

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

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

AGENDA ITEMS

- | | |
|--|--------------------|
| 1. CALL TO ORDER | BOARD CHAIR FRINTZ |
| 2. PLEDGE OF ALLEGIANCE | ALL |
| 3. ESTABLISH QUORUM | ROLL CALL |
| 4. APPROVE AGENDA | ACTION ITEM |
| 5. APPROVAL OF MINUTES FROM 8/11/2025 | ACTION ITEM |
| 6. PUBLIC COMMENTS | |
| Public Comments shall be limited to three minutes. The Board will not respond to public comments at or during Meeting. | |
| 7. STUDENT GOVERNMENT REPRESENTATIVE | DISCUSSION |
| 8. GENERAL COUNSEL UPDATES-ATTY. LANE MARTIN | DISCUSSION |
| 9. SENMC UPDATES -DR. KEVIN BEARDMORE | |
| A) UPDATE ON 2025-2030 STRATEGIC PLAN (<i>attachment</i>) | DISCUSSION |
| 10. OLD BUSINESS | |
| A) NONE | DISCUSSION/ACTION |
| 11. NEW BUSINESS | |
| A) APPROVE AGENDA FOR GROUND-BREAKING – DR. KEVIN BEARDMORE | DISCUSSION/ACTION |
| B) APPROVE NAMING OF STUDENT LOUNGE & SIMULATION LABORATORY IN T ² BUILDING – DR. KEVIN BEARDMORE | DISCUSSION/ACTION |
| C) CEMRC – DR. KEVIN BEARDMORE | DISCUSSION |
| D) APPROVAL TO FUND DRONE SPORTS PROGRAM & ENGAGE A CONTRACTOR – CHRIS SPAULDING | DISCUSSION/ACTION |
| E) MONTHLY FINANCIAL REPORT – CAROLYN KASDORF | DISCUSSION |
| 12. EXECUTIVE ADMINISTRATION STAFF REPORTS OR COMMENTS | |
| A) DR. FROSSO EFFROSYNI SEITARIDOU, VP-ACADEMIC AFFAIRS | |
| B) CAROLYN KASDORF, INTERIM VP-BUSINESS & FINANCE | |
| C) DIANA CAMPOS, DEAN OF STUDENT AFFAIRS | |
| D) CHRIS SPAULDING, INTERIM VP-WORKFORCE DEVELOPMENT & COMMUNITY ENGAGEMENT | |
| E) TYMON MATTOSZKO, CHIEF INFORMATION OFFICER (CIO) | DISCUSSION |

- | | |
|--|--------------------|
| 13. HR DIRECTOR'S UPDATE-STEVEN GONZALES (<i>attachment</i>) | DISCUSSION |
| 14. EMPLOYEE REPRESENTATIVE COMMENTS (OPTIONAL) | |
| A) FACULTY | |
| B) ADMINISTRATIVE STAFF | |
| C) CLASSIFIED STAFF | DISCUSSION |
| 15. BOARD COMMENTS | |
| 16. ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING (10-13-2025) | BOARD CHAIR FRINTZ |
| 17. ADJOURNMENT | BOARD CHAIR FRINTZ |

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

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

BOARD OF TRUSTEES MEETING MINUTES

Date: 8/11/25

Time: 6:00 pm

Session Location: SENMC RM 153

Board Members present:

☒ Chair, Tiffany Frintz

☒ Member, Bill Murrill

☒ Member, Mark Cage

Type of Meeting:

☒ Regular ☐ Work

☐ Special

☒ Secretary, Sarah Bowman (via Zoom)

☒ Member, Ned Elkins

Board Member(s) absent:

1) **Call to Order**

Time: 6:01 pm

2) **Pledge of Allegiance**

3) **Establish Quorum – Roll Call**

4) **Approve Agenda**

Motion: **Mark Cage**

Second: **Ned Elkins**

Nays: **0**

Abstain: **0**

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

5) **Approval of minutes from the previous meeting – 7/14/2025**

Motion: **Mark Cage**

Second: **Sarah Bowman**

Nays: **0**

Abstain: **1**

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

6) **Public Comments:** None

7) **Student Government Representative:** None

8) **General Counsel:** – Lane Martin (via Zoom) reported that he has been working (with Dr. Beardmore) on the contract for the T² building.

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

- A) **Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students)** On July 16 provided a welcome to incoming 9th Grade Early College students at their JumpStart orientation; on July 23 attended, with SENMC Welding faculty Chris King and Sheena Linney, the Permian Pipeliners Education Foundation Annual Banquet in Midland, where they accepted a \$14,500 grant; met with Superintendent Darian Jaramillo and Assistant Superintendent Danny Parker of Artesia Public Schools on July 30; attended Ripken Foundation/SIMCO Early College STEM lab ribbon cutting on August 1; presented, along with Board Chair Tiffany Frintz, at the Women for a Better Carlsbad luncheon on August 2; **Goal 2 (Welcome and Engage the Community)** attended Carlsbad Rotary on July 16, 23, and 30 and on August 6; met, along with Dr. Monty Harris, with Dr. Kirk McDaniel and Vanessa Lechon, US Department of Energy on July 16; on July 28 and 30, hosted National Cave and Karst Research Institute Research Scientist candidates and attended the Research Scientist candidate presentations at NCKRI; met with Hayley Klein, Artesia Chamber of Commerce CEO and Eddy County Commissioner on July 30; attended USDOE/SIMCO WIPP Public Forum in Hobbs on July 30; attended the Carlsbad Department of Development Board meeting on August 7; **Goal 3 (Increase Learning and Efficiency)** met, along with Chair Frintz, with A.J. Bowers of CRI for the audit exit conference on July 15; presented the SENMC capital projects list to the New Mexico Higher Education Department Capital Outlay Committee in Las Cruces on July 29; and **Goal 4 (Promote Success for All)** met with Layla Sweet, Mountain Lion Leadership Seminar facilitator on July 31; on

