



COMMUNITY COLLEGE BOARD
Eastern New Mexico University - Roswell
Administration Center Board Room
Wednesday, September 25, 2019, 4:00 p.m.
MINUTES

Members Present: Carleton Avery, Eloise Blake, Ralph Fresquez, Patricia Parsons, and Mireya Trujillo

Members Absent:

Others Present: Craig Collins, Bill Dean, Todd DeKay, Lisa Dunlap, Eric Gomez, Laurie Jensen, Tony Major, Mike Martinez, Brad McFadin, Linde Newman, Annemarie Oldfield, Donna Oracion, Shawn Powell, Humberto Rodriguez, and Devin Stroman

- 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. Brad McFadin led the Pledge of Allegiance.
- IV. **Finalize Agenda** Member Blake made a motion to finalize the agenda. Member Fresquez seconded the motion. The motion carried unanimously.
- V. **Approve Minutes** Vice President Avery asked that the word "and" be removed between the words "trophy" and "football" in the fourth sentence of the Board Report. Secretary Parsons moved to accept the amended minutes from the August 14, 2019 meeting. Vice President Avery seconded the motion. The Board approved the motion unanimously. Member Blake moved to accept the minutes from the September 4, 2019 meeting. Vice President Avery seconded the motion. The motion carried unanimously.

Public Comment:

No comments from the public were made.

Board Report:

Vice President Avery stated that he and Member Fresquez went on an extended tour, which encompassed all buildings on campus, including the iCenter. They also saw a student CDL driver practicing. Vice President Avery thanked Ms. Annemarie Oldfield, Interim Vice President for Academic Affairs, and Security for a great tour. The college offers great programs with state-of-the art technology. He noted this is not the same campus that it was five or ten years ago. It will be important to get word out to the community of what the college has to offer. A design gaming program has been added in Media Arts. Member Fresquez added the Student Success Center is wonderful, with areas for tutoring. It is a great service to students and there is a great atmosphere in the building. He thanked the group for the tour, as well, and indicated he would like the community to be able to see what is going on here. There is great enthusiasm and great facilities. The two Board members reported the tour was very informative, and they had good discussions with faculty and staff members. Some great ideas were generated.

Presidential Remarks:

- I. **ENMU Chancellor's Remarks**
Chancellor Elwell did not attend the meeting.

II. ENMU – Roswell President’s Remarks

Dr. Powell thanked Mr. Cole Collins and Mr. Nate Hopkins in Purchasing for their efforts with the capital projects work. The demolition of the old dormitories is scheduled to begin October 7, with removal of asbestos and lead-based paint. A pre-meeting for the electrical line replacement is slated for October 1.

Dr. Powell distributed the final quarter Higher Education Performance Report Card from the Legislative Finance Committee (LFC). The enrollment charts on the first page indicate a downward trend in enrollment. The third page of the report discusses dual credit enrollment trends. The LFC was instrumental in getting additional funding for dual credit efforts. Approximately 33% of our students are dual credit students.

Fall enrollment is down about 8% from last year. A full-time recruiter was hired and ongoing recruiting efforts are taking place.

Dr. Powell announced some upcoming events:

- Tomorrow, September 26, Krumland Auto Group will announce the recipients of the Krumland Auto Group Scholarship, a career technical education scholarship that will pay for the students’ tools.
- Also tomorrow, approximately 3,000-4,000 high school students will be on campus for the New Mexico Aviation Aerospace STEM expo, which promotes STEM education and aviation education. This year’s theme is “Women in Aviation”.
- Dr. Powell asked Mr. Eric Gomez, Automotive Technology Instructor, to report on the Eastern New Mexico State Fair parade entries. Mr. Gomez indicated a desire to promote the CDL program. The CDL simulator will be in the parade, as well as a flatbed trailer with students from various programs.
- Dr. Powell reported approval from the City was received to host a 5K Turkey Trot on November 23 to benefit the Salvation Army and Humane Society. There will also be a one-mile run/walk in memory of Mr. David Gonzalez.
- Vice President Avery asked about the upcoming blood drive. Dr. Powell replied that a blood drive is scheduled for tomorrow.

Mr. Gomez introduced Mr. Humberto Rodriguez, this year’s winner of both the Skills USA Action Skills Leadership state and national championships. Students must compete at the state level first. Then, the first place winner from every state and territory competes at the national level. Mr. Rodriguez won first place in the state completion describing how to diagnose and repair brakes, and he went on to win the national competition in Louisville, Kentucky. Live video is available on the Skills USA website. Mr. Gomez thanked the Board for their support and providing the opportunity to participate in these types of events.

