



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, APRIL 13, 2026 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 BOWMAN |
| 2. PLEDGE OF ALLEGIANCE | ALL |
| 3. ESTABLISH QUORUM | ROLL CALL |
| 4. APPROVE AGENDA | ACTION ITEM |
| 5. APPROVAL OF MINUTES FROM 3/9/2026 | 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. PTK REPRESENTATIVE, DR. RAVEN ANDERSON | DISCUSSION |
| 9. GENERAL COUNSEL UPDATES-ATTY. LANE MARTIN | DISCUSSION |
| 10. SENMC UPDATES -DR. KEVIN BEARDMORE | |
| A) UPDATE ON 2025-2030 STRATEGIC PLAN (<i>attachment</i>) | DISCUSSION |
| 11. OLD BUSINESS | |
| A) EDDY COUNTY NON-CARLSBAD TUITION RATE | DISCUSSION/ACTION |
| 12. NEW BUSINESS | |
| A) REMOVAL & DISPOSAL OF BOILERS - DR. K BEARDMORE | DISCUSSION/ACTION |
| B) APPROVAL TO PURCHASE EQUIPMENT FOR INSTRUMENTATION CONTROLS AND ELECTRICAL PROGRAM – DR. K BEARDMORE | DISCUSSION/ACTION |
| C) APPROVAL OF PURCHASE OF MINE HAZARD ID SYSTEM FROM 5DT – MISTY McCORMACK FOR CHRIS SPAULDING | DISCUSSION/ACTION |
| D) APPROVAL OF PURCHASE OF RCT TRAINING SYSTEM FROM 5DT – MISTY McCORMACK FOR CHRIS SPAULDING | DISCUSSION/ACTION |
| E) PRESENTATION OF 2026-2027 BUDGET – CAROLYN KASDORF | DISCUSSION/ACTION |
| F) APPROVAL OF BUDGET ADJUSTMENT REQUEST (BAR) – CAROLYN KASDORF | DISCUSSION/ACTION |
| G) MONTHLY FINANCIAL REPORT – CAROLYN KASDORF | DISCUSSION |

13. 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) MISTY McCORMACK FOR CHRIS SPAULDING,
WORKFORCE DEVELOPMENT & COMMUNITY ENGAGEMENT
 - E) TYMON MATTOSZKO, CHIEF INFORMATION OFFICER (CIO) DISCUSSION
14. HR DIRECTOR'S UPDATE-STEVEN GONZALES (*attachment*) DISCUSSION
15. EMPLOYEE REPRESENTATIVE COMMENTS (**OPTIONAL**)
 - A) FACULTY
 - B) ADMINISTRATIVE STAFF
 - C) CLASSIFIED STAFF DISCUSSION
16. BOARD COMMENTS
17. ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING (5-11-2026) BOARD CHAIR BOWMAN
18. ADJOURNMENT BOARD CHAIR BOWMAN

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.



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BOARD OF TRUSTEES MEETING MINUTES

Date: 3/9/26

Time: 6:00 pm

Session Location: SENMC RM 153

Board Members present: Chair, Sarah Bowman
 Member, Lee White
 Member, Mark Cage

Type of Meeting:

Regular Work

Special

Secretary, Ned Elkins

Member, vacant

Board Member(s) absent: Mark Cage

1) **Call to Order**

2) **Pledge of Allegiance**

3) **Establish Quorum – Roll Call**

4) **Approve Agenda**

Motion: **Ned Elkins**

Second: **Lee White**

Nays: **0**

Abstain: **0**

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

5) **Approval of minutes from the previous meeting – 2/9/2026**

Motion: **Lee White**

Second: **Ned Elkins**

Nays: **0**

Abstain: **0**

Elkins, White, and Bowman voted to approve the minutes of the February 9, 2026 meeting.

6) **Public Comments:** None

7) **Student Government Representative:** None

8) **General Counsel:** – Lane Martin had not logged into Zoom for this portion of the meeting. Dr. Beardmore reported that Lane does plan to be present via Zoom for the closed session.

9) **SENMC general status report: Dr. Kevin Beardmore**

Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students) Met with Jason Hightower, Principal of Carlsbad High School, about additional Dual Credit opportunities, February 10; met, along with Gary Martinez, with Nine Degrees for the STEPS academy design kickoff (virtual) meeting on February 11; visited the Planetarium at Carlsbad High School with Nine Degrees, Gary Martinez, and Gary Roper, February 12; attended the Energy Pathway Family Night event at Carlsbad High School (February 12); met, along with Gary Martinez, with Jaynes Corporation and Nine Degrees for the Trades x Technologies Building update on February 19 and March 6. As of March 9 the T² slab is complete; met, along with Gary Martinez, with Mitchell and Cruze Architects about initial planning work on a Residence Hall, February 25; met with Dr. Gerry Washburn about the potential for a Theatre partnership (joint SENMC, CMS/CHS productions in fall and spring), holding the SENMC Commencement Ceremony at the Performing Arts Center at Carlsbad HS, and additional dual credit offerings in Building Trades, Culinary Arts, and Theatre on March 4; **Goal 2 (Welcome and Engage the Community)** published latest newspaper/website article: “The Ladder of Love”, February 1; attended the Carlsbad Department of Development Bylaws Q&A Open House/Dinner, February 10; attended Carlsbad Rotary on February 11, 18, 25, and March 4; attended (virtually) the New Mexico Higher Education Secretary’s Legislative Update on February 11 and 18 – still waiting on signatures on bills but looking at a 1% salary increase and base funding increase of slightly less than 3%; met with Mark Bolinger, US Department of Energy, Carlsbad Field Office Manager on February 19; interviewed, along with Chris Spaulding, by Misty Cryer of the

Carlsbad Local, February 19; attended the 2026 All States ALICE (Asset Limited Income Constrained Employee) Research Advisory Committee Webinar, February 19; presented and provided a tour of the campus to Leadership Carlsbad, February 20; attended the CAST grand opening of their new facility on Hobbs Highway, February 20; facilitated the SENMC Foundation Board meeting, February 24; attended the groundbreaking for Sunset Elementary, February 26; missed the Contour Airlines at Cavern City Airport ribbon cutting on March 6 because he flew out of that airport on a Contour plane on March 5; **Goal 3 (Increase Learning and Efficiency)** attended one of the four CBIZ Salary Study meetings on campus with employees, February 9; met, along with Dianne Hardin, Director of Nursing and Dr. Seitaridou, with Matthew Banks, CEO, and Mark Staton, Chief Nursing Officer, of Carlsbad Medical Center, February 18; held a Campus Forum on March 2; and **Goal 4 (Promote Success for All)** led four Strategic Planning Focus Groups - one for each of our 2025-2030 Strategic Plan goals - with more than 80 different employees attending, February 23-26; attended the SENMC Diversity Committee Black History Month Celebration, February 26; attended the presentation and forum for Vice President of Business and Finance candidate Carolyn Kasdorf, March 2; unavailable to provide the welcome at the Phi Theta Kappa New Mexico Regional Honors in Action Convention hosted by SENMC on March 7 – thanked Dr. Seitaridou for stepping in to give the welcome.

Dr. Beardmore shared a photo of the support structure (wire baskets filled with rocks) that is being built to redo some of the wall that supports the edge of the property next to Lowe's as we build T². He also shared a schematic diagram of the work.

Construction on the Western Way entrance is underway. Dr. Beardmore shared a photograph of a water truck (4,000 gallons) parked on the bridge. They expect to pour the curbs on the path by next week.

- B) Dr. Beardmore provided spreadsheets detailing enrollments for every class offered for both Fall 2025 and Spring 2026. He attributed the Spring 26 bump in enrollment to the reinstatement of the Culinary Arts program, and the ECHS (Early College High School) moving its FYEX (First Year Experience) course from fall to the spring semester.
- C) Dr. Beardmore then reviewed the organizational charts. He explained each section of the charts, highlighting new positions, so the Trustees will have a better understanding of how things have changed since the College's separation from New Mexico State University. This structure will guide the budget for the coming year.
- D) ExxonMobil has gifted the Foundation another \$25 thousand to support the college's STEM initiatives. This brings their total donations in the past year to \$175,000.

10) **Old Business:** None

11) **New Business**

A) Eddy County Tuition Rates: Dr. K Beardmore – At the February meeting the Trustees had inquired about extending the in-district rate to everybody living in Eddy County. Dr. Beardmore referenced SENMC's current tuition rates as well as those of ENMU-Roswell, highlighting that ENMU-R's out-of-district rate is just \$7 more than the in-district rate. He also provided excerpts of the New Mexico statutes related to college districts and tax levies. Section 21-13-10 Board Duties, Section B. states that the board shall have the power to fix tuition and fee rates for resident and nonresident students of the community college district. Section 21-13-21 describes the process by which school districts may be added to existing community college districts. Mr. Lee White asked about the current tax rate that the area is paying. Dr. Beardmore responded that it is 3% with adjustments which are always reductions. Dr. Ned Elkins said he would like incentivization, adding that extending the privilege of a lower rate without having districts accept our tax base eliminated any incentive we have. Dr. Beardmore acknowledged that this is a decision of the Board but added that he would prefer to wait until the Trades x Technologies Building is completed before lobbying for other communities to take on the tax rate. He said at that point there would be more incentive for them to join. Mr. White stated that it will take work to sell the Loving residents on accepting a 3% tax increase, though he agreed

that Loving needs to contribute to get the benefits of the in-district rate. Dr. Elkins wondered if there is an intermediate step that would offer an immediate benefit. This topic is tabled until the April meeting. Dr. Beardmore will provide an intermediate tuition rate classified as Eddy County, Non-Carlsbad for the Trustees to consider.

- B) Disposal of Surplus Property: Dr. Kevin Beardmore** - There is a vending machine in the stairwell in the Main Building that has been abandoned for nearly seven years. The business that provided the machine no longer exists. College Counsel Lane Martin suggested that the machine be declared abandoned, claimed as SENMC property, and then declared as surplus.

Motion: **Lee White** Second: **Ned Elkins** Nay: **0** Abstain: **0**

Elkins, White, and Bowman voted in favor of the motion to surplus the abandoned vending machine.

- C) Monthly Financial Report: Carolyn Kasdorf** – Carolyn Kasdorf presented financial reports for the period ending January 31, 2026. Per this report SENMC is projecting an additional \$9,583,542 in revenue and \$2,680,325 in expenses (a difference of \$6,903,217) and will be processing budget adjustments to the New Mexico Higher Education Department to account for these projections.

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

- A) Dr. Effrosyni “Frosso” Seitaridou, VP of Academic Affairs:** The CNA program has an additional site in Artesia, Artesia Healthcare and Rehab. This will be helpful to the program and SENMC’s students because of the increase in students traveling from the surrounding areas to participate in Allied Health programs. For the first time, the CNA program had a 100% pass rate on the state certification exam for the students tested in the middle of February.

Dr. Jonathan Wilson, Dean of Teaching and Learning, published his latest article, “Zen and the Art of Automobile Improvement” on March 2 in the Spring 2026 issue of Focus of Artesia – *Focus NM Daily*. Dr. Seitaridou acknowledged Dr. Beardmore’s comment about a PTK update from the convention hosted by SENMC on March 7 but declined to speak because Dr. Raven Anderson is preparing an update to present at a future Board meeting.

- B) Carolyn Kasdorf, Interim VP-Business and Finance:** Ms. Kasdorf reported that they have finally funded PFM (Public Finance Management), for \$50 million. They have also moved an additional \$3 million to CNB Wealth Management to establish certificates of deposit in the amount of \$250,000 in each of the 13 banks in Eddy County.

The FY24 audit has been uploaded and published. Audit reports are being compiled and will be shared with the Board of Trustees at the April meeting.

Ms. Kasdorf is finalizing the budgets for fiscal year 27 and will soon begin working on the FY25 audit.

- C) Diana Campos, Dean of Student Affairs:** Ms. Campos reported that our admissions advisor will make a presentation to the seniors at Carlsbad High School on March 26 and to the Artesia High School seniors on April 8. In mid-April she will be at JMA and Carlsbad Enrichment Center. They are preparing for an open house event from 4:30-6:30 pm on April 23. Academic advisors have been meeting with department chairs to discuss degree pathways and align courses to ensure students can get through their degree paths. Academic Advisor Teddi Garcia attended the New Mexico Higher Education conference on March 5th and 6th. Summer and fall registration will open on April 1.

The Financial Aid office is conducting FAFSA nights. Last October 10-12 families attended the event at Carlsbad High School, and approximately 30 attended in November. There were 10 at the event on February 25. The next FAFSA night is scheduled for March 24 at 6 pm at Loving High School.

Student Government will work with HSI Grant Services to help organize a food pantry on campus.

Jeannie Nichols, Veteran’s Certifying Official, was able to get our Fire Science program approved for the 2024-25 catalog year. The VA Supervisory visit took place on February 26. Ms. Campos reported that they are pleased with our campus and satisfied with the visit.

Ms. Campos will be attending the Higher Education Technical Summit in Las Cruces on March 23 and 24. Financial Aid and Admissions/Advising have started their Softdocs training. Annette Garcia has been promoted to Financial Aid Director and Jeannie Nichols is promoted to Financial Aid Representative.

- D) **Chris Spaulding, Interim VP of Workforce Development and Community Engagement:** Mr. Spaulding shared the following information: **Interim VP's Office** – started new CDL class format utilizing the SENMC Simulator Lab. Class is now 8 weeks to be in compliance with the new Pell Grant rules being implemented in July 2026. The first three weeks of the course will be in the lab and the remaining five will be spent driving with Artesia Truck Driving School; attended Rotary; represented Rotary at the Carlsbad Foundation for the Leslie Messer Wilson and F.C. Williamson Scholarships; **DOE Grant** – began teaching SENMC's own RCT program on February 9, 2026. We are no longer using Porter House; the SENMC DOE MSHA instructor presented second presentation to DOE. They are pleased with progress, have recommended minor changes, and are sending information for the ventilation and evacuation for our instructor to incorporate. If all goes well, we will begin providing MSHA training for SIMCO again; **Work-Based Learning** - visit to Associated Builders and Contractors in Albuquerque; Forming Apprenticeship Training Committee, three members committed so far; draft proposals for future programs: CDL expansion, Production Operations, and Remote Pilot. On being questioned by Mr. White, Mr. Spaulding explained that the pilot program will be a stackable program with the first step likely being hobbyists wanting drone licenses. The next stack would be an introduction to aviation, and finally, aviation ground school; **Workforce Training** – have successfully trained entire workforce team in American Heart Association First Aid/CPR with AED. SENMC is now an official AHA Training Center. Mr. Spaulding, responding to Mr. White's question, explained that he is looking into getting more trainers so they can travel to provide training on-site; had commercial MSHA trainer attend mine refresher training with Mosaic/IMC to continue to train all new miners and overflow from annual refresher. Dr. Elkins asked if they are also working with Intrepid. Mr. Spaulding explained that Intrepid has recently reached out asking if they could partner with SENMC and use our trainers; attended the 2026 Training Magazine Conference in Orlando and learned about gamification/activities for our workforce safety training. They sent the MSHA instructors to learn adult education and activity techniques for teaching; **Workforce Partnerships** - attended February Carlsbad Department of Development board meeting held at Coterra Energy Carlsbad Headquarters; attended the NMGas811 Pipeliners safety luncheon held at Bad Bass BBQ north of Loving. Made over 20 midstream pipeline company connections. Hosted by Paradigm Liaisons; attended the NM STEPS Meeting at New Mexico Junior College; attended the Carlsbad High School Energy Lab on February 12; attended Mosaic/IMC annual refresher and met with Mosaic lead supervisor John Anderson; attended and was on a CreativeCon panel at the Cavern Theater on March 7th for the first ever CreativeCon put on by the New Mexico Economic Development Department Creative Services Division; and **Adult Education** – AE Instructors, Yvette Mendoza and Veronica Salazar, have both been awarded IAC-Masteries Practitioner™ certifications. They completed training and passed an exam through the International Association of Coaching.
- Mr. Spaulding took a moment to recognize Sky Soto and the SENMC Marketing department for their work. He saw a commercial for the college on the History Channel app on Roku.
- E) **Tymon Mattoszko, CIO:** The Service Desk and Help Desk are pretty constant and provide service usually within a few minutes, sometimes a few hours. They are getting good feedback. More complicated requests may take a couple of days. IT projects include implementation and integrations. They are currently working on the One Application and the payment system. Softdocs training is in its final stages and Mr. Mattoszko said he expects to go live within the next month and a half. They are

bringing in Canva to the entire staff and student body. Claude is being rolled out, they are doing some internal training. They are also rolling out 1Password (a password manager) to encourage better password security. Board members will also have access to 1Password (as soon as the contract is signed). They are pushing out the next round of cybersecurity training. In addition to conducting external threat assessments they are bringing somebody in sometime in the next eight weeks to do in-person training. This will also be provided during convocation.

13) HR Report: Dr. K Beardmore for Steven Gonzales, HR Director: The employee count for SENMC as of March 4 is 299 employees. This includes full-time, part-time, temporary, and student employees. Dr. Beardmore introduced new employees Veronica Cortez, Shahrane Karim, and Eric Huff. There are currently 13 faculty and 5 staff vacancies. March 2026's Employee of the Month is Luz Moreno, Director of LTC (Learning Technology Center).

