

COMMUNITY COLLEGE BOARD  
Eastern New Mexico University – Roswell  
Administration Building, Board Room #135  
Wednesday, September 14, 2022 – 4:00 p.m.  
Minutes

CALL TO ORDER

President, Mireya Trujillo called the meeting to order at 4:00 p.m. Vice President, Carleton "Cla", Secretary, Tamaliah "Tammy" Lueras, Rissie Daubert, Jamila Miller were present. Present by phone conference: Dr. Patrice Caldwell

OTHERS PRESENT

Annemarie Oldfield, Teresa Casarez, Rosie Duran, Dina Jenks, Robert Moore, Devin Stroman, Mavis Williams, Romo Villegas, Andrea Fitzsimmons, Sherry Durand, Matthew Rincon, Donna Oracion, Shawn Powell, Caleb Cain, Craig Collins, Jacob Puckett, Bailey Coll, and Edna Yokum

DECLARE A QUORUM

A quorum of the Community College Board members was verified by President Mireya Trujillo.

PLEDGE OF ALLEGIANCE

The ACES Ambassadors (10 students) led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Tammy Lueras moved to approve the finalized agenda as presented. Rissie Daubert seconded the motion. Discussion: There was one modification to the agenda which was adding the Board would go into closed session.

Motion carries.

APPROVAL OF MINUTES

Tammy Lueras moved to approve the minutes from the Wednesday, August 10, 2022 meeting. Jamilla Miller seconded the motion. Motion carries unanimously.

PUBLIC COMMENT

No public comments were offered.

REPORT FROM THE ENMU CHANCELLOR

Dr. Caldwell expressed appreciation to all who helped with the focus groups for the new Chancellor search. She stated that the focus group will select semi-finalist candidates, then narrow it down to 5 final candidates, who will then visit all three campuses.

Dr. Caldwell emphasized how important the support for the GO Bond is and stated it will be an improvement for higher education if passed. The money received from the GO

Bond affects every county and every student in New Mexico. She appreciates the support of our voters.

Dr. Caldwell mentioned the Military Appreciation Day event on ENMU campus this last Saturday. She stated the bookstore sold out of merchandise. She said it was a wonderful turnout where many military men and women in addition to first responders were recognized. It was a privilege to honor them.

#### REPORT FROM THE ENMU-ROSWELL PRESIDENT

Dr. Powell expressed appreciation for the support given by Dr. Caldwell to the ENMU system and the ENMU-Roswell campus.

Dr. Powell appreciated everyone's efforts in getting all students, staff, and faculty safely off campus while there was no water available. The water main was damaged during construction for a drainage project and the main water source had to be cut off. The campus was closed for 1½ days due to the main water break.

Enrollment is up 8% from last fall. There are still dual credit students who need to be entered into the system in order to count them as well.

Revisions to the current strategic plan are underway. The first meeting of the planning oversight committee was August 24. Secretary Lueras was present to provide her input into the revision process. A draft of the revised strategic plan will be finalized in late December or early January. It will be brought to the CCB in early spring for approval.

Update on capital projects:

The Facility Master Plan is scheduled to start in the spring of 2023. Work is currently ongoing for this project's RFP. An invitation to board members to assist with those efforts was set forth. It will involve one meeting a month starting in January 2023.

For the sewer/sanitation/restroom renovation architectural planning is ongoing. Drawings and plans should be finalized by the end of September.

The nursing expansion architectural planning RFP is being developed. We want to get this out as quickly as possible. Dona Ana Community College will be on campus in October to take equipment and materials from the dental clinic which is scheduled to become the nursing program expansion area.

The exterior lights and surveillance system construction are in progress. Parts of the project are on hold until November due to supply chain issues with lights and cameras. The LED lights are on backorder.

The fiber optic cable upgrades are in the beginning stages. Jacob Puckett gave a brief overview of what PVT is doing with the project. They were here to map the campus to determine where fiber will be run. The plan is in place and is within budget.

The data room upgrades are in the construction phase.

Westside drainage system – this is where the water main break occurred.

Boilers and cooling towers are ordered. Two of the six boilers have been replaced.

