,971.02 |
| Payroll Clearing | | | (8,672.13) | 1,159,556.41 | 1,150,884.28 |
| Compensated Absences - Current | | 23,536.75 | | | 23,536.75 |
| Financial Aid Payable | | | 1,861,970.50 | | 1,861,970.50 |
| Institutional Funds | | | | | |
| Pension Liability | | | | | |
| Lease Liability (GASB 87) | 186,113.62 | (61,637.50) | | | 124,476.12 |
| Deferred Revenue | 578,086.62 | (155,611.36) | (936.36) | | 421,538.90 |
| Deposits Payable | | | | | |
| Total Current Liabilities | 1,090,760.48 | 168,010.82 | 5,487,773.97 | (2,018,950.58) | 4,727,594.69 |
| Compensated Absences | | 367,210.95 | | | 367,210.95 |
| SBITA Liability | (1,121,385.00) | 1,121,385.00 | | | |
| Pension Liability | | 19,834,907.00 | | | 19,834,907.00 |
| OPEB Liability | | | | | |
| Total Noncurrent Liabilities | (1,121,385.00) | 21,323,502.95 | | | 20,202,117.95 |
| Total Liabilities | (30,624.52) | 21,491,513.77 | 5,487,773.97 | (2,018,950.58) | 24,929,712.64 |
| Deferred Inflows of Resources | | | | | |
| Deferred Inflows - Pension | | 3,247,051.00 | | | 3,247,051.00 |
| Deferred Inflows - OPEB | | | | | |
| Total Deferred Inflows of Resources | | 3,247,051.00 | | | 3,247,051.00 |
| Due to / Due From | | | | | |
| Total Liabilities Including Due to / Due from | (30,624.52) | 24,738,564.77 | 5,487,773.97 | (2,018,950.58) | 28,176,763.64 |
| Net Position | 11,980,042.42 | 156,332,887.72 | 10,836,356.35 | 4,352,099.04 | 183,501,385.53 |

Income Statement

| | 2023 | 2024 | 2025 | 2026 | Total |
|---|------------------|---------------------|---------------------|---------------------|----------------------|
| Operating Revenues | | | | | |
| Tuition | | 475,745.15 | 519,479.60 | 262,755.00 | 1,257,979.75 |
| Fees | | 104,432.28 | 92,349.80 | 48,800.00 | 245,582.08 |
| Less: Discounts | | | | | |
| Less: Scholarship Allowance | | | | | |
| Total Tuition & Fees (Net of Discount) | | 580,177.43 | 611,829.40 | 311,555.00 | 1,503,561.83 |
| Federal Grants and Contracts | 533,820.99 | 3,848,713.50 | 3,496,242.54 | 61,869.79 | 7,940,646.82 |
| State Grants and Contracts | 68,522.85 | 498,243.12 | 431,670.54 | 12,647.07 | 1,011,083.58 |
| Non Government Grants & Contracts | | 288.00 | | 14,500.00 | 14,788.00 |
| Sales and Services of Educational Activities | | | | | |
| Auxiliary Enterprises | | 190,908.63 | 224,237.80 | 135,840.40 | 550,986.83 |
| Other Operating Revenues | (578,086.62) | 201,929.20 | 336,411.76 | 188,227.15 | 148,481.49 |
| Transfers In | | | | | |
| Total Operating Revenues | 24,257.22 | 5,320,259.88 | 5,100,392.04 | 724,639.41 | 11,169,548.55 |
| Expenditures | | | | | |
| Instruction Faculty Salaries | | 3,613,981.18 | 3,902,025.53 | 1,327,496.37 | 8,843,503.08 |
| Instruction Staff Salaries | | 903,591.17 | 1,471,128.81 | 642,864.24 | 3,017,584.22 |
| Instruction Benefits | 36,696.09 | 1,765,109.85 | 1,736,940.66 | 597,638.37 | 4,136,384.97 |
| Instruction - Other | | 450,385.63 | 669,494.43 | 233,719.38 | 1,353,599.44 |
| Total Instruction Operating Expenses | 36,696.09 | 6,733,067.83 | 7,779,589.43 | 2,801,718.36 | 17,351,071.71 |
| Public Service Salaries | | | | | |
| Public Service Benefits | | | | | |
| Public Service - Other | | | | | |
| Total Public Service Operating Expenses | | | | | |

