

COMMUNITY COLLEGE BOARD  
Eastern New Mexico University – Roswell  
Administration Building, Board Room #135  
Wednesday, July 13, 2022 – 4:00 p.m.  
Minutes

CALL TO ORDER

Vice President, Carleton “Cla” Avery called the meeting to order at 4:00 p.m. and board members Rissie Daubert, Tamaliah “Tammy” Lueras were present as well. Present by phone conference: Dr. Patrice Caldwell and Dr. Shawn Powell.

DECLARE A QUORUM

A quorum of the members was verified by Vice President, Cla Avery.

PLEDGE OF ALLEGIANCE

Rosie Duran led the Pledge of Allegiance.

OTHERS PRESENT

Annemarie Oldfield, Todd DeKay, Devin Stroman, Rosie Duran, Robert Moore, Dina Jenks, Isabella Jenks, Donna Oracion, Ron Flury, Jamila Miller, Destinee Salayandia, and Lisa Dunlap (Roswell Daily Record reporter)

APPROVAL OF THE AGENDA

Tammy Lueras moved to approve the finalized agenda as presented. Rissie Daubert seconded the motion. Motion carried.

APPROVAL OF MINUTES

Tammy Lueras moved to approve the minutes from the Wednesday, June 8, 2022 meeting. Rissie Daubert seconded the motion. Motion carried.

PUBLIC COMMENT

No public comments were offered.

REPORT FROM THE ENMU CHANCELLOR

Dr. Caldwell shared information about the Regents who met for a working session in Albuquerque this past weekend. They discussed the enrollment efforts at all 3 campuses. The Strategic Enrollment Management Plan was approved by the NM Higher Education Department. All campuses received full funding. She will share comments from the review of the plans at the next meeting if they have reached out to her by the next CCB meeting. The Council of University Presidents will be meeting in Santa Fe on the 14<sup>th</sup> and 15<sup>th</sup> of July.

There are many summer camps going on at the main campus, and events in the community, such as: ENMU Ruidoso will host the ENMU Day at the races at Ruidoso Downs on August 6<sup>th</sup>. A student team from Portales at Ruidoso will present the flag.

On August 5<sup>th</sup> from 6:00 p.m. to 8:00 p.m., in Alamogordo pistachios and pistachio coffee that is ENMU branded will be launched at the Heart of the Desert store.

REPORT FROM THE ENMU-ROSWELL PRESIDENT

Dr. Powell reported the Roswell campus is up 35% in fall enrollment as of this date compared to last year at this time, however it is anticipated the overall enrollment percentages will decrease. He will present summer enrollment at the next meeting since summer semester is still in session. Dr. Powell appreciates all of the student services center for their efforts in improving enrollment.

ENMU-Roswell continues to report COVID 19 cases to the state systems. There were several reported cases last month. We will continue to report these cases as we become aware of them.

Dr. Powell recognized Rosie Duran, who reported that Ricardo Serrano has been selected as the new Physical Plant Director. The current director, Jim Richardson will retire on August 31, 2022.

Capital Project Updates:

We are advertising for a project manager to assist with capital projects. The construction phase of the exterior lighting and surveillance system upgrades is being held up because of the shipment of lights and cameras. We are hopeful those will come in soon to begin the project. We are in the planning phases of the sewage/sanitation and restroom upgrades. There are another 18 projects that will be taking place on campus throughout the year.

There are HEERF funds remaining (\$1.7 million total). Some of these funds may be used on the sewage/sanitation project. Some of the money will go towards the food pantry.

The Cosmo Cares funds will be continued to be used for students on the cost of attendance, transportation, books, food, and housing. There will be money left over to dedicate more funding to students in the spring of 2023 as well.

Upcoming Events:

We would like to hold a Board Work Session in August – time and date will be determined by the next CCB meeting.

The Splash and Dash (swim/run event), which is being organized by community member Perry Toles will be held July 30, 2022.