August 1, met with the Mountain Lion Leadership cohort (Kristal Allen, Achievements Coordinator; Brittney Castaneda, Event Coordinator, Grant Services; Amy Dewey, Registrar; Erick Dominguez, STEM Program Manager, Grant Services; Steven Gonzales, HR Director; Tamara Gonzalez, Business Office Manager; Syerra Martinez, Payroll Coordinator; Misty McCormack, Direct of Adult Education; Isaac Morales, PC Support, Sr., Tech Services; Dania Moran Jimenez, Dreamer Coordinator, Grant Services; Delicia Pineda-Vlosich, Accessibility Services; Lisa Ryan, Restricted Funds Manager; Kaitlin Strickland, Administrative Assistant, Health Clinic; Samantha Villa, Director of Library Services; Faculty; Rick Wiedenmann, Professor of Biology; Deana Ybarra, Human Resources; and Carolyn Kasdorf, Interim VP of Business and Finance; held a campus forum on August 7.

10) Old Business: None

11) New Business

- A) Project Committee for T² Building: Dr. K Beardmore** – Dr. Beardmore read the list of 14 community members who have been asked to be part of the project committee as required by the USDOE grant for the Trades x Technologies Building. More members may be added later.

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

Cage, Elkins, Murrill, Frintz, and Bowman voted in favor of accepting the list of Project Committee members presented by Dr. Beardmore.

- B) T² Building Update & Groundbreaking: Dr. K Beardmore** – Dr. Beardmore presented a grant agreement between Southeast New Mexico College and PSP (Permian Strategic Partnership, Inc). The grant is for \$10 million to provide assistance with the construction of the Trades x Technologies Building. The first deliverable of \$4 million is due within 60 days of securing a general contractor (the agreement with Jaynes Corporation was signed on August 11) and establishing a date for breaking ground. Dr. Beardmore proposed Tuesday, September 23 at 11 am for groundbreaking.

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

Cage, Elkins, Murrill, Frintz, and Bowman unanimously approved groundbreaking for the T² Building on Tuesday, September 23 at 11 am. Dr. Beardmore thanked College Counsel Lane Martin and Director for Construction and Special Projects Gary Martinez for their efforts in moving this project forward.

- C) Joe Stanley Smith Building Lease: Kevin Beardmore** – Dr. Beardmore explained the proposed lease between SENMC and Carlsbad Municipal Schools. In brief, it is a three-year agreement for the College to use the Joe Stanley Smith Elementary School building located at 505 Alta Vista Street in Carlsbad. The agreement may be extended for subsequent one-year terms. The cost will be \$5,000 per month. Use of this building will allow SENMC to move out of the mall, provide a place to schedule all-day trainings, and use multiple classrooms for breakout training sessions, as well as providing more space for its Workforce programming. This in turn makes more space available on the SENMC campus for the CMS Early College High School.

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

Cage, Elkins, Murrill, Frintz, and Bowman all voted in favor of accepting this lease agreement. Dr. Beardmore added that SENMC will use the school as a staging area as equipment and materials for T² start to come in. The College will hire security and handle keeping the interior of the building clean. Carlsbad Municipal Schools will continue to maintain the exterior.

- D) Monthly Financial Report: Carolyn Kasdorf** – Carolyn Kasdorf, Interim Vice President for Business and Finance, presented bank statements and other related financial documents as of June 30, 2025. She said the Business Office staff are contacting students with outstanding balances and they are looking at software to develop payment plans. She pointed out that the balance sheet and income statement are unaudited reports and the audited financials will look different.

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

Motion: **Ned Elkins**

Second: **Mark Cage**

Nay: **0**

Abstain: **0**

Cage, Elkins, Murrill, Frintz, and Bowman approved the quarterly certification.

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

- A) **Dr. Effrosyni “Frosso” Seitaridou, VP of Academic Affairs:** Dr. Seitaridou announced the launch of the Mountain Lion Cub Care program for the fall semester. The program provides childcare for student parents attending evening classes between 5:30 and 6:45 pm, Monday through Thursday. This program will provide a practicum site for students in the Early Childhood Education program. She also shared news from the Nursing Program-as of August 5, 2025, the NCLEX pass-rate for SENMC Nursing students is 93%.
- B) **Carolyn Kasdorf, Interim VP-Business and Finance:** Ms. Kasdorf presented the audited financial statements for 2023. Going forward she wants to present the monthly financial statements in the same way they would appear in an audit. This will eliminate having to create two sets of reports and by using the same format the audited statements will make sense. She said that doing this will provide continuity and the Trustees can expect to see this starting next month.
Ms. Kasdorf and the Business Office staff are actively addressing the 13 findings in this audit and feeling confident there will be fewer findings in 2024 and 2025. She added she is hoping for zero findings in 2026. Ms. Kasdorf then directed the Trustees’ attention to the SENMC Board policy addressing investment and fund balances. She said the college has approximately \$150MM in cash that is earning less than 1%. She is preparing a proposal that would move \$100MM to CDs, Treasury Bills, Treasury Notes, and commercial paper. She said CNB Bank has a wealth management division that could assist the College in setting these up. The Trustees asked about the risks associated with having all the College’s funds in one financial institution and wondered about the expertise of the people working in the wealth management division.
- C) **Diana Campos, Dean of Student Affairs:** Ms. Campos reported that enrollment is up from this same period last year. Student Services hosted a new student orientation on August 11 and saw approximately 40 people. They will have another orientation Tuesday evening (August 12). A meet and greet event for students to meet peer mentors and faculty is scheduled for August 20. They are about to launch EAB Navigate, a program to assist with early alerts for students that are struggling.
- D) **Dr. Monty Harris, VP of Workforce Development and Community Engagement:** Dr. Harris said Community Education completed its Summer Reading program in July. Most of the participants improved 5-10 points from the start of the program to the end. They plan to offer this program again next summer. The fall course schedule will be released next week. It will include four courses for kids and fourteen adult classes.
In Workforce news, Sole Source letters dated July 23 have been posted on the SENMC website for the supplier of the Drone Soccer bundles. If there are no challenges the purchase, from Drone Sports, Inc., will proceed following the 30-day posting requirement. The Fall Safety Conference will be on August 22 from 7 am to 2 pm. It is sponsored by Devon and TSI Incorporated. Registration is free and lunch will be provided.
They have completed a study of the mining equipment simulators and determined the need for refinement of the hardware and software to increase functionality and add realism to the scenarios. The Lab Instructor has been working with 5DT to make necessary changes.

