

COMMUNITY COLLEGE BOARD
Eastern New Mexico University – Roswell
Administration Center Board Room #135 & Virtual Via Teams
Wednesday, December 8, 2021 – 4:00 p.m.
Minutes

CALL TO ORDER

President Mireya Trujillo called the meeting to order at 4:00 p.m. Board Members Mireya Trujillo, Carleton “Cla” Avery, and Tamaliah “Tammy” Lueras were present.

DECLARE A QUORUM

A quorum of the members was verified by Mireya Trujillo.

Absent: Patricia Parsons and Ralph Fresquez

PLEDGE OF ALLEGIANCE

Joe Sedillo, Interim VP of Business Affairs, led the Pledge of Allegiance

OTHERS PRESENT

Chrisanne Bell, Dr. Patrice Caldwell, Teresa Casarez, Dina Jenks, Laurie Jensen, Tony Major, Annemarie Oldfield, Donna Oracion, Dr. Shawn Powell, Vickie Thomas (virtually via Teams), Joe Sedillo, Devin Stroman, and Stephanie Venegas

APPROVAL OF THE AGENDA

Cla Avery moved to approve the agenda as presented. Tammy Lueras seconded the motion. Motion carried.

APPROVAL OF MINUTES

Tammy Lueras moved to approve the minutes from the October 27, 2021 meeting. Cla Avery seconded the motion. Motion carried.

PUBLIC COMMENT

No public comments were offered.

REPORT FROM THE ENMU CHANCELLOR

Dr. Patrice Caldwell, Chancellor of the Eastern New Mexico University System, expressed appreciation for the Board’s continued support of our campus. She is looking forward to seeing everyone tomorrow, December 9, 2021, for commencement. Dr. Caldwell reported ENMU Portales campus will hold their commencement on Saturday. They are expecting 280 students to walk at commencement. She expressed she is pleased that students are coming back to campus and with the numbers of graduates. She knows students really appreciate the ceremony, time, and effort that goes into organizing it. Dr. Caldwell expressed appreciation for everyone in attendance and the support given to the Roswell campus.

President Trujillo asked Chancellor Dr. Caldwell if any of the students that did not get to graduate because of COVID will be graduating at this ceremony. The answer was ‘yes,’ they will be walking at this graduation. They were contacted and the invitation was open to them to walk in this ceremony. She does not have the exact number of students, but

some students from previous terms will participate in this commencement. President Trujillo thanked Chancellor Caldwell for including students from previous terms who did not have the opportunity to attend a graduation ceremony.

REPORT FROM THE ENMU-ROSWELL PRESIDENT

Dr. Powell expressed appreciation for the Board's continued support of our campus and to Chancellor Dr. Caldwell for her ongoing support of our campus. Dr. Powell mentioned Dr. Caldwell attended a legislative finance committee meeting this past Saturday and expressed appreciation for her involvement with that meeting.

The Regents will hold a work session tomorrow on our campus. He mentioned Dina Jenks has been working with Karen Van Ruiten to set this work session and expressed appreciation for their efforts.

The campus has reported 99 COVID-19 cases since April 2020, which are comprised of 52 students, and 47 faculty/staff/administrators. The last positive case was reported yesterday.

Enrollment numbers for spring 2022 as of today are up by 5% compared to last year. Spring enrollment events are ongoing. There will be an event with a theme that is called "Enroll into the New Year" January 4, 5 & 6, 2022. He thanked the Student Affairs department, Devin Stroman and Annemarie Oldfield for their leadership in our enrollment efforts.

The CCB election results were presented: Tammy Lueras was voted in to continue to serve on the CCB, representing District 3. Dr. Powell expressed appreciation for her service. Rissie Daubert, retired educator from Dexter Schools, will be representing District 2 on the CCB following the retirement of Patricia Parsons. Dr. Powell expressed appreciation for her service to the Board. A plaque recognizing her service will be presented to Ms. Parsons after the New Year.

