

BOARD OF TRUSTEES MEETING MINUTES

Date: 9/14/26

Time: 6:00 pm

Type of Meeting:

☒ Regular

☐ Work Session

☐ Special

Location: SENMC RM 153

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

☒ Secretary, Ned Elkins

☒ Member, Jason Shirley (Zoom)

Member(s) absent: Mark Cage

1) Call to Order

Time: 6:05 pm

2) Pledge of Allegiance

3) Establish Quorum – Roll Call

4) Approve Agenda

Motion: **Lee White**

Second: **Ned Elkins**

Nays: **0**

Abstain: **0**

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

5) Approval of minutes from the previous meetings – 8/10/2026 and 9/2/2026

Motion: **Lee White**

Second: **Jason Shirley**

Nays: **0**

Abstain: **0**

Elkins, Bowman, White, and Shirley voted to approve the minutes of the August 10, 2026 meeting and the minutes of the Special meeting on September 2, 2026.

6) Public Comments: None

7) Student Government Representative: None

8) General Counsel: None. Lane Martin did not attend.

9) SENMC general status report: Dr. Kevin Beardmore

Report on 2025-2030 Strategic Plan – Goal 1 (Serve More Students) Met with new Early College Principal Rebecca Hicks to discuss progress on History dual credit for Early College students, August 13; Met, along with Gary Martinez, with Jaynes Corporation and Nine Degrees for the Trades x Technologies Building progress report, August 20; Met with Ms. Hicks, Dean Zane Biebelle, Chair Rick Wiedenmann and science instructors about potential Physics dual credit for Early College students, September 1; Met, along with Zane Biebelle (Academic Affairs) and April Addington (Dual Credit Liaison), with Jason Hightower, Carlsbad HS Principal, and Vickie Beeman, Carlsbad Municipal Schools Assistant Superintendent of School Leadership and Student Services, September 1; Met with Ms. Hicks to discuss construction plans for this year and next, September 2; Met, along with Mr. Martinez, with Nine Degrees about T-squared room names, September 2; **Goal 2 (Welcome and Engage the Community)** Published my latest newspaper/website article: “Beyond the Easy Way” August 7; Attended an update on the WIPP New Mexico Environment Department permit for local leaders, August 10; Attended, along with Chair Sarah Bowman, a meeting convened by Carlsbad Municipal Schools regarding a partnership to develop a plan for an aquatic center complex, August 13; Met with Darian

Jaramillo, Superintendent of Artesia Public Schools, and Halee Goff, their new Curriculum Director, to discuss our forthcoming Instrumentation, Controls, and Electrical AAS degree program, August 17; Met with Dr. Joy James-Foster to visit potential rooms for the March 2027 DOE/SIMCO Regional Science Bowl, August 18; Attended Carlsbad Rotary, August 19 & 26, September 2 & 9; Facilitated the SENMC Foundation Board meeting, August 25; Met, along with our Welding and Digital Arts faculty, with Denise Green, Executive Director of Carlsbad Main Street, about partnering on their Neon Alley project, August 25; Attended the NMOGA in Carlsbad event at Golf Society, September 8; Met with the National Fitness Campaign and Healthy Campus Grant representative, September 9; Attended the Carlsbad Economic Development Corporation Board meeting, September 10; Attended the Q Station Energy Challenge Showcase, in Hobbs, September 10; **Goal 3 (Increase Learning and Efficiency)** Held a Campus Forum, August 31; and **Goal 4 (Promote Success for All)** Attended the Meet and Greet event on the first day of classes, including being interviewed by Carlsbad Radio and KCCC 930, August 19; Presented, along with Chair Bowman and Dr. Elkins, at the Convocation event beginning our three-day Kickoff, August 12; Welcomed New Student Orientation attendees (morning and evening), August 19.

Dr. Beardmore also shared the survey results for the Fall 2026 Kickoff. He noted that the high rating for the President's Address on Wednesday morning could probably be attributed to Trustee Chair Sarah Bowman and Secretary Dr. Ned Elkins.

