



COMMUNITY COLLEGE BOARD
Eastern New Mexico University – Roswell
Wednesday, June 2, 2021, 3:00 p.m.
Virtual Meeting Via Microsoft Teams
Minutes

Members Present: Carleton Avery, Ralph Fresquez, Tamaliah Lueras, and Patricia Parsons
Members Absent: Mireya Trujillo
Others Present: Patrice Caldwell, Todd DeKay, Cesar Diaz, Ron Flury, Laurie Jensen, Tony Major, Linde Newman, Annemarie Oldfield, Donna Oracion, Shawn Powell, Steven Starkey, Devin Stroman, Vickie Thomas, and Ty Whatley

Routine Business:

- I. Call to Order** Vice President Avery called the meeting to order at 3:04 pm.
- II. Declare a Quorum** Roll Call was taken: Cla Avery, yes; Ralph Fresquez, yes; Tammy Lueras, yes; Patricia Parsons, yes. Vice President Avery declared a quorum.
- III. Finalize Agenda** Secretary Parsons made a motion to finalize the agenda. Member Fresquez seconded the motion. A Roll Call vote was taken: Cla Avery, aye; Ralph Fresquez, aye; Tammy Lueras, aye; Patricia Parsons, aye. The motion carried unanimously.
- IV. Approve Minutes** Member Lueras moved to accept the minutes from the May 5, 2021 meeting. Secretary Parsons seconded the motion. A Roll Call vote was taken: Cla Avery, aye; Ralph Fresquez, aye; Tammy Lueras, aye; Patricia Parsons, aye. The Board approved the minutes unanimously.

Public Comment:

No comments from the public were made.

Presidential Remarks:

- I. ENMU Chancellor's Remarks**
Dr. Patrice Caldwell, Chancellor of the ENMU System, congratulated the campus for efforts to safely reopen campus and the encouraging enrollment numbers. She also thanked the Board members for their commitment to ENMU-Roswell.
- II. ENMU – Roswell President's Remarks**
Dr. Shawn Powell, President of ENMU-Roswell, reported this is the third day of summer classes. Chaves County is in "COVID-19 Turquoise" status. We plan to continue offering classes in our current mode, with face to face instruction being offered in our health education, technical education, and special services programs through the summer. As we move into the fall, we are planning to offer more face to face classes in keeping with the COVID-19 allowances.

Since April 2020, our campus has reported 51 COVID-19 cases – 26 faculty/staff/administrators and 25 students. Our last positive case was reported April 8, 2021.

Advising/Registration/Enrollment is underway. Initial enrollment numbers are encouraging in relation to last spring's year to date comparisons.

We are hosting a COVID-19 vaccination clinic in the Physical Education Center (PEC) tomorrow from 11:00 am to 6:00 pm.

Capital Projects – construction update (all are listed on the campus facility master plan):

- a. Maintenance Building construction and Automotive/Welding renovations are ongoing.
- b. Thank you to Board Members Lueras and Avery for attending the initial architecture and engineering design meeting for the Exterior Lights and Surveillance Systems upgrades. This was our 2020 G. O. Bond project. The initial planning meetings with representatives from various areas of campus included the three Senate Presidents and student representation; we plan to bring this project to the CCB in August or September for review/approval.
- c. Electrical engineering design work for the Electrical Panel Upgrades is in process and is funded by capital outlay funds.
- d. Performing Arts Center (PAC) renovations are scheduled to start June 14.
- e. Sanitation and Sewer line replacement and restroom renovations – planning will commence once funds are available after July 1. We received \$2,475,000 in severance tax bond funding for this project.
- f. We are developing the scope of work for an RFP for Fiber Optic Cable, Server Room, and Communications Room upgrades planning/upgrades will start after funds are available. We received \$135,000 in capital outlay funding for the fiber optic cable upgrades.

We are scheduled to receive approximately \$3,200,000 from the federal government as part of the American Rescue Plan. Half of this funding must go directly to students and the other half may be applied as operational funds as they relate to COVID-19 recovery.

Ongoing campus wide virtual Teams Meetings and campus updates. The next campus wide Teams meeting is scheduled for Friday June 4 at 9:00 am. The next campus update is scheduled for June 8 at 11:00 am.