14) Employee representative comments (optional)

A) **Faculty:** Rick Wiedenmann announced that RiverBlitz was held last Saturday. He said there were 38 people either from or tangentially related to our campus. They included 25 Nursing students, 5 employees including Rick Wiedenmann, Bobby Huang, Mahmoud Aslani, Eduardo Chapa, and Chris Spaulding. There was also a former student with her husband and children, as well as family members of SENMC employees. Mr. Wiedenmann announced the STEAM Expo/Energy Day/Open House events on April 23.

B) **Administrative Staff:** No report

C) **Classified Staff:** No report

15) Convene Closed session: By unanimous roll call vote taken at 7:27 pm the Trustees, accompanied by Dr. Kevin Beardmore, and Lane Martin (via Zoom) went into closed session to discuss litigation. No action will be taken during the closed session.

Motion: **Ned Elkins** Second: **Lee White** Nay: **0** Abstain: **0**

16) Reconvene Open session: The Trustees took a roll call vote and unanimously voted to reconvene the open session at 8:02 pm.

Motion: **Lee White** Second: **Ned Elkins** Nay: **0** Abstain: **0**

17) Board comments: Mr. White said that he appreciated the monthly presentations. Dr. Elkins invoked the "Zane Rule".

18) Announcement of the next regular board meeting:

Date: April 13, 2026 **Time:** 6:00 pm **Place:** SENMC Room 153

19) Adjournment – The meeting adjourned at 8:03 pm.

Approved

Dr. Ned Elkins, Secretary

Date

SENNC STRATEGIC PLAN (2025-2030)

Updates for April 2026 in blue

Goal 1: Serve More Students

Met with a team from Carlsbad Municipal Schools, Clovis Community College, and the Southern Regional Education Board about teacher education, March 12

Met, along with April Addington and Dr. Seitaridou, with Jason Hightower, Carlsbad HS Principal, to finalize planned dual credit Education degree pathways, March 18

Met, along with Gary Martinez, with Jaynes Corporation and Nine Degrees for the Trades x Technologies Building update (& beam signing scheduled for April 30), March 19 and April 2

Attended, along with the city, county, and others, the Carlsbad Department of Development site visit preparation meeting, March 27

Presented, along with the New Mexico Junior College Dean of Workforce, to site visitors from a company with potential to locate in the area, in Hobbs, March 31

Goal 2: Welcome and Engage the Community

Recognized by Eddy County United Way as the Business of the Month, March 9

Published my latest newspaper/website article: "A Change of Mind" March 10

Participated in the Carlsbad Department of Development Strategic Planning meeting, March 11

Attended Carlsbad Rotary, March 11, 18, 25, April 1 and 8

Attended the Carlsbad Department of Development Board training, March 12

Attending the Carlsbad Department of Development Board meetings, March 12 and April 2

Provided public comment on electricity needs in the region to the New Mexico Public Regulation Commission at its Roswell meeting, March 12

Attended the United Way Annual Meeting where Raymond Dominguez, Business Instructor, was recognized for his volunteer work, March 26

Attended the Ribbon Cutting for the Cascades Fitness and Wellness Center, March 27

Goal 3: Increase Learning and Efficiency

Met, along with Maria Quintana, with Service Skills to discuss soft skills software use and renewal, March 18

Met, along with Jerry Brian, with Sunvapor to discuss partnership progress, March 20

Attended the New Mexico Higher Education Department Technical Summit in Las Cruces, March 23 and 24

Met with our Hispanic Serving Institution grants evaluator, March 25

Attended, virtually, the New Mexico Independent Community Colleges Board meeting, April 9

Held a Campus Forum, April 13

Goal 4: Promote Success for All

Visited the Ocotillo Center art exhibit by Scott Kiemle, our Digital Media faculty member at Artesia HS, March 12

Provided remarks at the Carlsbad Fire, Artesia Fire, and Eddy County Fire Academy Graduation at the Carousel House, with 21 graduates and approximately 400 in attendance, March 21

Met with the Kids on Campus team from the American Community College Trustees and the lead contact for Youth Development Inc, the new Head Start provider for Eddy County, about the potential for future collaboration, April 2

Attended the SENMC Career and Transfer Fair, April 8

Southeast New Mexico College

Tuition and fees for 2026-2027

(no change from 2025-2026)

Full-Time Flat Rates (12 to 18 Credits*)			
	Tuition	Required Fees	Total
Carlsbad Resident	\$492.00	\$156.00	\$648.00
New Mexico Resident	\$888.00	\$156.00	\$1,044.00
Out of State**	\$1,044.00	\$156.00	\$1,200.00

Part-Time Rates (1 to 11 Credits)			
	Tuition	Required Fees	Total
Carlsbad Resident	\$41.00	\$13.00	\$54.00
New Mexico Resident	\$74.00	\$13.00	\$87.00
Out of State**	\$87.00	\$13.00	\$100.00

*Students approved to take more than 18 credit hours will be charged for each additional credit hour.

**Out-of-state students will pay New Mexico resident rates when they are part-time students enrolled for no more than six credit hours in a semester.

Resident, In-District

2025-26 ACADEMIC YEAR	
Tuition	\$78.00 / Credit HR
Fees	\$16.00 / Credit HR
Total	\$94.00 / Credit HR

Resident, Out-of-District

2025-26 ACADEMIC YEAR	
Tuition	\$85.00 / Credit HR
Fees	\$16.00 / Credit HR
Total	\$101.00 / Credit HR

Non-Resident

2025-26 ACADEMIC YEAR	
Tuition	\$218.00 / Credit HR
Fees	\$16.00 / Credit HR
Total	\$234.00 / Credit HR





Colleges and Branches by County

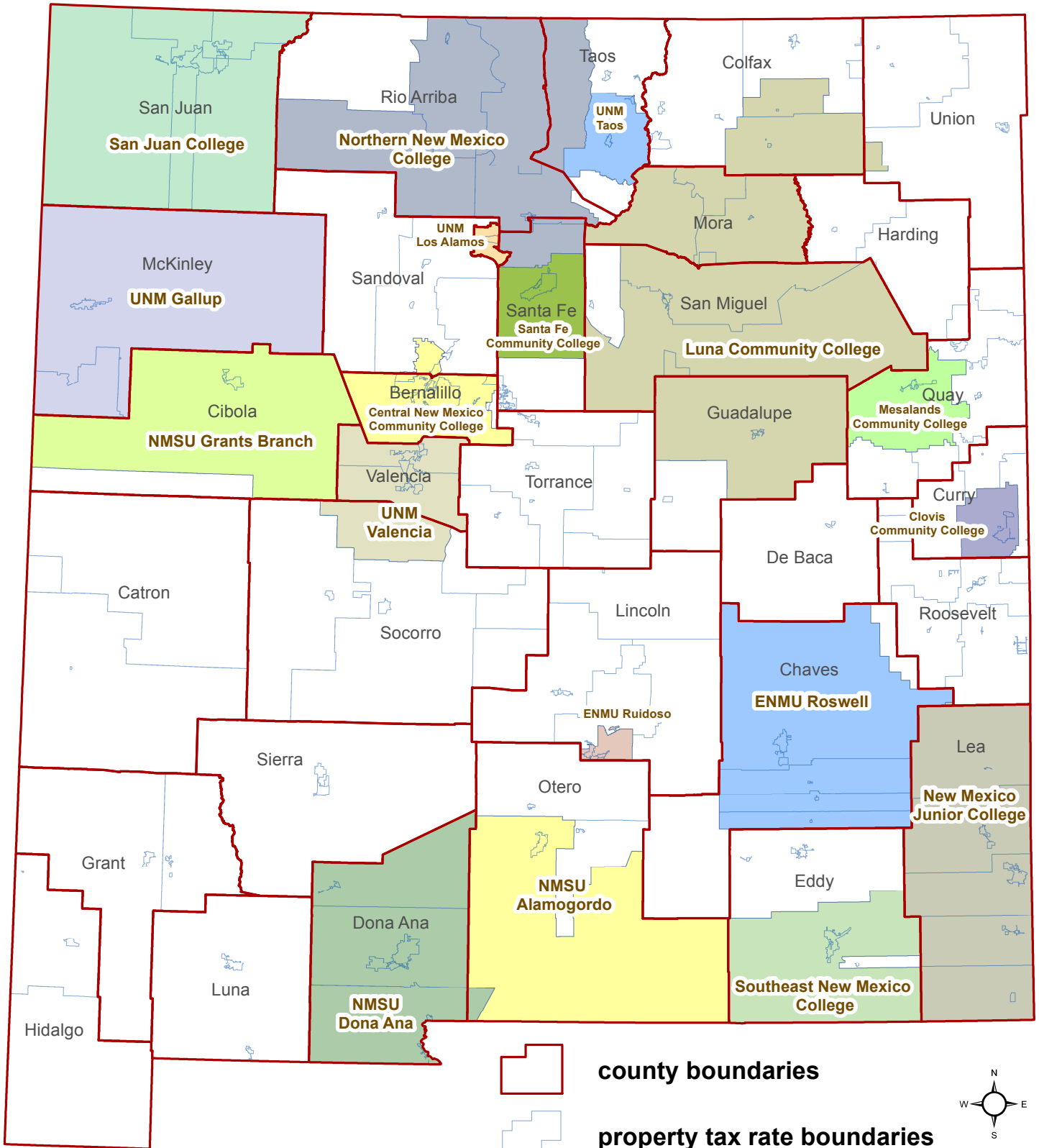
State of New Mexico

Tax Year 2021

NEW MEXICO
HIGHER EDUCATION
DEPARTMENT



Fostering Student Success from Cradle to Career



Built through a collaboration between the New Mexico Higher Education Department, the Department of Finance and Administration's Local Government Division, and the Taxation and Revenue Department's Property Tax Division, State Assessed Properties Bureau, this map represents higher education colleges and branches as they appear on DFA's Certificates of Property Tax Rates for each of New Mexico's thirty-three counties. The district layer includes each of the property tax rate districts that are associated with a debt service or mill levy for a higher education institution per the College District Tax Act, NM Stat§ 21-2A- 1 thru 21-2A-12.

Publication date: December 2021
 New Mexico Taxation and Revenue Department
 Information Technology Division - 505.231.5948



21-13-2. Definitions. 

As used in the Community College Act:

A. "community college" means a public educational institution that provides not to exceed two years of training in the arts, sciences and humanities beyond the twelfth grade of the public high school curriculum or, in lieu of that training or in addition to it, not to exceed two years of a vocational and technical curriculum and appropriate courses of study for persons who may or may not have completed the twelfth grade of public high school;

B. "community college district" means a district in which a community college is located, which district is composed of the territory of one or more school districts of the state. For the purposes of relating community college districts to existing law, community college districts and the community colleges thereof shall not:

(1) be considered a part of the uniform system of free public schools pursuant to Article 12, Section 1 and Article 21, Section 4 of the constitution of New Mexico;

(2) benefit from the permanent school fund and from the current school fund under Article 12, Sections 2 and 4 of the constitution of New Mexico;

(3) be subject, except as it relates to technical and vocational education, to the control, management and direction of the state board of education under Article 12, Section 6 of the constitution of New Mexico; and

(4) be considered school districts insofar as the restrictions of Article 9, Section 11 of the constitution of New Mexico are concerned; and

C. "qualified elector" means a person otherwise eligible to vote within the community college district.

21-13-10. Board duties. 

A. It is the duty of the community college board to determine financial and educational policies of the community college. The community college board shall provide for the management of the community college and execution of these policies by selecting a competent president for the community college, and, upon the president's recommendation, the board shall employ other administrative personnel, instructional staff or other personnel as may be needed for the operation, maintenance and administration of the community college.

B. The community college board shall have the power to fix tuition and fee rates for resident and nonresident students of the community college district, to accept gifts, to accept federal aid, to purchase, hold, sell and rent property and equipment and to promote the general welfare of the institution for the best interest of educational service to the people of the community college district.

21-13-21. Addition of school districts to existing community college districts. 

A. The school board of a school district, group of school districts within a county or school districts in an adjoining county, not included in the community college district as originally formed, may by resolution petition the higher education department to be added to the community college district. The resolution may be initiated by the school board or upon presentation to the school board of a petition signed by ten percent of the qualified electors of the district.

B. In reviewing the resolution, the higher education department shall ascertain the attitude of the community college board and ensure that the petitioning district is not already within another institution's service area. If the department finds that the proposed addition of the petitioning district is not within another institution's service area and the proposed addition is acceptable to the community college district, it shall approve the resolution. Thereafter, the petitioning district and the established community college district shall call an election pursuant to the provisions of the Local Election Act [Chapter 1, Article 22 NMSA 1978] on the question of the inclusion of the area in the community college district.

C. If it appears on canvass of the results of the election a majority of the votes cast in each of the petitioning areas and within the established community college district was in favor of the addition of the petitioning area, the secretary of higher education shall declare the extension of the boundaries of the community college district to include the petitioning area in which the proposed addition referendum carried by a majority vote. The addition shall take effect on the next succeeding July 1.

D. The territory within each school district added to any existing community college district shall automatically be subject to any special levy on taxable property approved for the community college district for the maintenance of facilities and services and for support of bond issues.

History: 1953 Comp., § 73-33-16, enacted by Laws 1963, ch. 17, § 16; 1964 (1st S.S.), ch. 16, § 11; 1980, ch. 53, § 13; 1985, ch. 238, § 21; 1999, ch. 219, § 5; 2019, ch. 212, § 216.

21-13-24.1. Establishing procedures for independence; funding; tuition; appropriation; local support level; outstanding indebtedness.

Any institution established in accordance with Chapter 21, Article 14 or 16 NMSA 1978 that desires to become an independent institution pursuant to the Community College Act and to receive more than three hundred twenty-five dollars (\$325) per full-time-equivalent student is subject to the following:

A. approval of the institutional request for independent status by the commission on higher education [higher education department];

B. tuition rates shall be recommended by the commission on higher education [higher education department] and shall be set by the community college board;

C. the commission on higher education [higher education department] shall recommend an appropriation for the institution based upon expenditure levels determined by commission [department] formulas in relation to its authorized program and its available funds from nongeneral fund sources, and the recommended appropriation shall be an amount not less than three hundred twenty-five dollars (\$325) for each full-time-equivalent student;

D. the minimum level of local support for operational purposes shall be a tax rate of two dollars (\$2.00), or any lower amount required by the operation of the rate limitation provisions of Section 7-37-7.1 NMSA 1978 upon an amount of at least two dollars (\$2.00) on each one thousand dollars (\$1,000) of net taxable value, as that term is defined in the Property Tax Code [Chapter 7, Articles 35 to 38 NMSA 1978]; and

E. the community college board shall provide for the assumption of any outstanding indebtedness of the institution desiring to become independent by the voters of the community college district.

21-2A-3. Purpose.

The purpose of the College District Tax Act is to provide a uniform procedure for the authorization, imposition and collection of tax levies for the operation of college districts and the issuance of college district general obligation and revenue bonds for capital improvements in a college district.

21-2A-5. Special tax levy for college district operation.

A. In each college district, the board may call an election within the college district for the purpose of authorizing that board to levy taxes on all taxable property within the district to be used for current operations, maintenance and capital improvements of the college district. The taxes, if authorized as provided in the College District Tax Act, shall be in addition to the taxes authorized for the payment of general obligation bonds pursuant to the provisions of the College District Tax Act. This election shall be for the purpose of allowing the electors, as the term "electors" is used in Article 8, Section 2 of the constitution of New Mexico, to vote on whether to allow the levy and on a specific limitation not to exceed five dollars (\$5.00) on each one thousand dollars (\$1,000) of net taxable value, as that term is defined in the Property Tax Code [Chapter 7, Articles 35 to 38 NMSA 1978]. If approved by a majority of the electors voting on the issue, the board of county commissioners, at the direction of the board, shall levy the taxes in an amount certified by the commission on higher education [higher education department] as necessary to meet the annual budget approved by the commission on higher education [higher education department], but in no event shall the taxes levied exceed the rate limitation approved by the electors nor shall it exceed any lower maximum rate required by operation of the rate limitation provisions of Section 7-37-7.1 NMSA 1978 applied to the rate limitation approved by the electors.

B. Levies, assessments and collections and distributions authorized for college district financing shall be made at the same time and in the same manner as levies, assessments and collections and distributions for ad valorem taxes for school districts are made.

C. The board may call an election within the district for the purpose of authorizing the board to raise the levy to a rate not to exceed the maximum authorized in Subsection A of this section, lower the levy or abolish the continuing levy, upon the adoption of a resolution by a majority of the members of the board.

D. Alternatively, an election to raise or lower the rate limitation or to abolish the continuing levy shall be called by the board upon receipt by it of a valid petition. To be valid, the petition shall be signed by electors of the college district in a number equal to ten percent of the number of votes cast in the district for the office of governor at the last general election and shall state the question to be voted upon.

21-2A-10. Procedure for election.



