



**COMMUNITY COLLEGE BOARD**

Eastern New Mexico University – Roswell

Administration Center Boardroom #135

**Wednesday, March 8, 2023, 4:00 pm**

MINUTES

**Members Present:**

Carleton “Cla” Avery, Rissie Daubert, Tamaliah “Tammy” Lueras, Jamila Miller, and Mireya Trujillo

**Members Absent:**

**Others Present:**

ChrisAnne Bell, Kalyn Blazak, Jennifer Cain, Teresa Casarez, Craig Collins, Rachel Conover, Todd DeKay, Rosie Duran, Lisa Dunlap, Ron Flury, James Gelinas, Ezequiel Gonzalez, Monica Hernandez, Dan Jennings, James Johnston (via phone), Tony Major (via phone), Charlee Merchant, Robert Moore, Linde Newman, Annemarie Oldfield, Donna Oracion, Shawn Powell, Matthew Rincon, Devin Stroman, Joseph Sours, and Edna Yokum

**Routine Business:**

- I. Call to Order** President Trujillo called the meeting to order at 4:00 pm.
- II. Declare a Quorum** President Trujillo declared a quorum.
- III. Pledge of Allegiance** Mr. Ezequiel Gonzalez and Mr. James Gelinas led the Pledge of Allegiance.
- IV. Finalize Agenda** President Trujillo announced the need to amend the agenda to include a closed session at the end of the meeting to discuss two (2) limited personnel matters pursuant to Section 10-15-1(H)(2) of the Open Meetings Act. Vice President Avery moved to approve the amended agenda, and Secretary Lueras seconded the motion. The motion carried unanimously.
- V. Approve Minutes** Member Lueras made the motion to accept the minutes from the February 8, 2023 meeting. Member Miller seconded the motion, and the Board approved the motion unanimously.

**Public Comment:**

No comments from the public were made.

**Presidential Remarks:**

**I. ENMU Chancellor’s Remarks**

Dr. Johnston and his wife, Stephanie, enjoyed the February 23 reception and the opportunity to meet the community. He is aware of the commitment and dedication of the community to the college. He is following up on the capital outlay requests and budget in the legislative session and is cautiously optimistic. The two new Regents were named: Mr. Ray Birmingham, retired baseball coach from the University of New Mexico and Student Regent, Mr. Logan O’Brien. Confirmation will be Sunday morning at 9:00 am in Santa Fe.

## **II. ENMU-Roswell President's Remarks**

Dr. Powell expressed appreciation to the Chancellor and Mr. Tony Major, Vice President for Business Affairs and System Chief Financial Officer, for their support and work in Santa Fe. They met with Stephanie Rodriguez, Secretary of Higher Education, regarding state-wide higher education and the ENMU System capital outlay projects.

Ms. Monica Hernandez was nominated as ENMU-Roswell Student of the Year for the Adult Education program at and was recognized on the Senate floor as part of the Adult Education Day at the Capital last week. Mr. Matthew Rincon, Director of Adult Basic Education, introduced Ms. Hernandez to the Board. She has been in the country for 10 months and eager to become a teacher. Ms. Hernandez stated it is a pleasure to be here and is grateful to the nation and ENMU-Roswell to study here and be given the opportunity to learn. She said education is important and thank you for supporting adult education.

Ms. Annemarie Oldfield, Vice President for Academic and Student Affairs, shared that over 5,000 items of food and toiletries were collected at Monterrey Elementary School during their food drive, which were donated to the ENMU-Roswell Food Pantry. Ms. Leticia Benitas' fourth grade class collected over 900 items. It took four (4) full vehicles, two (2) cars and two (2) trucks, to bring the collection to campus. The college is very thankful to Monterrey Elementary School, their students, and the way the community supports our students. The event is already posted on the ENMU-Roswell Facebook page.

Mr. Ron Flury, Assistant Vice President for Technical Education, reported our media arts program received funds from two different New Mexico film productions totaling approximately \$20,000. The program has received almost \$50,000 in the last year from the film industry.

Capital projects update (planned construction will be ongoing for the next 18 to 24 months)

- Electrical panel upgrade (Severance Tax Bond (STB) funding): construction in process
- Exterior Lighting and Surveillance System (2020 General Obligation (GO) Bond): construction in process and should be completed within the next couple of months
- Sewer and Sanitation Piping/Restroom Renovations (STB Funds): initial construction meeting has been held; awaiting state permits to proceed
- Nursing Program Expansion (Higher Education Department (HED) special funding): pre bid work at this time
- Fiber Optic Cable upgrades (STB Funding): in process
- Data Server Room upgrades (Coronavirus Aid Relief and Economic Security (CARES) Act funding if timely): planning in process

Awaiting capital outlay funding. Legislative session will be complete next Friday.

### **Board Report:**

Vice President Avery commented the art committee met, and they are in the process of making additional selections for the campus, primarily outdoor sculptures.

Member Miller commended the campus social media presence and noted it is a good way to stay informed.