Current COVID 19 policy on campus is to follow state guidelines. We do not require masks, but vaccinations are encouraged, and those who do have the virus need to report it to human resources and security immediately. Brad McFadin, head of Security, is our reporting officer for employees and Devin Stroman, AVP of Student Affairs, is the reporting officer for students.

## REPORTS FROM THE BOARD

Selection Committee Report and Recommendation for the District 4 seat on the board. Tammy Lueras announced Jamila Miller was recommended for the position to complete the remaining term for 2022/2023.

Tammy made the motion to appoint Jamila Miller for the District 4 position on the board. Rissie Daubert seconds the motion. Motion passes.

The Oath of Office for Jamila Miller will be scheduled prior to the next CCB meeting on August 10, 2022.

## INFORMATION ITEMS

### I. Strategic Priorities Update

- a. Student Success #3 – Annemarie Oldfield introduced Devin Stroman to speak about how to improve overall customer service and new plans for the Student Affairs and One Stop Center. He presented on the new software that will be used in preparation for advising, recruiting, and student enrollment. The software is a CRM (Constituent Relationship Management), which is called Element 451. This software will improve the entire enrollment process and students do not need to come into the building. They can do it all from home. It will track student progress in the enrollment process. It will be encouraging them to apply, if that what is still needed in their progress as a prospective student. It will also give them scholarship information and links to student jobs on campus. Academic advising steps will also be part of the process in this software and much more. This will launch in August 2022.

The Board was in agreement that this software will make a huge difference in customer service.

### II. Campus Priorities

Ms. Annemarie Oldfield reported on the campus priorities. We are working on safety and response training and a revised emergency operations procedures manual has been developed. We are working with Jensen Hughes, a security and safety consulting firm, for this manual and training. There will be campus wide training along with the revised manual. We have already had one table top exercise which included scenarios on safety responses.

A Comprehensive Academic Program Review has been discussed in terms of which programs to offer on our campus according on what the job market looks like and to serve the community and students more effectively. This review is being conducted to determine the best use of our available resources.

We are also looking at and working with HR at positions on campus and realigning other positions. We are also looking at faculty and staff salaries to realign those to be competitive with the area.

Ms. Oldfield reported we are reviewing the Guided Pathways program through a federal grant Mr. Steve Starkey is managing. This process involves working with school districts to encourage them to go into a STEM field in their future and to fast track into a career. It will align with dual credit courses that high school students should take while following a given pathway.

There is continued implementation of assessment analysis processes involving the collecting of data following our work as part of the Higher Learning Commission Assessment Academy for the past several years. We are looking at this information to determine where students may be failing so we can correct and improve our processes.

We are implementing a student ambassador program at the moment, called ACES. There are close to a dozen students in the program who were selected through an application process. They will be serving as ambassadors on and off campus. They will be hosting events on campus to improve student life as well.

This summer, we are completing the LMS switch from Blackboard to Canvas. Faculty has been working on filling their new courses. We are piloting some courses in the spring. There will be a Canvas 101 course to assist students through the program. We discovered our online students have a higher fail rate than face-to-face students, and are expecting the Canvas 101 class with increase the pass rates on our online courses.

Ms. Oldfield reported we will be revising the strategic plan in the fall and have already had facilitated discussion sessions with the Artesia Chamber of Commerce, Economic Development Corporation, Roswell Chamber of Commerce, and Hispano Chamber of Commerce. We will be doing more forums with our advisory boards this fall. We will use the information to improve our programs and classes offered in the community.

We will be revising the Facility Master Plan and Capital Projects plan in the spring of 2023. We are putting in a request with capital outlay hearings to improve campus parking lots, driveways and walkways. We are also submitting a proposal to repair the exterior stucco on some of the campus buildings.

A server room upgrade is being planned and entails moving it out of the LRC to a space more conducive to having backup redundant power and proper temperature for the room. We are hoping this project will be completed in association with our

fiber optic cable upgrade and electrical panel upgrade as well. This will include a backup redundant generator in that space.