A. In all elections held under the College District Tax Act, the board shall issue a resolution calling for an election. The resolution shall be filed with each county clerk in the college district.

B. All elections held under the College District Tax Act shall be conducted and canvassed pursuant to the provisions of the Local Election Act [Chapter 1, Article 22 NMSA 1978].

C. Any person or corporation may institute, in the district court of any county in which the college district affected lies, an action or suit to contest the validity of any proceedings held under the College District Tax Act, but no such suit or action shall be maintained unless it is instituted within ten days after the issuance by the proper official of a certificate or notification of the results of the election.

D. Alternatively, an election to raise or lower the rate limitation or to abolish the continuing levy shall be called by the board upon receipt by it of a valid petition. To be valid, the petition shall be signed by electors of the college district in a number equal to ten percent of the number of votes cast in the district for the office of governor at the last general election and shall state the question to be voted upon.

E. If the question to be voted on at an election called pursuant to Subsection D of this section fails, it shall not again be submitted to the voters within two years from the date of the election.

F. Any part of the rate authorized by the electors that is not imposed for reasons other than the rate limitation required by Section 7-37-7.1 NMSA 1978 may be authorized to be imposed by the board without calling an election.

RHOADS CO.

NM Public Works Registration # 002476920120618. NM License #7729, MM98, EE98, GB98

3/5/26

Project:

Southeastern New Mexico College
1500 University Drive
Carlsbad, NM 88220
Main Building Boilers Replacement

Rhoads Co. will provide the following listed scopes based upon our site visit and discussions with SENMC personnel

Removal and disposal of (3) existing Raypak Xtherm boilers

Provide and Install:

(3) Raypak Xtherm 1.5 million BTU's 96% boilers (high efficiency)

BACnet IP compatibility and stainless-steel heat exchangers

New condensate drain lines with neutralizer kits

Readapt to the existing with new connections: gas line, hydronics piping/valves, and 6" stainless venting

A crane will be provided to lift these boilers from the courtyard area once in and out of the mechanical room

An electrician will be provided to re-adapt to the existing power supply

An insulation team will be provided to replace any affected pipe insulation for this project

Factory authorized start-up of each boiler to ensure proper setup and operation

Lead time: 4-6 weeks

Warranty: 1-year labor, 1-year parts, 10-year primary/secondary heat exchanger, 25-year thermal shock

Total as listed above: \$403,366.80 plus tax \$29,832.20 total \$433,199.00

Optional Add:

Boilers Preventative Maintenance Contract - \$49,779.41 plus tax \$3,681.59 total \$53,461.00

Comprehensive bi-annual preventative maintenance for these (3) new boilers

Hot Loop Pumps Replacement - \$53,080.29 plus tax \$3,925.71 total \$57,006.00

Removal and replacement of (2) Taco pumps/motors and suction diffusers

Readapt to the existing hydronics piping, flex connectors, and valves

An electrician will be provided to re-adapt to the existing power supply

Start-up the pumps and verify proper operation

Warranty: 1-year labor, 1-year parts

Lead time: 4-5 weeks

We Exclude:

Any work that is not as described above, new boiler pads, new valves of any kind, any controls work, any additional hydronics piping, any additional plumbing or HVAC work, any preventative maintenance plans, water treatment of any kind (if any needs arise we will provide a change order cost for any additional water treatment needs), new stainless steel exhaust venting

This proposal can be utilized with our CES contract #2023-04-G1112-ALL or TIPS contract #24-1001

Sincerely,
Caleb Kimberly
Sales Manager

INDUSTRIAL \\ COMMERCIAL // RESIDENTIAL
107 E 6th St, Roswell, NM 88201
NM License # 7729



www.RHOADSCO.com

HEATING \\ AIR CONDITIONING // PLUMBING
MAIL: PO Box 1635, Roswell, NM 88202
Ph: 575.622.4977 F: 575.622.4978

SENMC Instrumentation Controls and Electrical Program Executive Equipment Justification

SENMC requests Board of Trustees approval for the purchase of equipment for the Instrumentation Controls and Electrical Technology program. The purchase will be primarily funded, potentially in its entirety, by US Department of Energy grant in support of the workforce pipeline for WIPP. Additional funding may include a \$6 million state appropriation to be shared by NM public colleges in support of energy programming as well as funding provided by industry gifts, e.g., ExxonMobil, for the Trades x Technologies Building. It will greatly expand training capacity for students preparing for high-demand electrical and industrial careers.

Approval will allow SENMC to provide hands-on, industry-relevant instruction in process control, wiring, motor controls, automation, and related technical competencies. Each item directly supports workforce readiness, program quality, and alignment with industry demand.

The table below summarizes the quoted price for each requested equipment item.

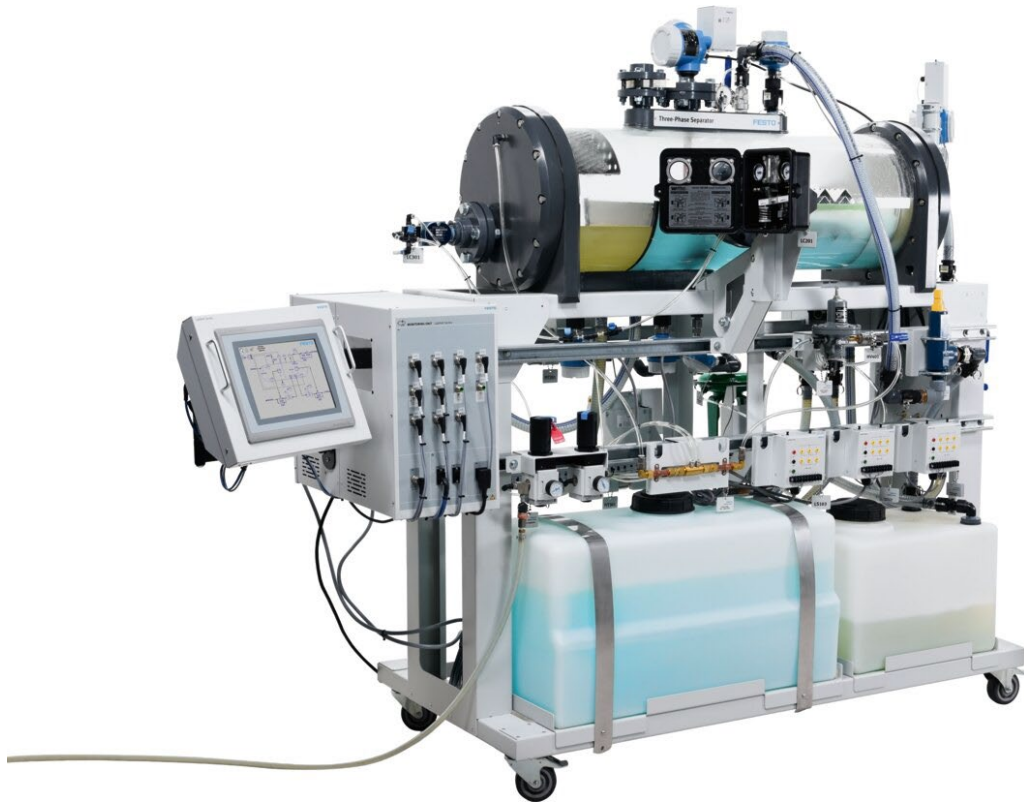
Equipment Section	Vendor Price Sheet Item (3-3-26)	Price
Three-Phase Separator 3535-10	ATC-TIPS SENMC Festo 3-Phase Separator	\$204,982
AC/DC Training System 3351	ATC-TIPS SENMC Festo AC-DC	\$59,984
EMS Learning System 8010-90	ATC-TIPS SENMC Festo EMS	\$43,716
FACET CIA Base Units with Circuit Board Trainers	ATC-TIPS SENMC Festo FACET	\$53,988
Lab-Volt Instrumentation and Process Control Trainer	ATC-TIPS SENMC Festo I&PC	\$445,445
Festo Industrial Wiring Training Kit	ATC-TIPS SENMC Festo Industrial Wiring-Hand Tools Training	\$42,858
Motor Controls Training System	ATC-TIPS SENMC Festo Motor Controls-8036	\$61,804
Advanced PLC Training Systems	ATC-TIPS SENMC Festo PLC	\$205,353
Variable Frequency Drive Learning System	ATC-TIPS SENMC Festo VFD	\$31,333
Total		\$1,149,463

Three-Phase Separator 3535-10

Quoted price: \$204,982 (ATC-TIPS SENMC Festo 3-Phase Separator 3-3-26).

The Three-Phase Separator 3535-10 supports instruction in process control by demonstrating how industrial systems separate oil, water, and gas under controlled operating conditions. Students can observe how changes in pressure, flow, level, retention time, and fluid characteristics affect system performance, making it an effective platform for understanding the real-world behavior of process equipment. This gives learners a practical foundation in the types of variables and operating relationships they will encounter in industrial facilities.

For Instrumentation & Electrical and Industrial Controls training, this system is especially valuable because it connects instrumentation to process outcomes. Students can work with level, pressure, and flow concepts; interpret process conditions; and understand how sensors, control loops, alarms, and automated responses support safe and efficient operation. The trainer helps bridge the gap between classroom theory and field application in process industries such as energy, oil and gas, utilities, and manufacturing.



AC/DC Training System 3351

Quoted price: \$59,984 (ATC-TIPS SENMC Festo AC-DC 3-3-26).

The AC/DC Training System 3351 provides foundational instruction in electrical theory and applied circuit behavior. It supports hands-on learning in voltage, current, resistance, power, circuit construction, and measurement while helping students understand the differences between alternating current and direct current systems. These competencies are essential for any learner entering electrical, instrumentation, or industrial maintenance pathways.

Within Instrumentation & Electrical and Industrial Controls training, this system builds the electrical fundamentals required before students can successfully work with motors, control panels, sensors, transmitters, relays, and automation equipment. It strengthens students' ability to read basic electrical diagrams, use test instruments correctly, verify circuit operation, and troubleshoot faults safely. As a result, it serves as a critical entry point into more advanced industrial controls coursework.



EMS Learning System 8010-90

Quoted price: \$43,716 (ATC-TIPS SENMC Festo EMS 3-3-26).

The EMS Learning System 8010-90 supports instruction in electromechanical systems (EMS), AC/DC motors, generators, and power transmission. Its modular design allows instructors to present a range of industrial concepts in a flexible training format, giving students exposure to the interaction between electrical power, mechanical motion, and equipment performance. This makes it well suited for preparing students for industrial environments where electrical and mechanical systems operate together.

For Instrumentation & Electrical and Industrial Controls training, the system helps students understand how motors and power systems are integrated into automated processes. Learners can develop skills related to motor operation, machine behavior, rotating equipment, and system troubleshooting while gaining context for how controls influence production equipment in the field. Its expandability also allows the program to adapt instruction as workforce needs and employer expectations evolve.



FACET CIA Base Units with Circuit Board Trainers

Quoted price: \$53,988 (ATC-TIPS SENMC Festo FACET 3-3-26).

The FACET CIA Base Units with Circuit Board Trainers provide hands-on instruction in AC/DC circuits, electronics, semiconductor devices, and digital logic. These topics are essential for students who need to move beyond basic wiring and develop a deeper understanding of the electronic building blocks used in control systems, industrial interfaces, and diagnostic work. The trainer allows students to analyze circuit operation, verify component function, and strengthen problem-solving skills in a structured lab setting.

In an Instrumentation & Electrical and Industrial Controls context, this equipment supports the development of troubleshooting skills that are directly relevant to control boards, signal paths, input/output behavior, and device-level fault finding. Students gain experience interpreting how electrical and electronic components interact within larger automated systems, which is valuable preparation for work involving instrumentation panels, control circuitry, and industrial maintenance diagnostics.



Lab-Volt Instrumentation and Process Control Trainer

Quoted price: \$445,445 (ATC-TIPS SENMC Festo I&PC 3-3-26).

The Lab-Volt Instrumentation and Process Control Trainer is a core instructional platform for teaching industrial measurement, control strategies, and automated process operation. It allows students to work with the principles behind process variables such as pressure, level, flow, and temperature while learning how these variables are measured, transmitted, monitored, and controlled. The trainer also supports instruction in calibration practices, controller behavior, and the fundamentals of PID control.

This system is highly relevant to Instrumentation & Electrical and Industrial Controls training because it gives students direct exposure to the devices and concepts used in modern process environments. Learners can develop practical skills related to transmitters, valves, control loops, signal interpretation, and system response, all of which are central to instrumentation work. It prepares students for environments where reliable process control, accurate measurement, and safe automated operation are critical.

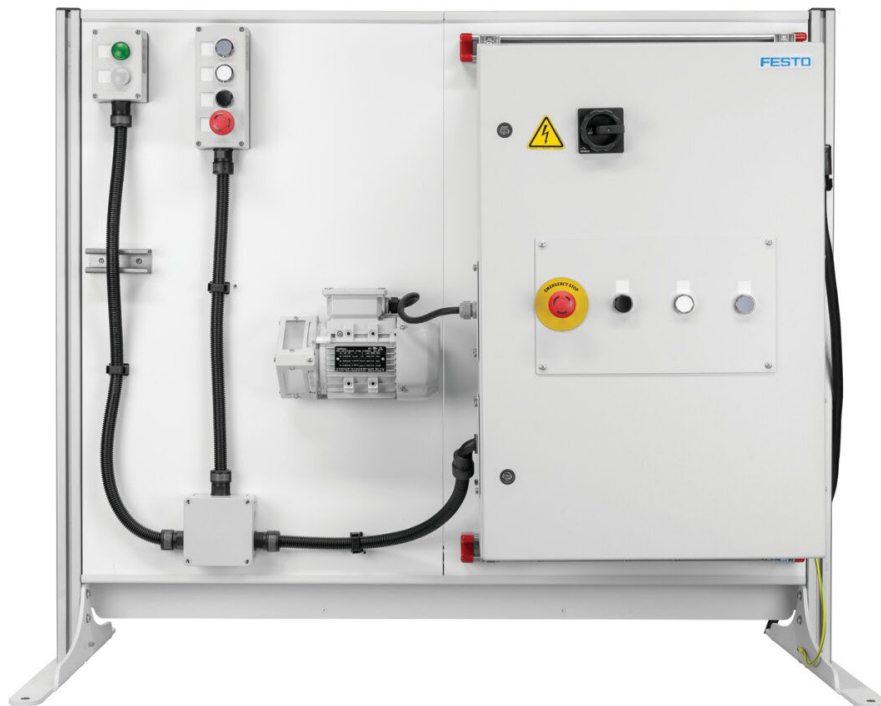


Festo Industrial Wiring Training Kit

Quoted price: \$42,858 (ATC-TIPS SENMC Festo Industrial Wiring-Hand Tools Training 3-3-26).

The Festo Industrial Wiring Training Kit provides applied instruction in industrial wiring methods, component layout, device interconnection, and basic motor-related wiring practices. Students can build confidence in the physical assembly and organization of industrial electrical systems while learning the importance of accuracy, labeling, routing, and safe installation techniques. This creates a strong practical foundation for work in panel construction, equipment setup, and field wiring.

For Instrumentation & Electrical and Industrial Controls training, the kit supports the transition from theory to hands-on implementation. Students learn how to connect and organize components commonly found in industrial control systems, which helps them understand how power, control, and field devices are integrated in actual installations. The training value is especially strong for preparing students to work safely and effectively with industrial enclosures, wiring diagrams, and equipment connections.



Motor Controls Training System

Quoted price: \$61,804 (ATC-TIPS SENMC Festo Motor Controls- 8036 3-3-26).

The Motor Controls Training System teaches the operation and troubleshooting of motor control circuits commonly used in industrial settings. Students can develop an understanding of control logic, relay-based circuits, starters, overload protection, interlocks, and operating sequences that govern motor-driven equipment. These are core competencies for technicians and electricians working with pumps, conveyors, fans, compressors, and other production equipment.

Its relevance to Instrumentation & Electrical and Industrial Controls training lies in the connection between electrical control logic and machine performance. Students learn how commands are initiated, how protective devices function, and how to diagnose faults in control circuits that affect motor operation. This experience supports workforce preparation in industrial maintenance, electrical systems, and automation support roles where reliable motor control is essential.

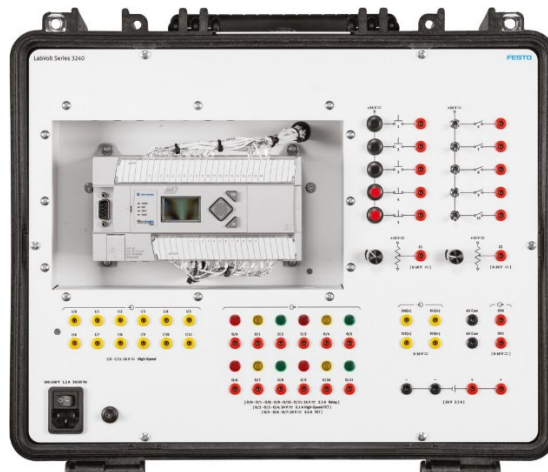


Advanced PLC Training Systems

Quoted price: \$205,353 (ATC-TIPS SENMC Festo PLC 3-3-26).