The quarterly Minority Serving Institutions Partnership Program (MSIPP) report for the DOE grant has been completed and submitted.

Dr. Harris reported that he has started work on the Associate of Applied Science Radiation Protection program, a deliverable of the DOE grant. He said the existing radiation protection courses in New Mexico do not incorporate the DOE RCT Training Handbook modules, so it will be necessary to design new courses. They will use guidance for NMHED on course numbering and design.

The fall schedule for RCT training under Porter House is August 25-December 12. Classes meet Monday through Friday from 5-9 pm.

A search is underway for an RCT trainer. This person will allow the College to transition existing non-credit training from Porter House to SENMC Workforce.

The Broadcast Media Program Manager was awarded a \$77,000 grant for Community News Transformation. This is in partnership with the Journalism and Design program at The New School, the New Mexico Local News Fund and the Department of Workforce Solutions. This also comes with two years of curriculum and team-based journalism.

Southeast New Mexico College will host its first Texas Engineering Extension (TEEX) A&M course, OSHA 510 (Occupational Safety and Health Standards for the Construction Industry from September 8-11.

- E) **Tymon Mattoszko, CIO:** Mr. Mattoszko announced the Softdocs rollout is in progress. They are developing a structure for the requisition and purchase process. TSS staff are busy setting up computers all over campus. He said they are encouraging employees to submit tickets even for “non-problems”, as a sort of suggestion box.

- 13) **HR Report: Steven Gonzales, HR Director:** The Human Resources department is hosting team building and fun activities Friday morning (August 15) as part of the Academic Kickoff.

The employee count for SENMC as of August 6 is 257 employees. This includes full-time, part-time, temporary, and student employees. Mr. Gonzales introduced two new employees that were present at the meeting, Donna Birchell, Library Assistant, and Dr. Jonathan Wilson who started his duties as Dean of Teaching and Learning on July 1. There are currently four faculty and seven staff vacancies.

August 2025's Employee of the Month is Maria Quintana, Community Education Manager.

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

A) **Faculty:** No report

B) **Administrative Staff:** No report

C) **Classified Staff:** Kristal Allen, newly elected president of the Classified Staff, announced the other Classified Staff officers: Jeannie Nichols, vice president; Antonia Olivas, secretary; and Joe Enriquez, Treasurer.

- 15) **Board comments:** Ned Elkins told Carolyn Kasdorf he appreciates what she has already done for the college.

Mark Cage agreed with Dr. Elkins. Saran Bowman said she is proud of the progress the college is making.

Tiffany Frintz thanked everyone for their attendance and encouraged employees to take part in convocation activities. Bill Murrill had no comments.

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

Date: September 8, 2025 **Time:** 6:00 pm **Place:** SENMC Room 153

- 17) **Adjournment** – The meeting adjourned at 6:52 pm.

Approved

Sarah Bowman, Secretary

Date

SENMC STRATEGIC PLAN (2025-2030)

Updates for September 2025 in blue

Goal 1: Serve More Students

Welcomed new students at the Fall 2025 Orientation, August 11 and 12
Met with the Learning Assistance Center Tutors at their Welcome Breakfast, August 18
Visited the Welcoming Meet and Greet with Peer Mentors & Faculty, August 20
Attended the Trades x Technologies Building - Pre-Construction Meeting with Jaynes, August 20
Signed, along with Isidro Herrera, the New Mexico Environment Department Alliance, August 22

Goal 2: Welcome and Engage the Community

Attended Carlsbad Rotary, August 20, 27, and September 3
Attended Partners in Heart Health Scholars Reception, at Dr. Ryan's facility, August 13
Met, along with Jerry Brian, Oil & Gas Faculty member, with Mike Hightower and Dr. Zach Stoll, NM Produced Water Research Consortium, and Lambis Papis at CEMRC, August 14
Attended the Carlsbad HS Performing Arts Center Ribbon Cutting, August 21
Provided closing remarks at the SENMC Safety Conference, August 22
Attended the screening of Dr. Martin Luther King Jr.'s "I Have a Dream" speech sponsored by the MLK Scholarship Committee and NAACP Carlsbad, at the Cavern Theatre, August 24
Met, along with Dr. Ned Elkins, with Mark Bollinger, USDOE, Doug Weaver, Los Alamos National Laboratories – Carlsbad, and John Heaton, August 25
Facilitated the SENMC Foundation Board meeting, August 26
Met, along with Chris Spaulding, with Dr. Kirk McDaniel, US Department of Energy, August 28
Attended the Carlsbad Department of Development Board meeting, September 4
Attended, as a member of the City of Carlsbad Comprehensive Community Plan Steering Committee, the first meeting on the public draft, September 4

