

**Administrative Council**  
**February 1, 2023, 1:30 pm**  
**115 OTC**

Attendees: ChrisAnne Bell, Teresa Casarez, Todd DeKay, Rosie Duran, Sherry Durand, Ron Flury, Brad McFadin, Robert Moore, Linde Newman, Annemarie Oldfield, Donna Oracion, Shawn Powell (via phone), Jacob Puckett, Devin Stroman, Romo Villegas, Andrea Wharton, Mavis Williams

As of today, enrollment has increased 29%.

In Fall 2022, 57 of our students were awarded the lottery scholarship, and 728 students utilized the opportunity scholarship. For Spring 2023, our lottery scholarship students number 115 and 429 opportunity scholarships. Total opportunity scholarships for the year equal 1,157. A bill was introduced to the legislature to drop opportunity scholarships. However, it will not move forward as of right now.

Dr. Powell will not be able to attend the Community College Board (CCB) meeting in person. He plans to call in, but he will be traveling and connectivity may not be ideal. He asked for back-up speakers for agenda items in the event he is unable to present. GEAR UP Community Recognition-Romo Villegas; NISOD Awards-Annemarie Oldfield; Strategic Priorities Update Objective 3.3: Improve Internal and External Communications-Robert Moore and/or Devin Stroman—discuss implementation of the input received at the campus-wide meeting; Student Satisfaction Survey-Todd DeKay; All Action Items-Rosie Duran—Auction/Disposition of Inventory, Capital Improvement Funding Request for Boilers and Cooling Tower Replacement, Campus Fiber Upgrade Revised Proposal, Architect for Facility Master Plan and G.O. Bond Project, and Tuition and Fee Changes.

Dr. Powell reported the campus has been working to auction/dispose of many unused items. We need to consider the excess furniture we have on campus. In future, we should be strategic in purchasing new furniture/equipment as part of grant proposals.

The CCB will have a 45-minute work session on February 23 at 4:00 pm in the Fireplace Room to discuss the possibility of a mill levy. We received a proposal from a polling firm to survey approximately 300 registered voters in Chaves County to determine voter preference. The survey would cost over \$16,000.

Dr. Powell announced five employees in Adult Education have tested positive for COVID-19. Orientations have stopped temporarily, and the area is being disinfected.

Legislative Update—There are three organizations in New Mexico for higher education institutions: New Mexico Council of University Presidents (CUP)—four-year colleges belong to this, New Mexico Independent Community Colleges (NMICC), New Mexico Association of Community Colleges (NMACC)—branch campuses belong to this organization. Dr. Powell is currently the president of NMACC, and his term will end in June of this year. These three organizations worked together last spring through summer to develop joint priorities for higher

education. These recommendations were presented at interim committee meetings throughout the summer and will be presented House Appropriations and Finance on Friday:

- Provide a minimum of 5% increase in Instructional & General (I&G) funding, plus a base adjustment for inflation in group and liability insurance and utility costs.
- Appropriate a minimum 5% fully funded compensation increase for all higher education employees, with the flexibility to budget an “average” 5% increase so institutions can address pay inequities for some of our lowest paid employees and successfully recruit and retain qualified faculty.
- Appropriate recurring funding to cover the FY24 (1%) increase in ERB employer contributions mandated by SB36.
- Create innovative economy:
  - Research Closing Fund (up to \$40 million)-continued funding for the Technology Enhancement Fund
  - Higher Education Endowment Fund (\$10 million)
  - Workforce Training (\$10 million)-recurring funding for comprehensive support for short-term bootcamp and other programs in demand by employers.
  - Workforce Training Endowment Fund (\$10 million)-creation of endowment to support workforce training into the future.
- Enhance campus safety (\$8 million)-the Legislative Finance Committee and the Department of Finance and Administration recommendations have no money currently allocated for this, but the three organizations will present again on Friday and indicate this is a priority:
  - Enhanced training of campus safety personnel, including providing robust mental health training.
  - Safety technology including electronic locks, surveillance cameras, license plate readers, monitoring software, gunfire detection equipment and rescue equipment.
- Support Student Success:
  - Mental Health Services (\$6 million)
  - Wraparound Services (\$3 million)—additional support, such as tutoring, advising, assistance in locating food and affordable housing
- Allocate \$15 million from sources outside the funding formula to support Higher Education Dual Credit programs over a three-to-five-year period. (42% of our current students are dual credit. We do not receive tuition and fees for dual credit within the funding formula.) Legislature is looking to create a dual credit task force. We would like to add a representative from a branch campus.
- Provide \$25 million for Infrastructure Renewal and Replacement:
  - Support to address critical deferred maintenance needs (Use the original Building Renewal & Replacement (BR&R) formula, excluding any square footage added in last 5 years.)
  - Support funding for critical Information Technology (IT) infrastructure.