| | 2023 | 2024 | 2025 | 2026 | Total |
|--|-----------------------|------------------------|------------------------|-----------------------|------------------------|
| Academic Support Salaries | | 1,022,201.42 | 991,395.01 | 420,867.90 | 2,434,464.33 |
| Academic Support Benefits | 18,348.04 | 600,290.62 | 424,050.32 | 177,698.38 | 1,220,387.36 |
| Academic Support - Other | | 104,744.80 | 123,147.54 | 97,393.52 | 325,285.86 |
| Total Academic Support | 18,348.04 | 1,727,236.84 | 1,538,592.87 | 695,959.80 | 3,980,137.55 |
| Student Services Salaries | | 1,231,324.41 | 1,280,520.23 | 462,178.71 | 2,974,023.35 |
| Student Services Benefits | 45,870.10 | 746,115.39 | 590,225.33 | 199,776.31 | 1,581,987.13 |
| Student Services - Other | | 141,780.32 | 450,106.97 | 282,206.72 | 874,094.01 |
| Total Student Services | 45,870.10 | 2,119,220.12 | 2,320,852.53 | 944,161.74 | 5,430,104.49 |
| Institutional Support Salaries | | 2,544,625.48 | 3,200,703.92 | 1,352,596.02 | 7,097,925.42 |
| Institutional Support Benefits | 198,123.95 | 1,866,522.15 | 1,303,197.75 | 492,836.19 | 3,860,680.04 |
| Institutional Support- Other | 186,113.62 | 10,107,448.51 | 9,711,107.59 | 2,520,212.27 | 22,524,881.99 |
| Total Institutional Support | 384,237.57 | 14,518,596.14 | 14,215,009.26 | 4,365,644.48 | 33,483,487.45 |
| Operation & Maintenance Salaries | | 637,853.49 | 765,367.51 | 296,591.45 | 1,699,812.45 |
| Operation & Maintenance Benefits | 9,174.02 | 448,265.58 | 407,023.67 | 143,983.40 | 1,008,446.67 |
| Operations & Maintenance - Other | | 2,511,660.31 | 17,385,037.69 | 1,052,915.71 | 20,949,613.71 |
| Total Operating & Maintenance | 9,174.02 | 3,597,779.38 | 18,557,428.87 | 1,493,490.56 | 23,657,872.83 |
| Scholarship & Fellowship Salaries | | | | | 0.00 |
| Scholarship & Fellowship Benefits | | | | | 0.00 |
| Scholarship & Fellowship - Other | | 2,358.92 | 7,726.30 | 3,510.47 | 13,595.69 |
| Total Scholarship & Fellowship | | 2,358.92 | 7,726.30 | 3,510.47 | 13,595.69 |
| Auxiliary Enterprises Salaries | | 167,280.38 | 320,249.03 | 126,759.02 | 614,288.43 |
| Auxiliary Enterprises Benefits | 18,348.04 | 92,892.16 | 104,040.13 | 43,553.99 | 258,834.32 |
| Auxiliary Enterprise - Other | | 99,001.56 | 434,977.24 | 188,649.86 | 722,628.66 |
| Total Auxiliary Enterprise | 18,348.04 | 359,174.10 | 859,266.40 | 358,962.87 | 1,595,751.41 |
| Depreciation | 1,278,854.67 | | | | 1,278,854.67 |
| Total Operating Expenses | 1,791,528.53 | 29,057,433.33 | 45,278,465.66 | 10,663,448.28 | 86,790,875.80 |
| Net Excess (Deficit) | (1,767,271.31) | (23,737,173.45) | (40,178,073.62) | (9,938,808.87) | (75,621,327.25) |
| Foundation Transfers | | | 12,340.00 | 4,939.79 | 17,279.79 |
| Non Operating Revenues (Expenses) | | | | | |
| State Appropriations | | 5,696,064.00 | 5,985,259.87 | 1,109,943.59 | 12,791,267.46 |
| County Ad Valorem Taxes | | 43,517,404.21 | 43,804,947.44 | 8,740,904.89 | 96,063,256.54 |
| Federal Grants & Contracts, Non Operating | | | (5,547.00) | | (5,547.00) |
| Gifts | | 116,010.00 | 148,725.00 | 4,060,500.00 | 4,325,235.00 |
| Investment Income (Net of Investment Expenses) | | 752,827.05 | 1,093,384.66 | 384,499.22 | 2,230,710.93 |
| Capital Assets | 203,684.00 | 446,096.12 | | | 649,780.12 |
| Other Non-Operating Revenue (Expenses) | | 909.13 | | | 909.13 |
| Net Non Operating Revenues (Expenses) | 203,684.00 | 50,529,310.51 | 51,026,769.97 | 14,295,847.70 | 116,055,612.18 |
| Increase in Net Position | | | | | |
| Net Position Beginning of the Year | 13,543,629.73 | 129,540,750.66 | | | 143,084,380.39 |
| Net Position End of the Year | 11,980,042.42 | 156,332,887.72 | 10,836,356.35 | 4,352,099.04 | 183,501,385.53 |