Secretary Parsons asked how the funds from the American Rescue Plan will be disbursed. Mr. Tony Major, ENMU System Comptroller, answered the money will be deposited directly into student accounts.

Member Fresquez asked if vocational students are eligible and what the funds will pay for. Mr. Major stated there are no restrictions. Member Fresquez also inquired if the funds are distributed equally. Mr. Major responded the funds will be equitably distributed among students. We were also awarded additional funds, COSMO CARES, as a minority-serving institution. There is an application process for this money.

Member Lueras inquired if the American Rescue Act funding will be recorded in the Higher Learning Commission (HLC) accreditation report. Dr. Powell stated there are expansive reporting requirements for the use of this federal funding. Mr. Major added there is a new form in the accreditation argument that includes information on these funds and how they were allocated.

Board Report:

Vice President Avery mentioned how much he enjoyed the tour the Board took of the Automotive/Welding Building and the new Maintenance Building just prior to the meeting this afternoon. The construction is very exciting.

Information Items:

I. Kosa Award Recipients

Ms. Annemarie Oldfield, Vice President for Academic and Student Affairs announced the recipients of the 2021 Kosa Award.

a. Ms. Rachel Conover

Ms. Conover is the Director of our Nursing program. During the last year, she has facilitated placing nursing labs online and navigated face-to-face courses. She also coordinates the work with the Ruidoso campus as we expand the Nursing program. Ms. Conover serves on the Institutional Assessment Committee and other committees on campus.

b. Dr. Kyle Torke

Dr. Torke is the Director of English department. He has worked with faculty to review and revise the curriculum in that area. Beginning July 1, he will also be the Director of Communication and Humanities courses. Dr. Torke is also active on the Institutional Assessment Committee and was the campus liaison on the Roswell Reads National Endowment for the Arts grant.

II. Strategic Priorities Update – Student Success #3: Improve Overall Customer Service

a. Results of the 2020-2021 Student Media Preference Survey

Ms. Donna Oracion, Executive Director of College Development, shared highlights of the 2020-2021 Student Media Preferences Survey. The survey was comprised of approximately 100 questions and covered topics such as demographics, social media, online learning, expectations, contact methods, college communications, email, image and recruitment, encouragement and support, persistence, alumni, printed magazine and newspapers, online news, college website, music preferences, podcasts, TV preferences and content, and TV news. We provided incentives for students to participate with weekly drawings for prizes. A total of 197 students responded.

We received both quantitative and qualitative data from the survey. The largest group of respondents were 18-20 years of age and a slightly higher percentage of females. The majority responded their preferences for being contacted by the college would be by email, in-person, phone call, or text message, and most expect a response the same day or the next day. Most also indicated dislike for receiving automated phone calls. In-person learning is preferable for 18-20 year olds. Most indicate the website is an important factor in applying to a college, and they make judgments about a school based on the quality of the website. Students prefer online registration, advising, academic calendars, tutoring, textbook purchasing, program videos, bill pay, and frequently updated web pages.

The results of this survey will help better inform our advertising strategies in the future.

III. Grant Updates

a. Title V CSI “Pathways” Grant

Mr. Steven Starkey, Cultivating Success Initiative (CSI) Activity Director, reported this is a \$3,000,000 grant over five years. We will make a systematic and sustainable effort to improve student success by Hispanic and low-income students in the following areas: recruitment, retention, graduation, transfer. The Cultivating Success Initiative has three goals:

Goal 1: Implement Guided Pathways into local high schools

We will have activities in outreach, dual credit articulation, meta majors, career exploration, case management advising, two-plus-two and financial literacy.

Outputs will be six high school partnerships, dual credit coursework, eight meta majors, align meta majors with careers, pathway guides/MAPS, university

transfer agreements, transfer center, and online and face-to-face financial literacy course.

Goal 2: Accelerate progress through Guided Pathways by improving English and Math pedagogy and academic support systems

Activities will include math and English redesign, summer math and English STEP UP, math and English tutoring. Expected outputs include revised curriculum, math and English labs, and summer STEP UP curriculum.

Goal 3: Strengthen Guided Pathways implementation through faculty and staff professional development, research on high impact practices, and evidence-based decisions

Activities in this area will be ESCALA's Teaching and Learning Academy for faculty, NACADA training for advisors, HSI national conference, share best practices with campus community, and assessment data collected and shared. Anticipated outcomes will be ESCALA certificate for HSI's, culturally competent curriculum and instructional strategies, conference reports, plan for case management advising, data dashboards, and student learning outcomes shared.

