



COMMUNITY COLLEGE BOARD
Eastern New Mexico University – Roswell
Administrative Center Board Room #135
January 8, 2025, 5:00 pm
MINUTES

Members Present:

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

Members Absent:

Others Present:

Leona Baird, Brianna Bitner, Kim Childress, Todd DeKay,
James Edwards, Stephen Grieco, Eric Mann, Karen Massey,
Shawn Powell, Martha Staab, Devin Stroman, Edna Yokum

Routine Business:

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| I. | Call to Order | President Avery called the meeting to order at 5:10 pm. |
| II. | Declare a Quorum | President Avery declared a quorum. |
| III. | Pledge of Allegiance | The newest Board member, Ginger Miller, led the Pledge of Allegiance. President Avery then introduced member Ginger Miller and welcomed her to the Board. She shared that she is currently a teacher at Berrendo Middle School, where she teaches AVID, a career and college prep course. |
| IV. | Finalize Agenda | President Avery then called for a motion to finalize the agenda. Secretary Daubert motioned to finalize the agenda, which Vice President Lueras seconded. The motion carried unanimously. |
| V. | Approve Minutes | President Avery asked for a motion to approve the December 11, 2024 meeting minutes. Vice President Lueras motioned to approve the minutes, which was seconded by Secretary Daubert. The motion carried unanimously. |

Public Comment:

No public comments were made.

Presidential Remarks:

- | | |
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| I. | ENMU Chancellor’s Remarks
Dr. James Johnston, ENMU Chancellor, joined the meeting via phone. He stated they are looking forward to the new semester and that enrollment is positive. ENMU System Day presentation will be on Wednesday, January 22, at the Roundhouse. He invited anyone available on that day to attend. He also thanked all those participating in the event for their efforts. |
| II. | ENMU-Roswell President’s Remarks
Dr. Shawn Powell, ENMU-Roswell President, shared a handout with his comments and thanked the Board for being present and supporting the ENMU-Roswell campus. He looks forward to the ENMU System Day at the Roundhouse on January 22. He shared that Dr. Johnston is pushing a great agenda on this day, with all three
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campuses having representatives at over twenty tables.

- a. Dr. Powell thanked Dr. Devin Stroman, Assistant Vice President for Student Affairs, for providing the enrollment numbers for Spring 2025. Enrollment as of 1.7.2025 is up 2%, with most of these students coming from our local area. These numbers remain fluid as we are still enrolling students and will continue through next week. Classes begin on Monday, January 13.

Relative to Registration Start:		01/09/2024	01/07/2025		
		Prior Year Term	Current Term	Change	Percent
		1,374	1,402	28	2%
Student Type	Prior Year Term	Current Term	Change	Percent	
Continuing	766	756	-10	-1%	
First Time Fresh w/hours	1				
First-time Freshman	69	68	-1	-1%	
HS Dual Credit	4	11	7	175%	
Private HS CC Enrl (Pvt,HmSch)	22	30	8	36%	
Public HS Concrnt Enrlmt	1	1	0	0%	
Public HS Dual Credit Enrlmt	386	440	54	14%	
Readmit	100	76	-24	-24%	
Transfer Outside NM	3	5	2	67%	
Transfer from NM	22	15	-7	-32%	
Residency	Prior Year Term	Current Term	Change	Percent	
In District	1,076	1,086	10	1%	
International Student	2	2	0	0%	
Out of District	218	260	42	19%	
Out-of-State	78	54	-24	-31%	

- b. Dr. Stephen Grieco has started as the Vice President of Academic and Student Affairs. Annemarie Oldfield will be with us through June when she will be retiring. She will be helping with HLC arguments as we prepare for that upcoming site visit in a couple of years.
- c. Construction projects updates:
1. Walkway and Parking Lot construction. The contract is ready to go to the Board of Regents for approval.
 2. Fire Suppression/Sprinkler System in PEC, OTC, and A&SC. A pre-bid meeting was held, with Holloway Construction being the only local company present. They also did the last update to the sprinkler system on campus.