Board of Trustees – VPAA report – December 2025

- Updates from the Nursing department – Dianne Hardin

Congratulations are in order for three of the nursing department faculty. Arlene Nieto and Rebecca Jones will be graduating in December with their Master of Science in Nursing, and Lacey Perkins will be graduating with her Bachelor of Science in Nursing. They have all worked hard for the past two years and Director Hardin is very proud of their hard work and dedication to the SENMC nursing program. The nursing faculty strives to continue to keep our nursing program one of the most sought-after, and top nursing schools in the state. Director Hardin is thankful for the Board's continued support.

- Updates from the Allied Health department – Sandra Florez

Artesia High School's HOSA students, led by Instructor Yvette Franco, competed at the Regional Leadership Conference in November and represented SENMC exceptionally well. Every student that participated is a part of the dual credit program through SENMC. Artesia earned multiple top placements across Health Science and Health Professions events, including:

- 9 First-Place Winners
- 4 Second-Place Winners
- 3 Third-Place Winners

That is, every single student who participated placed in the top three of their events and have now qualified for the State Leadership Conference where they will compete for the chance to attend Nationals this summer. This strong performance reflects their hard work and the continued growth of our medical pathways at Artesia High School.

Events where students placed first included: Pathophysiology, Behavioral Health, Human Growth & Development, CPR/First Aid (team), Health Informatics, Healthcare Administration, Medical Law & Ethics, and Veterinary Science. Several students also placed in competitive skill events such as Medical Assisting, Phlebotomy, Medical Spelling, and Pharmacology.

November 2025 Workforce Development and Community Engagement Updates

- Interim VP Office
 1. Worked to secure new location for food pantry.
 2. Working with Eddy County Health Council for food distribution from SENMC Training Center.
 3. Hired new DOE Grant MSHA Instructor.
 4. Spoke at SENMC Veteran's Day celebration.
 5. Partnered with Grant Services for marketing, promoting, and advertising all Workforce Development and Community Engagement events and activities.
 6. Attended Carlsbad Rotary Meeting.
- Work-Based Learning
 1. Drone soccer kits scheduled for delivery Dec 4, 2025.
 2. Developed draft 4-Tier Stackable Achievement Safety Program to send to industry.
- Workforce Training Department
 1. Completed the Workforce Training Spring Semester Schedule.
 2. Trained 20 CEHMM employees using our new Introduction to Oil & Gas curriculum on December 4th. This is the first course in our development of an Oil & Gas Training program.
- Workforce Partnerships
 1. Held a successful Simulation Lab open house on December 4th for the delivery of the mobile crane.
 2. Held successful industry project subcommittee meetings for the Trades & Technology for Safety, Mining, and Simulator Lab.
- Adult Education
 1. Hired new full-time ESL and HSE Instructor.

CIO Updates for November 2025

Worked on formalizing and documenting disaster recovery and business continuity procedures.

Kicked off integration efforts to connect HR, Student, Finance, Payment, and Document Management systems with anticipated essential connectivity between those systems expected by July.

Incorporating JSS as a disaster recovery site by maintaining copies of the most critical infrastructure there ensuring that if the main campus experiences an outage or failure, core operations can continue.

Established a regular schedule for testing backup and recovery processes to ensure reliability and readiness.

Coordinated with Carlsbad Municipal Schools to create an IT/STEM initiative that uses inexpensive single-board computers for dual-credit students to promote programming, ethical hacking, hardware development, and hands-on building projects.