Goal 3: Increase Learning and Efficiency

Met with Damian Capello, Red Rocket Media, about legacy equipment at SENMC, August 13
Shared the plans for the former Joe Stanley Smith Elementary building with the Carlsbad Municipal Schools Board, August 19
Met, along with Chair Frintz, with JAG for the audit entrance conference, August 29

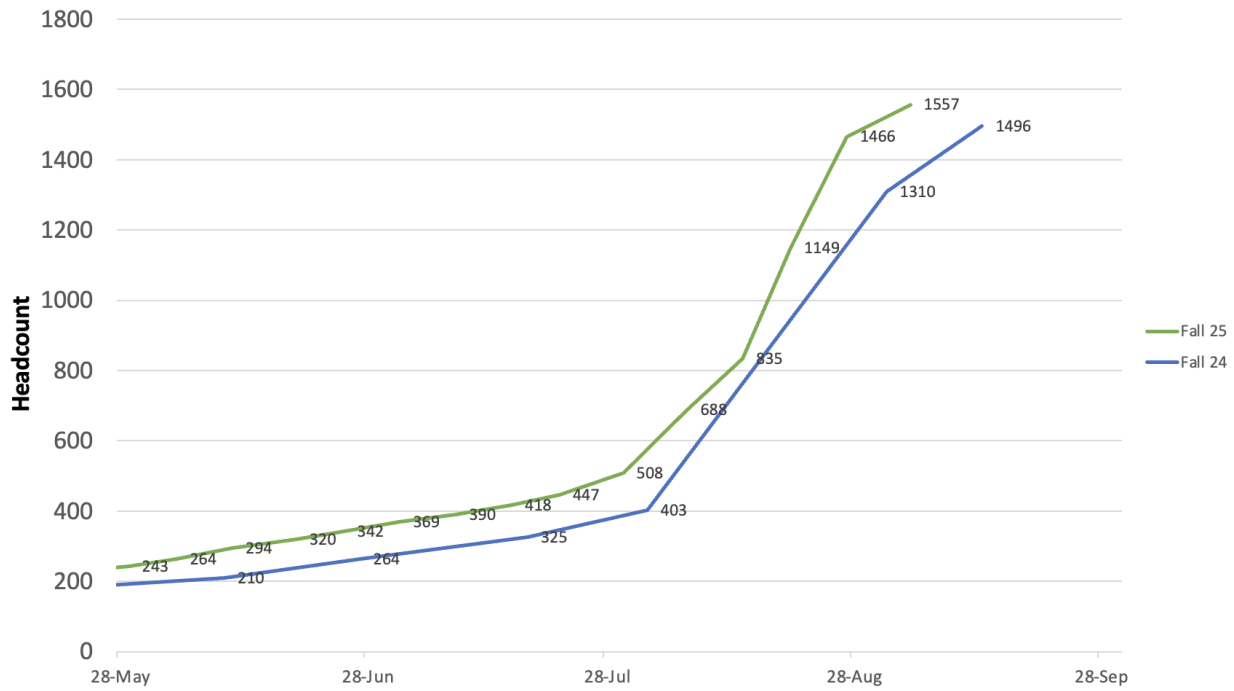
Goal 4: Promote Success for All

Presented at Convocation, the first meeting of the Fall 2025 Kickoff days, August 13

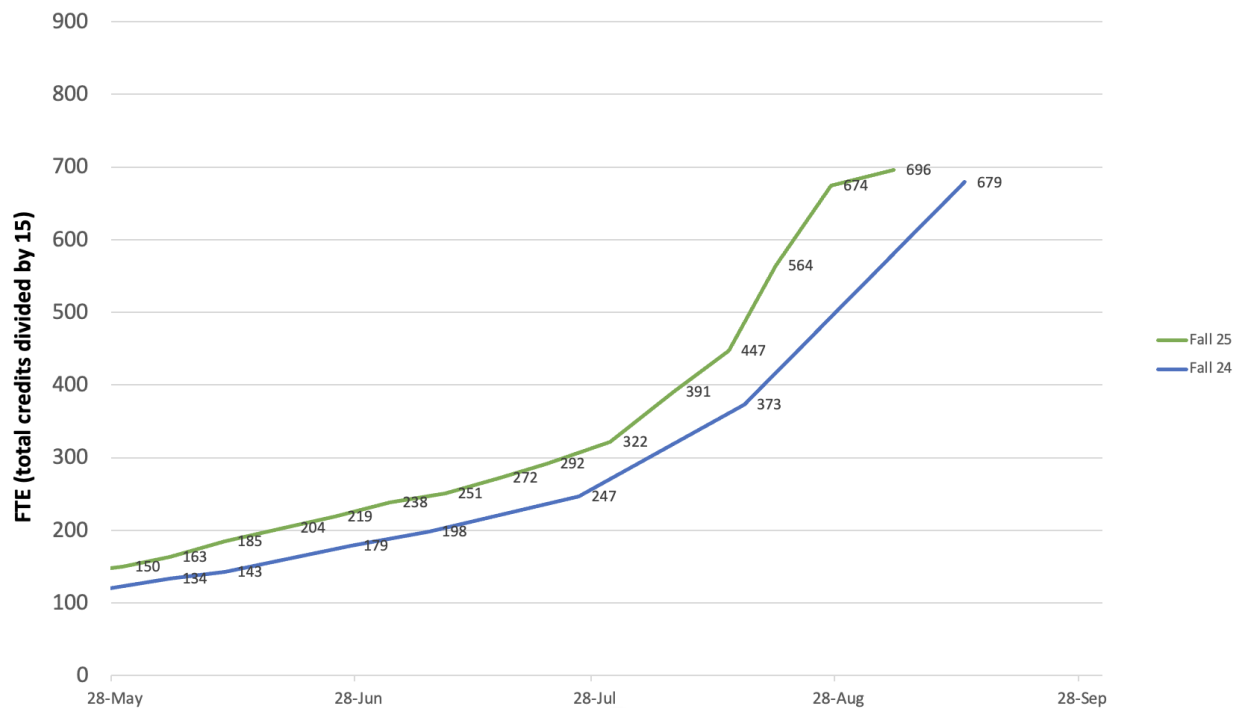
Event	Rating 1-5 (5 highest)
Wednesday morning - President's Address	4.67
Wednesday morning - Updates from Vice Presidents	4.44
Wednesday lunch - Food	4.00
Wednesday - Message from lunch sponsors - Grant Services, Marketing/PR/Web Services, and Adult Ed	4.29
Wednesday afternoon - CourseDog training	5.00
Thursday or Friday - Cybersecurity training	5.00
Thursday morning - Department meetings	4.80
Thursday lunch - Food	4.56
Thursday - Message from lunch sponsors - LTC, LAC, and the Library	3.75
Friday - SENMC's Minute to Win It Challenge	4.43
Friday lunch - Food	3.71