The tree trimming project will use capital reserves for funding.

The GO Bond flyer is out and Donna Oracion has yard signs for anyone who would like to put one in their yard. This Bond C is tax neutral. There will be no tax increase or decrease if it passes or fails.

Commercial videos running on TV and online were shown at this meeting.

#### BOARD REPORTS

Questions from the Board:

Will there be newly designed manhole covers with all the infrastructure going on campus? The old manhole covers will be used.

The Welcome Back evening event was phenomenal with all the activities which included a petting zoo, bingo cards, ENMU-R booths, a live band, and food trucks.

The tour today for the CCB was wonderful. Visiting two stations (programs) was ideal. It was not rushed and informational. The van driver, Dan Aguilar, was great.

#### INFORMATION ITEMS

- I. Robert Moore introduced the ACES Ambassadors. Some of the ambassadors are Early College High School students and others are traditional students. The purpose of the group is to improve outreach for the campus, to be a catalyst for student life, and for leadership development. Tyra Esquibel is the point of contact for the ACES group. The CSI grant is what helped start the Ambassador program.

Questions asked:

How were the Ambassadors selected? They had to go through an application process and do interviews for their position as ambassadors. Mireya Trujillo applauded all who have been working to get the Ambassador program up and running. In August, they went through training before they began the program. Each Ambassador introduced themselves.

II. Recognition of Faculty & Staff –

- a. Caleb Cain, HVAC instructor, received the Teacher of Excellence Award this summer at a national HVAC conference in Florida. He was selected out of 80 people. The HVAC program offers industry certifications and has been accredited for six more years. His program has been certified every year since he has been an instructor here.
- b. Matthew Rincon, Adult Education Director, stated the program received \$10,000 because of an increase in graduation rates. It was a 216% increase since last year. The program is second in the state for the increase in percentage of graduates. The funds will be used to purchase new computers for the Adult Education lab. The key factors for the increase are intensive advising efforts and fostering emotional safety for the students.

III. Art Gala- The art gala information was presented by Bailey Coll, art faculty member, who is organizing the event. The gala will feature artwork on campus, which has been appraised and is displayed. The Reaching for the Stars sculpture has been refurbished with the help of the artist and is displayed on our campus now. The large Peter Hurd painting now hangs in the ITC Commons area. The Art Gala will be held on November 10<sup>th</sup> from 6:00 pm – 8:00 pm. In the ITC Commons. Doug Sour will be the speaker at the Gala. The Roswell Artists in Residence will be involved as well.

This summer many youth enjoyed the Art Fest camp. There were 60 participants in the camps. Ms. Coll's current art classes are full.

Ms. Coll is in the process of displaying photos that were found of the makings of the ENMU-R campus. She is looking into how to display them.

- IV. Strategic Priorities Update – Mission Ready Success: #3 Improve intentional planning processes for overall campus operations. The purpose of this presentation is to keep the CCB members informed of progress on our strategic priorities regarding intentional planning.
- a. The Core team members met during COVID and were less informal during the meetings than they are now since they were virtual at the time. The Core team meets every two weeks and consists of Dr. Powell, Annemarie Oldfield, Donna Oracion, Rosie Duran, Todd DeKay, and Dina Jenks.
  - b. The Administrative Council meets monthly. It is mostly informational for reports from each department. This council consists of the Core Team members, the Assistant Vice Presidents, and the Senate Presidents. It is designed to emphasize shared governance on campus. Sherry Durand, president of the support senate, shared her experience with shared governance. The senate presidents pass the information needed to each of the senates which is used as the communications chain for information that

needs to go to each employee on campus. Each senate meets once a month.

- c. Annemarie Oldfield is the chair of the “committees on committees”. Its purpose has to do with determining how committees operate and contribute to the campus’s decision making. Ms. Oldfield has asked each committee for information on who the members are, the terms of the members and their positions, their purpose, and who they report to. Each committee needs to have a charter so its goals are met.

#### ACTION ITEMS

- I. The revised capital outlay requests for the 2023 legislative session was presented. It is a revision of the requested items previously approved. There is one additional item for IT infrastructure. The request that will be forwarded to our local legislators is now \$1,085,000.