Anthology Monthly Report

November 2025

Key Accomplishments:

- COD Export issue reviewed and resolved with Anthology.
- Completed category request form for EAB navigate.
- Scope and discovery completed for REACH application updates.
- Configured API for Coursedog Syllabus Management in Canvas.
- Identified potential document types and workflows for Grants Softdocs.
- Identified Reporting requirements for Academic Records.
- Completed creation of View to identify School Statuses not synced within Reach.
- Completed Student Financial Aid agreement edits.
- Completed initial analysis of internal Anthology Student Web Security Console audit.
- Reviewed Anthology Road Map to check alignment for FA processes. Reviewed notes from the last steps taken for NPC configuration. Planning for repackaging configuration.
- Continued creating workflows for journal approvals.
- Made adjustments to Power BI report for Payroll.
- Created test pathway related to reminders and task completion.

Discussion Highlights:

- Confirmed Nacha file is deploying correctly in Production.
- SoftDocs Discovery sessions in progress.
- Discussed and identified some potential workflows and categories related document tracking and archiving using application.
- Established and scheduled work session to identify workflow process and catalog configuration within the SoftDocs application.

- Identified pain points and places to make forward momentum. Working sessions to be scheduled to continue making progress with Financial Aid Automation and Awarding + Regulatory requirements.

Next Steps:

| | Task | Responsible Party | Status |
|----|---|---|---------------|
| 1. | Power BI financial reporting | Phillip Corley/Avi | In Progress |
| 2. | Identified COD issues | Kimberly Rojas/Anthology/Avi | In Progress |
| 3. | Single application implementation - Working with Dan and Lucy to secure resources and assign Ken and Charlie for implementation | Kimberly Rojas/Avanthika Alladurgam/Monty/Chris | In Progress |
| 4. | GL Configuration Issue with Disbursements – Document and follow up with Anthology Support team regarding unresolved issues related to disbursements still hitting the default account instead of the configured GL Numbers. case 06090985 | Kimberly Rojas/Lisa Edwards/SENMC/Avanthika Alladurgam | In Progress |
| 5. | Federal Work-study and Direct Loan Fund source handling and configuration | Avanthika Alladurgam/Kimberly Rojas/Phillip Corly/Rebecca Silva | In Progress |
| 6. | Work with Narmin to identify relevant SQL table to query for reporting | Avanthika Alladurgam/Kimberly Rojas/Narmin | In Progress |

| | | | |
|-----|---|--|-------------|
| 7. | Nacha File tested and completed in test and moved to Production | Kimberly Rojas/Lisa Edwards/SENMC/Avanthika Alladurgam | Completed |
| 8. | APIs integration for Alma Library System Management application | Avanthika Alladurgam/Aayush | In Progress |
| 9. | Identify potential workflows and categories related document tracking and archiving using application | Kimberly Rojas/Lisa Edwards/SENMC/Avanthika Alladurgam | In Progress |
| 10. | Internal Anthology Student Web Security Console audit | Kimberly Rojas/Lisa Edwards/SENMC/Avanthika Alladurgam | In Progress |
| 11. | Net Price Calculator | Bri Taheny/Narmin Ghalichi/Annette Garcia | In Progress |
| 12. | Fall 2025 SAP Processing | Bri Taheny/Annette Garcia | 12/18/25 |
| 13. | Add Journal Approval Workflows | Phillip Corley/ Carolyn Kasdorf | 12/4/25 |
| 14. | Testing for task completion from shared SENMC Master calendar | Kim Rojas | In Progress |

Upcoming Projects & Activities:

- Scholarship Accounting Configuration - Review and adjust current configuration for Scholarship Contra revenue accounts to confirm correct mapping and award adjustments.
- FY26 Workforce Funding Implementation - Obtain and review original FY26 workforce funding to clarify funding distribution dates and requirements.
- Workforce Student Tracking - Develop a transition plan for tracking workforce students and program/course participation in the student database, including tuition and payment processes.