Kickoff event	Rating
Wednesday morning - President's Address	4.90
Wednesday lunch - Food	4.19
Wednesday morning - Updates from Chief Officers	4.33
Wednesday - Message from lunch sponsors - Health Clinic, Marketing/PR, Web Services	4.38
Wednesday afternoon - CourseDog training	4.17
Thursday or Friday - Cybersecurity training	4.53
Thursday morning - Department meetings	4.33
Thursday morning - EAB Navigate and Early Alert	3.86
Thursday lunch - Food	4.63
Thursday - Message from lunch sponsors - LTC, LAC, and the Library	4.17
Thursday afternoon - Beyond the Benchmark	4.42
Friday breakfast - Food	4.59
Friday - HR Game Day	4.82
Friday morning - Budget Dashboards	4.63

10) Old Business:

- A) Elizabeth Higgins from the Carlsbad Rotary Club addressed the Trustees to request permission to install a 24x60 sign on SENMC property. Installation of signs welcoming people to Carlsbad is a service project of the Carlsbad Rotary Club.

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

Elkins, Bowman, White, and Shirley voted unanimously in favor of the motion to allow the Carlsbad Rotary Club to post a sign on SENMC property.

- B) SENMC President's contract – The Trustees, College Counsel Lane Martin, and Dr. Beardmore had all previously reviewed the contract extension offered to Dr. Beardmore.

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

Elkins, Bowman, White, and Shirley all voted in favor of the motion to approve the

President's contract with the changes they discussed just prior to the start of this evening's meeting.

11) New Business:

- A) Proposal of online course fee for 2027-28: K Beardmore** – Before describing the proposal for an online course fee in AY 2027-28, Dr. Beardmore shared an article from *Community College Daily* titled “AI, ghost students and payment risk: How higher education fraud is getting smarter”. He explained that SENMC is what the article describes as a “low friction enrollment program” because of its low tuition, open admissions policy, and no admission fee. The college has been targeted recently by bad actors that use AI to generate endless requests and file appeals in the form of both lengthy emails and short text messages requesting extensive use of any opportunity or appeal, all of which require that the college respond appropriately. Dr. Beardmore said we have to do things to make sure they do not get a refund that they do not deserve. He said we will see a lot more proctored exams with online courses, where students must go to a testing center to take exams. We are ramping up our work here to make sure we can proctor exams as we need to. He said we need to put the online course fee back on at a higher level (triple what it used to be). (High school dual credit will not pay any of it.) He wants to set the online course fee at \$75 per credit hour. He also proposed setting our out-of-state per credit hour charge at \$234 to match that of Eastern New Mexico University-Roswell. But to make sure we are serving our Eddy County residents he wants to offer students living in Eddy County (new residents and people working in Eddy County industries) a lower in-district rate.

Sarah Bowman asked if other colleges have successfully implemented something like this and wondered how someone with a disability who was homebound would deal with a requirement for appearing in person (for testing). Dr. Beardmore explained that in that case it would fall under accommodations, which is a separate process.

Lee White asked if it would benefit the college to have additional vetted testing centers. Dr. Beardmore explained that SENMC has joined a national group and is currently going through that group's evaluation process. When that is complete, we would give it to Loving and Carlsbad schools to use as a model. He will have more details in October.

- B) Approve Research and Public Service Program (RPSP) proposal: Aviation & Unmanned Aircraft System Workforce Training Program: C Spaulding** – Mr. Spaulding presented a funding request in the amount of \$36,900 to fund three new courses; Introduction to Aviation, Drone Part 107 Test Prep, and Private Pilot Ground School Test Prep. The funds would be used to cover the salaries of three instructors. He explained that this will build local aviation training pathways for Eddy County residents, opening doors to flight and drone certification. He added that classes are already filling up. Lee White wondered about students who already have their licenses and Chris explained that the 4-week course is geared toward hobbyists and families. He added that anything beyond that is being addressed by Academics.

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

Elkins, Bowman, White, and Shirley voted unanimously in favor of approving this request to authorize submission to the New Mexico Higher Education Department (NMHED).

- C) Approve Program Removal: Zane Biebelle** – Ms. Biebelle told the Trustees that the Curriculum Committee has met and approved the removal of six programs (Manufacturing Technology Manufacturing Processes, Digital Media Technology Digital Animation, Digital Media Technology Digital Video, Paralegal Studies, Manufacturing Technology Electronics Assembly, and Business Office Technology Accounting) because there are other programs in place that better suit our needs. Ned Elkins asked about the process for identifying which courses to remove and Zane explained that Department Chairs and Program Coordinators made the first assessment of the need to revamp degrees. In response to Lee White’s question, Zane confirmed that no current students will be affected by the removal of these courses.

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

Elkins, Bowman, White, and Shirley, unanimously voted in favor of the motion to approve removal of these courses.

