

EASTERN NEW MEXICO UNIVERSITY-ROSWELL
Virtual Community College Board Meeting
Eastern New Mexico University - Roswell

August 25, 2021 – 3:00 p.m.

CALL TO ORDER

Secretary Pat Parsons calls meeting to order at 3:00 pm and declared a quorum by Roll Call Vote. Board Members Ralph Fresquez, Tamaliah “Tammy” Lueras, and Patricia Parsons, were present virtually on Teams. Then Vice President Carleton “Cla” Avery joined the meeting a minute later to approve the agenda and the minutes from the previous two meetings on May 21, 2021 and June 2, 2021. President Mireya Trujillo was absent.

Roll call: Vice President Carleton Avery – Yes; Secretary Patricia Parsons – Yes; Board Member Tamaliah Lueras – Yes; Ralph Fresquez – Yes.

OTHERS PRESENT:

Jacob Puckett, Rissie Daubert, Maureen Olguin, Evelyn Lopez, Devin Stroman, Charlee Merchant, Todd DeKay, Chrisanne Bell, Stephanie Venegas, Tony Major, Annemarie Oldfield, Veronica Regalado, Donna Oracion, Joe Sedillo, Lisa Dunlap, Vickie Thomas, and Dina Jenks

APPROVE THE AGENDA

Patricia Parsons moved to approve the agenda as presented. Tammy Lueras seconded the motion. Vote: 4-0-0. Motion approved.

APPROVAL OF MINUTES

Ralph Fresquez moved to approve the minutes as presented of May 21, 2021. Patricia Parsons seconded.

Vote: 4-0-0. Motion approved.

Roll call: Vice President Carleton Avery – Yes; Secretary Patricia Parsons – Yes; Board Member Tamaliah Lueras – Yes; Ralph Fresquez – Yes.

Ralph Fresquez moved to approve the minutes as presented of June 2, 2021. Tammy Lueras seconded.

Vote: 4-0-0. Motion approved.

Roll call: Vice President Carleton Avery – Yes; Secretary Patricia Parsons – Yes; Board Member Tamaliah Lueras – Yes; Ralph Fresquez – Yes.

PUBLIC COMMENT

No comment from the public were made.

REPORT FROM THE ENMU CHANCELLOR

Dr. Patrice Caldwell, Chancellor of the Eastern New Mexico University System, reported the students, faculty and staff, and community are very glad to be back on campus. She reported that enrollment is recovering well although it is down 8% from last year. At the moment there are 4,800 students which is the smallest enrollment since 2010. She believes most campuses in New Mexico are going through the same thing. With the Cares Act she believes that the Portales campus can buffer that decline in enrollment. All the support mechanisms are there so that students can be successful on coming back to campus. She wishes the Roswell Campus and the CCB to have a wonderful year.

REPORT FROM THE ENMU-ROSWELL PRESIDENT

Dr. Shawn Powell gives appreciation for the Board’s support of our campus. Dr. Powell also gave thanks to Dr. Caldwell for her leadership through COVID-19 and thanked Karen Van Ruiten for

meeting with Dina Jenks. Thanked faculty, staff, and administration for working together to start the fall semester. He welcomed and thanked Dina Jenks as the new Executive Assistant to the Board and Presidents' Office. Dr. Powell also thanked Tammy Lueras for being part of the interview process for that position. He welcomed and thanked Joe Sedillo, the newly appointed Interim VP of Business Affairs. Mr. Sedillo is assisting with several projects until the ongoing VP is hired sometime in January. Mr. Sedillo will have an oversight of capital projects with the supervision of HR, IT, Business office, Physical Plant, compensation, and hiring manager for the HR Director position. He thanked Jacob Puckett for putting together the Teams meeting arrangements.

Enrollment numbers for fall 2021 are down 8% since last fall. Financial Aid dropped 170 students for lack of payment or setting up financial aid plans. We are working with those students to try to get them back in the groove and get them going with classes. The campus has a variety of students with dual credit at the moment. 37% of our classes are face-to-face at the moment. 37% of classes are hybrid. That makes 74% of students with some type of face-to-face component meeting. 25% of classes are totally online.

He reported that since April 2020, there have been 63 COVID-19 cases on campus, which includes 28 students and 35 faculty/staff/administrators. The last reported positive case was August 18, 2021. We are looking at our back-to-campus plans and taking into consideration the safety of all. Back-to-campus committee will be meeting tomorrow to see what recommendations they will give.

Dr. Powell gave a report on the cohort of the Real College Survey, which he will provide at any request.

Thanks to Rebecca Cobos, Eric Gomez, Edna Yokum, Skyler Pierce, and Robert Moore for serving as panelists for a Department of Energy national presentation. Their topic was building organizational diversity, equity, and inclusion. There were over 90 attendees from across the nation for this virtual presentation.

Our campus was accepted into the National Institutional Capacity Building Cohort sponsored by the Hope Center at Temple University. Over the 2021-22 academic year this cohort will explore ways to address basic student needs (i.e., food insecurity, housing insecurity, and homelessness). We will be re-administering the Real College Survey as part of this cohort. Updates will be provided as the cohort progresses.