- Workforce Program Attendance Verification - Ensure all required attendance and completion dates for the workforce programs are collected from Artesia and Phoenix before paying Invoices and reconcile refunds for non-attending students.
- REACH application design changes and implementation.
- Federal Work-study and Direct Loan Fund Source - Identify the best practice related to Federal Work-Study and direct loan fund sources. Identify best approach around Federal Work-Study processing outside of Student Accounts and shared GL accounts for subsidized and unsubsidized funds.
- Softdocs implementation in progress.
- EAB Navigate implementation – Early Alerts and data transfer from Anthology Student.
- Coursedog/Canvas Syllabus Management Integration - Gathering Requirements.
- Financial Aid Automation Repackaging Testing and Configuration.
- Maxient Implementation.
- Identify new End of Semester Course Evaluation Software to replace Watermark - Anthology Evaluate and ClassRanked.
- Task calendar for all departments.

Employee Satisfaction

Generated Date: December 02, 2025
Date Range: in the last 30 Days + 14 Additional filters.

Provides insights on employees' satisfaction with service delivery

🌐 Date Range : Last 30 Days



Survey Sentiment



Agent Group



Requester Location



Employee Satisfaction



100%

happy



0%

neutral



0%

unhappy

30 responses received

Employee Satisfaction - Trend



Survey Sent Vs Response Received

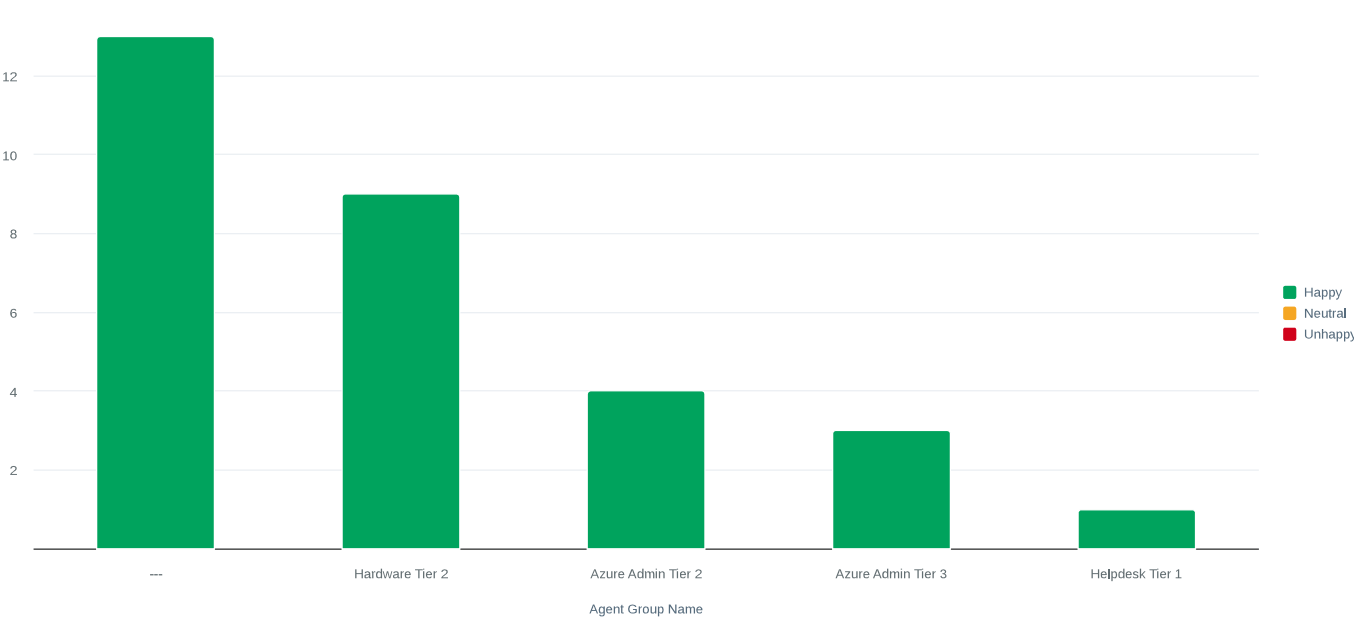
Tickets with Survey Sent

206 ▲ 11,35%

Total Responses Received

30 ▲ 30,43%

Employee Satisfaction by Agent Group



🌐 Date Range : Last 30 Days



Survey Sentiment



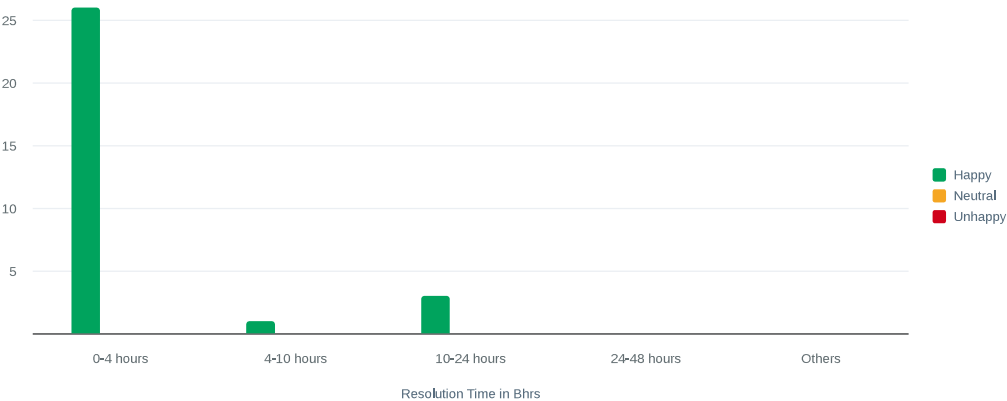
Agent Group



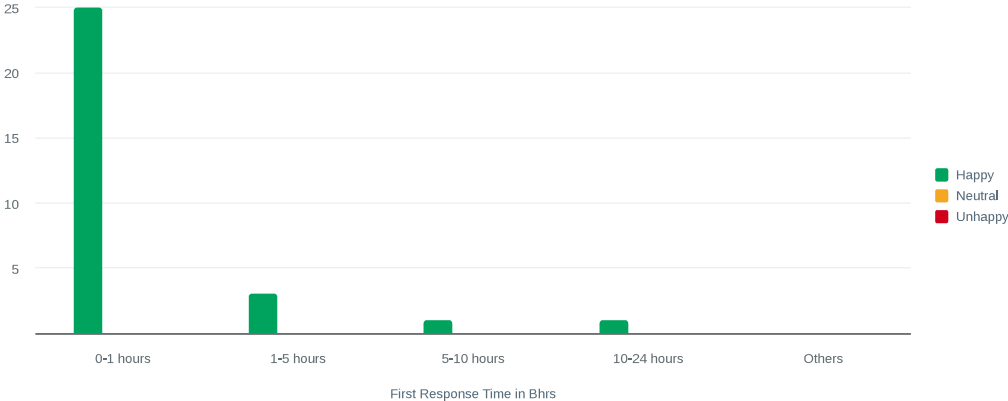
Requester Location



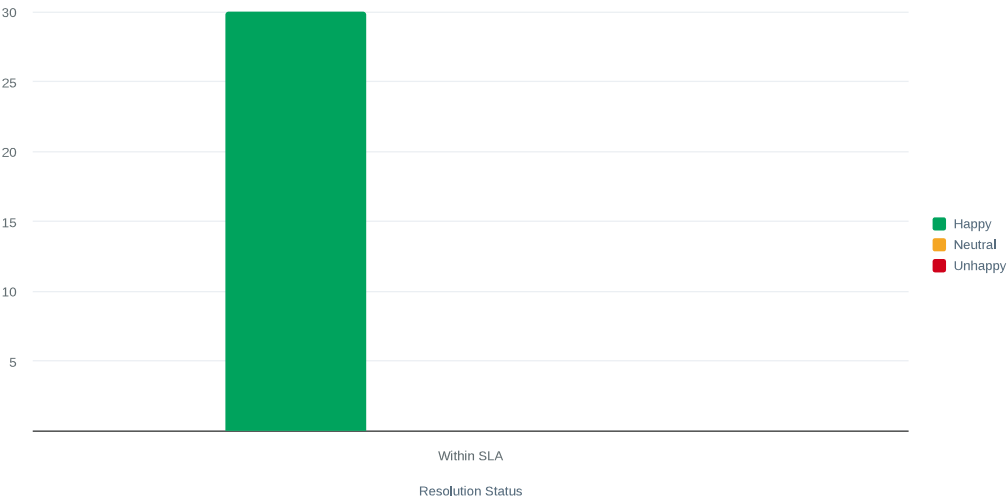
Impact of Resolution Time on Employee Satisfaction