Advanced PLC Training Systems provide instruction in programmable logic controller (PLC) architecture, programming, troubleshooting, and automated system control. They help students understand how modern industrial processes are sequenced, monitored, and adjusted using logic-based control platforms. Through hands-on exercises, students can develop the ability to interpret inputs and outputs, work with logic routines, and diagnose control issues in automated environments.

These systems are central to Instrumentation & Electrical and Industrial Controls training because PLCs serve as the backbone of many industrial automation systems. Students gain skills that are directly transferable to manufacturing, utilities, energy, and process industries, including control logic development, system testing, troubleshooting, and integration with field devices. Exposure to PLC-based instruction is essential for preparing students for current employer expectations in automation and controls.



Variable Frequency Drive Learning System

Quoted price: \$31,333 (ATC-TIPS SENMC Festo VFD 3-3-26).

The Variable Frequency Drive (VFD) Learning System supports instruction in drive operation, speed control, parameter configuration, and the relationship between drives and three-phase motor performance. Students learn how variable frequency drives are used to control acceleration, deceleration, torque, direction, braking, and protective functions in industrial applications. This type of training is increasingly important as VFDs are widely used to improve efficiency, process control, and equipment reliability.

For Instrumentation & Electrical and Industrial Controls training, the system gives students hands-on experience with one of the most common technologies used in modern automation. Learners can explore how drives are installed, programmed, maintained, and troubleshot, as well as how they interface with PLCs, control circuits, and operator interfaces. This prepares students for advanced work in motor systems, automation support, and integrated industrial control environments.



Comparison of Proposal and Alternative Approaches

The table below summarizes the main tradeoffs the Board may consider when evaluating this request.

Option	Pros	Cons	Board Consideration
This proposal: Buy full equipment package and train in-house	Strongest alignment with WIPP and regional workforce needs; full control of scheduling, curriculum, and equipment access; builds permanent training capacity.	Highest upfront cost; requires maintenance, instructor capacity, and consistent utilization.	Best choice if the board wants a long-term, college-owned workforce asset.
Apprenticeship only	Lowest immediate cost; simplest to administer.	Does not fully address the Instrumentation & Electrical and Industrial Controls gap; limits program responsiveness.	Lowest-cost option, but it does not solve the stated training need.
Hybrid model: core lab plus virtual labs	Reduces initial capital cost; adds flexibility and scalable practice opportunities.	Virtual tools do not fully replace hands-on work with wiring, motors, instrumentation, and calibration hardware.	Good budget compromise, but weaker than the full proposal for job-ready hands-on skills.
Outsource specialized training	Provides fast access to outside expertise; may reduce short-term equipment purchases.	Less control over quality, scheduling, and curriculum; can become costly if used repeatedly.	Useful as a supplement, not the strongest stand-alone strategy.
Shared or mobile regional lab partnership	Can expand access and reduce duplication of capital spending; helpful for outreach and employer-based delivery.	Availability depends on partner schedules, logistics, and shared priorities; less reliable for fixed cohorts.	Attractive if partnership funding exists, but less dependable than on-campus ownership.
Lease key equipment instead of buying	Lowers upfront cost and spreads payments over time; may simplify refresh cycles.	Higher long-term cost in a stable program; less control over specs and vendor terms.	Useful for cash-flow management, but usually weaker than buying for a long-term program.

Quotation: Mine Hazard Identification System

1.0 Quote Details

To:	Southeast New Mexico College (SENMC)	From:	Dennis Mayo
Contact Person:	Chris Spaulding	Date:	March 31, 2026
Tel/Mobile:	(520) 270-8721	Quote Number:	5DT_USA_SENMC_2026-01_A
E-Mail:	cspaulding@senmc.edu	Pages:	1

2.0 Description

2.1 System Hardware

The system will make use of the existing SimBASE VR stations at SENMC, as shown in the following image.





Figure 1 – SimBASE VR Station The user views the virtual world with a virtual reality (VR) head mounted display (HMD). The user navigates in the virtual world with two VR space controllers (wands).

The SimBASE VR hardware consists of the following elements:

- a. Frame
- b. 55" Screen
- c. Personal Computer
- d. HTC Vive Virtual Reality (VR) Head Mounted Display (HMD)
- e. Two (2) HTC Vive Space Controllers

2.2 System Software

The system software will include the following elements:

- a. Underground mine section with a wide array of hazards that can be configured (e.g. switched on or off) before a training scenario by the instructor. *Typical* hazards are described in Appendix A. These are hazards as identified by the Mine Safety and Health Administration (MSHA) of the United States, specifically for underground mines, which includes salt mines.
- b. Trainees will follow an inspection path (walk-through) through the section. The trainees may have to be guided on this path, for example by using arrows on the ground.
- c. There will be a 'Learn Mode' and an 'Assessment Mode'.
- d. In the Learn Mode all the hazards will be marked with an orange "?" icon. When clicking on such an icon in the Learn Mode, detail information about the hazard will be supplied, including the MSHA identification. Note that the trainee will have to *take an action*, i.e. click on the icon, before the info is revealed/displayed.
- e. In the Assessment Mode the hazards will be unmarked. The trainee will have to click in the close proximity of where he/she believes the hazard to exist. After clicking on a hazard the trainee will be prompted to select the appropriate hazard from a drop-down list. If a hazard is identified correctly, a green  icon will be displayed. If a hazard is identified incorrectly, a red  icon will be displayed. Indicating a hazard where there is not a hazard, will be viewed as an incorrect identification.
- f. Once a hazard has been identified, it will also be expected of the trainee to indicate what corrective action needs to be taken to remove and/or alleviate the hazard, for example:
 - *Report and Proceed with Caution*
 - *Fix Immediately*
 - *Evacuate Immediately and Report*
- g. The trainee will also be subjected to emergency events, for example when a hazardous gas (such as methane) is detected. In this case the trainee will have to select the correct action to be taken. The location of such events will be pre-configured by the instructor.
- h. The number of *unreported*, *correctly reported* and *incorrectly reported* hazards will be tracked by the system so that a report could be generated for the trainee at the end of an assessment session.
- i. Training scenarios will typically not exceed 15 minutes.
- j. The system will have a 'Group' mode where teams of typically 3 trainees will be able to navigate through the virtual environment and identify hazards. One person will navigate by means of the space controllers. The same person will also log the hazards, as identified by the group. The details of all the group members will be logged by the system.
- j. An E-Learning package, for theoretical training, will be offered as well.

3.0 Quote

Item	Description	Delivery [After Receipt of Order]	Qty	Unit Price [USD]	Price [USD]
3.1	Virtual Reality Application: Underground Mining Hazard Identification (Up to 10 Concurrent User Licenses)	6-9 Months	1	80,000	80,000
3.2	E-Learning: Underground Mining Hazard Identification (Up to 10 Concurrent User Licenses)	6-9 Months	1	30,000	30,000
				Sub-Total	110,000

3.3	Support Package: 10% of Total Contract Amount per Annum	--	3	11,000	33,000
				Total	143,000

4.0 Notes

No.	Description
4.1	This quote is valid for 90 days after which it may be renegotiated.
4.2	This quote does not include any taxes or duties.
4.3	Payment Terms: a. 40% Upfront Mobilisation Fee b. 50% After Successful Factory Acceptance Test (FAT) and Before Shipping c. 10% After Successful Installation

Please do not hesitate to contact the undersigned if you need more information.

Yours sincerely

Dennis Mayo
Country Manager

Appendix A: MSHA Underground Mining Hazards

This document describes several regulations from MSHA. All of the regulations are from the Underground Metal/Non-metal section or part 57, which would govern an underground salt mine.

We went through these and selected *typical* ones that we thought would best fit a supervisor pre-shift walk around inspection of a mine.

Part 57 is underground metal/non-metal (The part number is the first 2 digits of the standard #) **57.3200**

57.3200 Correction of hazardous conditions.

Ground conditions that create a hazard to persons shall be taken down or supported before other work or travel is permitted in the affected area. Until corrective work is completed, the area shall be posted with a warning against entry and, when left unattended, a barrier shall be installed to impede unauthorized entry.

57.3430 Activity between machinery or equipment and the highwall or bank.

Persons shall not work or travel between machinery or equipment and the highwall or bank where the machinery or equipment may hinder escape from falls or slides of the highwall or bank. Travel is permitted when necessary for persons to dismount.

57.4101 Warning signs.

Readily visible signs prohibiting smoking and open flames shall be posted where a fire or explosion hazard exists.

57.4402 Safety can use.

Small quantities of flammable liquids drawn from storage shall be kept in safety cans labeled to indicate the contents.

57.4104 Combustible waste.

(a) Waste materials, including liquids, shall not accumulate in quantities that could create a fire hazard.

(b) Waste or rags containing flammable or combustible liquids that could create a fire hazard shall be placed in the following containers until disposed of properly:

(1) Underground—covered metal containers.

(2) On the surface—covered metal containers or equivalent containers with flame containment characteristics.

57.4600 Extinguishing equipment.

(a) When welding, cutting, soldering, thawing, or bending

(1) With an electric arc or with an open flame where an electrically conductive extinguishing agent could create an electrical hazard, a multipurpose dry-chemical fire extinguisher or other extinguisher with at least a 2-A:10-B:C rating shall be at the worksite

(2) With an open flame in an area where no electrical hazard exists, a multipurpose dry-chemical fire extinguisher or equivalent fire extinguishing equipment for the class of fire hazard present shall be at the worksite.

57.4602 Gauges and regulators.

Gauges and regulators used with oxygen or acetylene cylinders shall be kept clean and free of oil and grease

57.9100 Traffic control.

To provide for the safe movement of self-propelled mobile equipment—

(a) Rules governing speed, right-of-way, direction of movement, and the use of headlights to assure appropriate visibility, shall be established and followed at each mine; and

(b) Signs or signals that warn of hazardous conditions shall be placed at appropriate locations at each mine.

57.9202 Loading and hauling large rocks.

Large rocks shall be broken before loading if they could endanger persons or affect the stability of mobile equipment. Mobile equipment used for haulage of mined material shall be loaded to minimize spillage where a hazard to persons could be created.

57.9301 Dump site restraints.

Berms, bumper blocks, safety hooks, or similar impeding devices shall be provided at dumping locations where there is a hazard of overtravel or overturning.

57.9304 Unstable ground.

(a) Dumping locations shall be visually inspected prior to work commencing and as ground conditions warrant.

(b) Where there is evidence that the ground at a dumping location may fail to support the mobile equipment, loads shall be dumped a safe distance back from the edge of the unstable area of the bank.

57.9306 Warning devices for restricted clearances.

Where restricted clearance creates a hazard to persons on mobile equipment, warning devices shall be installed in advance of the restricted area and the restricted area shall be conspicuously marked.

57.9313 Roadway maintenance.

Water, debris, or spilled material on roadways which creates hazards to the operation of mobile equipment shall be removed.

57.11001 Safe access.

Safe means of access shall be provided and maintained to all working places.

57.11003 Construction and maintenance of ladders.

Ladders shall be of substantial construction and maintained in good condition.

57.11013 Conveyor crossovers.

Crossovers shall be provided where it is necessary to cross conveyors.

§ 57.11014 Crossing moving conveyors.

Moving conveyors shall be crossed only at designated crossover points

57.11051 Escape routes.

Escape routes shall be—

(a) Inspected at regular intervals and maintained in safe, travelable condition; and

(b) Marked with conspicuous and easily read direction signs that clearly indicate the ways of escape.

57.11058 Check-in, check-out system.

Each operator of an underground mine shall establish a check-in and check-out system which shall provide an accurate record of persons in the mine. These records shall be kept on the surface in a place chosen to minimize the danger of destruction by fire or other hazards. Every person underground shall carry a positive means of being identified.

57.12018 Identification of power switches.

Principal power switches shall be labeled to show which units they control, unless identification can be made readily by location.

57.12020 Protection of persons at switchgear.

Dry wooden platforms, insulating mats, or other electrically-nonconductive material shall be kept in place at all switchboards and power-control switches where shock hazards exist. However, metal plates on which a person normally would stand and which are kept at the same potential as the grounded, metal, non-current-carrying parts of the power switches to be operated may be used

57.12021 Danger signs.

Suitable danger signs shall be posted at all major electrical installations.

57.12032 Inspection and cover plates.

Inspection and cover plates on electrical equipment and junction boxes shall be kept in place at all times except during testing or repairs.

57.12085 Transformer stations.

Transformer stations shall be enclosed to prevent persons from unintentionally or inadvertently contacting energized parts.

57.12088 Splicing trailing cables.

No splice, except a vulcanized splice or its equivalent, shall be made in a trailing cable within 25 feet of the machine unless the machine is equipped with a cable reel or other power feed cable payout-retrieval system. However, a temporary splice may be made to move the equipment for repair.

57.14107 Moving machine parts.

(a) Moving machine parts shall be guarded to protect persons from contacting gears, sprockets, chains, drive, head, tail, and takeup pulleys, flywheels, coupling, shafts, fan blades; and similar moving parts that can cause injury.

(b) Guards shall not be required where the exposed moving parts are at least seven feet away from walking or working surfaces.

57.14110 Flying or falling materials.

In areas where flying or falling materials generated from the operation of screens, crushers, or conveyors present a hazard, guards, shields, or other devices that provide protection against such flying or falling materials shall be provided to protect persons.

57.14115 Stationary grinding machines.

Stationary grinding machines, other than special bit grinders, shall be equipped with—

(a) Peripheral hoods capable of withstanding the force of a bursting wheel and enclosing not less than 270°—of the periphery of the wheel;

(b) Adjustable tool rests set so that the distance between the grinding surface of the wheel and the tool rest is not greater than 1/8 inch; and

(c) A safety washer on each side of the wheel.

57.14207 Parking procedures for unattended equipment.

Mobile equipment shall not be left unattended unless the controls are placed in the park position and the parking brake, if provided, is set. When parked on a grade, the wheels or tracks of mobile equipment shall be either chocked or turned into a bank or rib.

57.15031 Location of self-rescue devices.

(a) Except as provided in paragraph (b) and (c) of this section, self-rescue devices meeting the requirements of standard 57.15030 shall be worn or carried by all persons underground.

(b) Where the wearing or carrying of self-rescue devices meeting the requirements of standard 57.15030 is hazardous to a person, such self-rescue devices shall be located at a distance no greater than 25 feet from such person.

(c) Where a person works on or around mobile equipment, self-rescue devices may be placed in a readily accessible location on such equipment.

57.16001 Stacking and storage of materials.

Supplies shall not be stacked or stored in a manner which creates tripping or fall-of-material hazard

57.17001 Illumination of surface working areas.

Illumination sufficient to provide safe working conditions shall be provided in and on all surface structures, paths, walkways, stairways, switch panels, loading and dumping sites, and working areas.

Appendix B: Examples of Citations Issued by MSHA

This document shows actual citations given to mines after a fatality. The fatality headings are in italics and the actual regulation cited is in Bold.

*A 104(a) citation was issued to Moran Mining USA Inc for a violation of 30 CFR **57.14105**.*

A fatal accident occurred on November 13, 2023, when a miner died when he became entangled in a rotating drill steel while changing the steel. The contractor did not ensure that the power was off, and the equipment was blocked against hazardous motion.

*A 104(a) citation was issued to Lexington Quarry Company for a violation of 30 CFR **57.14100(b)**.*

Defects affecting the safe operation of the Green 2002 Ford F150 Pickup Truck, VIN # C6530, in use in the active underground areas of the mine were not corrected in a timely manner to prevent the creation of hazards to persons. The truck's service brake is not operational at the time of inspection. When tested with the Engine both running and not running, the service brake pedal will go directly to the floor with little to no resistance when pressure is applied and has no stopping capabilities. Also, the truck's 4-Wheel Drive Feature is not working when tested.

*A 104(a) citation was issued to Nyrstar Tennessee Mines, Strawberry Plains LLC for a violation of 30 CFR **57.3200**.*

On July 12, 2025, a LHD loader operator died when the roof collapsed onto the cab of the LHD loader he was operating. The mine operator did not take down or support the hazardous ground conditions before work and travel occurred in the affected area.

*A 104(a) citation was issued to Cargill Deicing Technology for a violation of 30 CFR **57.9100(b)**.*

On November 27, 2024, an electrician with ten years of mining experience died after being struck by an underground Load Haul Dump (LHD) loader. The mine operator did not place signs or signals that warn of hazardous conditions at appropriate locations.

*A 104(d)(1) citation was issued to Nevada Gold Mines, LLC for a violation of **57.18002(a)**.*

A fatal accident occurred at the Cortez District-Underground mine on February 14, 2022, when a Getman A64 Lube/Fuel truck, company number TRL0003, fell approximately 60 feet into the open 430 stope. A berm to prevent the lube truck from falling into the open stope had not been installed in accordance with the mine operator's standard operating procedure. An adequate examination of this working place would have noted this obvious condition that adversely affected the safety of the miners. This condition existed for approximately two months and management traveled through the area daily looking for defects that could adversely affect the safety or health of the miners. Prior to the accident, mine management decided to stop installing berms near open stopes. The mine operator engaged in aggravated conduct constituting more than ordinary negligence by being aware of the unsafe condition and not promptly initiating appropriate action to correct it. This violation is an unwarrantable failure to comply with a mandatory safety standard.

