

BOARD OF TRUSTEES MEETING MINUTES

Date: 11/14/22

Time: 6:00 pm

Session Location: SENMC RM 153

Board Members present: ☒ Chairman, Ned Elkins
☒ Member, Bill Murrill

Type of Meeting:

☒ Regular ☐ Work

☐ Special

☒ Secretary, Tiffany Frintz

Board Members absent: ☒ Member, Sarah Bowman

☒ Member, Mark Cage

1) Call to Order and Pledge of Allegiance

Time: 6:00 pm

2) Establish Quorum – Roll Call

3) Approval of minutes from the previous meeting – 10/10/22

Motioned: Tiffany Frintz

Seconded: Bill Murrill

Nays: 0

4) General Counsel: Lane Martin stated that he had no open session meeting agenda items.

5) SENMC general status report: Dr. Nwanne reported on the following: 1) The Taste of Culture was successful with approximately 600 to 700 in attendance. 2) Professional Development Leadership Academy was held on November 2nd. 3) The 25th class graduated from the WIPP Academy and this was noted as the "best of the best". 4) The breezeway signage is complete and branded as SENMC. 5) The SBDC has successfully achieved its benchmark and exceeded the performance indicators. 6) Grant Services has been very resourceful and organizing workshops, visiting schools, College Readiness, and assisting students on completing the FAFSA. 7) The HED formula draft is complete. 8) There are collective efforts between community colleges and university representatives on a unified agreement.

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

Dr. Monty Harris: The U.S. Department of Energy (DOE) grant was announced on October 20, 2022 at the Gas and Oil Summit. Collaboration efforts with various representatives on the application packet. Strategy meetings were held to discuss recommendations of the development plan on the details of the cooperative agreement package (application) such as the submission, deliverables, industry certificates vs. academic programs, length, and other details, schedules, priorities, workforce, faculty, and this is a non-competitive grant for program development not building construction. The goal is to provide a local workforce pipeline to support the WIPP facility. All parties have pledged their support for the successful execution of the grant. Transparency and communication are key to the success of this project. Project summary and suggestions for the grant funding include developing and initiating the following: radiation and physics program to meet NQA-1 Standards by September 2023, mechanical waste handling by December 2024, plant workers program by September 2023, electrician courses suited for supporting WIPP, providing state of the art facilities to provide robotics training, IT training, mechanical training, and underground miner training by December 2025. In addition, quarterly financial progress reports and annual impact reports will be required. Performance indicators will consist of programs developed, classes delivered, students enrolled, certificates earned, and employees delivered. The due date is November 21, 2022, so an extension will be requested. An outside resource is needed due to limited SENMC staff for this grant application. It is important to build infrastructure to

support this grant and filling of open positions. Leasing of space is an acceptable use of funds if needed.

Dr. Karla Volpi: Reported on the following: 1) Facilities is working on the sprinkler system. 2) Meeting with Amerisco on HVAC system and this is through an escrow process and an energy savings. 3) ICT is extremely busy and we have laptops for the Board Members. Recommendation that Board Members store all personal files from business and to add their SENMC email onto the laptop. 4) Network project and upgrade starts this week and the first phase has started with the bigger part of the project scheduled for 12/21/22. 5) The transition project, Anthology, kudos to student services who have done an amazing job, testing section for the students, and financial data in progress, and student conduct software. 6) Reach is a CRM and student applications are currently processed manually. Reach will create a smooth process into the ERP. 7) Finance – sprints are the testing and configuration at the same time. 8) State reporting on students by term and type of student as required. 9) Kudos to our Ferralli partners. They have done amazing and are invested in the process. 10) Anthology will be on campus for the January 2024 board meeting. 11) Frankie and the bookstore has done an incredible job and we have our first book buyback for book supply. 12) Retiree health benefits in progress. 13) Financial statements were provided. The balance sheet is not available at this time. Dr. Volpi briefly explained her discussion with NMSU representatives on finances and how they book assets. Dr. Volpi questioned their response and process and is seeking advice from the auditor. Revenue and expenses are accurately reported for the month of July 2022. 14) Positions are closing for business office soon. 15) Financial statements will be provided monthly.

Tiffany Frintz: Asked if the financial statements were online and Dr. Volpi commented that she was not aware and turned it in.

Ned Elkins: Asked about State appropriations and asked about the monies for the parking lot.

Dr. Volpi explained that appropriations are once a month and the parking lot monies are part of the slush fund. Reconciliation in January will include the transactions from that period and they are going to retain a portion of it. By October 2023, we should have \$160k rolled over into the new parking lot by middle of January 2023 and receiving funds.