Information Items:

I. Report of Actuals for Fiscal Year 2018-2019

Mr. Tony Major, Vice President for Business Affairs, stated the Report of Actuals is an annual report required by the State comparing the budget to actual fund balances. ENMU-Roswell is in very good fiscal health. The I & G beginning fund balance increased by \$313,116 from the original budget. The ending fund balance for I & G was \$1,468,995. The ending fund balance for all funds was \$5,525,205, which is an increase of \$1,015,730 from the original budgeted amount. We are in the process of making much needed capital outlays and expenditures. He added a budget committee will be created this year. Member Blake conveyed appreciation of the report summary and asked how much in reserves can be carried from year to year. Mr. Major answered

that the State requires minimum reserves, and the Business Office is working to allocate funds appropriately. Member Blake inquired how far reserves will be drawn down for these capital outlay projects. Mr. Major responded \$22,500,000 is in reserves, with \$16,000,000 ear-marked for capital outlay. The fund balance will remain healthy after short-term costs. Member Blake asked if the State will require funds be returned if fund balances are too high. Mr. Major indicated this can happen, but that it usually occurs in lean years. The current condition of the State is in good shape, so it is not likely to be a concern for the near future, and a plan for expenditures of reserves is being developed.

Member Fresquez remarked take-backs occur when the financial situation is very difficult and inquired if there is a limit to the amount of reserves that can be maintained. Mr. Major answered he did not believe so, however excessive reserves are not a good use of tax dollars. Sufficient reserves are necessary, but not an excessive amount. Member Fresquez asked if there are limitations on the use of grant funds, and Mr. Major stated colleges are restricted on how State funds are used, and most grants also have specific purposes that dictate how funds can be spent.

II. **Strategic Plan Review (Tracking Strategic Planning Priorities)**

As discussed at the August meeting, Dr. Powell would like to share one of the strategic priorities with the Board and will present one at each meeting. Today's priority is Student Success: Enhance Campus Safety and Security. A number of measures are being taken, and external funding is being requested for some of the improvements, such as enhanced surveillance and lighting. The college is also working with La Casa to deliver behavioral health services. Mr. Devin Stroman, Director of the One-Stop Student Services Center, stated we are in the process of purchasing Maxient, a behavioral health software product used for data tracking and case management, which will be used by the campus community to report individuals who may require additional attention or assistance for security and safety through a behavioral intervention committee. The goal is to identify students with behavioral issues and provide them the help they may need. Secretary Parsons asked if access will be internal for instructors and staff. Mr. Stroman responded the software program will help identify processes to get students appropriate assistance. Students will also be able to self-report. Dr. Powell added we had an intern at La Casa this spring in an effort to integrate behavioral healthcare services for campus. The Memorandum of Understanding (MOU) between La Casa and ENMU-Roswell is being finalized. Member Blake asked where we are with health and dental services. Dr. Powell reported these services are available for students and the community.

a. **Student Success: Enhance Campus Safety and Security**

Dr. Powell reported armed security was an informational topic presented at the August 14 meeting. Three campus meetings were held in recent weeks to discuss the possibility of armed security officers on campus. Notes from those discussions were distributed to the Board, as well as New Mexico State Codes and Statutes 30-7-2.4. Unlawful carrying of a firearm on university premises, notice, penalty. Mr. Brad McFadin, Director of Campus Security, announced the responses to this proposal were overwhelmingly positive. There were also some concerns but generally the comments were very supportive of allowing our security guards to carry firearms. One question raised asked if all officers would have to carry firearms. Mr. McFadin stated no, current employees will have options for different levels of training. The plan is to have armed and unarmed officers. Each officer will have the opportunity to train to Level II (without firearm training) or Level III (with firearm training). Currently, there are seven security staff employed. Mr. McFadin stated he would like to add additional positions. Member Fresquez asked if the two levels of officers are at different pay scales. Mr. McFadin responded the pay scales are under discussion but there would be different levels, based on the training and responsibility