Judge for the Team Kickoff Event, SENMC's "Minute to Win It" Challenge, August 15
Held a campus forum, September 4

**SENMCM Headcount
Fall 24 vs Fall 25**



**SENMCM Full-Time Equivalent Students
Fall 24 vs Fall 25**





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

SENM Groundbreaking for the Trades x Technologies Building

Tuesday, September 23, 2025

11:00 a.m.

Introductions

Kevin Beardmore, Ed.D., President of SENMC

Welcome from the SENMC Board of Trustees

Tiffany Frintz, Chair

Welcome from the City of Carlsbad

Mayor Rick Lopez

Opening Remarks

Missi Currier, Ph.D., President and CEO of the New Mexico Oil & Gas Association; Chair, SENMC Foundation Board

Featured Remarks

Tracee Bentley, President and CEO of the Permian Strategic Partnership

The Journey to this Moment

Ned Elkins, Ph.D., SENMC Board of Trustees Member and Inaugural Chair

Invitation to Lunch and Closing

Room #	Trades x Technologies Room	Area	Level	25% of \$973/sq ft	Reserved	Date
101	CLASSROOM	691 SF	FIRST FLOOR	\$168,086		
103	SAFETY CLASSROOM	735 SF	FIRST FLOOR	\$212,600		
103B	SAFETY STORAGE	139 SF	FIRST FLOOR	(see above)		
104	CLASSROOM	735 SF	FIRST FLOOR	\$178,789		
105	HYBRID/PRE-LAB DISCUSSION	1007 SF	FIRST FLOOR	\$244,953		
106	ENVIRONMENTAL TECH LAB	709 SF	FIRST FLOOR	\$172,464		
108	SIM LAB	1088 SF	FIRST FLOOR	\$264,656	PSP	3-Sep-25
108B	SIM STOR	241 SF	FIRST FLOOR	\$58,623	PSP	3-Sep-25
109	HYBRID/PRE-LAB DISCUSSION	799 SF	FIRST FLOOR	\$194,357		
110	CLASSROOM	732 SF	FIRST FLOOR	\$178,059		
A100	MAIN STAIR - ATRIUM	409 SF	FIRST FLOOR	\$99,489		
C100	ENTRY CORRIDOR	235 SF	FIRST FLOOR	\$57,164		
C100A	RECEPTION (BELOW)	105 SF	FIRST FLOOR	\$25,541		
C101	MAIN STREET	4034 SF	FIRST FLOOR	\$981,271		
L100	OIL & GAS TECHNOLOGIES LAB	1948 SF	FIRST FLOOR	\$473,851		
L101	INDUSTRIAL MAINTENANCE LAB	1496 SF	FIRST FLOOR	\$363,902		
L102	ELECTRICAL TRADES LAB	1549 SF	FIRST FLOOR	\$376,794		
O100	OUTDOOR WORK AREA	1994 SF	FIRST FLOOR	\$485,041		
O101A	OUTDOOR WORK AREA	1445 SF	FIRST FLOOR	\$351,496		
O101B	OUTDOOR WORK AREA	1943 SF	FIRST FLOOR	\$472,635		
O102	OUTDOOR WORK AREA	1676 SF	FIRST FLOOR	\$407,687		
203	PLC INSTRUMENTATION/ CIRCUITRY/ROBOTICS LAB	1193 SF	SECOND FLOOR PLAN	\$290,197		
204	GENERAL CLASSROOM	742 SF	SECOND FLOOR PLAN	\$180,492		
205	GENERAL CLASSROOM	745 SF	SECOND FLOOR PLAN	\$181,221		
206	SMALL TESTING LAB	882 SF	SECOND FLOOR PLAN	\$214,547		
206A	TESTING CHECK-IN	187 SF	SECOND FLOOR PLAN	\$45,488		
207	PROCTOR OFC	181 SF	SECOND FLOOR PLAN	\$44,028		
212	CONFERENCE ROOM	288 SF	SECOND FLOOR PLAN	\$70,056		
225	MEETING RM	270 SF	SECOND FLOOR PLAN	\$65,678		
228A	MULTI-USE 2	937 SF	SECOND FLOOR PLAN	\$227,925		
228B	MULTI-USE 1	1009 SF	SECOND FLOOR PLAN	\$245,439		
232	STUDENT SPACE	484 SF	SECOND FLOOR PLAN	\$117,733	ExxonMobil	26-Aug-25
O200	OUTDOOR PATIO	1244 SF	SECOND FLOOR PLAN	\$302,603		

Southeast New Mexico College
Business Office Reports
September 8, 2025

- Business Office Report Narrative
- Business Office Report - Budget to Actual Comparison
- Balance Sheet as of 7/31/2025
- Income Statement as of 7/31/2025

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

Date: September 8, 2025

To: SENMC Board of Trustees

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

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

Statement of Revenue and Expenditures

The statement of Revenue and Expenditures provides the Board of Trustees with a monthly snapshot in time as of 7/31/2025. This allows the Board the opportunity to track how the College's budget to actuals is performing. It also allows Management a view to adjust for areas where budget may need to be increased, decreased, or adjusted accordingly.