- 7) **Steven Gonzales:** The HR staffing report was distributed to the Board Members and the following was reported: Employee Headcount 188, 10 new employees, five terminations; currently in the interview process are the Exec Admin, HR Coordinator (offered), Admission Advisor, Instructor/Asst Professor Early Childhood Education and Computer Science, Adjunct for Early Childhood Education and Psychology, Fire Science Director; current vacancies EMT Adjunct Instructor, Fire Science Program Director, Psychology Adjunct Instructor, Early Childhood Adjunct Instructor, Instructor or Asst Professors of Nursing, Adjunct Nursing Program Clinical Instructor, Instructor or Asst Professor of Surgical Technology and Program Coordinator, Asst. Professor of Digital Technology, Business, Adjunct Surgical; Director of Work Force and Community, and Coordinator, Administrative Assistant for the Executive of VP of Finance and Business, and Payroll Coordinator. The employee of the month for November is Freddie Espinoza and reported the contents of his nomination. Ned Elkins requested that new hires attend future board meetings for introductions.

8) **Employee representative comments (optional)**

- a. **Administrative:** **Rebecca Silva** was supported by staff to name Dr. Nwanne Inaugural President and a list of faculty and staff was presented.

b. **Faculty:**

Zane Biebelle: Reported on the following: Two meetings a month will be held. Amendments to the constitution are in progress and the faculty report date for Fall 2023. Suggestion for empowerment of committees on presidential matters. Communication was not received regarding the new incoming president. Suggested evaluating the new president process similar to how faculty are evaluated by students. Provided ideas of communication from Board Member to faculty and staff. Elkins apologized for no direct communication with the faculty and staff and Frintz stated that we want the feedback.

c. Classified:

Judy Tindol-Cox: Annette Garcia has been named President Elect, Thanksgiving Pot Luck was held at \$10 a ticket for the Classified Hospitality Fund as a donation, which is for when someone is sick or in the hospital and a plant is provided to them.

Student Govt: Judy Tindol-Cox stated that the haunted house was attended by approximately 300-400 and it was widely successful with faculty and student participating.

- 9) **Dr. Harris:** College & Community Committee report – Chad Ingram is not available. Elkins stated that this is an important committee and requested Dr. Monty Harris communicate with Mr. Ingram on his availability to participate or another member can be appointed as the new chair.
- 10) **Public Comments: Norbert Rempe** – Complimented the agreement to inform staff. The website has a tab to meet the trustees that is blocked. Questioned verbiage on agenda item in closed session for the building. After attending most or all the board meetings, he could not find information on the building. Questioned the rationale and if discussion was reflected in the minutes, and requested more transparency.
- 11) **Dr. Chappa:** Ned Elkins requested that any future discussions are done under faculty not in the public forum. Chappa reported on the process of college policy and the changes being made through the college council and modifications such as promotion and tenure. The 40 pages of procedures has not been approved and was sent to the attorney for review. Chappa it has been difficult to develop and update policies.
- 12) **Board Comments:** Discussion

Ned Elkins: Stated that the board was not going into closed session. The state of NM and the laws that we work under are very prescriptive. This closed session subject was not clear. Requesting an action with an audience and transparency. The contract with the architect was one of the topics. The architect's phase in drawings and active process that the college was not mutually involved in. This will be a transparent process. When SENMC became independent, we owned that contract. The board has questions on whether we retain the architect or start over. We have asked the architect to come to the next board meeting. Since the board was seated, the development of the vocational program in the development of that building was always first and foremost and not more important than academic or other programs. The drawings provided for vocational trades were done without input from the industries and has not been through an active process. This input is critical. The architect needs to listen to the unified input and integrate with administration and academics to make this as seamless as possible. This is not isolated, but a part of a community college, healthy and well-rounded to attract vocational trades to see the value of education and slide into more traditional programs. To provide an opportunity to learn skills, crafts, or trades that may help them make career decisions. Elkins requested that the board consider the formation of a committee strictly to educate and provide input to an architect on what is needed and to include the board, administration and those determined needed for the committee. The committee must include administration and can involve faculty or staff but should not be a committee of 50. The committee should consist of those who have a real reason and passion to be engaged. Elkins will be on this committee and Murrill who is an expert will be on this committee. We need to attract gas and oil, and the U.S. DOE is already involved. They have requested training from radiological control training to basic trades such as mechanics and electrical. This training could be valuable to all and can be a broad-based entry-level vocational program that can be specialized in and expanded on. The potash mines and other industries such as the production of gas and oil, and the service industry including commercial drivers and licensure for those services.

Elkins wants all businesses to focus on SENMC for their training and certification, and to have that college experience with us. Elkins welcomed the Board Members input before convening or taking any action.