HLC update, the accreditation argument is under final review and is available for you to examine (reference the HLC booklets). It has criteria that will lock up next week. Appreciation expressed to Todd DeKay and Annemarie Oldfield for working on this. There will be five people coming for the visit on October 18 and 19. Todd DeKay will come up with an agenda which will have more information to come.

Capital Projects – construction update (all are listed on the campus facility master plan):
Maintenance Building is still under construction and checklist will be finalized Sept. 16th. The Quonset huts will be demolished as soon as the staff moves out. The Automotive/Welding renovations are ongoing. Hope to be finished by the end of this calendar year. Renovations in the

Performing Arts Center are complete. There will be fiber optic upgrades from capital outlay and ARP funding.

Thank you to Board Members Lueras and Avery for attending the Architecture and Engineering design meetings and to Ralph Sanchez for reviewing the Exterior Lights and Surveillance Systems upgrades plans. The planning meetings with representatives from various areas of campus included three Senate Presidents and student representation. This was our 2020 G.O. Bond project, and we received \$2.35 M for that.

Electrical engineering design work for the Electrical Panel Upgrades is in process, this was funded by capital outlay funds. We received \$306K from 2020 capital outlay funds for this project. PAC renovations are complete. Sanitation and Sewer line replacement and restroom renovations. An RFP for this project is being developed for the A & E planning. We received \$2.475 M in severance tax bond funding for this project. That RFP will go out in mid-September. Approval will be given to the Board in December. We are developing the scope of work for an RFP for Fiber Optic cable, Server Room, and Communication Rooms upgrades planning/upgrades will start after funds are available. We received \$135K in capital outlay funding for the fiber optic cable upgrades.

Board retreat following November elections to speak about budget and future plans.

Upcoming events (as allowable by COVID-19 status):

Thanks to Donna Oracion for setting up COVID -19 Vaccination Clinics August 25 and 26, as well as September 15 and 16. There is a \$100 incentive for students, administration, faculty, and staff for getting the vaccine. Will run through the middle of October. A Rocky Mountain College Fair will be held in September. The Aviation Expo is set for October 14th. The Foundation Banquet will be on Oct 27th. The Turkey Trot 5K and David Gonzalez 1-mile walk/run will be on November 20th. This will be the second time to do the Turkey Trot and the entry fee is non-perishable foods or canned food items. This is a fundraiser for the Salvation Army and the Friends of Roswell Animals.

Ralph Fresquez asked for a report on the following:

Youth ChalleNGe Update: They started in July with about with 90 students. Ten students have dropped out and 30 or them have quarantined. There are 80 actively engaged and in classes now.

Early College High School Update: There are 160 students and have met with each class. They have been included in part of our student count.

As Dr. Powell gave his enrollment update, Todd DeKay looked at the head count and mentioned that our enrollment is only 4% down since last year at this point.

Following the November elections, there will be a Board Retreat following the HCL visit.

REPORT FROM THE BOARD PRESIDENT

Board President was not present therefore no report was given.

INFORMATION ITEMS

- I. Strategic Priorities – Student Success number 2
 - a. Circle K International (CKI) student group gave a report from their Leadership Conference in Salt Lake City, Utah. Maureen Olguin (CKI Advisor) introduced Evelyn Lopez (club Secretary) who spoke about the motivational speakers and workshops at the conference. The goal of the club is to recruit more members for fall 2021 and to do more community service projects during the semester.
Question from Vice President Cla Avery- How many members in the club at the moment: Evelyn answered that they have 16 members.
- II. Grant Updates – Student Support Services -TRIO Grant Director, Veronica Regalado, gave a report on how the program is 100% Federally funded by the U.S. Department of Education. 2021-2022 are fully funded now. This years' amount is \$261,888. For 5 years they have \$1.3 million to serve 430 students for the next 5 years, which adds up to 140 students each year. There are now different criteria for enrolling into the program which includes: students must be U.S citizens or permanent residents, must be enrolled at ENMU-Roswell, and must be first generation students. Students must present an academic need. The services they provide include academic tutoring, advising, counseling, provide referral services, and assistance in applying for Financial Aid.
Patricia Parsons asked if there are any projections for next year. Veronica said they hope to serve 140 each year and 400-500 students by the end of 5 years.
- III. HLC Accreditation Update – Todd DeKay
 - a. Mr. DeKay explained the HLC activities, progress and why the HLC visit is so important.
 - b. The university continues to be federally funded if the HLC continues to approve ENMU-Roswell as an accredited university.
 - c. The Mission is clear and articulated and is available in English and Spanish in order to reach 1/3 of the population.
Mr. DeKay reported on each Criteria of the strategic plan which includes:
Criteria II-acts with integrity. Its core values are posted all over campus and in the catalog.
Criteria III -the education standard, explains dual credit, common core classes online and faculty support.
Criteria IV – Evaluates effectiveness
Criteria V – explains how we plan for the future.The HLC visit will be on October 18 and 19, 2021. We will get a report from them probably in December for final approval.
Pat Parsons has a question: Should we plan for a dinner meeting for the HLC visit? Do not expect a dinner, but want to set up a day for the assurance argument.
- IV. Personnel Update – Stephanie Venegas reported all the new and re-assigned hires and mentioned that they were recognized at the last in-service on August 13. There were 11 new hires in 2020 and 22 new hires in 2021. There were 58 years of service awards given for 2021 and 38 employees for 2020. Frank Gonzalez received the 45 years of service award. He is the PE Center Director. Frances Dubiel received the 35 years of service award. She is the Facility Records Coordinator. There were 14 retirees for 2020/2021. At the moment there are 30 open positions on our website. Question from Cla Avery: total number of employees. There are close to 200 regular/fulltime employees on campus at the moment.