Question from V.P. Cla Avery: What will be involved with the campus emergency operations? Answer: Everyone on campus will be required to do the ALICE training, how to follow alerts on campus, and will include active shooter training. We will be doing additional training from the emergency operations manual, which will be demonstrated at the in-service this fall for more than one day in Spanish and in English, so that all on campus employees can attend. The Board would like to express that this should be put at the forefront so that we are prepared in any safety scenario.

Secretary Tammy Lueras asked about the Guided Pathways program on what certificates or degrees are offered. Answer: Students start in the pathways program with a broader approach, such as technical education or health education and then narrow their focus to a specific degree or certificate as they progress through the program.

- III. Faculty Compensation – Ms. Rosie Duran reported salaries have been adjusted to account for base rates at given levels of educational attainment. They were adjusted as follows:
- a. Associates degree \$50,000 annual salary minimum
  - b. Bachelor's degree \$52,500 annual salary minimum
  - c. Master's degree \$55,000 annual salary minimum
  - d. Doctoral degree \$57,500 annual salary minimum

This resulted in adjustments in compensation for 22 faculty members. Ms. Duran stated we did have funding in the approved budget for FY 23 to make these changes. We are hoping to find more equity in salaries and compensation rates.

- IV. Strategic Enrollment Management Plan and NM State Measures – Mr. Todd DeKay reported that the campus answers all inquiries as best as we can when turning in reports.

He mentioned we are working to improve our early alert system so faculty members can identify students who are not going to class or experiencing distress. This will offer us the opportunity to know which students may need additional assistance to allow us to meet their needs through available resources such as supplemental instruction. Our Success Center also provides tutoring.

Mr. DeKay indicated we need to focus on the Hispanic male student retention rate as declines with this group have occurred on our campus and nationally.

#### ACTION ITEMS

- I. The Resolution of Support for ENMU G.O. Bond proposals for a \$2.47 million to get a fire suppression system upgrades and help with surveillance systems.

Ms. Donna Oracion reported we are promoting the G. O. Bond within our county. The college Foundation will assist with funding, advertising, and marketing materials for this effort. Dr. Powell and General Grizzle from NMMI will be in the community promoting the G.O. bond election. There will not be a tax increase with this bond. The resolution was read by Ms. Oracion.

Motion to approve the G.O. bond resolution was made by Rissie Daubert. Tammy Lueras seconded the motion. Motion carries.

#### NEW BUSINESS:

- I. Vice President Avery would like to have a campus tour this fall. He is happy to see that the pool is open this summer. He asked what is the status of the food pantry project? Mr. DeKay reported that candidates have been interviewing. The plan is to have it operational this fall.

What happened to the pilot training program? Is there an opportunity to implement that again? Dr. Powell replied to this question; previously, there were not enough students or instructors to continue offering the program. The costs were too high for the number of enrolled students. It is very expensive for students to get their flight time. We continue to carry the program on the books to allow students who already have their pilot license to earn a degree. The FAA has reduced the number of flight hours individuals have to obtain to earn their Air Transport Pilot license if they hold an associate degree. We could eventually look at bringing it back if needed in the future.

#### UPCOMING EVENTS

- I. July 26 - HED Summer Capital Projects hearings in Ruidoso
- II. July 28 - Special Services graduation, 1:00 p.m. – PAC
- III. July 30 - Splash & Dash-ENMU-R Campus
- IV. August 5 - ENMU Alumni event Pistachio Land, Alamogordo
- V. August 6 - ENMU Day at Ruidoso Downs
- VI. August time and date TBD for the Board work session

#### NEXT MEETING

Scheduled for Wednesday, September 14, 2022 at 4:00 p.m. in the Administration Building Board Room #135.

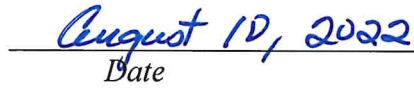
#### Adjourn

Tammy Lueras moved to adjourn the meeting. Rissie Daubert seconded. Motion carries.

The meeting adjourned at 5:23 p.m.

Minutes approved by CCB Secretary of the Board, Tammy Lueras

  
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*Signature*

  
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*Date*