Motion to approve the requested revision was made by Rissie Daubert.  
Seconded by Tammy Lueras.

Discussion: Jamila Miller asked about the Mobile STEM lab and how that will work. Robert Moore explained that it will focus on STEM with 3D printers, science projects, etc. This will allow for better outreach and exposure for the programs. There is a plan on outfitting a trailer for the mobile lab that will include vehicle wraps that will have our brands on them. It will be outfitted with educational lab equipment to take to students.

Passed with a unanimous vote after the discussion.

- II. Permission to hire an architect – This is to continue the facility master plan. If approved, an RFP will be sent out for an architect. The goal is to have someone on board for January 2023. The previous bid came in at \$160,000 for the initial facility master plan for the projects. There needs to be an update for the proposed added square footage.

Motion to accept the request was made by Cla Avery. Seconded by Tammy Lueras. Motion carries by unanimous vote.

- III. Disposal of Materials and Equipment – Jacob Puckett was present at the meeting to answer any specific questions on the technical equipment that is on the list for disposal of property. The list included many 215 computers, 10 phones, 13 printers, and 102 monitors.

Cla Avery made the motion to dispose of materials and equipment. Seconded by Rissie Daubert. Motion carries by unanimous vote.

#### NEW BUSINESS:

Status of Food Pantry – The coordinator, James Woody, has been hired and is working on ordering materials (refrigeration units and shelves). The funding of \$20,000 for the Food Pantry came from a grant. The ENMU-Roswell Foundation donated \$10,000 as well to assist with the expenses. There is also funding still available from Cares & ARP funding that may be used until May of 2023. There is a date set for the opening of the Food Pantry at this moment, which Dr. Powell will get from Mr. Woody.

A question about the water main break was asked and how the Special Services students were taken care of. Dr. Powell stated Summit Food service provided boxed meals. The resident hall, Sierra Vista Village, provided bottled water to the residents and also provided buckets of water for the restroom before the water was shut off. They were back to normal operations after 2 days. Rebecca Cobos was very instrumental in the situation and made sure the students were taken care of.

#### UPCOMING EVENTS

- I. October 25, 11:30 am – Foundation Banquet, ITC Commons Area
- II. November 9, 11:00 am – Veterans Day Celebration, ITC Commons Area,
- III. November 10, 6:00 pm – Community Art Gala, ITC Commons Area
- III. November 19, 8:00 am – 5K Turkey Trot and 1 Mile David Gonzales Memorial runs/walks
- IV. December 8, 5:30 pm – Graduation in the PAC
- V. December 16, 9:30 am – End of Year Meeting and Holiday Meal, ITC Commons Area

Dr. Powell mentioned one more event: Constitution Day will be held on September 20<sup>th</sup> from 11:00 am – 1:00 pm in the ITC Commons area.

#### ADDITIONAL COMMENTS

The CCB members will need parking stickers for their vehicles.

#### NEXT MEETING

Scheduled for Wednesday, October 12, 2022, at 4:00 p.m. in the Administration Building Board Room #135.

#### EXECUTIVE SESSION:

The discussion will be on the matter of real property. No action will be taken. This is according to Section 10-15-1H8 from New Mexico State annotated 1978. It was stated no action will be taken in the executive session.

Roll Call Vote to go into executive session: President-Mireya Trujillo –Yes: Vice President Carleton Avery – Yes: Secretary Tammy Lueras – Yes: Board Member Rissie Daubert – Yes; Board Member Jamila Miller – Yes.

Vote: 5-0-0. Motion approved.

The motion to come out of the executive session was made at 5:42 p.m. by Cla Avery. Seconded by Jamila Miller.


Roll Call Vote: President-Mireya Trujillo – Vice President Carleton Avery – Yes: Secretary Tammy Lueras – Yes: Board Member Jamila Miller – Yes.

Vote: 5-0-0. Motion approved.


President Trujillo stated no action had been taken during the Executive Session.

Mireya Trujillo adjourned the meeting at 5:43 p.m.

Minutes approved by CCB Secretary of the Board, Tammy Lueras

  
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Signature

  
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Date