The ENMU-Roswell campus received the Title III Grant-Guided Pathways to STEM. It is a five-year grant for a total of approximately \$5 million. The funds assist eligible Minority Serving Institutions increase their self-sufficiency and expand their capacity to serve low-income students by providing funds to improve and strengthen the academic quality, institutional management, and fiscal stability of eligible institutions. The purpose of the Hispanic-Serving Institutions - Science, Technology, Engineering, or Mathematics (HSI STEM) and Articulation Programs is to:

- increase the number of Hispanic and other low-income students attaining degrees in the fields of science, technology, engineering, or mathematics; and
- to develop model transfer and articulation agreements between two-year and four-year institutions in such fields

More information can be viewed at

<https://www.grantsoffice.com/GrantDetails.aspx?gid=30773>

The new maintenance building is open and received a certificate of occupancy. The physical plant staff have moved into the new building. Asbestos abatement is ongoing in the Quonset huts. Thereafter, the Quonset huts will be demolished and a parking lot will be built in its place. A ribbon cutting will take place sometime in the early spring once the parking lot is finished.

The Automotive and Welding building renovations are scheduled to be complete in the next few months. Updates will be forthcoming on the progress of these renovations.

The exterior lights and surveillance systems from the 2020 GO Bond project planning is complete and the RFPs for the construction phases of the project are underway. The pre-bid meetings were held yesterday on campus. Three parties were present for the exterior lights portion and 13 individuals were here for the surveillance system portion. Dr. Powell expressed appreciation to Hal Burnett with ASR Architect in leading those meetings and to Charlee Merchant, Roswell Chief Purchasing Officer, and Scott Davis, Portales System Purchasing Officer for their assistance in the bid process.

Electrical engineering planning is ongoing for the electric panel upgrades.

The sanitation and sewer line replacement, and restroom renovations with funding from severance tax bonds are moving into the architectural and engineering phase. Our request to approve the architectural firm for this project will be discussed later in the meeting.

Ongoing work: Development of the scope of work for an RFP for the fiber optic cable upgrades, server room, and communication room upgrades is ongoing. Dr. Powell will keep the CCB members posted as these projects progress. We are close to finalizing RFPs for these projects.

The Turkey Trot on November 12th had 150 walkers and runners. Food donations to benefit The Salvation Army and Friends of Roswell Animals were the entry fees for the event. Both organizations expressed their appreciation

The Community Advisory Council would like to conduct a survey to focus on knowledge of the campus in the local area. More information about the survey will be is forthcoming. The survey will be conducted in the spring.

The New Mexico Youth Challenge cadets had a graduation this past Saturday, December 4, 2021, with 58 cadets graduating. General Nava, Adjutant General of New Mexico, was at the graduation and addressed the cadets. He will retire effective December 31, 2021. His replacement has not yet been named.

On a sad note, an ENMU-Roswell employee in the payroll office, Margaret Carrasco, passed away recently. Her funeral service will be this coming Saturday, December 11 at 2:00 p.m. at Waymaker Church. The campus will hold a celebration of life service for her

on December 16th at 2:00 p.m. in the Administration Center lobby. More information will be sent out about those two events.

Our graduation is tomorrow in the Performing Arts Center (PAC) with two ceremonies. The first one will be at 5:30 p.m. and the second at 7:30 p.m.

The Foundation Banquet will be on December 14th in the ITC Commons at 11:30 a.m.

The End of Year meeting /Holiday Luncheon will be on December 17th. Dr. Powell invited the CCB Members to attend. The meeting will begin at 10:00 a.m. in the ITC Commons. The senior leaders will serve this meal.

On January 11-14, ENMU-Roswell will be hosting Leadership New Mexico's Connect Program. Two ENMU-R employees are currently in the program.

On January 17th, the campus will be closed, but we will still hold a remembrance service for Martin Luther King, Jr. James Edwards is leading the efforts for this event. Dr. Powell expressed appreciation for Mr. Edwards efforts in leading this event. CCB President Mireya asked if this will be the 2nd annual or 3rd annual event for this. Dr. Powell replied that it is our 3rd annual celebration. This includes the virtual one we did last year.