- D) Faculty Workload Management: C Kasdorf** – Ms. Kasdorf asked the Board to approve implementation of the Faculty Workload Management software that SENMC has had access to since implementing Anthology in 2024, although it had not been configured for institutional use in managing and monitoring faculty workloads. She said the College is now prepared to move forward in using this feature and has engaged Ellucian to ensure it is properly configured and integrated with our existing processes. The cost for Ellucian to provide implementation and consulting services is approximately \$107,325. She added that Zane’s team (Amy Dewey, Registrar, and Merdi Theragood, Assistant Registrar) think this will help the process of counting hours and paying faculty accurately.

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

Elkins, Bowman, White, and Shirley unanimously approved the motion to pay Ellucian to help the College in implementing the Faculty Workload Management software.

- E) Approval to Add Rebecca Silva to the CNB Bank Wealth Management Account: C. Kasdorf** – with the pending retirement of Dr. Karla Volpi, Rebecca Silva is taking on the responsibility of reconciling College’s bank and investment accounts each month. To do this she needs “view-only” access to the account statements and the bank wants approval from the Board of Trustees before giving her access.

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

Elkins, Bowman, White, and Shirley unanimously voted in favor of giving Rebecca Silva access to the investment account statements.

- F) Disposal of Surplus Property: C Kasdorf** – Ms. Kasdorf presented a letter and resolution to dispose of surplus property. She also provided a list of the property for disposal.

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

Elkins, Bowman, White, and Shirley all voted in favor of the resolution to dispose of surplus property.

- G) Monthly Financial Report: C Kasdorf** – Ms. Kasdorf presented financial statements for the period ended July 31, 2026. Because this was the first month of the new fiscal year she also provided a comprehensive report detailing the primary columns included in the monthly financial reports. She pointed out that this financial statement encompasses activity across fiscal years 2025, 2026, and 2027.

She emphasized that these do not represent comparable reporting periods as FY25 and FY26 reflect full years of financial activity while FY2027 represents only one month of activity through July 31, 2026.

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

- A) **Zane Biebelle, Interim Dean of Academic Affairs:** Ms. Biebelle began by presenting a report from Dianne Hardin, Professor/Director of Nursing Program. In the report Ms. Hardin noted that they had 17 graduates from the class of 2026 and 16 of the 17 passed the NCLEX on their first attempt. Ultimately all 17 passed and all are employed, 12 of them locally. There are 15 students moving forward in this fall semester and 29 first semester students.

The nursing faculty continue writing their self-study and working on required documentation as they prepare for their ACEN accreditation visit scheduled for March 2027.

Kina Chavez completed her Masters' program in May. They have hired two new nursing faculty. Ms. Hardin noted that this will help as they anticipate the retirement of a senior faculty member next spring and another pursuing her APRN as a Nurse Practitioner. Ms. Biebelle reported that she participated in a monthly meeting of the New Mexico Independent Community Colleges Chief Academic Officers; met, along with Dr. Beardmore, with our partners at Carlsbad High School and the Early College High School to discuss plans to assist them with their goals. She submitted paperwork for the Plutonium Workforce Development Initiative Phase IIIB-Category 1: Radioactive Material and Environment-Ready Technicians and Technologists (Rad-Ready Tech), our grant partnership with NMSU. Amy Anaya has agreed to serve as the Program manager for the college. She hosted the Intro to Honors Pizza party and spoke to 20 potential CLIFF Scholars about the program. She facilitated the first Bonus Day workshop on August 31 on the topic of General Education Assessment. Around 12 faculty members attended the workshop. The next session's topic will be Teamwork in the Classroom and Beyond. She explained that the purpose of the Bonus Day workshops is to discuss authentic teaching and learning at SENMC.

- B) **Carolyn Kasdorf, Chief Business & Financial Officer:** Ms. Kasdorf reported that in August the Health Clinic doubled the patient volume that it had seen in July and that figure does not include the DOT exams. The Health Clinic hosted a Wellness Wonderland (including Alice in Wonderland costumes, snacks, and games) during Welcome Week. A flu clinic is scheduled for September 16.

The bookstore reported textbook sales of \$180,000 so far this year.

- C) **Diana Campos, Dean of Student Affairs:** Dr. Kevin Beardmore shared enrollment information found in the report provided by Diana Campos. He noted that we are staying ahead on enrollment by getting people enrolled sooner (and unregistered sooner). He said he is happy to see the growth in Early College, saying that the first-time freshmen growth is exceptional. The headcount as of 9-14-2026 was 1,560.