Quotation: Radiological Control Technician (RCT) Training System

1.0 Quote Details

To:	Southeast New Mexico College (SENMC)	From:	Dennis Mayo
Contact Person:	Chris Spaulding	Date:	March 31, 2026
Tel/Mobile:	(520) 270-8721	Quote Number:	5DT_USA_SENMC_2026-02_A
E-Mail:	cspaulding@senmc.edu	Pages:	1

2.0 Description

2.1 System Hardware

The system will make use of the existing SimBASE VR stations at SENMC, as shown in the following image.



Figure 1 – SimBASE VR Station The user views the virtual world with a virtual reality (VR) head mounted display (HMD). The user navigates in the virtual world and interact with the virtual world with two VR space controllers (wands).

The SimBASE VR hardware consists of the following elements:

- a. Frame
- b. 55" Screen
- c. Personal Computer
- d. HTC Vive Virtual Reality (VR) Head Mounted Display (HMD)
- e. Two (2) HTC Vive Space Controllers

2.2 System Software

The system software will include the following elements:

- a. Two virtual worlds:
 - Interior (lab) environment
 - Exterior (outside) environment
- b. The interior environment will include a typical lab with benches and an access door. It will also include a 'PPE Table' and an 'Instrument Table'. Avatars of humans and virtual objects will be placed inside the virtual environment.
- c. The trainee will navigate the virtual world and interact with virtual objects by using the space controllers. Interaction will include, inter alia:
 - Pointing at and selecting items
 - Grabbing, ungrabbing, rotating and moving items
- d. The trainee will be able to execute training scenarios, typically based on the videos supplied by SENMC, that is, RCT_1.mov up to RCT_6.mov.
- e. Typical (virtual) PPE will include, inter alia:
 - Protective (Tyvek) Suit (*good suit and torn suit*)
 - Hood
 - Hard Hat and/or Safety Glasses
 - Glove Liners
 - Gloves
 - Tape (pre-cut into strips that are *too short, correct length and too long*)
 - Booties
 - Personal Dosimeter
 - Digital Dosimeter
- f. The following Training Scenarios will be presented:

No.	Scenario Title	Scenario Description
2.2.1	Identification of Personal Protective Equipment (PPE)	There will be a 'PPE Table' inside the virtual environment. The trainee will be able to click on a specific PPE item and information of the item will be displayed.
2.2.2	Inspection of PPE	The trainee will be able to select a specific piece of PPE and inspect it to determine whether it is good or bad, for example, selecting a protective suit and checking whether there are tears in the suit.
2.2.3	Identification of Instrumentation	There will be a 'Instrumentation Table' inside the virtual environment. The trainee will be able to click on a specific instrument and information of the item will be displayed.
2.2.4	Donning (putting on) the PPE	The trainee will have to select PPE from the 'PPE Table'. As soon as an item is selected, the trainee will immediately 'wear' it. If the selected item has a specific donning process, an animation (or video) of the donning process will be available to be played. If PPE is selected in the incorrect order, the system will notify the trainee of the implication/s and an error will be logged.
2.2.5	Doffing (taking off) the PPE	The trainee will have to select 'take off' virtual PPE. As soon as an item is selected, it will immediately be taken off. If the selected item has a specific doffing process, an animation (or video) of the doffing process will be available to be played. If PPE is taken off in the incorrect order, the system will notify the trainee of the implication/s and an error will be logged.
2.2.6	Frisking Another Person	The trainee will be presented with an avatar (graphical representation) of a person to be frisked. The trainee will then be able to frisk the avatar with a virtual instrument.

		It will be possible for the instructor to configure the virtual avatar to have certain high radiation areas on its body. The trainee will then have to determine, by means of frisking, where these areas are. The system will track whether the correct order of frisking was observed. Error/s will be logged if the incorrect order was observed. The system will also track whether all the frisking areas were scanned. Error/s will be logged for areas that were not scanned. The duration of the frisking process will be logged.
2.2.7	Self-Frisking	Same as above, except that the trainee will have to frisk him-/herself. There will be a 3 rd person (outside) view to assist the trainee to 'see' how the frisking is done, for example a virtual 'mirror' or a 3 rd person view.
2.2.8	Barricading and Signposting Areas/Objects that Needs to be Scanned	The trainee will be taught how to barricade and signpost areas or objects that need to be scanned or swabbed. The scenario will start with the trainee already wearing the required PPE.
2.2.9	Scanning (Frisking) Objects Inside a Room	In this scenario the trainee will be taught how to scan (frisk) objects inside a room. The scenario will start with the trainee already wearing the required PPE. It will be possible for the instructor to configure (or select) certain areas of high radiation.
2.2.10	Scanning (Frisking) Objects Outside	Same as above, but in an exterior environment.
2.2.11	Using Objects (like steel cabinets) to Block Radiation while Scanning	This scenario will teach the trainee how to use objects like steel cabinets or brick walls to block or reduce radiation exposure while scanning or swabbing objects. The scenario will start with the trainee already wearing the required PPE.
2.2.12	Swabbing Objects	This scenario will teach the trainee how to correctly swab objects and how to document the swabbing process. The scenario will start with the trainee already wearing the required PPE. It will be possible for the instructor to configure (or select) certain areas of high radiation.
2.2.13	Management of Injured Persons	This scenario will teach the trainee the following: a. Assess whether the injury is life threatening or not. Determine if the person is ambulatory or non-responsive. b. Manage emergency personnel. c. Accompany injured person. d. Assess radiological status of injured person immediately if injury is not life-threatening, or after first aid and/or treatment if injury is life threatening.

Table 1 – Training Scenarios for the RCT Training System

f. An E-Learning package, for theoretical training, will be offered as well.

3.0 Quote

Item	Description	Delivery [After Receipt of Order]	Qty	Unit Price [USD]	Price [USD]
3.1	Virtual Reality Application: Radiological Control Technician (RCT) (Up to 10 Concurrent User Licenses)	6-9 Months	1	115,000	115,000
3.2	E-Learning: Radiological Control Technician (RCT) (Up to 10 Concurrent User Licenses)	6-9 Months	1	30,000	30,000
				Sub-Total	145,000
3.3	Support Package: 10% of Total Contract Amount per Annum	--	3	14,500	43,500
				Total	188,500

4.0 Notes

No.	Description
4.1	This quote is valid for 90 days after which it may be renegotiated.
4.2	This quote does not include any taxes or duties.
4.3	Payment Terms: a. 40% Upfront Mobilisation Fee b. 50% After Successful Factory Acceptance Test (FAT) and Before Shipping c. 10% After Successful Installation

Please do not hesitate to contact the undersigned if you need more information.

Yours sincerely

Dennis Mayo
Country Manager

**Southeast New Mexico College
FY27 Budget Presentation
April 13, 2026**

The College's proposed operating budget for FY 2026-2027 is presented for consideration.

Recommended Action: Approval

Southeast New Mexico College

Discussion of Budget for FY27

Summary

The 2026-2027 budget has been developed during a continued period of growth as Southeast New Mexico College (SENMC) continues to forge forward as an independent community college. The growth continues to impact tuition revenue, funding from the state of New Mexico, and Carlsbad local ad valorem which includes both property and oil and gas taxes. The budget takes a moderate approach for fiscal year 2027 and maintains flexibility to continue to respond to future challenges.

The 2026-2027 budget is significantly higher than 2025-2026 budget with an increase of \$25.28M. This is primarily due to the ongoing construction that the college is undertaking including the completion of the Trades & Technology Building, daycare building design, and renovation of the front entrance. These additional expenses will require SENMC to transfer \$22.42M from reserves during the 2027 fiscal year.

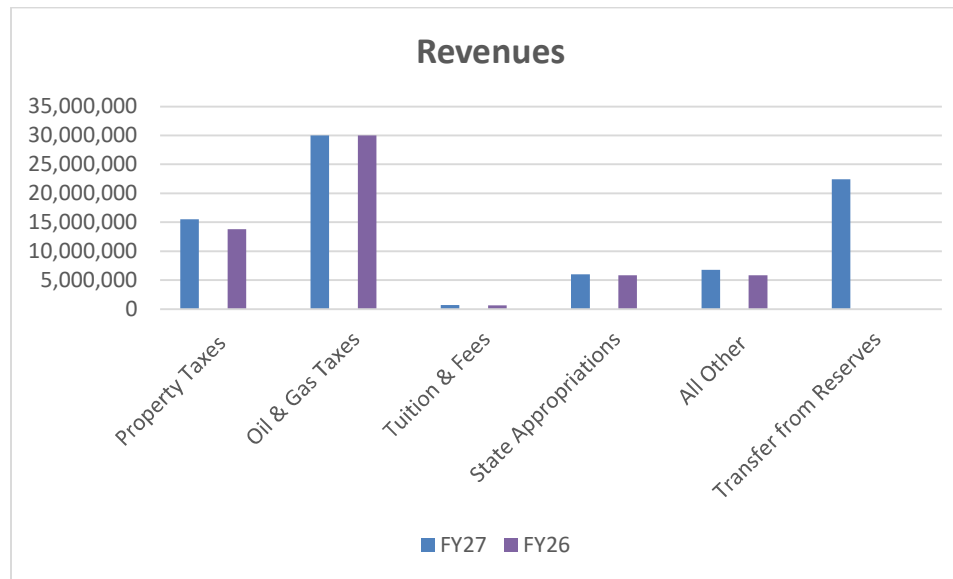
The FY2027 is balanced, meaning that authorized expenditures equal anticipated revenues.

Revenue

There are six primary sources of revenue the College receives: (1) property taxes, (2) oil and gas taxes, (3) tuition and fees, (4) funding from the state of New Mexico, (5) other and (6) transfer from reserves.

Budgeted Revenue

	FY27		FY26	
Property Taxes	15,500,000	19.04%	13,805,000	24.60%
Oil & Gas Taxes	30,000,000	36.86%	30,000,000	53.47%
Tuition & Fees	677,775	0.83%	642,421	1.14%
State Appropriations	6,008,800	7.38%	5,838,200	10.40%
All Other	6,790,989	8.34%	5,823,975	10.38%
Transfer from Reserves	22,415,650	27.54%	0	0.00%
	81,393,214	100.00%	56,109,596	100.00%



The graph and table presented above show the relative size of each category, along with the changes within each category for the most recent budgets. The oil and gas tax revenue combined with the property tax revenue are one of the two largest sources of

revenue, while the transfer from reserves for FY27 is the second largest. The transfer from reserves is new for FY27 as expenses are projected to exceed revenue as the college continues to pay cash for the ongoing construction and renovation projects.

Taxes

Southeast New Mexico College has enjoyed several years of solid increases in taxable values, with the current year continuing that trend.

Tuition and Fees

Revenue from tuition and fees includes a conservative increase of 5% as SENMC continues to grow its dual enrollment, workforce, and traditional and non-traditional student base.

State Appropriations

The college's appropriations from the State of New Mexico consist of three components: (1) formula funding, (2) a non-formula special item for building and equipment renewal and replacement, and (3) funding for annual raises. State appropriations are projected to increase in FY27 by \$170,600 from FY26.

All Other Revenue

All Other Revenue consists of auxiliary revenue, gifts, grants, and interest. The increase is a result of increasing the projections of interest that are expected to be received by the college.

Transfer from Reserves

Transfer from reserves is necessary to ensure a balanced budget and to offset the amount of revenue needed to sustain the institution for FY27. A transfer in the amount of \$22.42M is projected for the FY27 budget.

Expenditures

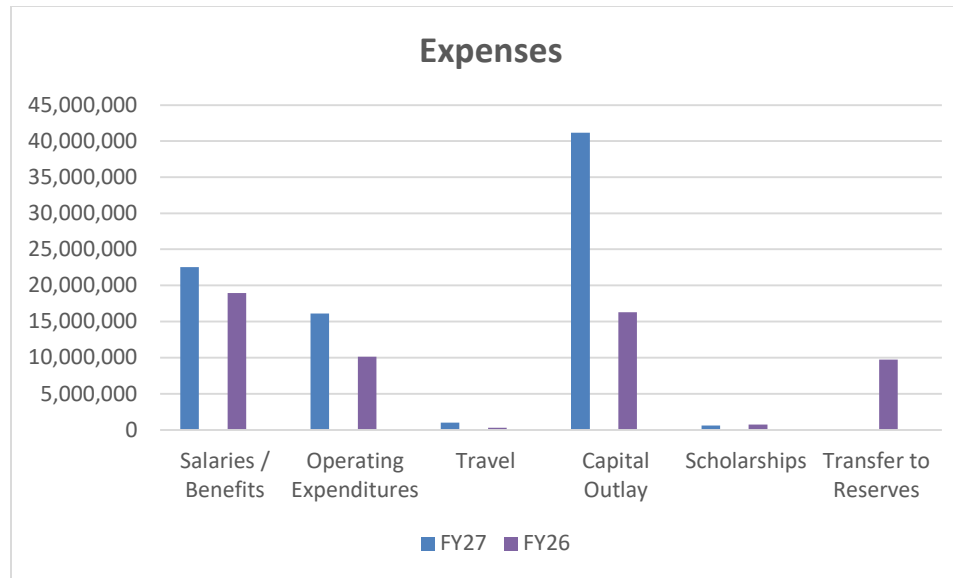
Total expenditures for the FY27 budget are \$81,393,214.

The primary areas of spending are reflected below:

Budgeted Expenses

	FY27		FY26	
Salaries / Benefits	22,546,365	27.70%	18,960,588	33.79%
Operating Expenditures	16,121,393	19.81%	10,127,383	18.05%
Travel	980,583	1.20%	300,000	0.53%
Capital Outlay	41,133,377	50.54%	16,271,882	29.00%
Scholarships	611,495	0.75%	725,000	1.29%
Transfer to Reserves	0	0.00%	9,724,743	17.33%
	<u>81,393,213</u>	<u>100.00%</u>	<u>56,109,596</u>	<u>100.00%</u>

The proportion of expenditures that goes into each of these broad groupings is largely unchanged from the prior year except for the category capital outlay and transfer to reserve categories. The capital outlay increase is due to the ongoing construction that SENMC is planning for during FY2027. The FY26 current year revised budget includes a planned transfer of \$9.72M to reserves, reflecting a strategic effort to strengthen the institution’s financial position and ensure adequate resources are set aside for FY27 capital needs and contingencies.



The graph shown above illustrates the relative size of these groups of expenditures. The capital outlay is the largest group due to the ongoing construction that SENMC is planning for FY2027.

Salaries and Benefits

This grouping includes salaries for full-time employees, salaries for adjunct instructors, salaries for other part-time employees, and employee benefits. SENMC provided eligible employees with a 1% or \$1,000 whichever is greater salary increase for FY27.

Salaries and benefits have increased by \$3.59M as the institution continues to invest in expansion and ongoing support of department operations which require dedicated staffing resources. The budget also includes projected hires to support new startup initiatives aligned with institutional priorities, further contributing to the increase.

It is important to note that this increase reflects a conservative, fully loaded budgeting approach that assumes 100% of authorized positions are filled beginning July 1, 2026. This projection does not account for typical attrition, vacancies, or timing delays in hiring,

which historically generate salary savings throughout the fiscal year. As a result, actual expenditures are expected to be lower than budgeted amounts, providing a level of flexibility and potential savings as the year progresses.

Operating Expenditures

Operating expenditures have increased by \$5.99M, driven by startup costs and other one-time investments associated with bringing new programs online. As the institution expands its academic and workforce offerings, upfront expenditures are necessary to support program development, including equipment, instructional materials, and initial operational setup.

These investments also include one-time costs related to facilities readiness, program infrastructure, and other implementation needs that are critical to successfully launching and sustaining new initiatives. While these expenditures increase the current year budget, they are largely non-recurring in nature and are intended to position the institution for future enrollment growth and long-term revenue generation.

Overall, this increase reflects a strategic investment in expanding access, meeting workforce demands, and aligning program offerings with community and regional needs, while recognizing that many of these costs will not carry forward at the same level in future fiscal years.

Travel, Capital Outlay, Scholarships and Transfer from Reserves

Travel, capital outlay, scholarships, and transfer from reserves budgets reflect strategic increases resulting from individualized budget discussions with faculty and Facilities leadership. These conversations allowed for a more accurate assessment of programmatic needs, deferred maintenance, equipment replacement, and student support priorities. As a result, travel funding was adjusted to better support professional development and institutional representation, capital outlay was increased to address critical infrastructure and equipment needs coupled with ongoing construction plans, and scholarship funding was expanded to enhance student access, retention, and success.

**Southeast New Mexico College
Budget Adjustment Request (BAR)
April 13, 2026**

The College's Budget Adjustment Request for FY 2025-2026 is presented for consideration.