There are plans for an art gala in the spring after a few paintings being reframed and restored are received. Some of the paintings will be delivered next week.

The Community Advisory Council asked about improving relationships for the community and campus. We are planning to host a 3-on-3 basketball tournament for the youth of Roswell to address this concern. More information will be forthcoming as this project moves forward.

Questions/Comments from Dr. Powell's Report:

President Trujillo commended the showing of the Youth Challenge graduation on Facebook Live. She asked if they would be walking with the ENMU-Roswell graduates. The answer was that they will not be walking with them.

Ms. Trujillo also asked how many ENMU-R students will be walking for graduation this week. Devin Stroman answered: There will be 169 students graduating, with a smaller number walking in Thursday's graduation.

REPORTS FROM THE BOARD

Vice President Avery reported they tried to take a tour of the campus two or three years ago and one of the buildings he tried to visit was the Student Services building. This afternoon he came in early to visit the Student Services building and he was highly impressed. Everyone was kind and gracious. He stated it is a marvelous building.

Vice President Avery also complimented the campus for the activities that took place in preparing students for finals. He expressed his “hats off” to the great concepts and activities that they had for that week. Devin Stroman reported on the activities. This goal is to continue these types of events for students to enjoy. President Trujillo and Vice President Avery stated these are positive events and anything we can do to support students is commendable.

Dr. Powell introduced the new Human Resources Director, Teresa Casarez. He also announced the Interim Vice President of Business Affairs, Joe Sedillo, will be with us until the end of January 2022. Ms. Trujillo expressed her excitement that Mr. Sedillo is on board with his experience and knowledge, she appreciates him being part of the team. Mr. Sedillo expressed his appreciation in return for the board’s support.

President Trujillo asked about an award for Patricia Parsons, who is leaving the board. Dr. Powell will reach out to her regarding this award. She also suggested we should find a location or event where the board can present the award to her.

Vice President Avery asked if there was anything finalized for Linde Newman when she retired. Dr. Powell stated it had been taken care of.

INFORMATION ITEMS

I. Strategic Priorities Update

- a. Student Success: 1. Develop a strategic enrollment management plan
Devin Stroman, Assistant Vice President for Student Affairs – Over the past several months he has been working diligently with Campus Works, a national consulting firm, that is working with other community colleges in New Mexico. Campus Works’ consultation with our campus is for strategic enrollment management (SEM) planning. They finalized a report for our campus and we are implementing initiatives they suggested to improve our enrollment and retention. The Campus Works report is available to anyone who would like to see it. The Student Affairs office is looking to make significant changes to the processes that will positively affect enrollment in the coming semesters. President of the Board, Mireya Trujillo, complimented Ms. Stroman and his department for their efforts in this process.

Vice President, Cla Avery, asked for more information on the activities that occurred during finals week. Devin responded. The goals of the activities were to provide certain areas for the students to relax and enjoy themselves and destress over finals. It went well with the activities that focused on certain activities such as a big balloon (jolly jump obstacle course) outside of student services for the students to race each other and get their minds off of the classroom for a short time. Other activities included were at relaxing aroma therapy room and free chair massages for

the students. Another goal was for students to meet with other clubs on campus to develop a comradery with them. Positive feedback from numerous students and other club advisors was received. Mr. Stroman said the plan is to continue bringing student clubs together to do more events for students.

ACTION ITEMS

I. Joe Sedillo gave a Budget Adjustment Report (BAR) of restricted and unrestricted funds for the end of the year. He explained how state statute enforces that community colleges stay positively solvent (i.e., in the “black”) and avoid potential insolvency to (i.e., avoid getting in the “red”) when it comes to finances.