The Financial Aid office started Fall 2026 disbursements on September 8. They disbursed \$290,408 in Title IV aid and \$86,619 in state and institutional aid funding. There will be FAFSA workshops at Loving High School on October 15 and 26 and one at Carlsbad High School on October 21. They are preparing for the annual Federal Student Aid closeout on

September 30. Diana's report also included a graph showing how much aid was paid out in 2025-26 in either direct loans (18 students received \$76,381) or Pell Grants (254 students received \$1,124,357). Five students have been hired under the work study program in Fall 2026. There are still two open positions in the Library and TSS (Technology Services & Solutions).

D) **Chris Spaulding, Dean of Workforce Development:**

Office of Dean of Workforce Development – Chris is preparing the department for the arrival of Dr. Jennifer Schroeder, VP of Workforce Development and Community Engagement. Dr. Schroeder will start on November 1, 2026; **Grant Writing** – Workforce Grant Writing has secured \$500,360 since June 1, 2026; the Carlsbad Community Foundation awarded SENMC \$1,800 in course fee assistance for youths aged 12 and up in our Community Engagement STEM boot camp. This will allow them to attend free of charge over the next two years; CNM awarded SENMC \$236,686 to modernize its Instrumentation, Controls, and Electrical Technology lab with advanced PLC and VFD training systems, giving students hands-on preparation for careers in the region's energy and industrial workforce; **Workforce Training** - Oscar Colorado trained more than 50 WIPP employees in Annual Underground Refresher training in August; Oz Espinosa trained approximately 70 International Minerals of Carlsbad (IMC) employees through AHA First Aid/CPR and New Miner training; John Oakley trained 7 Carlsbad Fire Department employees in our first Drone Part 107 course; **Workforce Partnerships** – Johnny Chandler successfully hosted the second annual SENMC Safety Conference presented by the Permian Road Safety Coalition. There were 146 attendees and 16 vendor booths. (Chris said this was nearly double last year in both categories-they will need to find a new venue for next year's event); secured \$14,000 in sponsorship support, in addition to donated meals and other event support; Johnny continued work on the SENMC CDL expansion initiative, including a proposed campus training range, equipment, additional instructional capacity, and scholarships; on September 10 the Permian Strategic Partnership board approved funding for the CDL program; **Work-Based Learning** – the quote for Trainers for the Electrician Apprenticeship program was accepted from ACT; all classroom supplies and equipment for the NDT program have been received. Curriculum development is underway and the estimated start date is January 2027; **Adult Education** – fall enrollment is complete with 182 students currently enrolled; and **Community Education** – the fall Community Education schedule has been released; they are working with a local homeschool group to offer a Circus camp every Wednesday through September. When Mr. Spaulding had concluded his report Board Secretary Dr. Ned Elkins took a moment to express his personal appreciation for the job Chris did as Interim Vice President of Workforce Development and Community Engagement.

E) **Tymon Mattoszko, CIO:** Mr. Mattoszko presented an executive summary for July-August 2026. He said Eric Huff had created building management software. It will provide a dashboard showing "pretty much everything", including HVAC, cameras alarms, etc. In classroom updates Tymon reported that they have installed new wiring in classrooms and labs, and they have networked all the laptop carts.

Allied Health has new cameras in the simulator lab, and they can dial in from a laptop or a classroom computer.

They have been gathering drone footage for use on the new website.

13) HR Report: Steven Gonzales, HR Director: The employee count for SENMC as of September 3 is 321 employees. This includes full-time, part-time, temporary, and student employees. He recognized four new employees, Lewis Dade, Instructor of Oil & Gas; Rebeca Dominguez, Instructor of Nursing; Nicole Fuentes, HR Coordinator-Recruitment & Training; and Lakshmi Roychowdhury, Instructor of Mathematics. There are currently 3 faculty and 10 staff vacancies. September 2026's Employee of the Month is Frank Orozco, Facilities Technician.

14) Employee representative comments (optional)

A) **Faculty:** No report.

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

C) **Classified Staff:** Classified Staff chair Brooke Young was online and introduced herself to the Trustees. She said that she will present a report at next month's meeting.

15) Board comments: Ned Elkins said it was another great month; it is always a joy to sit here and listen to everything you guys are doing. "I'm so proud". Lee White echoed that and thanked Dr. Beardmore for all his hard work, as well as the staff for their work. He said he thinks it is trending in a positive direction. Sarah Bowman welcomed the new employees, and Jason Shirley thanked everyone for indulging him on Zoom.

16) Announcement of the next regular board meeting:

Date: October 12, 2026 **Time:** 6:00 pm **Place:** SENMC Room 153

17) Adjournment – The meeting adjourned at 7:22 pm.

Approved

Dr. Ned Elkins, Secretary

Date