Recommended Action: Approval

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION :	<u>Southeast New Mexico College</u>		FY <u>2026</u>
Adjustment to Fund:	<u>Unrestricted</u>		Request # <u>26-01</u>
	Current Approved Budget	INCREASE (DECREASE)	Revised Budget
REVENUES			
Instruction and General	41,788,602	14,088,994	55,877,596
Student Social & Cultural Activities	60,000	0	60,000
Research		0	
Public Service		0	
Internal Service Dept.	60,000	0	60,000
Student Financial Aid		0	
Auxiliary Enterprises	400,000	(168,000)	232,000
Athletics		0	
Independent Operations		0	
Subtotal Current Funds	42,308,602	13,920,994	56,229,596
Capital Outlay	10,500	(10,500)	
Renewals & Replacements	161,936	(161,936)	
Retirement of Indebtedness		0	
Subtotal Plant Funds	172,436	(172,436)	0
TOTAL REVENUES	42,481,038	13,748,558	56,229,596
BEGINNING BALANCES			
Instruction and General	5,302,879	0	5,302,879
Student Social & Cultural Activities		0	
Research		0	
Public Service		0	
Internal Service Dept.		0	
Student Financial Aid		0	
Auxiliary Enterprises		0	
Athletics		0	
Independent Operations		0	
Subtotal Current Funds	5,302,879	0	5,302,879
Capital Outlay	74,486,741	0	74,486,741
Renewals & Replacements	42,739,415	0	42,739,415
Retirement of Indebtedness		0	
Subtotal Plant Funds	117,226,156	0	117,226,156
TOTAL BEGINNING BALANCES	122,529,035	0	122,529,035
TOTAL AVAILABLE			
Instruction and General	47,091,481	14,088,994	61,180,475
Student Social & Cultural Activities	60,000	0	60,000
Research	0	0	0
Public Service	0	0	0
Internal Service Dept.	60,000	0	60,000
Student Financial Aid	0	0	0
Auxiliary Enterprises	400,000	(168,000)	232,000
Athletics	0	0	0
Independent Operations	0	0	0
Subtotal Current Funds	47,611,481	13,920,994	61,532,475
Capital Outlay	74,497,241	0	74,497,241
Renewals & Replacements	42,901,351	0	42,901,351
Retirement of Indebtedness	0	0	0
Subtotal Plant Funds	117,398,592	0	117,398,592
GRAND TOTAL AVAILABLE	165,010,073	13,920,994	178,931,067

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION :	Southeast New Mexico College		FY	2026
Adjustment to Fund:	Unrestricted		Request #	26-01
	Current Approved Budget	INCREASE (DECREASE)		Revised Budget
EXPENDITURES				
Instruction and General	22,200,464	13,197,845		35,398,309
Student Social & Cultural Activities		0		
Research		0		
Public Service		400,000		400,000
Internal Service Dept.		0		
Student Financial Aid		0		
Auxiliary Enterprises		1,066,667		1,066,667
Athletics		0		
Independent Operations		0		
Subtotal Current Funds	22,200,464	14,664,511		36,864,975
Capital Outlay		13,500,000		13,500,000
Renewals & Replacements		200,000		200,000
Retirement of Indebtedness		0		
Subtotal Plant Funds	0	13,700,000		13,700,000
TOTAL EXPENDITURES	22,200,464	28,364,511		50,564,975
TRANSFERS IN (OUT)				
Instruction and General	19,429,155	(19,429,155)		0
Student Social & Cultural Activities		(10,000)		(10,000)
Research		0		
Public Service		0		
Internal Service Dept.		(4,000,000)		(4,000,000)
Student Financial Aid		0		
Auxiliary Enterprises		(1,000,000)		(1,000,000)
Athletics		0		
Independent Operations		(9,724,743)		(9,724,743)
Subtotal Current Funds	19,429,155	(34,163,898)		(14,734,743)
Capital Outlay		(13,750,000)		(13,750,000)
Renewals & Replacements		(200,000)		(200,000)
Retirement of Indebtedness		0		
Subtotal Plant Funds	0	(13,950,000)		(13,950,000)
NET TRANSFERS	19,429,155	(48,113,898)		(28,684,743)
ENDING BALANCES				
Instruction and General	5,461,862	20,320,304		25,782,166
Student Social & Cultural Activities	60,000	(10,000)		50,000
Research	0	0		0
Public Service	0	(400,000)		(400,000)
Internal Service Dept.	60,000	(4,000,000)		(3,940,000)
Student Financial Aid	0	0		0
Auxiliary Enterprises	400,000	(2,234,667)		(1,834,667)
Athletics	0	0		0
Independent Operations	0	(9,724,743)		(9,724,743)
Subtotal Current Funds	5,981,862	3,950,895		9,932,757
Capital Outlay	74,497,241	(27,250,000)		47,247,241
Renewals & Replacements	42,901,351	(400,000)		42,501,351
Retirement of Indebtedness	0	0		0
Subtotal Plant Funds	117,398,592	(27,650,000)		89,748,592
TOTAL ENDING BALANCES	123,380,454	(23,699,105)		99,681,349
TOTAL EXPENDITURES, TRANSFERS, BALANCES	126,151,763	52,779,304		178,931,067

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : Southeast New Mexico College FY 2026

Adjustment to Fund: Unrestricted Request # 26-01

**Current Approved
Budget**

**INCREASE
(DECREASE)**

Revised Budget

Explanation for Budget Adjustments.

This is my first year of processing the BAR as I am new to SENMC and New Mexico. The projected revenue for the institution is a total
of \$56,109,596. This is coming from nine sources where tuition and fees are projected at \$642,421, State Appropriations are
projected at \$5,838,200, Local taxes are projected to be \$43,805,000, other revenue is projected \$166,242, interest is projected
to be \$2,000,000, auxiliaries are projected to be \$2,230,000, grants are projected at \$3,425,426 and transfer in in the amount of \$307.
This is a balanced budget, so expenses equal projected revenues. I am projecting to transfer \$9,724,743 to reserves.
Institutional Support includes IT in the projected expenditures above. That is why there is a large difference from the balance
previously. If IT is moved to internal service department, the institutional expenditures would decrease by \$4,000,000. The bottom line
is I need my expenditure budget to equal \$56,109,596 and this BAR document does not allow me to see if what I am requesting
equals that.

Southeast New Mexico College
Business Office Reports
April 13, 2026

- Business Office Report Narrative
- Business Office Report - Budget to Actual Comparison
- Balance Sheet as of 2/28/2026
- Income Statement as of 2/28/2026

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

Date: April 13, 2026

To: SENMC Board of Trustees

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

Subject: Business Office Budget Report for the month ending February 28, 2026

Statement of Revenue and Expenditures

The statement of Revenue and Expenditures provides the Board of Trustees with a monthly snapshot in time as of 2/28/2026. 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.

To provide greater transparency and align with best practices in financial reporting, the Budget to Actual report has been updated to reflect a balanced budget format in which total revenues equal total expenditures. This change includes the addition of a new line titled Transfer to/from Reserves. Based on current projections, the institution anticipates transferring \$9,724,743 to reserves. This adjustment ensures that excess revenues are formally recognized as planned reserves rather than appearing as an unallocated surplus.

In reviewing current budget to actual activity, additional construction related expenditures have been incorporated including the T-Squared Building, daycare design, and access road development. A Budget Adjustment Request (BAR) is presented today to realign projected revenues with projected expenditures and restores a balanced position consistent with the updated reporting structure. The "Revised Budget" column has been updated accordingly.

Balance Sheet

The Balance Sheet has been updated to focus on fiscal years 2025 and 2026, as fiscal year 2024 actively rolled into the FY25 beginning balances to provide a clearer, forward-looking financial position. This presentation allows for a more streamlined view of current performance and projected outcomes.

Based on current projections, the institution anticipates a fund balance of \$183,564,670 for FY25 – an increase of \$14,316,576 from FY24 fund balance. Looking ahead, FY26 is trending positively, with a projected year-end fund balance of \$202,664,456 if current conditions remain consistent. Overall, the institution's financial position remains strong with stable growth in reserves and a favorable outlook for the close of FY26.

Income Statement

The income statement provides a snapshot of revenue and expense as of 2/28/2026.

Budget to Actual Comparison

SOUTHEAST NEW MEXICO COLLEGE
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2026

	Year-To-Date		Projected Full Year			
	Proportional Budget	Actual	Beginning Budget	Revised Budget	Projection	Variance
Revenues						
Tuition and Fees	\$ 680,202	\$ 566,738	\$ 680,202	\$ 642,421	\$ 642,421	-
State Appropriations	\$ 3,269,392	\$ 3,071,126	\$ 5,838,200	\$ 5,838,200	\$ 5,838,200	-
Local Taxes	\$ 20,650,000	\$ 31,608,609	\$ 35,000,000	\$ 43,805,000	\$ 43,805,000	-
Other Source Revenue	\$ 1,153	\$ 121,972	\$ 1,800	\$ 166,242	\$ 166,242	-
Interest	\$ 480,000	\$ 473,552	\$ 750,000	\$ 2,000,000	\$ 2,000,000	-
Auxiliary - Bookstore	\$ 240,163	\$ 223,955	\$ 375,000	\$ 230,000	\$ 230,000	-
Auxiliary - Health Clinic	\$ 12,000	\$ 1,479	\$ 25,000	\$ 2,000	\$ 2,000	-
Grants	\$ 1,644,204	\$ 834,231	\$ 3,425,426	\$ 3,425,426	\$ 3,425,426	-
Transfers In	\$ -	\$ 424	\$ -	\$ 307	\$ 307	-
Total Revenues	\$ 26,977,114	\$ 36,902,086	\$ 46,095,628	\$ 56,109,596	\$ 56,109,596	\$ -
Expenditures						
Faculty Salaries	\$ 3,029,925	\$ 2,453,893	\$ 4,731,054	\$ 3,680,839	\$ 3,680,839	-
Professional Salaries	\$ 3,331,669	\$ 3,489,340	\$ 5,202,210	\$ 5,234,010	\$ 5,234,010	-
Support Staff	\$ 1,879,597	\$ 1,894,561	\$ 2,934,883	\$ 2,841,841	\$ 2,841,841	-
Part Time Faculty Salaries	\$ 924,600	\$ 325,897	\$ 1,443,710	\$ 488,845	\$ 488,845	-
Student Salaries	\$ 159,481	\$ 182,906	\$ 249,020	\$ 274,359	\$ 274,359	-
Other Salaries	\$ 537,014	\$ 974,001	\$ 838,517	\$ 1,461,001	\$ 1,461,001	-
Fringes	\$ 4,236,478	\$ 3,319,795	\$ 6,615,017	\$ 4,979,693	\$ 4,979,693	-
Institutional Scholarships	\$ 464,314	\$ 510,274	\$ 725,000	\$ 725,000	\$ 725,000	-
Travel and Staff Development	\$ 447,678	\$ 180,174	\$ 699,024	\$ 300,000	\$ 300,000	-
Utilities	\$ -	\$ 121,058	\$ -	\$ 181,587	\$ 181,587	-
Supplies and Expenses	\$ 3,387,111	\$ 6,582,316	\$ 5,288,779	\$ 9,945,795	\$ 9,945,795	-
Equipment	\$ 1,101,802	\$ 1,681,255	\$ 1,720,400	\$ 2,521,882	\$ 2,521,882	-
Construction	\$ -	\$ 585,465	\$ -	\$ 13,750,000	\$ 13,750,000	-
Transfer to / from Reserves	\$ -	\$ -	\$ -	\$ 9,724,743	\$ 9,724,743	-
Total Expenditures	\$ 19,499,669	\$ 22,300,934	\$ 30,447,614	\$ 56,109,596	\$ 56,109,596	\$ -
Net Excess/(Deficit)	\$ 7,477,445	\$ 14,601,152	\$ 15,648,014	\$ (0)	\$ (0)	\$ -

SENM Balance Sheet-Rev CK

Southeast New Mexico College

Report Date: 2/28/2026

	2025	2026	Total
Balance Sheet			
Current Assets			
Cash and Cash Equivalents	\$153,414,502.92	\$15,498,254.59	\$168,912,757.51
Short Term Investments			
Receivables (Net of Allowance for Doubtful Accounts)	299,004.85	100,244.13	\$399,248.98
A/R Other	10,644,091.79	(1,667,205.11)	\$8,976,886.68
Interest Receivable			
Prepaid Expenses	1,887,830.63		\$1,887,830.63
Total Current Assets	166,245,430.19	13,931,293.61	180,176,723.80
Noncurrent Assets			
Other Long Term Investments			
Inventories Bookstore	159,057.00		159,057.00
Non Depreciable Capital Assets (Includes CIP)	5,112,542.90	5,303,129.38	10,415,672.28
Capital Assets (Net of Accumulated Depreciation)	27,193,976.64	3,091.56	27,197,068.20
SBITA (Net of Accumulated Depreciation)	119,767.97		119,767.97
Total Noncurrent Assets	32,585,344.51	5,306,220.94	37,891,565.45
Total Assets	198,830,774.70	19,237,514.55	218,068,289.25
Deferred Outflows			
Deferred Outflows - Pension Plan	13,649,375.00		13,649,375.00
Deferred Outflows - OPEB			
Total Deferred Outflows	13,649,375.00		13,649,375.00
Total Assets and Deferred Outflows	212,480,149.70	19,237,514.55	231,717,664.25

	2025	2026	Total
Liabilities and Deferred Inflows			
Current Liabilities			
Accounts Payable	(1,760,609.46)	(3,706,029.82)	(5,466,639.28)
Sales Tax Payable	6,214.14	5,456.08	11,670.22
Gift Certificates	(2,416.57)	5,209.01	2,792.44
Payroll Taxes Payable	125,029.08	609.09	125,638.17
Benefits Payable	4,024,872.36	2,658,264.07	6,683,136.43
Accrued Payroll	108,971.02		108,971.02
Payroll Clearing	(8,672.13)	534,178.31	525,506.18
Compensated Absences - Current	23,536.75		23,536.75
Financial Aid Payable	2,401,377.50	511,488.00	2,912,865.50
Institutional Funds			
Pension Liability			
Lease Liability (GASB 87)	65,980.00		65,980.00
Deferred Revenue	423,531.62	128,554.00	552,085.62
Deposits Payable			
Total Current Liabilities	5,407,814.31	137,728.74	5,545,543.05
Compensated Absences	367,210.95		367,210.95
SBITA Liability	58,496.12		58,496.12
Lease Liability (GASB 87)			
Pension Liability	19,834,907.00		19,834,907.00
OPEB Liability			
Total Noncurrent Liabilities	20,260,614.07	0.00	20,260,614.07
Total Liabilities	25,668,428.38	137,728.74	25,806,157.12
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	28,915,479.38	137,728.74	29,053,208.12
Net Position	183,564,670.32	19,099,785.81	202,664,456.13

Income Statement	2025	2026	Total
Operating Revenues			
Tuition	519,479.60	477,866.00	997,345.60
Fees	92,349.80	134,903.45	227,253.25
Less: Discounts			
Less: Scholarship Allowance			
Total Tuition & Fees (Net of Discount)	611,829.40	612,769.45	1,224,598.85
Federal Grants and Contracts	3,682,358.65	436,688.68	4,119,047.33
State Grants and Contracts	514,053.43	119,166.45	633,219.88
Non Government Grants & Contracts		17,019.80	17,019.80
Sales and Services of Educational Activities			0.00
Auxiliary Enterprises	224,217.80	225,447.62	449,665.42
Other Operating Revenues	336,411.76	241,759.90	578,171.66
Transfers In	1,836,354.30		1,836,354.30
Total Operating Revenues	7,205,225.34	1,652,851.90	7,633,478.39
Expenditures			
Instruction Faculty Salaries	3,902,025.53	2,780,989.89	6,683,015.42
Instruction Staff Salaries	1,471,128.81	1,100,141.80	2,571,270.61
Instruction Benefits	1,736,940.66	1,212,447.51	2,949,388.17
Instruction - Other	680,100.26	559,652.11	1,239,752.37
Total Instruction Operating Expenses	7,790,195.26	5,653,231.31	13,443,426.57
Public Service Salaries			
Public Service Benefits			
Public Service - Other			
Total Public Service Operating Expenses			

	2025	2026	Total
Academic Support Salaries	991,395.01	841,985.80	1,833,380.81
Academic Support Benefits	424,050.32	366,032.98	790,083.30
Academic Support - Other	123,147.54	89,668.51	212,816.05
Total Academic Support	1,538,592.87	1,297,687.29	2,836,280.16
Student Services Salaries	1,280,520.23	898,234.16	2,178,754.39
Student Services Benefits	590,225.33	422,329.35	1,012,554.68
Student Services - Other	464,187.99	414,968.93	879,156.92
Total Student Services	2,334,933.55	1,735,532.44	4,070,465.99
Institutional Support Salaries	3,200,703.92	2,739,464.25	5,940,168.17
Institutional Support Benefits	1,303,197.75	1,040,319.26	2,343,517.01
Institutional Support- Other	9,717,126.98	5,213,310.02	14,930,437.00
Total Institutional Support	14,221,028.65	8,993,093.53	23,214,122.18
Operation & Maintenance Salaries	765,367.51	567,339.40	1,332,706.91
Operation & Maintenance Benefits	407,023.67	322,634.71	729,658.38
Operations & Maintenance - Other	15,982,995.65	2,537,371.77	18,520,367.42
Total Operating & Maintenance	17,155,386.83	3,427,345.88	20,582,732.71
Student Aid	474,611.00	482,362.00	956,973.00
Scholarship & Fellowship Salaries			
Scholarship & Fellowship Benefits			
Scholarship & Fellowship - Other			
Total Scholarship & Fellowship			
Auxiliary Enterprises Salaries	320,249.03	256,789.46	577,038.49
Auxiliary Enterprises Benefits	104,040.13	91,683.71	195,723.84
Auxiliary Enterprise - Other	438,652.46	331,022.38	769,674.84
Total Auxiliary Enterprise	862,941.62	679,495.55	1,542,437.17
Depreciation			
Amortization			
Total Operating Expenses	44,377,689.78	22,268,748.00	66,646,437.78
Net Excess (Deficit)	(37,172,464.44)	(20,615,896.10)	(59,012,959.39)
Foundation Transfers	12,340.00	7,365.51	19,705.51
Non Operating Revenues (Expenses)			
State Appropriations	5,985,259.87	3,071,125.59	9,056,385.46
Local Property Tax Levies	43,804,947.44	11,959,062.93	55,764,010.37
Oil & Gas Tax Levies		19,649,546.31	19,649,546.31
Federal Grants & Contracts, Non Operating	469,064.00	476,169.00	945,233.00
Gifts	148,725.00	4,090,500.00	4,239,225.00
Investment Income (Net of Investment Expenses)	1,093,384.66	473,552.03	1,566,936.69
Capital Assets		3,091.56	3,091.56
Other Non-Operating Revenue (Expenses)			
Net Non Operating Revenues (Expenses)	51,501,380.97	39,723,047.42	91,224,428.39
Increase in Net Position			
Net Position Beginning of the Year	169,248,093.79		169,248,093.79
Net Position End of the Year	183,564,670.32	19,099,785.81	202,664,456.13



Southeast New Mexico College
Office of the VPAA
1500 University Drive
Carlsbad, NM 88220
575.234.9200

Board of Trustees – VPAA report – April 2026

- Updates from the Natural Sciences and Engineering department – Rick Wiedenmann

Dr. Huang attended the New Mexico Higher Education Assessment and Retention (NMHEAR) conference on March 5-6. He gave a 45-minute presentation titled “The Assessments of Introductory and General Chemistry Teaching at Southeast New Mexico College.”