Tiffany Frintz: Agreed with the Chair on his suggestions and discussion. Frintz referenced the nursing simulation lab build and educating the public made a difference in training. It helped students in the preparation to go into the workplace and be successful. Obtaining the input from the people in the industry is

crucial. Build the bridge to reduce the gap in communication. Our goal as representatives of the community is we are listening and as a servant to pass that on, so we can grow this college. This is a huge opportunity and it is incredible that the U.S. DOE want to help us. This is a unique area with unique opportunities for the people here and we need to jump on that and do it right. We want to improve communication, faculty interaction, policy changes, and the website. We want the feedback. Kudos to the staff and recognizing Dr. Nwanne.

Bill Murrill: Stated that he read the board packet for the meeting of this discussion and the only vocational thing that he saw was one word on the front page. Murrill did not approve of the contents of that package and agreed that a building committee is needed. This building consists of funds that are paid through taxpayer money, our money, and it needs to have a purpose. As a previous instructor, classes were from 4 p.m. to 10 p.m. Murrill requested a utilization of our facility now, what is the day and night usage, how many classrooms and their usage, and heating and cooling hours. Murrill further explained his disapproval of lack of late classes for day workers.

Ned Elkins: We want communication and transparency, and this is not a competitive process between our academic programs. To do so would be a loss to us all, it takes all of us to do it. Whether we keep this architect or not, and that decision will be made. We need to get involved with this architect moving in the direction we need for a building that all of us can afford. We were looking at close to \$800 a sq ft for the drawings we were provided. After doing the math, we have Board Members whose families are heavily involved in construction, and have never seen anything in the last five years built for the initial bid. The cost overruns begin, the supply chains break, and costs are almost mortgaging half of what we have together for vocational trades building. This is not in the best interest of the people as a whole. We are going to do this right and take the time. We should never do something that we have to go back and do again, correct, or fix, so even if it takes a little bit longer, we do it right. This committee through a unified voice has to be the interface with an architect either with this one or move on. We cannot have 500 inputs. We all have to come to the decision we need and want. Administration is to inform the board of what they need and this is to be our collective committee. Elkins asked the committee to authorize the board to authorize the formation of a committee that will include the college and the main industries that we hope to attract, serve and do not fund what we are going to do. In addition, the committee to be a unified voice regarding the architect as opposed to 500 voices.

Zane Biebelle: We felt a lot of hope and excitement to see a building that reflects the opportunity and the potential that we have here at SENMC. The committee is a great idea. The building is something that the community can be proud of. We want people to feel like sending their kids to SENMC is the right choice.

Karla Volpi: Supports the committee and requested that facilities participate in the committee. The architect did not speak to industry because they were not given that opportunity by NMSU. The architect did speak to people here and did their research. The architect did a good job and they gave us a place to dream about.

Ned Elkins: As stated, the architect did not have the opportunity for a work wall to get involved and not everything in the building has to be vocational trades. The difference is I would never ask gas and oil, WIPP or the mines to pay for our general facilities. We will pay for that. What we believe we need, and that's where it's a collective deal we will pay for that as much as we can. We don't only just want the ownership and input from these industries, we want them to help fund this building. We will need another committee for the financial side of this building and its ramifications. We need to spend time with this architect and get them in the mode of the input that they need to proceed and go forward. Elkins supported Volpi in her comment that the architect has spent a lot of base time.

Ruth Martin: After hearing the cost of the building, questioned the additional cost OSHA compliance and other details. Martin commented that she believed \$800 a sq ft was industrial pricing. The higher end materials are required for durability.

Ned Elkins: Commented that he has built industrial buildings and the initial bid of \$800 a sq ft will go up. The industrial buildings in town are approximately \$100 to \$400 a sq ft. This pricing is the shell of the building and

does not include the instrumentation. The \$12M that U.S. DOE has committed is for the back end and cannot be for the building. The questions of OSHA compliance and safety have to be addressed and it is going to be expensive but that is on top of and above.

General Counsel Lane Martin: Suggested that if the board wanted to appoint a committee that a special meeting be called and can be done in as little as three days with the correct agenda. Discuss at this special meeting and vote on it, take action alternatively. Give directive to administration to start forming this committee. Hold a special meeting for later this week. Responded to Dr. Chappa's comments stating that it was hard to hear Dr. Chapa clearly. Martin received policies (40 page document) on Sept 26th and with Dr. Beardmore coming in January it is recommended that the new President should participate. The President should adopt the promotion and tenure policy.