Crucial outcomes for the CSI grant:

1. Establish six dual enrollment pathway agreements with service area high schools
2. 65% of CSI-Roswell students pass entry-level math class
3. 65% of CSI-Roswell students pass entry-level English class
4. ENMU-Roswell will articulate five new pathways with regional four-year institutions
5. Number of Hispanic and low-income students successfully transferred to baccalaureate programs will see a 61% increase
6. 50 CSI-Roswell project faculty and staff will participate in cohort-based and pedagogy-focused professional development activities

b. Gear Up Grant

Mr. Cesar Diaz, Interim Director of the GEAR UP Grant, shared Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) is a competitive federal program that supports efforts to increase the number of low-income students who are ready to pursue secondary education. The program believes young people who begin planning in middle school have a better chance of entering college and completing a degree.

This is a seven-year grant partnering with our community, which aims to increase opportunities for incoming seventh and eighth grade students to understand the importance of college education through mentoring, tutoring, outreach, and support services. This introduces students to colleges, career fields, and financial literacy in preparation for a post-secondary education. Additionally, the grant provides professional development opportunities for teachers in need, as well as efforts to help parents become more involved in their child's academic success.

This summer, we have begun to re-establish a presence at all area middle schools. Academic advisors will be onsite full-time this coming academic year. We also will have two sessions of a GEAR UP Summer Academy at ENMU-Roswell, with a main goal of re-introducing middle school students to two critical academic components, writing and math, in a fun and innovative way. The Academy will also include career presentations.

Member Lueras asked if there are plans to assist with transportation. Mr. Diaz indicated

transportation and meals will be provided free of charge.

Vice President Avery inquired how enrollment will be divided between the two sessions. Mr. Diaz responded the first session will be specifically for the valley schools, such as Lake Arthur, Hagerman, and Dexter. The second session will be held for the RISD school district.

IV. HLC Accreditation Update

Mr. Todd DeKay, Executive Director of Institutional Effectiveness, stated the Higher Learning Commission (HLC) Assurance Argument is about telling our story. The document is currently being edited. It is also available for viewing online as a commitment to transparency. The editor will return the document by July 7. At that time, the Core Team and others will review the argument. The template will be locked on August 13. The HLC Site Visit will be October 18-19, 2021.

The Assurance Argument encompasses five criteria:

- Criterion: 1—Mission
- Criterion 2—Integrity; Ethical and Responsible Conduct
- Criterion 3—Teaching and Learning: Quality, Resources, and Support
- Criterion 4—Teaching & Learning: Evaluation and Improvement
- Criterion 5—Institutional Effectiveness, Resources, and Planning

We must also submit a COVID-19 response for each criterion to discuss how we changed our operations to meet the criterion.

Action Items:

Vice President Avery announced Member Fresquez was not feeling well and had to leave the meeting. However, there is still a quorum so the meeting could proceed.

I. Addendum to Spring 2021 Graduation List

Mr. Devin Stroman, Assistant Vice President for Student Affairs, announced the need to amend the Spring 2021 graduation list. The Executive Director of Student Services submitted an addendum of 25 applications for degrees/certificates from 21 students.

Dr. Powell added many of these students are from Early College High School and will be recognized at the Early College High School graduation tomorrow.

Secretary Parsons made a motion to approve the Spring 2021 Graduation List Addendum and Member Lueras seconded the motion. A Roll Call vote was taken: Cla Avery, aye; Tammy Lueras, aye; Patricia Parsons, aye. The motion carried.

II. Research & Public Service Project (RPSP) Requests

Mr. Tony Major will submit the fiscal year 2023 RPSP requests to the Higher Education Department by mid-September. These are the same projects we requested last year at a total of \$514,300.00:

- | | |
|------------------------------------|--------------|
| 1. Nursing Expansion Program | \$332,200.00 |
| 2. Special Services Program | \$111,500.00 |
| 3. Aviation Maintenance Technology | \$ 70,600.00 |

The nursing expansion program proposal would allow continuation of current RPSP funding to continue and expand upon nursing faculty recruitment and retention stipends for fulltime nursing instructors provided by FY 2020 RPSP money. We are requesting an increase of \$78,400 for one (1) additional FTE to support the start of a second student cohort increasing the number of nursing students. Continued funding for the ENMU-Roswell Nursing programs is critical for the recruitment and retention of qualified nursing faculty. The funding will allow ENMU-Roswell to meet current accreditation

requirements and expand the number of nursing and nursing assisting faculty, thus, increasing the number of graduates produced, which will in turn assist in meeting the demand of the New Mexico nursing workforce.