BUSINESS MATTERS

1. Capital outlay request for 2021 Legislative Session

Dr. Powell recalled that they have been attending through interim session with Dr. Caldwell and Dr. Abbey. There are tax funds available and requests that have to be approved for cooling towers, boilers, ambulance simulator, mannequins, CTE 40 Lincoln Electric welding units, welding precision track torches, and aviation aircraft ground power units. Total capital outlay requests are \$975,000. Cla Avery had a question: is this a high or low amount being requested from capital outlay? Last year the total received was \$3.3 million.

Board member, Patricia Parsons moved to move forward with capital outlay requests as presented. Ralph Fresquez seconded the motion. Vote: 4-0-0. Motion carries by Roll Call vote, all in favor of the request.

Roll call: Board Vice President Clay Avery –Yes; Board member Tammy Lueras – Yes; Board Secretary Patricia Parsons – Yes; Board Member Ralph Fresquez – Yes.

2. Exterior Lighting and Surveillance Systems Updates Proposed Plans and Costs

Dr. Powell said ASA Architects met with numerous groups on campus and there was all good input from all senates. Looking for request to expend \$2.13 million, \$291,465 from reserves and there is currently \$12 million in reserves now. \$3.5 million, 11% reserves of that is operating budget.

Board member, Tammy Lueras moved to move forward to approve the costs as presented. Ralph Fresquez seconded the motion. Vote: 4-0-0. Motion carries by Roll Call vote all in favor of the request.

Roll call: Board Vice President Clay Avery –Yes; Board member Tammy Lueras – Yes; Board Secretary Patricia Parsons – Yes; Board Member Ralph Fresquez – Yes.

3. ENMU-Roswell Policies for Deletion

Vickie Thomas presented the following Policies in the employee Policies and Procedures manual to be deleted:

Policy 20.1- Organizational Charts; it is already on website for Roswell and Portales campus.

Policy 50.3 – Inventory Control; this is a Roswell only policy and it has been replaced by Policy 50.2

Policy 50.4 – Business Affairs; replaced by Policy 50.1 and also covered in Policy 50.2. There have been not changes to this policy since 2019

Policy 50.6 – Solicitation Regulations; this is a Roswell only Policy. It was replaced by Policy 80.2

Policy 55.4 – Insurance Coverage; this is a Roswell only policy. It was replaced by Policy 80.2.

Policy 80.2 – Accident Report – This is a Roswell only policy. It was replaced by Policy 80.2. There were no changes to the policy since approval dates.

Board Secretary Pat Parsons moved to approve the Policy Deletions as presented. Board Member Tammy Lueras seconded the motion. Vote: 4-0-0. Motion carries by Roll Call vote all in favor of the request.

Roll call: Board Vice President Clay Avery – Yes; Board member Tammy Lueras – Yes; Board Secretary Patricia Parsons – Yes; Board Member Ralph Fresquez – Yes.

EXECUTIVE SESSION

Board member Tammy Lueras moved to enter executive session to discuss one limited personnel matters pursuant to Section 10-15-1(H)(2), NMSA (1978). Secretary Pat Parsons seconded the motion. Vote: 4-0-0. Motion approved.

Motion carries by Roll Call vote all in favor of the request.

Roll call: Board Vice President Clay Avery – Yes; Board member Tammy Lueras – Yes; Board Secretary Patricia Parsons – Yes; Board Member Ralph Fresquez – Yes.

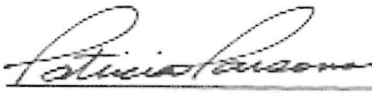
EXECUTIVE SESSION (ending)

Member Lueras moved to return to open session. Member Parsons seconded the motion. Roll call: Member Avery – Yes; Member Fresquez – Yes; Member Lueras – Yes; Member Parsons – Yes; Vote: 4-0-0. Motion approved.

Chairman Avery reported that the Board discussed one limited personnel matter pursuant to Section 10-15-1(H)(2), NMSA (1978). No action was taken.

ADJOURNMENT

Member Lueras moved to adjourn the meeting at 4:52 p.m. Member Parsons seconded the motion. Vote: 4-0-0. Motion approved.


10-13-2021
Secretary of the Board