- a. BAR #1 Midyear Adjustment for FY 2021 the ENMU-Roswell mid-year budget adjustment request was presented to the CCB and ENMU Board of Regents for approval before the submission to the Higher Education Dept. and DFA Dept. There are two sets that will need to be approved: the restricted and the unrestricted operations. The unrestricted adjustments that were made were to the beginning balance and the expenditures of the September 30th report. Any variances are to remain in the black. Beginning balances are adjusted to reflect actual balances that came over as of June 30, 2021. Adjustments in general were to reflect an increase of \$184,000 from the local government appropriations.
- b. The restricted BARR reflects grant additions and completions. It was mostly adjustments to the beginning balance with the exceptions of the \$184,000. The BAR shows an adjustment to the revenue from the Chaves County Tax Assessor. This was due to a project called the Oso Grande Windfarm that benefits Tucson, AZ. The energy of 247,00 kilowatts will run a city of 1,000 homes. The wind farms are generating energy that goes to Tucson. The solar farm near Bitter Lake National Wildlife Refuge in Roswell produces 140 megawatts with the possibility of growth to 280 megawatts. The energy produced by that windfarm goes to Texas through Southwest Electric or Xcel Energy. The amount taxed that was payable to our campus was \$44,000 under the assessment of \$132,000 this year. They also include the 3% increase and adjustment to the beginning balance will give us a good projection of what we should anticipate on collections for property tax. We harvest funds from the 31 windmills that are in Chaves County in the Oso Grande area (southeast lower part of Chaves County).

Vice President Avery moved to accept the budget adjustment report and seconded by Ms. Lueras. Motion carried.

II. Approval of the proposed 2022 CCB Meeting Calendar. The calendar was reviewed by the Board.

Ms. Lueras moved to accept the proposed calendar for January through December 2022. Vice President Avery seconded the motion. Motion carried.

III. Graduation List - The Fall 2021 list of graduates was presented to the Board by Devin Stroman, which has been submitted by the Registrar at ENMU-Roswell. There are 193 graduate applications for fall 2021 for degrees and certificates where 169 students will walk. Devin requested approval of the graduation list.

Vice President Avery moved to accept the list of graduates as presented. Ms. Lueras seconded the motion. Motion carried.

IV. Transfer of Used Welding Exhaust Units to Roswell Independent School District (RISD). Dr. Powell explained with the renovation of the Automotive and Welding Buildings, the Welding program has seven used Welding exhaust units that may be transferred to RISD with the approval of the Community College Board (CCB), the ENMU Board of Regents, and the State Auditor's Office. Dusty Baker, Welding instructor, verified the units are functional. He contacted his RISD counterparts in the school district to verify they could use the units.

Vice President Avery moved to approve the transfer of the exhaust units to RISD. Ms. Lueras seconded the motion. Motion carried.

V. Approval of Architect for Sanitation/Sewer Piping and Restroom Renovations - Dr. Powell explained this is a request for architectural services required by ENMU Policy 55-2, Architect Selection. An RFP process was followed for the architectural/engineering portion of the sanitation/sewer piping and restroom renovation project. The selection committee chose Nims, Calvani & Associates (NCA) of Albuquerque, NM. If approved by the CCB and the Board of Regents, NCA will lead the architectural and engineering portions of the project with a cost of \$195,000, which is approximately 6.5% of the overall costs of the entire project. This project will be partially funded by severance tax bonds funds of \$2,475,000 from the state of New Mexico and from campus reserves.

Ms. Lueras moved to accept Nims, Calvani & Associates (NCA), as the architect for the sanitation and sewer piping capital project. Vice President Avery seconded the motion. Motion carried.

UPCOMING EVENTS

- I. Campus Wide Meeting/Breakfast– January 14, 2022, 8:00 a.m.
- II. Martin Luther King Jr. Recognition- January 17, 2022, 11:00 a.m.
- III. Classes start – January 18, 2022
- IV. Graduation – May 13, 2022

NEXT MEETING

Scheduled for Wednesday, January 12, 2021 at 4:00 p.m. It will be held in person in the Administration Building, Board Room #135.

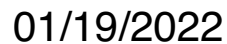
Adjourn

The meeting adjourned at 5:13 p.m.

Minutes approved by CCB Secretary, Tammy Luera:



Signature



Date