The special services program proposal for RPSP funding includes the following provisions: continue partial salary and benefits of the special services director and independent living specialist; and add funding to staff expanded co-curricular activities that align with best practice for supporting students with disabilities, as well as providing appropriate support during increased enrollment. These positions are essential to continue the high level of services and accommodations provided by the ENMU-Roswell Special Services Department.

The aviation maintenance technology proposal would provide funding to maintain the employment of one of the fulltime Aviation Maintenance Instructors provided by FY 2019 RPSP money. The position is essential to accomplish the upcoming FAA required curriculum changes and additions and to increase the enrollment in the Aviation Maintenance Program. Recent research indicates a continued and severe worldwide shortage of Aviation Maintenance Technicians. ENMU-Roswell is uniquely positioned to prepare students for entry into the career and works closely with regional employers to recruit qualified students and expand the program.

Member Lueras stated the legislative update at the May meeting indicated there was an additional RPSP project for funding—career technical education scholarships for Youth Challenge and Adult Education in the amount of \$91,200. She asked if that proposal has been removed. Mr. Major responded scholarships are a different funding process and should not have been included in the RPSP projects proposal. Member Lueras stated the career technical education scholarships are listed in the May 5, 2021 minutes as part of the RPSP request, so the minutes will need to be corrected.

Member Lueras made a motion to revise Page 5 of the May 5, 2021 minutes under Information Item I: Legislative Update (b) (iv) by striking through the career technical education scholarships for Youth Challenge and Adult education for \$91,200 under Research and Public Service Project funding and to revise the total of the RPSP project funding from \$521,600 to \$430,400. Secretary Parsons seconded the motion.

Mr. Major recommended the career technical education scholarships for Youth Challenge and Adult Education should not be stricken from the minutes altogether as we did receive funding of \$91,200 from the legislature. Rather, the scholarships should be separated from the RPSP funding into another funding category.

A Roll Call vote was taken on the original motion: Cla Avery, no; Tammy Lueras, no; Patricia Parsons, no. The motion did not carry.

Member Lueras moved to amend Page 5 of the May 5, 2021 minutes by adding Part c under Information Item I: Legislative Update—Career Technical Education Scholarships (Youth Challenge and Adult Education) in the amount of \$91,200. The RPSP funding total in Part b be changed to \$430,400. Secretary Parsons seconded the motion.

A Roll Call vote was taken: Cla Avery, aye; Tammy Lueras, aye; Patricia Parsons, aye. The motion carried.

Secretary Parsons moved to approve the Research and Public Service Projects as presented, and Member Lueras seconded the motion.

A Roll Call vote was taken: Cla Avery, aye; Tammy Lueras, aye; Patricia Parsons, aye. The motion carried.

III. Open Meetings Act Resolution

Dr. Powell indicated Board signature of the Open Meeting Act resolution is an annual requirement. The State Attorney General's office hosts regular training sessions on the Open Meetings Act and many ENMU-Roswell staff attend.

Member Lueras made a motion to accept the Open Meetings Act Resolution, and Secretary Parsons seconded the motion. A Roll Call vote was taken: Cla Avery, aye; Tammy Lueras, aye; Patricia Parsons, aye. The motion carried and the resolution was signed.

IV. Conflict of Interest/Responsibility Agreement

Dr. Powell stated the Conflict of Interest/Responsibility Agreement is an annual requirement, and we are bound to have disclosure of responsibility. 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 their best knowledge, seek to have business dealings with Eastern New Mexico University-Roswell. This would also include ownership of any company. We are required to disclose this information to the auditors as part of the Annual Audit.