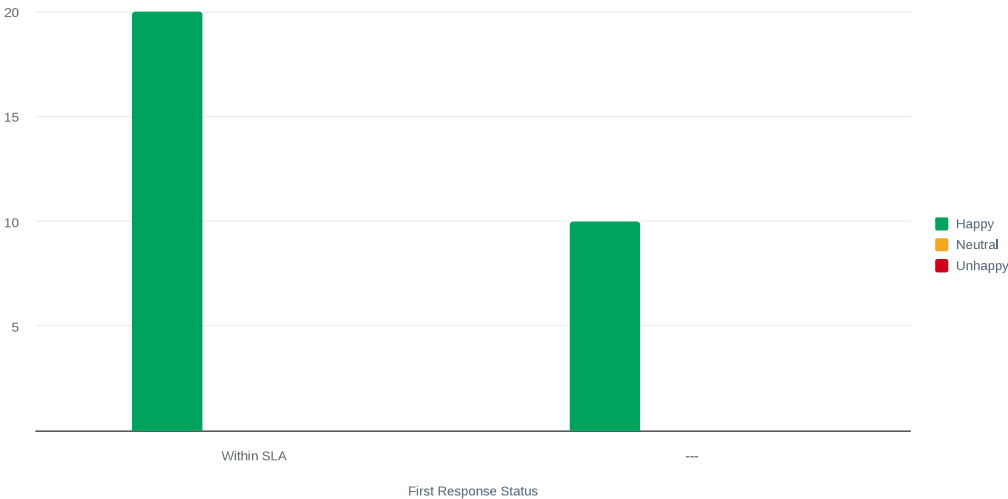
Impact of First Response Time on Employee Satisfaction



Impact of Resolution SLA Status on Employee Satisfaction



Impact of First Response SLA Status on Employee Satisfaction

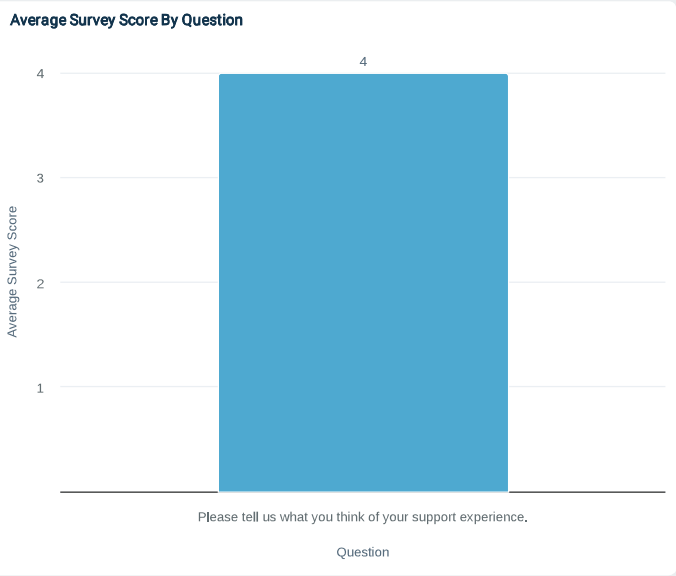
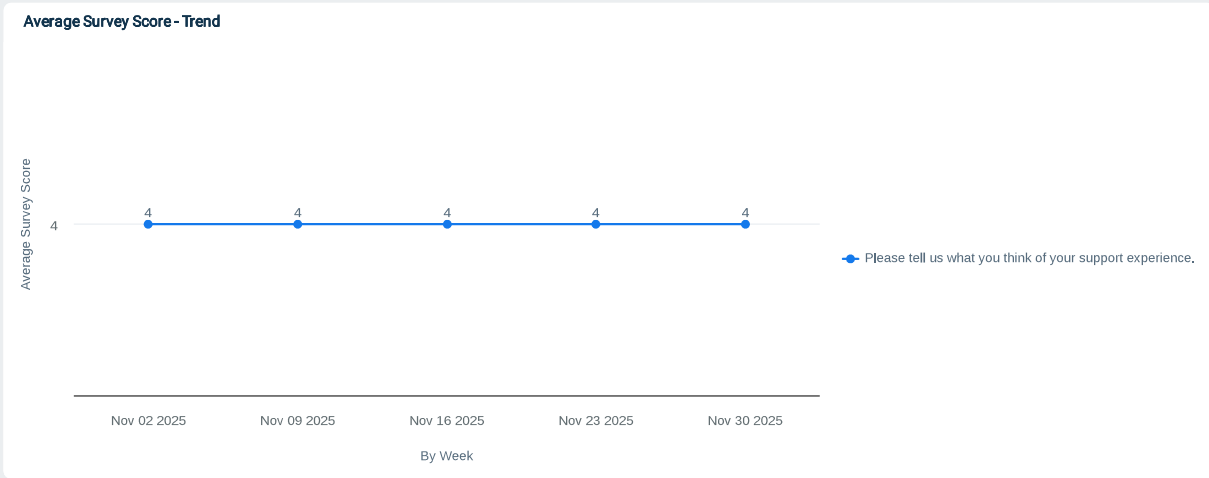