- Fund \$8 million for Cybersecurity:
  - Funding to implement advanced technical safeguards across all New Mexico higher education.
  - Provide for cyber insurance coverage & security assessments.
- Address Student Financial Aid Funding & Uses:
  - Lottery Scholarship:
    - Support strategies to ensure the Lottery Scholarship is fully funded.
    - Authorization to allow broad hardship exemptions to the 15 SCH/7 semester requirement for students with family, personal, health, financial or employment issues.
  - Opportunity Scholarship:
    - Support continued funding of the Opportunity Scholarship.
    - Possible authorization for the Opportunity Scholarship to cover an additional year to allow Lottery Hardship Exemption students to complete their degree.

Dr. Powell has asked Dr. Sofia Ramos to come back to campus the end of March or April to work with the Diversity, Inclusion, and Equity committee. She will also provide training at the campus-wide meeting.

The ENMU-Roswell Foundation met on Monday, January 30 and approved the campus request for \$50,000: \$2,000 for each of the three senates; \$5,000 for Leadership Fellows project of benches and permanent cornhole game; \$12,000 to engage with federal lobbyist (we will make four earmark requests totaling about \$1.3 million—mainly in technical education): 1) agriculture greenhouse and equipment, 2) four aircraft piston engines and accompanying software, 3) CDL tractor and trailer and training equipment, 4) automotive electric vehicle cutaway with software and training equipment, and commercial electric fueling system; \$27,000 for campus community projects, equipment, and events.

Ron Flury shared the Civil Support Team will have a training exercise in May for hazmat. It is a joint operation with the federal and state entities and will incorporate police, fire department, hospital, etc. It will be a three-day training, and we hope to have some of our students participate.

Dr. Powell announced ENMU-Roswell applied for a grant about 18 months ago through the National Telecommunications and Information Administration. We received notification on Monday of the grant award. It is a two-year, \$1.9 million grant entitled Connecting Minority Communities for increasing bandwidth and Wi-Fi access to minority communities. Todd DeKay shared the executive summary: creating connected communities to provide opportunities (project C3PO) to increase broadband connectivity and computer aptitude in the communities of Roswell, Dexter, Lake Arthur, Hagerman, and Midway. We will partner with the Hispano Chamber of Commerce, Roswell Public Library, Roswell Chaves County Economic Development Corporation, WESST, Lake Arthur Schools, Hagerman Schools, and Dexter Schools. Our IT department, Adult Education, Student Services, and the Center for Workforce and Community Development will play important roles. We will set up IT teaching areas, provide needed assistance to qualified students, community members, and small businesses in target areas. We will work on computer skills, life skills, creating employment opportunities and entrepreneurships. Dr. Powell indicated a Grant Coordinator or Program Director will be hired. He asked that the students involved be identified so they can note on their resumes their participation in getting a grant awarded to the campus.

Leadership Roswell will be on campus this Friday. We are hosting breakfast for them and providing information about the campus, as well as tours of Health Education and Aviation Maintenance.

Updates:

Robert Moore—planning an open house probably for the end of February to highlight the new spaces in the LRC building-writing lab, math lab, career services, flex room for workshops and meetings, and the student lounge.