Balance Sheet

Please note that the balance sheet covers three fiscal periods – FY24 (July 1, 2023 – June 30, 2024), FY25 (July 1, 2024 – June 30, 2025), and FY26 (July 1, 2025 – June 30, 2026). The purpose of this is because the College has not closed out FY24 and need the balances to provide a complete picture of what our financial position is at that point in time.

As of July 31, 2025, our net position is \$165,367,697 an increase of \$12,796,580 from an unaudited FY24 balance. Cash has increased from \$135,284,004 in FY24 to \$157,245,663.20 in FY26 – an increase of \$21,961,659. In preparation for the audit, the College is reviewing the assets and liabilities and will continue to categorize them correctly.

Income Statement

The income statement provides a snapshot of revenue and expenses. Please keep in mind that the unaudited balance as of 6/30/24 and 6/30/25 is for the entire fiscal year. Whereas the unaudited balance as of 7/31/25 is only for that specific point in time.

Update on Investment RFP

The Request for Proposal for Investment Services was issued on the week of August 21, 2025, with responses due by 9/12 and proposals by 9/19. A review of the proposals will occur the following week. The College will bring recommendations back to the Board during the October Board meeting.

Update on FY24 Audit

We met with Jaramillo Accounting Group LLC (JAG) on Friday August 29, 2025, to discuss the Fiscal Year (FY) 24 audit. We discussed getting everything uploaded to the portal in a timely manner. While 1/3 of the items have been uploaded as of the first of September, we are aiming for 100% upload by the first of October. We discussed extending their contract as it currently expires in November. For consistency, it would be helpful to finalize FY24 and roll immediately into FY25 audit.

Statement of Revenue and Expenditures

Southeast New Mexico College

Report Date: 7/31/2025

	Budget	Revised Budget	Actuals	Available Balance
Revenues				
Tuition and Fees	\$560,202.00	\$560,202.00	\$3,482.00	\$556,720.00
Student Activities, Tuition and Fees	60,000.00	60,000.00	300.00	59,700.00
Technology Services & Solutions, Tuition and Fees	60,000.00	60,000.00	276.00	59,724.00
State Appropriations	5,838,200.00	5,838,200.00	478,983.00	5,359,217.00
Local Appropriations	35,000,000.00	35,000,000.00	2,526,838.98	32,473,161.02
Other Source Revenue	751,800.00	751,800.00	181,771.99	570,028.01
Student Health Clinic, Sales and Services	25,000.00	25,000.00	172.05	24,827.95
Bookstore, Sales and Services	375,000.00	375,000.00	5,240.03	369,759.97
Grants	3,425,426.00	3,425,426.00		3,425,426.00
Community Ed				
Workforce			755.00	(755.00)
Other Sources			21,312.00	(21,312.00)
Transfers In			189.00	(189.00)
Total Revenues	46,095,628.00	46,095,628.00	3,219,320.05	42,876,307.95
Expenditures				
Faculty Salaries	4,731,054.00	4,731,054.00	246,254.45	4,484,799.55
Professional Salaries	5,202,210.00	5,202,210.00	387,366.31	4,814,843.69
Support Staff	2,934,883.00	2,934,883.00	212,194.87	2,722,688.13
Part Time Faculty Salaries	1,443,710.00	1,443,710.00	57,377.18	1,386,332.82
Student Salaries	249,020.00	249,020.00	19,673.75	229,346.25
Workstudy Salaries				
Other Salaries	838,517.00	838,517.00	247,220.34	591,296.66
Fringes	6,615,017.00	6,615,017.00	428,766.93	6,186,250.07
Financial Aid Expenses				
Travel	699,024.00	699,024.00	31,751.94	667,272.06
Utilities			7,673.32	(7,673.32)
Supplies and Expenses	6,013,779.00	6,013,779.00	490,176.72	5,523,602.28
Equipment	1,720,400.00	1,720,400.00	5,600.00	1,714,800.00
Construction			117,003.00	(117,003.00)
Total Operating Expenses	30,447,614.00	30,447,614.00	2,251,058.81	28,196,555.19
Net Excess / (Deficit)	15,648,014.00	15,648,014.00	968,261.24	14,679,752.76

Generated on: 9/2/2025

SENNC Balance Sheet-Rev CK

Southeast New Mexico College

	Unaudited Balance 6/30/2024	Unaudited Balance 6/30/2025	Unaudited Balance 7/31/2025	Total
Balance Sheet				
Current Assets				
Cash and Cash Equivalents	\$135,284,004.35	\$21,028,453.30	\$933,205.55	\$157,245,663.20
Short Term Investments				
Receivables (Net of Allowance for Doubtful Accounts)	197,650.97	164,420.31	(21,238.97)	340,832.31
A/R Other	9,622,970.52	61,432.48	(54,792.67)	9,629,610.33
Interest Receivable				
Prepaid Expenses				
Total Current Assets	145,104,625.84	21,254,306.09	857,173.91	167,216,105.84
Noncurrent Assets				
Other Long Term Investments				
Inventories Bookstore				
Capital Assets (Net of Accumulated Depreciation)	16,186,013.00			16,186,013.00
Construction In Progress	435,301.00			435,301.00
SBITA (Net of Accumulated Depreciation)	910,638.00			910,638.00
Total Noncurrent Assets	17,531,952.00			17,531,952.00
Total Assets	162,636,577.84	21,254,306.09	857,173.91	184,748,057.84
Deferred Outflows				
Deferred Outflows - Pension Plan	21,176,401.00			21,176,401.00
Deferred Outflows - OPEB				
Total Deferred Outflows	21,176,401.00			21,176,401.00
Total Assets and Deferred Outflows	183,812,978.84	21,254,306.09	857,173.91	205,924,458.84