- Updates from Academic Affairs

HLC has approved two new SENMC programs: The Associate of Applied Science in Public Safety Technician and the Associate of Applied Science in Environmental Management Technician.

Diana Campos, Dean of Student Affairs Report, 4.13.26

Admissions/Advising/Dual Credit

- Registration for Summer/Fall 2026 started April 1
 - 1st EAB Navigate email campaign went out to 863 continuing students to remind them about meeting with academic advisors for Summer/Fall registration; 80 students (9%) have responded with an appointment to meet with their academic advisor.



- Weekly enrollment report comparisons for summer and fall will be shared soon
- Lead Academic Advisor Teddi Garcia received an award from National Institute for Staff and Organizational Development (NISOD) – attachment
- STEAM Expo/Open House event – April 23rd; 4pm-7pm – flyer attached

Financial Aid

- FAFSA Workshop was held on campus on April 7th from 10am-12pm with additional dates and times offered from April 22 – August 24 – flyer attached

Student Government

- Preparing for May 15 Graduation at Performing Arts Center; purchasing stoles for SENMC grads

Other

- Students may purchase regalia in the bookstore for an estimate of \$90
- Rehearsal will be held at 10 am performing arts center; will work on maps for parking
- Attending Ellucian Live 2026 Conference in Denver, Colorado

Your college has selected you as a 2026 Excellence Award recipient

From NISOD Awards <awards@nisod.org>

Date Fri 3/6/2026 3:00 PM

To Garcia, Teddi R. <tgarcia2@senmc.edu>

You don't often get email from awards@nisod.org. [Learn why this is important](#)

NISOD

Excellence Awards



Dear Teddi:

Congratulations on being recognized by Southeast New Mexico College as a **2026 NISOD Excellence Award recipient!** The NISOD Excellence Awards have a 30+ year history of recognizing and honoring extraordinary faculty, administrators, and staff whose service to their students, colleagues, and community deserves special recognition. You can find a current list of 2026 NISOD Excellence Award recipients [here](#). For information about how you were selected for this award, please contact Saul Navarrete, the Excellence Awards contact at your college.

FAFSA WORKSHOP



Tuesday, April 7, 10 AM-12 PM
In room 217 at SENMC



Need help with FAFSA?
Get step-by-step guidance to
maximize your financial aid!
Open to all college students!

SESSION DATES:

WED APRIL 22, 3-5 PM
WED MAY 6, 10 AM-12 PM
TUES MAY 26, 3-5 PM
MON JUNE 8, 10 AM-12 PM
WED JUNE 24, 3-5 PM
TUES JULY 14, 10 AM-12 PM
THURS JULY 30, 3-5 PM
WED AUGUST 12, 10 AM-12 PM
MON AUGUST 24, 3-5 PM

SEMC
Southeast New Mexico College

SENC STEAM EXPO + OPEN HOUSE



LEVEL UP YOUR FUTURE

AT



- ◆ Explore 8 worlds
- ◆ Collect stamps for epic loot
- ◆ Unlock your future!

THURSDAY, APRIL 23, 2026
4:00 - 7:00 PM

ALL LOOT SPONSORED BY
SENC DIGITAL MEDIA PROGRAM

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AND MORE!



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SOUTHEAST NEW MEXICO COLLEGE

APRIL 23, 2026



March 2026 Workforce Development and Community Engagement Updates

- **Interim VP Office**

1. Chris Spaulding attended Rotary.
2. He also attended the Higher Learning Commission conference in Chicago.

- **Work-Based Learning**

1. Dr. Monty Harris performed the final review of documents for the Electrician Registered Apprenticeship Program with the state apprenticeship office.
2. He created the RFQ for Electrician Apprenticeship tools, materials, and trainers.

- **Workforce Training**

1. The Workforce Training Team held the first ever UTA OSHA 511 class at the SENMC Workforce Training Center.
2. Oz Espinoza trained 21 Mosaic, Encore and JS&MS students.
3. 20 Spartan Employees were trained on OSHA-10.
4. Mike DeHoyas and Veronica Cortes trained six students in March for AHA.
5. Hattie Quinn trained two community members through our broadcast media program who are now both working for local media outlets in the community. (KCCC 930AM & Carlsbad Local)

- **Workforce Partnerships**

1. Johnny Chandler attended the CDOD Board meeting on March 12th and April 2nd.
2. He attended Rotary.
3. For the first time, SENMC is hosting the SENM STEPS quarterly safety meeting on April 15th. Additionally, this is the first STEPS meeting since COVID and it will help ensure SENMC is the premier safety organization in the region.
4. Johnny Chandler sent out a “Save the Date” for the August 21, 2026, 2nd Annual SENMC Safety Conference presented by the Permian Road Safety Coalition. This “Save the Date” has raised \$12,000 in donations thus far.
 - A. Donations came from:
 - i. Permian Road Safety Coalition
 - ii. Kyvek
 - iii. ExxonMobil
 - iv. ConocoPhillips

- **Adult Education**

1. From March 23rd to 27th, Veronica, Megan, and Jaden attended the Mountain Plains Adult Education Conference in Las Vegas, Nevada.

- **Community Education**

1. Spring Break camps were successfully completed with approximately 45 children participating.
2. All remaining spring Community Education classes are performing well with strong community engagement.

Southeast New Mexico College

February - March 2026

Activity Report

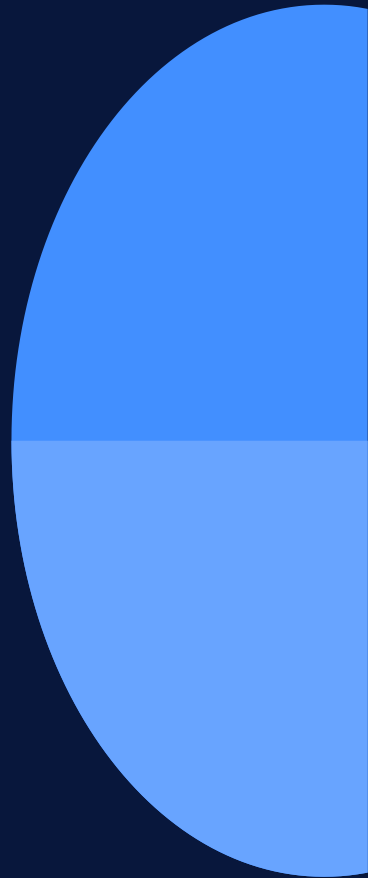
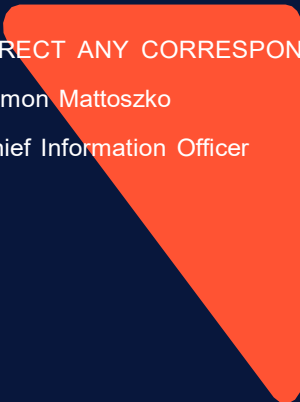
PREPARED FOR:

Dr. Kevin Beardmore, President

DIRECT ANY CORRESPONDENCE TO:

Tymon Mattoszko

Chief Information Officer



Executive Summary

Southeast New Mexico College (SENM) IT & Technology Services Monthly Report Board of Trustees Period: February 16 – March 15, 2026

Ferrilli provided dedicated, on-site Chief Information Officer (CIO) leadership alongside project execution, resulting in **890 total consultant hours** invested across Student Success & Enrollment, Financial Aid, Business Office/Finance, Payments, Document Management, Identity/Security/IT Operations, and Executive/ETS oversight.

Key Achievements by Functional Area (aligned with documented KPIs):

- **Business Office & Finance:** The **Trial Balance Power BI dashboard** was fully built, iterated, finalized, presented to leadership, and secured with role-based access and security conversion planning. GL configuration updates, cashiering alignment, and 1098-T coordination advanced in parallel working sessions. **KPI Achieved:** Report delivered and secured; supporting SQL access validated.
- **Student Success, Registrar, Admissions & One Application:** Significant progress on the **Anthology Reach One Application** build, internal/external testing, UAT cycles, and feedback incorporation. Multiple demos and test-case templates were delivered. Navigate 360 early-alert/care-unit configuration, Pathify exports/sync, EAB journey planning, and Coursedog master-calendar SSO research all advanced. **KPI Achieved:** Full UAT/testing cycles executed; multiple integration touchpoints completed.
- **Financial Aid:** Extensive working sessions covered repackaging logic, Pell COA advanced features, Title IV refunds, document policies, read-only roles, and 26.0 upgrade templates. New **FA Admin Assistant role** created and validated in production; SoftDocs end-user and admin training delivered; Anthology tickets resolved. **KPI Achieved:** Multiple sessions/trainings completed; new production roles live.
- **Document Management (SoftDocs/Etrieve):** End-user training rolled out to Business Office, Financial Aid, and Admissions; central/content admin sessions completed; file-delivery and server-access configuration finalized. **KPI Achieved:** Training delivered to three departments; admin training complete.



- **Payments & Cashiering (Transact): SSO configuration and testing completed and confirmed live;** API keys generated; ACI troubleshooting resolved; V4 configuration and Anthology Student integration discovery advanced; cashiering requirements fully captured. **KPI Achieved:** Transact SSO live; recurring status meetings held.
- **Reporting & Analytics:** Trial Balance Power BI report finalized and secured; SQL views created/validated for demographics and related institutional research needs.
- **Library & Academic Technology:** Coursedog master-calendar preparation and SSO research continued; SmartEvals integration discovery aligned with requirements.
- **Identity, Security & IT Operations:** High-volume **Defender/RocketCyber incident response** maintained; external/internal vulnerability scans completed with executive reporting and remediation; **Vulnerability Management SOP finalized;** onsite security awareness training materials prepared (leveraging recent regional ransomware example); Tenable Nessus, DMARC, VPN, phone server, ISP, and infrastructure troubleshooting completed. Help-desk operations and project configuration sustained. **KPI Achieved:** Scans/reports delivered; SOP finalized; multiple incidents remediated; training materials ready.

Governance, Policy & Compliance: Policy drafting continued.

Service Desk Performance & Employee Satisfaction Metrics (last 30 days ending March 19, 2026): The Service Desk managed consistent ticket volume (daily received tickets typically 15–35, with email comprising the majority during business hours 9–17). Resolution activity closely tracked receipts, keeping unresolved tickets controlled.

Employee satisfaction with service delivery reached an exceptional **94.1% “Happy”** rating (0% neutral, 5.9% unhappy) based on 34 survey responses from 219 tickets (19.5% response rate, up 47.8% from prior baseline). Satisfaction correlated strongly with:

- Resolution within 0–4 hours
- First response within 0–1 hour
- Tickets resolved within SLA (virtually all happy responses)
- Low reopen/ reassign counts (0–1) Average survey score held at 4.0/5.0 through early March before a slight period-end adjustment. All surveyed departments (Admissions, Business Office, Bookstore, etc.) rated support at 4.0.



Major Project Status Highlights (as of March 19 tracking):

- **One Application (Reach):** In-progress UAT/group testing complete; SENMC feedback due EOD 3/19/26; internal smoke-testing and refinements finalized.
- **EAB Navigate:** Early-alert configuration updated; Accommodations Care unit live; faculty testing session scheduled for 3/26.
- **Transact:** SSO live; API/integration discovery advanced.
- **SoftDocs:** Phase-1 end-user training delivered; PO form/workflow discovery underway (two-way integration confirmed as required).
- **Positive Pay (Finance):** Custom file developed, bank-approved, training scheduled.
- **26.0 Student Upgrade:** Internal preparation and testing-template updates completed; enhancements presented to leadership.
- **Trial Balance Power BI & GL Updates:** Delivered and secured.
- **SmartEvals & Coursedog:** Discovery/kickoff planning on track for April/May.
- **Maxient:** Workbook finalized; onsite training locked for June 3, 2026.

Risks / Dependencies

- One Application go-live success depends on timely SENMC feedback loops and integration validation (ACI, Canvas, Pathify).
- Cashiering/settlement flows require tight Transact–Anthology coordination.
- Sustained security posture improvements hinge on 1Password MSP onboarding and awareness rollout cadence.
- Anthology 26.0 production activities require final internal validation of templates and document policies.

Next Steps (immediate post-period priorities)

- Finalize One Application UAT, incorporate feedback, and prepare go-live configuration.
- Complete Transact cashiering design/testing and settlement validation.
- Roll out onsite security awareness training and 1Password MSP implementation.
- Advance 26.0 upgrade testing/templates and expand SoftDocs adoption to remaining departments.



- Publish finalized Vulnerability Management SOP and schedule reviews.
- Begin Phase-1 SoftDocs go-live (target May/June) and Transact Phase-1 (target April).

CIO updates 2026/04/13

- Cameras are being installed and partially operational
- Printers in Joe Stanley have been deployed; print server improvements later in April
- One Application has been tested; training progress and go-live planned for May 1
- Ferrilli in-person security training later in April
- Softdocs training in progress
- Implementation of software catalog for faculty and staff; integrated within Freshdesk
- Higher Learning Commission visit; insights into AI trends and strategies
- Improved backup internet for the campus coming soon



Item #	Product	Module	Process / Description	Status
1	Anthology	Reach	Single Application	In Progress
2	SmartEval	Academics	Replace Watermark with SmartEval – end of term course assessments	In Progress
3	Anthology Finance		General Finance Support	In Progress
4	EAB Navigate		EAB Navigate	In Progress
5	FHP		New employee onboarding process	Not Started
6	SoftDocs		SoftDocs	In Progress
7	Maxient		Maxient	In Progress
8	Transact		Transact	In Progress
9	Pathify		Master calendar of SENMC reporting deadlines & reminders through	In Progress
10	Anthology Student		Anthology testing plan/procedure for upgrades/patches	In Progress
11	Alma		SIS Load for Library	In Progress
12	Coursedog		Coursedog - Assessment Management Frosso/Amy	In Progress
13	Anthology	Contact MGR	Bad address solution	In Progress
14	Anthology	Financial Aid	FA Support	In Progress
15	Anthology Student	Student ACCTS	Chart of account GL updates	In Progress
16	Anthology Student	Finance	Tuition/fees reconciliation training	In Progress
17	Coursedog		Room reservations for campus events in Coursedog	In Progress
18	Anthology Student		26.0 Student Upgrade enhancements	Completed 3/19/2026
19	Anthology Finance		PowerBI dashboard for trial balance	In Progress
20	Anthology Finance		Positive Pay	In Progress
21	FHP		HR Reporting requirements	In Progress
22	Anthology Finance		AR Account Receivable – non-student payment training	In Progress
23	Anthology DB	SQL/ BI	Institutional Research Reporting support	In Progress
24	EAB Navigate		SMS Campaigns	In Progress
25	Anthology Student	Business Office	Custom Registration Bill updates	Completed 3/17/2026
26	Anthology Student		Refresh from PROD to TEST (REACH, Student, Finance)	Not Started
27	Anthology Finance	Business Office	Demonstration of PO approval process & WF, document attachment	Completed 3/11/2026
28	Anthology Student		WSC Audit	In Progress
29	Anthology Student	All	Document Policy Security/Expansion	In Progress
31	NEOED	HR	NEOED Discovery & Implementation	In Progress
31	Anthology Student	Academics	Degree Pathway configuration	In Progress

Highlights/Key Accomplishments

Reach (CRM):

- Ferrilli's One Application solution was successfully prepared and delivered to the SENMC team to support initial testing efforts. Prior to providing the solution for institutional review, internal smoke testing was conducted to validate the core functionality and ensure the application performed as expected across the primary workflows.
- Following internal testing, several updates and refinements were made to the application forms to address findings and improve overall usability and alignment with SENMC's admissions/enrollment process. These adjustments ensured the solution was in a stable and ready state before being shared with the SENMC testing team.
- These efforts position the project to move forward into collaborative testing with the SENMC team, enabling validation of the solution within SENMC's operational environment and supporting the next phase of implementation.
- Ferrilli Friends participated in regular Admissions and Marketing meetings. Topics included:
 - o Communications
 - o Journeys and filters/conditions for Admissions and Enrollment.