Ned Elkins: We need this committee and ultimately want approval to have this committee dealing with that architect directly and that means the committee is formed in combination of representatives of the college and the industries. Bill and I are basically "outside sanction" and it is important that we capture this committee "inside sanctions", so that we all have a role in it. This meeting can be a zoom meeting.

Norbert Rempe: Volunteered to participate in the committee.

Ned Elkins: Appreciated the offer and stated that the meeting should be about forming the committee and who will serve on the committee. We may not have everyone at the time of the meeting. We need to engage with industries, have the framework of how to fill that committee; and I am not wanting to exclude anyone but it's more important to me that you feel included. General Counsel agreed with the process. Elkins stated that he preferred a meeting by the end of the week after posting notice of the meeting.

Tiffany Frintz: Approved of the consistent theme of improving communication with everyone and saw that initiative this evening. Kudos to faculty senate on changes to constitution. Agreed with Chair regarding Dr. Chappa sliding into faculty for comments. Open communication about tenure, promotion and other issues with the policies, as they were in rough draft and we anticipated changes. We want the feedback, so we know what can work for us. Frintz received her laptop and has a SENMC email address. The website can be updated with our email addresses. We want the feedback and moving forward tell us how we can improve because we are here to serve our community. Kudos to the people honoring Dr. Nwanne and we do too. Dr. Nwanne has done a fantastic job for the last nine years, a wonderful man, and provided wonderful leadership for our community.

General Counsel Lane Martin: Stated that it was difficult to hear all of Dr. Chappa's comments. Counsel received the proposed policy modification on October 20th. With Dr. Beardmore coming in, his input and suggestions on the policy modifications are recommended especially due to semester ending, holiday break, and then his arrival. Unless otherwise instructed, this can wait till his arrival.

Ned Elkins: Questioned the details that cannot wait a month, or is there something that is driving action. This is an open process, so the incoming administrative President can engage again. Elkins agreed with counsel and recommended faculty discuss with counsel if there were issues.

General Counsel Lane Martin stated that this was a 40-page document titled promotion, tenure policy, and procedures. Our policy for tenure is the responsibility of the President to adopt promotion and tenure policies. The point is that this is not a short document. It is not a document that has anything to do with the policies we adopted. It is more of a promotion and tenure packet that would go along with some handbook or something. This needs to be considered by the President and discussed with faculty members rather than after Dr. Beardmore arriving who may have suggestions and ideas for changes.

Ned Elkins: This sounds like a reasonable course to take. However, if there is a reason to take action that this comes through the President current.

John Heaton: Regarding the building contract and there are two issues with it. One is that they are obligated to complete a design by the end of December. If we are moving to a different design or changing, there is no way they cannot complete that by this date. Assuming you continue with 9 Degrees, you need to negotiate on

a future date possibly in February or March for a conceptual design for the building, a strawman. The second issue is that the administrative team are the only ones that are allowed to negotiate with 9 Degrees in the contract, so that would need to be changed by board action and they would have to be in agreement to be able to do that. To appoint a design building committee, authority is required. Imminent issues cannot wait in terms of getting your ability to have the board approval to begin and negotiation with the architectural firm. Heaton encouraged Murrill to participate in this next meeting as he is critical to the building committee.

Ned Elkins: There will be no design decisions made and even the discussion of a conceptual design by December is ludicrous. We are not going to have a conceptual design.

John Heaton: We have to begin somewhere.

Ned Elkins: Reiterate the action to be taken tonight and give the board authority to identify a committee with administration and college development with the industries involved to be formed. Have that committee the direct ability to communicate unitedly through whatever we decided with the architect without having to go through multiple inputs or having to cycle back through. Elkins tasked Dr. Nwanne with organizing the meeting. Board action is required and a quorum will be needed. This starts the process and it is not the formal committee. The action item must be tied to this objective.

Dr. Monty Harris: Commented that this was good observation and we have not had the input from industries.

Ned Elkins: These industries are not natural partners. The oil and gas industry have a lot of proprietary information and they are competitive. We will have to get beyond that and look at those basic needs as a first step. We will grow from there. Reiteration of faculty to be heard during the faculty-assigned time on the agenda. We cannot interact with the public. State law prohibits us from engaging with the public. A recommendation was made to Dr. Chappa to engage internally with the President than to engage with the attorney. We wanted policies and we can alter it but we need to get started. That process is between the President, faculty and the attorney. We appreciate everyone and proud of you.

Ensure that the next Board Meetings are announced/posted. Board Meeting scheduled on 12th of December.

Date: Nov. 14, 2022


Time: 6:00 pm

Place: SEMMC Room 153

13) Adjournment - Ned Elkins: Meeting adjourned

Chairman adjourned at 7:50 pm

Approved


Tiffany Frintz, Secretary

12/12/22
Date