Board Report:

President Avery commented on how nice the Fall graduation ceremonies were. He felt the ceremonies went well and were well attended. He commended Dr. Devin Stroman for his efforts.

Election of Community College Board Officers for 2025.

1. President- Carlton 'Cla' Avery

Secretary Daubert nominated President Avery for president, which Vice President Lueras seconded. The motion carried unanimously.

2. Vice President- Tamaliah 'Tammy' Lueras

President Avery nominated Vice President Lueras for vice president, which Secretary Daubert seconded. The

motion carried unanimously.

3. Secretary- Rissie Daubert

Vice President Lueras nominated Secretary Daubert for secretary, seconded by member Jamila Miller.

The motion carried unanimously.

Board members completed the Community College Board Responsibility Agreement for ENMU-Roswell records.

ENMU-Roswell Branch Community College Board Resolution approval.

President Avery called for a motion to approve the ENMU-Roswell Branch Community College Board Resolution.

Member Jamila Miller moved to approve, and Secretary Daubert seconded. The motion carried unanimously.

Information Items:

I. Strategic Priorities Update-

- a. Brianna Bitner, ENMU-Roswell Food Pantry Coordinator, presented on Strategic Goal #1: Student Success, Objective 1.3: Enhance Services and Processes that Promote Student Engagement and Completion.

In April 2023, New Mexico's higher education institutions asked students, faculty, and staff members to participate in a statewide survey regarding insecurity regarding basic needs. The results from ENMU-Roswell indicated that of the 504 survey respondents from our campus, 55% of students and 49% of faculty/staff members reported experiencing food insecurity in the past 30 days. In an effort to reduce this level of food insecurity, the Roswell campus opened a food pantry focusing on meeting basic food needs to help students succeed in reaching their academic and professional goals.

Ms. Bitner provided information regarding the Food Pantry operation, and individuals served were provided in packets shared with Board members. It included recipes offered by the Food Pantry during September, October, November, and December. Each month, if available, recipe bags are shared with ingredients for a particular recipe. The Food Pantry serves 55-80 students, faculty, and staff monthly. Of those, approximately 10% are faculty and staff, with the remainder being students. In November, they provided eighty-five Thanksgiving boxes to students, faculty, and staff.

Funding comes from a state grant, foundation funds, donations, and additional grants. The Food Pantry has just received a \$4,000 grant from the Sparklight Giving Fund.

Vice President Lueras asked if the Food Pantry participates in any way with the Roadrunner Food Bank in Roswell. Ms. Bitner stated that she is not currently working with the Roadrunner Food Bank but will soon meet with Harvest Ministries to coordinate some items. Ms. Bitner also informed Vice President Lueras that faculty, staff, and students can visit the Food Pantry once a month for assistance.

President Avery asked if the food pantry made available milk, butter, and cheese. Brianna shared that they do have those items on occasion. But these are not items that are always available. He also thanked her for her work in the Food Pantry.

Member Jamila Miller asked if the Food Pantry had toiletry items and was advised they were available. Foundation money is used to purchase these items since state money cannot be used to buy these items.

- II. Dr. Powell shared a handout showing ENMU-Roswell's five-year campus planning schedule. He stated that this is a changing document reviewed every few months and updated as necessary.

Dr. Powell said they learned today that the HLC site visit will probably be during the fiscal year 2027-2028. As a result, adjustments will be made to the current plan. Dr. Stephen Grieco will lead the preparation for that visit due to being named our Accreditation Liaison Officer. He is also an HLC Site Visitor who will go out and look at other campuses to review and rate them regarding their accreditation standards. Dr. Powell asked the Board to take a few moments to review it to see if they had any other thoughts or suggestions regarding the plan. He requested they email him if they think of anything after the meeting.

President Avery asked what campus hiring procedure was being deleted from the Five-Year Campus Plan. Dr. Powell explained that it would be deleted due to updating the procedure to follow the system policy.

Vice President Lueras asked about the Special Services Director position. Dr. Powell deferred the question to Dr. Edna Yokum, Dean of Technical Education, who would have more information on that position. Dr. Yokum announced that the Special Services Director position has been filled by Julie Ann Dunn Dominguez, who will start on January 21, 2025. She is working with Dr. Grieco on a plan for onboarding Dr. Dominguez and rethinking the Special Services program to serve the community best.