### **Information Items:**

#### **I. NMJC Automotive Technology Invitational Competition Recognition**

- a. Ezequiel Gonzalez**
- b. James Gelinaz**

Dr. Powell introduced Mr. Joseph Sours, Automotive Technology Instructor, who recently completed his Automotive Service Excellence (ASE) master mechanic certification.

Mr. Sours shared two students from the ENMU-Roswell Dual Credit program competed in the New Mexico Junior College (NMJC) Automotive Technology Invitational Competition on February 2, 2023.

- Ezequiel Gonzales, Early College High School
- James Gelinas, University High School

The competition was for high school automotive students or dual credit students who compete against each other at 13-15 different stations. The stations are comprised of a combination of hands-on tasks and written exams, and the stations cover all eight major areas of the ASE certification.

Our students competed against seven other high school automotive teams, most of which consisted of three to six students. They scored highest overall and won first place in the competition. Mr. Gonzales placed fifth overall out of 40 competitors and won approximately \$300-\$400 worth of hand tools.

## **II. Faculty Tenure Notification**

### **a. Rachel Conover**

Ms. Oldfield stated tenure is awarded after a faculty member has completed a successful probationary service, in accordance with the ENMU-Roswell Faculty Handbook. Ms. Rachel Conover, Director of Nursing, has met all the requirements to be granted tenure as a faculty member on our campus. Ms. Conover was recommended for tenure by Ms. Oldfield, Ms. Mavis Williams, Interim Vice President of Health Education, and several of her peers. The nursing program is growing due to the diligent efforts of Ms. Conover and her faculty. She and Dr. Laurie Jensen, the former Assistant Vice President for Health Education, were instrumental in establishing a partnership with the Ruidoso campus so that Ruidoso students would have the ability to participate in ENMU-Roswell nursing skills labs, simulations, and some of the nursing courses. Under the direction of Ms. Conover, the nursing program now accepts two cohorts each year, which doubles the number of students in some of the nursing classes. Ms. Conover appreciates the mentorship of CCB Secretary Lueras during her time as an adjunct faculty member.

## **III. Strategic Priorities Update**

### **a. Strategic Goal #3 Institutional Success, Objective 3.2: Support Employee Growth**

Eastern New Mexico University-Roswell has been reviewing the time it takes to hire for open positions on campus. Hiring processes will be studied to enhance efficiencies in this area. Ms. Teresa Casarez, Director of Human Resources, reported that positions that take over 100 days to fill are considered hard-to-fill. Overall average time to fill is about 50 days and hard to fill positions average about 125 days. Time to fill is considered from time of job posting to job offer.

Member Lueras asked where the hiring process seems to get stalled. Ms. Casarez indicated the reasons can be varied. Member Miller inquired where positions are advertised outside of Roswell. Ms. Casarez stated it depends on the specialty of the position. Vice President Avery asked how the time to hire compares to the ENMU-Portales campus. Dr. Johnston responded faculty positions are recruited nationally, and they typically begin at the start of the academic year so those types of positions are not used to determine time to fill. The average time to fill is comparable across the System.

## **IV. Auction/Disposition of Inventory**

Dr. Powell asked Ms. Charlee Merchant, Purchasing Agent, to discuss the System policy regarding the disposition of property that has been in place for a couple of years. Ms. Merchant reported the policy states if the resale value of one (1) item is estimated to be more than \$5,000, approval from the Board of Regents is required, otherwise the item falls under the Board of Regents' blanket approval.



**Action Items:**

**I. 100% Chaves County Initiative Resolution**

Dr. Powell introduced Mr. Dan Jennings, Hagerman Town Council member, to provide information on the initiative. The 100% New Mexico Initiative of the Anna Age Eight Institute at New Mexico State University is a program that county-by-county works to alleviate adverse childhood experiences in New Mexico. The 100% Chaves County Initiative is designed to ensure 100% of county residents have access to the ten vital services for surviving and thriving. There are five (5) vital surviving resources and five (5) vital thriving resources:

Surviving Services

Medical and dental care  
Behavioral health care  
Housing security programs  
Food security programs  
Transportation

Thriving Services

Parent support  
Early childhood education  
Community schools  
Youth mentor programs  
Job training

It is a collaborative effort among county, city, and tribal stakeholders. ENMU-Roswell is already offering assistance with behavioral health care, the food pantry, medical training courses, and early childhood education. The Hagerman Council has adopted the resolution, as well as the Hagerman School Board, and it is hoped other councils and boards will follow suit to show local support of this initiative. There will be a Chaves County Summit on April 14 with about 150 participants in those 10 sectors to analyze the results of the family survey being taken now. The summit will develop an action plan for the next year.

Vice President Avery asked about the responsibilities ENMU-Roswell would take on upon signing the resolution. Mr. Jennings responded the resolution shows support of the idea of the cause. The college is currently offering access to behavioral health care, the food pantry, and medical training. Vice President Avery also inquired if this is under a non-profit organization. Mr. Jennings indicated it is an initiative under the non-profit, Hagerman Forward. It is actually a 0% profit volunteer effort. It is possible there will be funding from the State for the 100% New Mexico Initiative. Mr. Jennings added the initiative is designed to create a good access map of services in the community utilizing the shared New Mexico resource directory.