Date Range : Last 30 Days

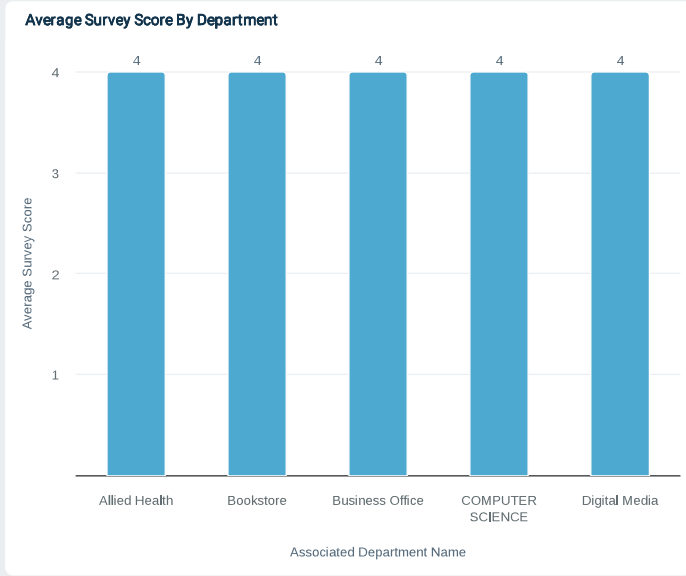
Survey Name

Agent Group

Agent Name



No Access



Report Generated: December 4, 2025
Submitted by: Steven Gonzales, HR Director



Employee Count

**Includes Full-Time, Part-Time, Temporary and Student*

New Hires

Name
Barber, David
Campos, Alana
Colorado, Oscar
Galindo, Emily
Garza, Joseph
Helmer, Ryan
Pena, Ezequiel
Torrez, Elizabeth

Total: 282

Job Title
Temporary staff, Workforce
Inventory Control Assistant
Temporary staff, Workforce
Human Resources Assistant
Temporary staff, Workforce
Technology Support Coordinator
Administrative Assistant, TSS
English/Writing Tutor

Total: 8

Departures

Name
Taff, Ciara

Job Title
Clinical Coordinator

Total: 1

Currently in Interview Process

Job Title
Academic Advisor
Cashier/AP Clerk
Instructor or Assistant Professor of Business
Instructor or Assistant Professor, Nursing
Radiological Control Technician Trainer
Student Support Assistant (Adult Education)
Workforce Training Assistant

Total: 7

Current Vacancies

Job Title

Faculty:

Adjunct, CNA
Adjunct, Phlebotomy
Adjunct, Surgical Technology
Instructor or Assistant Professor of Business
Instructor or Assistant Professor, Electrical Technology
Instructor or Assistant Professor of EMT
Instructor or Assistant Professor of English
Instructor or Assistant Professor of Communication and Theatre and
Theatre Program Coordinator
Instructor or Assistant Professor, Nursing
Instructor or Assistant Professor, Oil & Gas

Total: 10

Staff:

Academic Advisor
Cashier/AP Clerk
Lab Coordinator Welding
MSHA Trainer
Radiological Control Technician Trainer
Student Support Assistant (Adult Education)
Temporary Adult Education Coordinator
Temporary Testing Center Assistant
Vice President of Business and Finance
Workforce Partnerships Coordinator
Workforce Training Assistant

Total: 11