level of the officer. Member Fresquez inquired how the officers are to be trained. Mr. McFadin stated local training is available and could be provided at a reduced or no cost basis. Member Fresquez asked if it is a structured process. Mr. McFadin stated that the officers must go through and pass all trainings and examinations before being qualified for the different levels. Member Fresquez inquired about the background check. Mr. McFadin responded the process is rigorous and will involve a criminal background check. Member Fresquez asked about psychological training and what resources are available should a life-threatening crisis arise. Dr. Powell reported the campus is working with the Roswell Independent School District, which has a requirement to hold four drills in the first month of school. Mr. McFadin is also coordinating with the Roswell Police Department. Today, an active shooter training was held with the Early College High School students. Some staff from La Casa and Student Services were included. Very positive feedback was received. Mr. McFadin would like to continue using this coordinated training. Member Blake asked about the attached costs. Dr. Powell responded the proposed costs are for both current and new positions and are cost estimates at this time. Member Blake asked if the size of the security force will increase. Mr. McFadin responded yes, that is likely.

Action Items:

I. Open Meetings Act Resolution

Secretary Parsons moved that the Open Meetings Act resolution be accepted as presented and Vice President Avery seconded the motion. All voted in favor. The motioned carried and the resolution was signed.

II. Campus Facility Master Plan and Capital Projects Update

Dr. Powell thanked Vice President Avery and Member Fresquez for participating in the campus facility master planning process. The final version of the campus facility master plan is posted on the website. Member Blake moved to approve the Campus Facility Master Plan and capital projects update, and Secretary Parsons seconded the motion. Vice President Avery noted that in the strategic plan, one of the buildings is shown not be used, but it is utilized by high school students. Dr. Powell indicated the State has guidelines regarding reporting utilization rates, and we address utilization within our campus and keep track of that usage. Member Fresquez inquired if schools are charged to use our facilities. Dr. Powell responded there is not a current written agreement with Early College High School. However, meetings have been taking place to discuss the issue and to get an MOU in place. We do have an MOU regarding dual credit. Member Fresquez asked if we had an MOU regarding usage cost of facilities, would the State recognize the space utilization. Dr. Powell responded there are various factors of consideration, for instance if college courses are being taken. All Board members voted in favor of accepting the Campus Facility Master Plan and the capital projects update, and the motion carried.

III. Campus Security Force Composition

Mr. McFadin reiterated the desire to enhance safety and security on campus and arming security is another facet of this proposal. Mr. McFadin considers it necessary in this current day. Member Fresquez inquired if an unruly person, doing damage on campus, could be held. Mr. McFadin stated Level III certified security guards would grant minimal detention abilities, but a detention facility is not needed. Member Blake asked what actions can be taken regarding traffic violations on campus. Mr. McFadin indicated no action, either now or with Level III, can be taken regarding traffic violations. Member Blake asked in what scenario action would be taken. Mr. McFadin stated that is a very broad concept. Deadly force action can have deadly force response by certified personnel. However, for small crimes, there would be no ability to detain. President Trujillo remarked is all part of training. Mr. McFadin agreed. Use of force training is of utmost

importance. Member Blake made a motion to approve having a campus security force comprised of both armed and unarmed personnel. Secretary Parsons seconded the motion. Member Fresquez expressed concern having a life-threatening situation occur and the time required for police to arrive could delay action. Armed security could provide a deterrent. Mr. McFadin added local law enforcement always respond but times can vary, even if they are nearby, but the delay could be too long. President Trujillo stressed safety and security measures are important. Secretary Parsons expressed appreciation for the way Mr. McFadin has gathered a great deal of input before taking action. All voted in favor of approving the motion. The motion carried.

Other Business:

The next meeting will be Wednesday, November 20, at 4:00 pm.

Dr. Powell requested the Board enter into closed session to discuss two limited personnel matters. Secretary Parsons moved that the Board convene in closed session as authorized by the limited personnel matters exception (Section 10-15-1 (H)(2), NMSA (1978)). Vice President Avery seconded the motion.

A Roll Call vote was taken: Mireya Trujillo, yes; Cla Avery, yes; Patricia Parsons, yes; Eloise Blake, yes; Ralph Fresquez, yes.


The Board entered closed session at 5:07 pm.

Member Blake moved to return to open session at 5:38 pm. Vice President Avery seconded the motion. President Trujillo reported that the only matter discussed during the closed session were two limited personnel matters pursuant to Section 10-15-1 (H)(2), NMSA (1978). No action was taken.

Adjourn

The meeting adjourned at 5:40 pm.

Minutes approved by CCB Secretary, Patricia Parsons



Signature

11.20.2019

Date