Vice President Lueras also asked if there was a need for the Special Services program since it was recently suspended. Dr. Powell stated that there is still a need for transitional services for that population, and we are looking into how we will provide those services in relation to the funding models. The Special Services Director would be looking at possibilities for programming for those students so they can get employment after completing the program.

President Avery asked what the timeline is for restarting the Special Services Program. Dr. Yokum stated that it would take some time as we are being purposeful and gathering good data. This is a formalized program and would go through the curriculum process and would not start in the Fall 2025 semester.

Action Items:

- I. Request for architectural services per ENMU Policy 55-2 Architect Selection (Paragraph 4. Section A.). It is requested that the Community College Board approve hiring Dekker Architects of Albuquerque under standard purchasing provisions for constructing a Greenhouse on the Roswell campus. An initial quote received in the fall for a structure 24 feet wide by 48 feet long with a 10-foot height had an estimated project construction cost of \$103,816. A concrete base will have to be added to the total project cost. The architectural fees are anticipated to be approximately 10% of the overall construction costs.

This project will use capital outlay funds approved during the 2024 legislative session as noted in Senate Bill 275: "two hundred thousand dollars (\$200,000) to purchase a greenhouse and classroom equipment for the agricultural program at the Roswell branch campus of eastern New Mexico university in Chaves county"

President Avery asked if the Agriculture Department would oversee the greenhouse. Dr. Powell advised that it would be used primarily by the Agriculture Department but could be used by other departments.

President Avery called for a motion to approve the Architect Selection for Greenhouse construction. Secretary Daubert moved to approve, Vice President Lueras seconded, and the motion was carried unanimously.

Upcoming Events:

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| I. Friday, January 10 | Campus Wide In-Service, Breakfast 8:00 am, Meeting 9:00 am, ITC Commons |
| II. Monday, January 13 | Classes start |
| III. Thursday, January 16 | C3PO Laptop Giveaway and Training, 1:00 pm, 3:00 pm, and 5:00 pm |
| IV. Monday, January 20 | Martin Luther King, Jr. Day Observation- No classes, campus closed |
| V. Tuesday, January 21 | Legislative Session Starts (60-day session - ends 3.22.2025) |
| VI. Friday, May 9 | Graduation ceremonies and BOR Meeting |

Dr. Powell stated that ENMU-Roswell received permission through the NTIA, a federal agency, to reallocate some funding to purchase additional computers as the C3PO Minority Community Grant ends on January 31, 2025. Shortly before the holiday period, six hundred computers arrived on five pallets. Harry Tackett, Grant Director, Helen Wakefield, Project Director, Todd DeKay, Vice President of Operations, and several IT employees worked to receive and inventory those computers. The campus will have computer giveaways and training for ENMU-Roswell students who will need to register for the event. Another event will be at the Roswell Library a little later in the month.

Dr. Powell asked James Edwards, Gear-Up Advisor, to share information about the Martin Luther King, Jr. Day celebration scheduled for Monday, January 20. Mr. Edwards said the event would occur from 10:00 am to 11:15 am that day. Mountainview Middle School AVID teacher Ms. Cannon and one of her eighth-grade students will be presenting, along with a guest speaker from a local church. He commended member Jamila Miller for her presentation during last year's celebration. Mr. Edwards shared invitations with everyone in the meeting and encouraged everyone to come. He also asked if anyone had ideas on improving future events and to please let them know. Mr. Edwards also stated that Deanna Maestas, LRC Coordinator, Veronica Munoz, AVP for Student Engagement, Martha Staab, Marketing Director, and Ms. Cannon from Mountainview Middle School have all participated in planning the event.

Other Business

Dr. Powell asked for a call-in meeting to move forward on pursuing a mill levy. The Board agreed on Wednesday, January 29, 2025, at 4:00 pm for the call-in meeting.

Adjourn

The meeting adjourned at 5:56 pm.

Minutes approved by Community College Board Secretary, Rissie Daubert.

Signature

Date