Secretary Parsons moved to accept the Conflict of Interest/Responsibility Agreement, and Member Lueras seconded the motion. A Roll Call vote was taken: Cla Avery, aye; Tammy Lueras, aye; Patricia Parsons, aye. The motion carried. All present CCB members signed the conflict of interest form.

V. ENMU-Roswell Policies for Deletion

Ms. Vickie Thomas, Director of the Workforce and Community Development Center and member of University Council, reported:

- a. **Policy 60.1 ENMU-Roswell Computer and Internet Use Policy**
ENMU-Roswell Policy 60.1 was replaced by System Policy 60-1 Computer Use, which was approved by the Board of Regents on March 29, 2019 and CCB on October 21, 2020. No changes have been made to the policy since approval.
- b. **Policy 60.2 World Wide Web Pages**
ENMU-Roswell Policy 60.2 was replaced by System Policy 60-2 World Wide Web Pages and was approved by the Board of Regents on March 29, 2019 and CCB on April 2, 2019. No changes have been made to the policy since approval.
- c. **Policy 60.3 Electronic Mail**
ENMU-Roswell Policy 60.3 was replaced by System Policy 60-3 Broadcast Messages on University Electronic Mail and was approved by the Board of Regents on March 29, 2019 and CCB on April 2, 2019. No changes have been made to the policy since approval.
- d. **Policy 60.4 User Passwords**
ENMU-Roswell Policy 60.4 was replaced by System Policy 60-6 Banner Administration, Maintenance, and User Passwords, which was approved by the Board of Regents on March 29, 2019 and CCB on October 21, 2020. No changes have been made to the policy since approval.
- e. **Policy 60.5 Use of Computer Labs**
ENMU-Roswell Policy 60.5 was replaced by System Policy 45-1 System Facilities Use, which was approved by CCB on September 23, 2020 and the Board of Regents on September 25, 2020. No changes have been made to the policy since approval.
- f. **Policy 70.6 Student Sexual Misconduct Policy**
ENMU-Roswell Policy 70.6 was replaced by System Policy 80-12 Title IX (Equal Opportunity, Harassment, and Nondiscrimination on the Basis of Sex) and was approved by CCB on May 5, 2021 and the Board of Regents on April 23, 2021. No changes have

been made to the policy since approval.

g. Policy 80.3 Workers' Compensation

ENMU-Roswell Policy 80.3 was replaced by System Policy 40-8 Benefits and was approved by CCB on March 11, 2020 and the Board of Regents on March 13, 2020. No changes have been made to the policy since approval.

h. Policy 80.6 Serious Communicable Diseases

ENMU-Roswell Policy 80.6 was replaced by System Policy 70-3 HIV and AIDS, which was approved by the Board of Regents on June 1, 2019 and CCB on January 15, 2020. No changes have been made to the policy since approval.

i. Policy 80.8 Deadly Weapons

ENMU-Roswell Policy 80.8 was replaced by System Policy 80-8 Deadly Weapons, Chemical Agents, and Explosives, which was approved by the Board of Regents on December 13, 2019 and CCB on December 9, 2020. No changes have been made to the policy since approval.

j. Policy 80.9 Smoking Regulations

ENMU-Roswell Policy 80.9 was replaced by System Policy 80-5 Smoking, Vaping, and Tobacco Regulations, which was approved by the Board of Regents on December 13, 2019 and CCB on January 15, 2020. No changes have been made to the policy since approval.

Member Lueras moved to approve the deletion of the following ENMU-Roswell Policies:

- a. 60.1 ENMU-Roswell Computer and Internet Use Policy
- b. 60.2 World Wide Web Pages
- c. 60.3 Electronic Mail
- d. 60.4 User Passwords
- e. 60.5 Use of Computer Labs
- f. 70.6 Student Sexual Misconduct Policy
- g. 80.3 Workers' Compensation
- h. 80.6 Serious Communicable Diseases
- i. 80.8 Deadly Weapons
- j. 80.9 Smoking Regulations

Secretary Parsons seconded the motion. A Roll Call vote was taken: Cla Avery, aye; Tammy Lueras, aye; Patricia Parsons, aye. The motion carried.

Other Business:

The next meeting is scheduled for Wednesday, August 25, 2021 at 3:00 pm.


Adjourn

The meeting adjourned at 4:58 pm.

Minutes approved by CCB Secretary, Patricia Parsons



Signature



Date