Student (SIS):

- Completed Student Release 26.0 upgrade internal preparation to share with the SENMC Team. Content included both product enhancements and address for reported bugs.
- Facilitated Courshedog Master Calendar internal working session to confirm current process and additional training needed to take full advantage of capabilities. A Courshedog resource has been requested to assist with this training – date/time TBD.
- Provided support for the weekly Financial Aid meetings and additional work sessions. Topics included:
 - o Document Schedule configuration updates
 - o Repackaging configuration for students with enrollment status changes
 - o Pell Cost of Attendance Advanced Feature configuration
 - o 1:1 support for Annette, Financial Aid Director
 - o Financial Aid Hold Groups for 2nd degree students



- Facilitated weekly Business Office meetings. Topics included:
 - o Current challenges and Ferrilli support needed.
 - o Ellucian ticket follow-up.
 - o Courseroom assignments training.
 - o Management Reporter.
- Facilitated Student overview training for new cashiers.
- Facilitated 2 work sessions for chart of account general ledger updates needed for fund sources in both Student and Finance.
- Completed Student upgrade internal SENMC testing template updates for all modules. Process testing updates to be completed next.
- Delivered new FA Admin Assistant Web Security Console role currently live in Production.
- Completed SQL demographics View in TEST.
- Facilitated work session with Dr. Anderson for configuration of accommodations and services.
- Facilitated Canvas/Student integration discussion for manual date changes in Canvas and how it impacts students.
- Participated in weekly Leadership at the Table meetings facilitated by Diana Campos, Dean of Students.
- Participated in Registrar Office meeting.

Finance:

- Customized Positive Pay File through Electronic Reporting. SENMC submitted the customized file to CBN, and they approved. We are on target for Go Live by April 1, 2026.
- Delivered 2 non-student accounts receivable training sessions with the Business Office.
- Participated in weekly Ellucian Ticket Review/Updates Meetings.
- Created and delivered custom trial balance dashboard for the Business Office. Ferrilli is waiting for updates to the org chart to finalize the security roles for the report to be complete.
- Assisted with D365 license renewal report review and update to Ellucian.

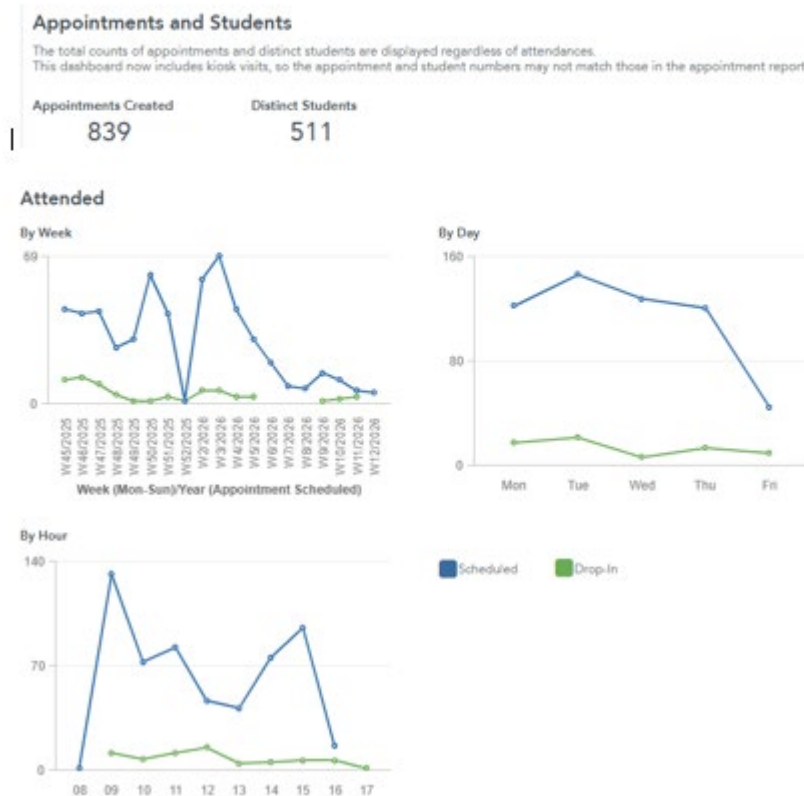


HR/Payroll:

- Developed initial formatting for Power BI Report requested by Steven Gonzales, Director of Human Resources.
- Provided employee extract for Everbridge.

EAB Navigate:

- Total Appointments & Distinct Students since SENMC went live November 3, 2025



- Facilitated EAB internal work sessions to configure and test early alerts for students.
- Completed a working session for Accommodation Services care unit.



- Completed an initial review of the current EAB configuration with the SENMC team to better understand the existing setup and identify opportunities to support student engagement and communication workflows. This working session allowed for alignment on how EAB is currently being utilized and where enhancements can be made to better support institutional processes.
- As a next step, collaboration will continue with the SENMC team to design and implement EAB Journeys focused on supporting Student Hand Raises and Student Alerts. These journeys are intended to streamline communication, improve responsiveness to student needs, and ensure key actions and notifications are triggered in a consistent and automated manner.
- Participated in monthly Program Owner strategic call. Topics:
 - o Early Alert reason functionality, visibility settings and intervention pathways.
 - o Appointment workflows and reminder notifications.
 - o Challenges with missing students due to enrollment term coding and program version logic. Follow-up call to be scheduled.
- March 25, 2026 work session with a few Faculty members to test Early Alerts configuration/process and solicit their feedback.
- Upcoming webinars-
 - o March 23, 2026 - “Aligning Strategy, Partnership, and Student Success”
 - o April 8 or 10, 2026 – live session to support our 2026-27 Success Plan alignment with SENMC’s priorities

SoftDocs:

- **Phase 1 Go Live target = June/July 2026**
- Completed initial content and system administrator training.
- Participated in End User training with the Business and Financial Aid Offices.
- SSO tested and confirmed.
- Participated in Discovery/Requirements session for development of SoftDocs purchase order form and workflows to support the business process.
- Participated in Ellucian demonstration of one-way Finance/SoftDocs integration for purchase order process. SENMC determined a two-way integration will be needed to accommodate requirements and business process.



Transact:

- **Phase 1 Go Live target = May/June 2026**
- Participated in weekly SENMC/ Transact meetings. Topics included:
 - o Technical support for integrations
 - o Discovery/requirements discussions
 - o Item code creation
- Discussed integration with Finance for import/export of non-student transactions.
- Credit card devices on back order until May 2026.

SmartEvals (replacing Watermark for end of semester evaluations):

- **Target Go Live – Soft launch Summer 2026, full launch Fall 2026**
- Participated in bi-weekly meetings. Topics included:
 - o Discovery/Requirements
 - o SENMC homework assignments
 - o Configuration options for Instructor pages

Coursedog:

- **Assessment Management – Implementation Kickoff in April 2026**
 - o Coursedog Project Manager to be assigned
 - o Kickoff meeting – date/time TBD

Maxient:

- **Target Go Live June 3, 2026 – On Time**
- Facilitated internal work sessions for final homework assignments
- Onsite training scheduled for June 3, 2026.



SENMC Monthly Summary Report

February 16, 2026 to March 15, 2026

Overview

SENMC continued strong momentum across key functional areas including Student Success & Enrollment (One Application configuration/testing, Navigate 360, Coursedog), Financial Aid (role creation, repackaging, SoftDocs training, upgrade prep), Business Office/Finance (Trial Balance reporting, GL/AR coordination), Payments (Transact SSO/config/API/integration), Document Management (SoftDocs end-user and admin training across departments), Identity/Security/IT Operations (ongoing Defender/RocketCyber incident response, vulnerability management, awareness planning), and Executive Leadership/ETS oversight. On-site CIO presence remained consistent to drive alignment, resolve blockers, and maintain project cadence.

Grand total hours for the period: **890.75**

Key Achievements

Executive Leadership: Sustained full-time on-site CIO coverage for prioritization, escalation, cross-functional coordination, and strategic oversight.

Business Office & Finance: Advanced Trial Balance Power BI report development, finalization, presentation, and security role planning; supported ongoing GL configuration and cashiering alignment discussions.

Student Success, Registrar, Admissions & One Application: Progressed One Application build, testing, UAT cycles, and feedback loops with SENMC team; conducted demos, internal/external testing, and updates; advanced Navigate 360 strategy/config, Pathify exports/sync, EAB early alerts/care unit config, and SMS/outbound journey identification.

Financial Aid: Delivered multiple working sessions on repackaging, Pell COA, Title IV, document policies, read-only roles, and upgrade testing; completed SoftDocs training, new role configurations (FA Admin Assistant), and Anthology ticket resolution/follow-up.

Identity, Security & IT Operations: Maintained high-volume incident response (Defender/RocketCyber); completed external/internal vulnerability scans, executive reporting, remediation; finalized Vulnerability Management SOP; prepared onsite security awareness training materials (leveraging recent regional cyber event); advanced 1Password



MSP scoping/rollout planning; troubleshoot Tenable Nessus, DMARC, SSO, VPN, phone server, ISP outages, and various infrastructure components.

Document Management (SoftDocs/Etrieve): Rolled out end-user training for Business Office, Financial Aid, and Admissions; conducted central/content admin sessions; progressed file delivery, server access, and configuration items.

Payments & Cashiering (Transact): Completed SSO testing/config; advanced API key generation, V4 config, ACI payment troubleshooting, cashiering requirements capture, and Anthology Student integration/discovery.

Reporting & Analytics: Iterated and finalized Trial Balance report in Power BI (including access testing and security conversion); supported SQL access/validation for demographics and other views.

Library & Academic Technology: Continued Courserdog master calendar prep and SSO research; aligned on SmartEvals integration/discovery.

Executive Leadership & Program Oversight

On-site CIO services drove technology planning, resource allocation, status tracking, blocker removal, and interdepartmental alignment through recurring Leadership at the Table, Status & Changes, and project-specific coordination meetings.

Business Office & Finance

Focused on Power BI Trial Balance report build, iteration, finalization, presentation to leadership, and security role preparation; supported GL# updates, cashiering flows, and 1098-T alignment in working sessions.

****KPIs**:** Trial Balance report completed and presented; security conversion planning initiated.

Student Success, Registrar, Admissions & One Application

Advanced One Application design validation, build support, internal/client-facing testing, UAT review cycles, feedback incorporation, and demo sessions; progressed Navigate 360 configuration/strategy, Pathify exports/sync, EAB early alerts/care notifications, and journey/outbound planning; coordinated Courserdog calendar and related SSO.



****KPIs**:** One App testing/UAT cycles executed; multiple integration/config touchpoints completed.

Financial Aid

Conducted extensive working sessions on repackaging, Pell COA review, Title IV refunds, document policies, read-only roles, and upgrade testing templates; delivered SoftDocs training; configured/validated new FA roles; resolved Anthology tickets and supported upgrade prep.

****KPIs**:** Multiple FA working sessions and trainings delivered; new roles created/validated in production.

Document Management (Softdocs/Etrieve)

Delivered end-user training for Business Office, Financial Aid, and Admissions; conducted central/content admin sessions; managed status calls, file delivery, server access troubleshooting, and configuration follow-ups.

****KPIs**:** End-user training rolled out to three departments; admin training completed.

Payments & Cashiering (Transact)

Completed Transact SSO testing/config; generated API keys; troubleshoot ACI payment issues; captured cashiering requirements; advanced API/V4 config, Anthology integration/discovery, and export coordination.

****KPIs**:** Transact SSO confirmed live/tested; recurring status/discovery meetings held.

Reporting & Analytics

Built, iterated, finalized, and presented Trial Balance Power BI report; tested access/security; supported SQL validation for demographics and related views.

****KPIs**:** Trial Balance report delivered and secured; supporting SQL access/validation completed.



Library & Academic Technology

Continued Coursedog master calendar preparation and SSO research; aligned on Smartevals integration/discovery calls and requirements.

****KPIs**:** Coursedog next steps advanced; Smartevals discovery session completed.

Identity, Security & IT Operations

Handled continuous Defender/RocketCyber incident triage/remediation; executed external/internal vulnerability scans with executive reporting; finalized Vulnerability Management SOP; prepared onsite awareness training (using Carlsbad ransomware example); scoped/approved 1Password MSP rollout; troubleshot Tenable, VPN, Barco, Singlewire, phone server, ISP, Proxmox, Fortinet, Jamf, and various infrastructure items; maintained help desk operations and project config.

****KPIs**:** Vulnerability scans and reports delivered; SOP finalized; multiple incidents remediated; awareness training materials prepared.

Governance, Policy & Compliance

Continued policy drafting momentum from prior period; maintained availability for governance-related support and normal business hours coverage.

****KPIs**:** Ongoing policy refinement and availability support.

Risks / Dependencies

- One Application configuration and UAT success depends on timely feedback loops and integration validation (ACI payments, Canvas, Pathify).
- Cashiering/settlement flows require tight Transact-Anthology coordination for exports and testing.
- Security posture gains rely on sustained vulnerability management cadence, awareness rollout, and 1Password MSP onboarding.
- Upgrade 26.0 internal prep and testing templates need final validation prior to production activities.



Next Steps

- Complete One Application UAT cycles, incorporate final feedback, and prepare for go-live configuration.
- Finalize cashiering design/testing with Transact and Anthology; begin settlement flow validation.
- Roll out onsite security awareness training and 1Password MSP implementation.
- Advance upgrade 26.0 testing (templates, roles, document policies) and SoftDocs adoption across remaining departments.
- Publish finalized Vulnerability Management SOP and schedule related process reviews.



Report Generated: April 7, 2026

Submitted by: Steven Gonzales, HR Director



Employee Count

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

Total: 309

New Hires

Name

Acosta, Victoria
Baca, Natalie
Campos, Monique
Corra, Brian
Dominguez, Stephanie
Garcia, Annette
Garza, Juan
Goodbar, Andrea
Moreno, Cindy
Nelson, Julie
Nichols, Jeannie
Nymeyer, Eli
Orozco, Ismael
Palacios, Melinda
Peters, Luke
Roacho, Melody
Santo, Doug

Job Title

Student Worker, HSI Grants
Student Worker, BLM
Administrative Assistant, Financial Aid
Student Worker, Workforce
Student Worker, HSI Grants
Director of Financial Aid
RCT Instructor
Adjunct, Science
Adjunct, Education
Temporary Staff, Testing Center
Financial Aid Representative
Student Worker, Workforce
PT Custodial Worker Senior
Student Worker, Digital Media
Technology Support Technician
Student Worker, HSI Grants
Adjunct, Welding

Total: 17

Departures

Name

Nelson, Julie

Job Title

Temporary Staff, Testing Center

Total: 1

Currently in Interview Process

Job Title

Business Office Specialist

Director of the Allied Health Department

Facilities Technician

Grant Writer

Instructor or Assistant Professor of English

Instructor or Assistant Professor of Communication and Theatre and

Theatre Program Coordinator

Instructor or Assistant Professor, Information Technology

Instructor or Assistant Professor, Mathematics

Total: 8

Current Vacancies

Job Title

Faculty:

Adjunct, Bilingual Education

Adjunct, Linguistics

Adjunct, Nursing Assistant Clinical Instructor

Adjunct, Nursing Program Clinical Instructor

Adjunct, Phlebotomy

Adjunct, Surgical Technology

Instructor or Assistant Professor, Electrical Technology

Instructor or Assistant Professor of English

Instructor or Assistant Professor of Communication and Theatre and

Theatre Program Coordinator

Instructor or Assistant Professor, Information Technology

Instructor or Assistant Professor, Mathematics

Instructor or Assistant Professor, Nursing

Instructor or Assistant Professor, Oil & Gas

Total: 13

Staff:

Business Office Specialist

Director of the Allied Health Department

Facilities Technician
General Safety Instructor
Grant Writer
MSHA Instructor
Part-Time Instructor, Electrician Apprentice RTI (NCCER)
STEM Lab Coordinator

Total: 8