	Unaudited Balance 6/30/2024	Unaudited Balance 6/30/2025	Unaudited Balance 7/31/2025	Total
Liabilities and Deferred Inflows				
Current Liabilities				
Accounts Payable	464,585.25	2,175,007.58	(210,482.07)	2,429,110.76
Sales Tax Payable	5,170.52	5,868.62	536.14	11,575.28
Gift Certificates	(7,671.20)	(2,416.57)	(49.18)	(10,136.95)
Payroll Taxes Payable	(1,682,605.44)	650.88		(1,681,954.56)
Benefits Payable	(77,503.24)	4,280,049.64	608,610.06	4,811,156.46
Accrued Payroll	93,913.13			93,913.13
Payroll Clearing	4,347,789.52	(10,007.13)	601,513.74	4,939,296.13
Accrued Vacation	360,435.00			360,435.00
Financial Aid Payable	(858,515.57)	1,865,617.50		1,007,101.93
Institutional Funds	(1,072.00)			(1,072.00)
Pension Liability				
Unearned Revenue				
Deposits Payable				
Total Current Liabilities	2,644,525.97	8,314,770.52	1,000,128.69	11,959,425.18
Compensated Absences				
SBITA Liability	1,121,385.00			1,121,385.00
Pension Liability	17,227,453.00			17,227,453.00
OPEB Liability				
Total Noncurrent Liabilities	18,348,838.00			18,348,838.00
Total Liabilities	20,993,363.97	8,314,770.52	1,000,128.69	30,308,263.18
Deferred Inflows of Resources				
Deferred Inflows - Pension	10,248,498.00			10,248,498.00
Deferred Inflows - OPEB				
Total Deferred Inflows of Resources	10,248,498.00			10,248,498.00
Due to / Due From				
Total Liabilities Including Due to / Due from	31,241,861.97	8,314,770.52	1,000,128.69	40,556,761.18
Net Position	152,571,116.87	12,939,535.57	(142,954.78)	165,367,697.66

Income Statement

Operating Revenues

	Unaudited Balance 6/30/2024	Unaudited Balance 6/30/2025	Unaudited Balance 7/31/2025	Total
Tuition	459,885.76	519,479.60	3,709.00	983,074.36
Fees	104,432.28	92,349.80	890.00	197,672.08
Discounts				
Less: Scholarship Allowance				
Total Tuition & Fees (Net of Discount)	564,318.04	611,829.40	4,599.00	1,180,746.44
Federal Grants and Contracts	1,879,448.70	4,524,697.07		6,404,145.77
State Grants and Contracts	476,481.58	422,051.04		898,532.62
Non Government Grants & Contracts	288.00		14,500.00	14,788.00
Sales and Services of Educational Activities				
Auxiliary Enterprises	198,579.83	224,413.07	10,399.70	433,392.60
Other Operating Revenues	196,923.23	336,441.76	126,941.88	660,306.87
Transfers In				

Total Operating Revenues	3,316,039.38	6,119,432.34	156,440.58	9,591,912.30
---------------------------------	---------------------	---------------------	-------------------	---------------------

Expenditures

Instruction Faculty Salaries	3,612,735.27	3,902,025.53	430,531.93	7,945,292.73
Instruction Staff Salaries	903,591.17	1,471,128.81	276,875.19	2,651,595.17
Instruction Benefits	1,646,953.41	1,737,648.66	218,555.90	3,603,157.97
Instruction - Other	334,828.15	546,490.41	12,469.76	893,788.32
Total Instruction Operating Expenses	6,498,108.00	7,657,293.41	938,432.78	15,093,834.19