Devin Stroman—winding down from spring enrollment, but gearing up for summer and fall—already campaigning to target prospective and current summer and fall students; conducting orientation and preparing for graduation and a showcase event in March.

Donna Oracion—preparing for Leadership Roswell visit; updating website; looking at options for the website moving forward; preparing for the April 8 Foundation golf tournament and Dr. Johnston's reception on February 23; needing to keep logos consistent; PayPal button on the website for Foundation donations, Helping Hands scholarship, or for food pantry support.

ChrisAnne Bell—Rosie will be out this Friday and Monday and Tuesday of next week.

Rosie Duran—met with IT staff/data custodians in Portales yesterday and Administrative Assistants should have budget access now—Pam Collins can walk staff through the process; building heaters have not been working but leaks are being fixed; tree trimming is complete; the Bookstore is changing hands March 22 and the current vendor is discounting merchandise; should have Controller soon; Etiquette request—there have been communication issues, so coordinate with ChrisAnne regarding phone calls, meetings, and Rosie's availability—leave messages with ChrisAnne.

Todd DeKay—Youth Challenge began this week with 70 students; the Integrated Postsecondary Education Data System (IPEDS) report being completed—due February 8; accountability and governance reports due February 14; Higher Learning Commission (HLC) Emergency Management System (EMS) site visit in Hobbs this Spring; NMHEAR Conference November 16-17; will conduct a basic needs survey this Spring: the Higher Education Department (HED) will be requesting information related to the lottery and opportunity scholarship persistence rates; annual grant reports due.

Romo Villegas—revamping the Professional Senate and revisiting all committees to ensure relevancy; updating staff changes.

Ron Flury—hired new Automotive Service Excellence (ASE) certified master mechanic as an automotive instructor to begin this Fall, two staff recently received National Coalition of Certification Centers (NC3) training.

Linde Newman—preparing for CCB meeting next week.

Andrea Wharton—tracking Family Educational Rights and Privacy Act (FERPA) training for academics and student affairs—completion of the training is due today; tracking catalog changes—numerous changes; tracking faculty evaluations, which were due January 27; work

on the academic calendar will begin soon; May Stone will have a book signing on February 28; faculty contracts are upcoming—currently, there are five different letters but there have been requests to consolidate them; finished scanning documents in Annemarie’s office.

Brad McFadin—table top exercises will be held February 21-22 with cross-training of different roles and responsibilities; Security has some COVID test kits if needed; two staff completed Occupational Safety and Health Administration (OSHA) 10 training; started building coordinator trainings and bomb threat training; moving some staff around to cover needs in the department.

Shawn Powell—asked that a campus announcement be sent to remind staff to report positive COVID-19 cases to specific individuals, as well as outline cleaning procedures; Rosie will check on adequacy of disinfecting supplies.

Sherry Durand—Support Senate will meet in a couple of weeks.

Annemarie Oldfield—successful Science, Technology, Engineering, and Math (STEM) lab opening on Monday; Assistant Vice Presidents (AVP) met with the Roswell Independent School District (RISD) last week regarding scheduling, dual credit and books; assisting RISD with temporary space on campus while they renovate some administrative space; communication with outside entities—we need to know who is asking who for donations—would help with community relations and we can be sure to thank groups for their support; launched Net Tutor this week and encouraged faculty to share this and other resources available to students.

Mavis Williams—health services is doing well; accreditation in respiratory therapy been taken care of.

Jacob Puckett—testing services has been completely wired for new cameras and the cameras for the monitoring system have been ordered; phone system change likely within the next year—our existing system is outdated and no longer supported. ENMU-Portales is currently testing Microsoft TEAMS for all communication, and we will most likely follow suit; working on ways to use Microsoft tools to streamline workflow and approval process across campus; the portal change will be delayed as issues are resolved.

Teresa Casarez—search committee training is ongoing; setting up additional supervisor training; working on the timeline to hire; working through the audit findings for New Mexico Public Schools Insurance Authority (NMPSIA); need to involve more staff in OSHA 10 training, including custodial staff; receiving many calls regarding COVID-19; will be out of the office next week.