Secretary Lueras asked how staff on campus can get students plugged into a particular needed service. Mr. Jennings indicated it will be through a free technology referral platform.

President Trujillo was not clear about the implications of supporting the initiative and would like to gain additional information. The April 14 summit is two days after the next Community College Board meeting. Member Miller agreed with the need of more research into the matter. Dr. Powell clarified there would be no obligation of funds. Mr. Jennings offered to answer any questions via email or at another meeting. He also invited any members of the Board to attend the April 14 summit. President Trujillo would like one or two members of the Board to participate in the April 14 summit.

Member Daubert noted it is her understanding that this is just an initiative to provide a network for people to obtain information; the Board is not being asked to commit to anything. Mr. Jennings affirmed the initiative provides a connection to the resource platform; it does not provide the direct service.

**Vice President Avery made the motion to table the 100% Chaves County Initiative Resolution and Member Miller seconded the motion.** The Board voiced support of the premise of the initiative. **All**

**Board members voted in favor of the motion. The motion carried, and the item was tabled. The topic will be presented again at a future meeting of the Board.**

**II. Open Meetings Resolution**

The Open Meetings Act Resolution for the Eastern New Mexico University Roswell Branch Community College Board must be renewed annually.

**Vice President Avery moved to adopt the Open Meetings Resolution and Secretary Lueras seconded the motion. The Board approved the motion unanimously. The motion carried and the Board President and Vice President signed the resolution.**

**III. Financial Disclosure Responsibility Agreement**

The New Mexico Governmental Conduct Act (NMSA 1978, Chapter 10, Article 16 ("GCA")), requires public officers and employees (Board members, senior management, and/or procurement staff) to provide a complete disclosure statement of their financial interests in entities which have, or to the best of their knowledge, seek to have business dealings with Eastern New Mexico University-Roswell. This includes ownership of any company. Disclosure of this information to the auditors is required as part of the annual audit.

**Vice President Avery made the motion to approve the Financial Disclosure Responsibility Agreement and Secretary Lueras seconded the motion. All members of the Board voted in favor. The motion carried, and all members of the Board signed financial disclosure responsibility agreement forms.**

**IV. CCB-BOR Operating Agreement**

The operating agreement between the Eastern New Mexico University System Board of Regents and the Roswell Branch Community College Board must be renewed biannually, and the current agreement will expire June 30, 2023. The new operating agreement will be effective July 1, 2023 - June 30, 2025.

Dr. Powell announced the agreement was reviewed recently and a few necessary changes were made. The wording, "(those numbered 100 or 200)" of 5a on page 2 was deleted because of the change in common course numbering. The words, "as well as the diversity plans." were added to the end of the first sentence of 7a on page 3, and the last two sentences of 7a were deleted.

**Vice President Avery moved to approve the revised CCB-BOR Operating Agreement. Member Daubert seconded the motion, and the motion carried unanimously. The Board President and Vice President signed the operating agreement, and it will be presented to the Board of Regents at their March 31, 2023 meeting.**

**Upcoming Events:**

- I. Tuesday, March 14—Student Lounge Grand Opening, 11:30 am**
- II. Saturday, April 8—Foundation Golf Tournament, NMMI**
- III. Wednesday, April 12—Community College Board Meeting, Admin. Boardroom #135, 4:00 pm**
- IV. Thursday, May 11—Adult Basic Education Graduation, Performing Arts Center, 7:00 pm**
- V. Friday, May 12—Commencement, Civic Center**

**Other Business:**

Ms. Rosie Duran, Vice President for Business Affairs, introduced a new employee, Ms. Kalyn Blazak, Controller. She lives in Las Cruces and will work remotely. Ms. Blazak comes from business advisories and has worked as an auditor for the University of Phoenix.

Vice President Avery commended the campus for upcoming mid-term events.

**Closed Session:**

President Trujillo requested the Board enter into closed session to discuss two (2) limited personnel matters. Vice President Avery moved for the Board convene in closed session as authorized by the limited personnel matters exception as authorized by Section 10-15-1(H)(2) of the Open Meetings Act. Secretary Lueras seconded the motion.

**A roll call vote was taken: Mireya Trujillo, yes; Cla Avery, yes; Tammy Lueras, yes; Rissie Daubert, yes; Jamila Miller, yes.**

The Board entered closed session at 5:20 pm.

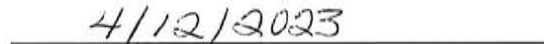
**Vice President Avery moved to return to open session at 5:41 pm. Member Daubert seconded the motion. All members of the Board voted in favor, and the motion carried.** President Trujillo reported the only matter discussed during the closed session was two (2) limited personnel matters pursuant to Section 10-15-1(H)(2) of the Open Meetings Act. No action was taken.

**Adjourn**

The meeting adjourned at 5:42 pm.

**Minutes approved by CCB Secretary, Tamaliah Lueras**

  
Signature

  
Date