Public Service Salaries

Public Service Benefits

Public Service - Other

Total Public Service Operating Expenses

	Unaudited Balance 6/30/2024	Unaudited Balance 6/30/2025	Unaudited Balance 7/31/2025	Total
Academic Support Salaries	1,022,201.42	991,395.01	148,851.19	2,162,447.62
Academic Support Benefits	503,378.14	424,050.32	59,266.25	986,694.71
Academic Support - Other	340,580.17	236,529.09	42,591.66	619,700.92
Total Academic Support	1,866,159.73	1,651,974.42	250,709.10	3,768,843.25
Student Services Salaries	1,231,324.41	1,280,520.23	167,108.74	2,678,953.38
Student Services Benefits	660,375.09	593,885.33	74,733.74	1,328,994.16
Student Services - Other	213,641.72	444,931.37	113,121.46	771,694.55
Total Student Services	2,105,341.22	2,319,336.93	354,963.94	4,779,642.09
Institutional Support Salaries	2,546,315.48	3,200,703.92	484,161.09	6,231,180.49
Institutional Support Benefits	1,783,188.46	1,300,060.89	171,721.13	3,254,970.48
Institutional Support- Other	7,366,502.39	8,910,264.68	636,357.92	16,913,124.99
Total Institutional Support	11,696,006.33	13,411,029.49	1,292,240.14	26,399,275.96
Operation & Maintenance Salaries	622,795.60	765,367.51	106,128.81	1,494,291.92
Operation & Maintenance Benefits	401,553.89	407,023.67	59,706.41	868,283.97
Operations & Maintenance - Other	5,566,608.70	17,058,612.16	250,173.85	22,875,394.71
Total Operating & Maintenance	6,590,958.19	18,231,003.34	416,009.07	25,237,970.60
Scholarship & Fellowship Salaries				
Scholarship & Fellowship Benefits				
Scholarship & Fellowship - Other	2,358.92	7,726.30	2,826.43	12,911.65
Total Scholarship & Fellowship	2,358.92	7,726.30	2,826.43	12,911.65
Auxiliary Enterprises Salaries	167,280.38	320,249.03	46,610.76	534,140.17
Auxiliary Enterprises Benefits	62,902.74	104,040.13	16,184.92	183,127.79
Auxiliary Enterprise - Other	263,598.50	418,535.09	79,086.31	761,219.90
Total Auxiliary Enterprise	493,781.62	842,824.25	141,881.99	1,478,487.86
Depreciation				
Total Operating Expenses	29,252,714.01	44,121,188.14	3,397,063.45	76,770,965.60
Net Excess (Deficit)	(25,936,674.63)	(38,001,755.80)	(3,240,622.87)	(67,179,053.30)
Foundation Transfers		12,340.00	4,725.00	17,065.00
Non Operating Revenues (Expenses)				
State Appropriations	5,812,118.95	5,990,997.92	478,983.00	12,282,099.87
County Ad Valorem Taxes	42,286,084.84	43,804,947.44	2,526,838.98	88,617,871.26
Federal Grants & Contracts, Non Operating				
Gifts	116,010.00	148,725.00		264,735.00
Investment Income (Net of Investment Expenses)	752,827.05	1,008,961.01	96,571.11	1,858,359.17
Other Non-Operating Revenue (Expenses)				
Net Non Operating Revenues (Expenses)	48,967,040.84	50,953,631.37	3,102,393.09	103,023,065.30
Increase in Net Position				
Net Position Beginning of the Year	129,540,750.66			129,540,750.66
Net Position End of the Year	152,571,116.87	12,939,535.57	(142,954.78)	165,367,697.66



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

Board of Trustees – VPAA report – September 2025

- Updates from the Business and Information Technology department – Jon Strahan

The department's proposal to add a new Associate of Arts in Business Administration - Accounting program was approved by the New Mexico Higher Education Department (NMHED) on August 12th.

- Updates from the Allied Health department – Sandra Florez

The Allied Health department is happy to announce that the pass rate for the Surgical Technology students at the National Center for Competency Testing (NCCT) certification exam was 90%. The remaining students are rescheduling to re-take the exam. Of those that passed, 100% of them have obtained employment in Southeast New Mexico.

August 2025 Workforce Development and Community Engagement Updates

- Interim VP Office
 1. Chris Spaulding started Aug 18th as Interim VP of Workforce Development and Community Engagement
 2. Productive meeting with DOE Grant customer to get program back on track
 3. Attended Nuclear Task Force Meeting
 4. New DOE MSHA Instructor started Sep 2, 2025
- Work-Based Learning
 1. Working on AAS Radiation Protection Technology program for submission to Curriculum Committee as 6 new courses.
- Workforce Safety Department
 1. Relocated to the SENMC Veterans Memorial Workforce Training Center located at the former Joe Stanley Smith Elementary.
 2. Conducted first class at the SENMC Veterans Memorial Workforce Training Center.
 3. Attended the OXY Safety Conference for the Southeast New Mexico and West Texas Road Coalition Group.
 4. 1067 Trainings to date, with 141 completed in August 2025
- Workforce Partnerships
 1. Successfully hosted the 1st Annual SENMC Safety Conference on August 22 with attendees from multiple Oil, Gas, and Mining industries in the region.
 2. Received a \$77,000 Community News Transformation Grant for building and sustaining a community news program.
 3. Johnny Chandler was elected as a board member to the New Mexico Broadcasters Association. This board seat is a two-year board set.
- Adult Education
 1. 187 students enrolled for the Fall semester. This is on-track to surpass last year of 231 for both semesters.
- Community Education
 1. Fall schedule released featuring 18 classes, six new instructors, and workshops for all ages.

Report Generated: September 2, 2025
Submitted by: Steven Gonzales, HR Director



Employee Count

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

New Hires

Name
Anaya, Amy
Campbell, Shaina
Campbell, Zadoc
Denson, Jady
Harris, Monty
Huff, Eric
Kholwadwala, Vishal
Perez, Crucita
Santana, Fernando
Schuller, Todd
Sestilio, Amber
Shull, Randy
Souza, Emily
Spaulding, Chris
Zink, Kevin

Total: 266

Job Title
Radiological Control Technician Trainer
Adjunct, EMT
Adjunct, EMT
Dual Credit Instructor, Welding
Dean of Work-Based Learning
Adjunct, Business
Adjunct, Allied Health
Temporary hire, Welding
Director of Program Safety, MSHA
MSHA Instructor
Dual Credit Instructor, English
Instructor of Electrical Technology
Temporary hire, Fire Science
Interim VP of Workforce and Community Engagement
Dual Credit Instructor, Culinary Arts

Total: 15

Departures

Name
Aryal, Pradip

Job Title
Professor of Mathematics

Total: 1

Currently in Interview Process

Job Title

Administrative Assistant, Workforce and Community Education
Clinical Coordinator, Health Clinic
Simulator Lab Coordinator

Total: 3

Current Vacancies

Job Title

Faculty:

Adjunct, CNA
Adjunct, Surgical Technology
Instructor or Assistant Professor, Electrical Technology
Instructor or Assistant Professor, Nursing
Instructor or Assistant Professor, Oil & Gas

Total: 5

Staff:

Administrative Assistant, Workforce and Community Education
Adult Education Instructor
Clinical Coordinator, Health Clinic
English/Writing Tutor
Library Specialist, Lead
MSHA Instructor
Nursing Department Coordinator
Simulator Lab Coordinator

Total: 8
