



COMMUNITY COLLEGE BOARD
Eastern New Mexico University – Roswell
Administration Center Board Room #135
Wednesday, June 14, 2023, 4:00 pm

MINUTES

Members Present: Carleton “Cla” Avery, Rissie Daubert, Tamaliah “Tammy” Lueras, and Jamila Miller, and Mireya Trujillo

Members Absent:

Others Present: Dusty Baker, Craig Collins, Todd DeKay, Rosie Duran, Steve Henderson, Jon Hitchcock, James Johnston (via phone), David La Volpa, Robert Moore, Linde Newman, Shawn Powell, Andrea Stapp, Devin Stroman, and Edna Yokum

Routine Business:

- I. Call to Order** President Trujillo called the meeting to order at 4:00 pm.
- II. Declare a Quorum** President Trujillo declared a quorum.
- III. Pledge of Allegiance** David La Volpa led the Pledge of Allegiance.
- IV. Finalize Agenda** Vice President Avery moved to approve the agenda, and Secretary Lueras seconded the motion. The motion carried unanimously.
- V. Approve Minutes** Secretary Lueras made the motion to accept the minutes from the May 10, 2023 meeting. Member Daubert seconded the motion, and the Board approved the motion unanimously.

Public Comment:

No comments from the public were made.

Presidential Remarks:

- I. ENMU Chancellor’s Remarks**
Dr. Johnston conducted a listening tour of campus in which he gathered input from the community for formalizing the vision and direction for the Portales campus and the System as a whole. The Board of Regents will hold a work session next month as a continuation of that discussion. The System Presidents have ongoing conversations shaping that effort. A result is the development of a “One Eastern” vision and making connections between campuses to make our resources available to all our students. The first System meeting will be held next Monday, to include campus Presidents and staff with System titles. These meetings will be held on a regular basis to move us forward as a System.
- II. ENMU-Roswell President’s Remarks**
Dr. Powell recognized Mr. Jon Hitchcock, ENMU-Foundation Vice President and Treasurer.
Faculty Award – Mr. Todd DeKay, Executive Director for Institutional Effectiveness, will be the incoming Interim Assistant Vice President (AVP) for Technical Education, effective July 1, 2023. Mr. DeKay announced Mr. Dusty Baker, Director of Career Area and Welding Instructor, was selected as the 2023 Lincoln Electric Education Partner Schools (LEEPS)/National Coalition of Certification Centers (NC3) Welding Instructor of the Year! This is a national award. Mr. Baker will be featured in a

film by Lincoln Electric, one of the largest electric companies, and serve as a LEEPS advisory board member for the next two years. He will have international social media exposure on various platforms and participate in national train-the-trainer seminars.

Mr. Baker added the LEEPS program is offered to university and high school students, and the curriculum is developed by Lincoln Electric. Instructors go to training to learn how to implement the curriculum. Students receive a certificate for every module they pass, and each module consists of a written and hands-on welding exam involving a series of welds. The certificate includes a list of all the welds required for completion. Student from ENMU-Roswell received 114 certificates during the fall 2022 semester and the spring 2023 semester. These are industry recognized credentials. LEEPStart is a program for high schools, and six area high schools are involved currently.

Mr. David la Volpa, Social Media Coordinator, will advertise this recognition.

Enrollment – Fall 2023 up 11% (total headcount - 799) over this point last year (as of June 14, 2023)
Summer 2023 up 7.5% (total headcount - 546)

Graduations

Early College High School - 31 graduates on May 27, 2023

Youth ChalleNGe - 53 graduates, first class back since COVID-19, and ceremony will be Saturday, June 17, 2023 at 2:00 pm. The incoming class is anticipated to be over 100 students.

Capital Projects Update (planned construction will be ongoing for the next 18 to 24 months)

- Projects in the construction phase

- o Exterior Lighting and Surveillance System (2020 General Obligation (GO) Bond): construction nearing completion—the exterior lighting system is about 95-96% complete, and the surveillance system is about 70% complete
- o Sewer and Sanitation Piping/Restroom Renovations (Severance Tax Bonds (STB) Funds): construction started April 10, 2023, ongoing for approximately nine months - mold was found in the Physical Education Center (PEC) "gym", it has been shut down except for ongoing construction. The plan is to assess the entire PEC for presence of mold and to remediate the mold

Vice President Avery inquired if activities in the gym have been relocated. Dr. Powell indicated scheduled activities for credit, such as for the Special Education program, have moved to alternate locations.

- o Electrical panel upgrade (STB funding): construction nearing completion
- o Data Server Room upgrades: upgrades in process

- Projects in approval or planning phases

- o Fiber Optic Cable upgrades (STB Funding): awaiting Higher Education Department (HED) approval to proceed
- o Cooling Towers and Boilers (STB funding): awaiting HED approval to proceed
- o Fire Suppression/Sprinkler system installation – Occupational Technology Center (OTC), PEC, and Arts and Sciences (A&SC) (2022 GO Bond) architectural/engineer planning process
- o Nursing Program Expansion (HED special funding): Architect/engineering planning phase
- o Parking Lots and Walkways (STB Funding, \$1,250,000 available July 1, 2023)

Upcoming events

- October 14 Partial Solar Eclipse
Roswell is in line of partial totality. Ms. Heidi Weeaks, STEM Lab Coordinator, is planning events and coordinating with community efforts.
- October 24 ENMU-Roswell 65th anniversary
We are currently soliciting input for a new logo. Several options will be available by the end of September for the campus and community to vote on. Unveiling of the new logo will occur at the 65th anniversary celebration.

Vice President Avery asked about the estimated cost of transitioning to a new logo. Dr. Powell stated we will use current stock and replace as needed.

Summer Programming

- Scrubs Camp
- Kids Kollege
- ArtFest Camp
- Black Rocket Camp, a media arts camp being held for the first time
- Gear Up summer programs
- TRiO summer programs

The Foundation is providing support for all the camps. Gear Up and TriO summer programs are ongoing.

Vice President Avery commented on the great documentation and exposure of the Scrubs Camp.

Member Miller asked about Juneteenth. Dr. Powell reported campus will be open and classes will be held. Beginning in 2024 and moving forward, there will be no classes, and the campus will be closed for Juneteenth. This year, the campus will host a panel discussion in the Library Resource Center (LRC 121), as well as live streamed. Staff and community members will discuss the meaning of Juneteenth.

Secretary Lueras asked for an update on the swimming pool. Dr. Powell announced it is now open and operational. Summit Food Service has the contract, and will operate in a similar manner as last year.

Board Matters:

I. Board Report

Vice President Avery introduced Ms. Edna Yokum, Academic Director of Arts and Sciences Education and Secretary of the Art Committee, to provide an update on the Art Committee. Ms. Yokum shared final selections have been purchased. The committee is coordinating with the Physical Plant and Security to navigate proper placement of the outdoor sculptures because of construction projects and walkway repairs. There is great diversity and variety in the artwork. The committee is in the process of getting a quote for improved presentation of the Peter Hurd mural.

The campus obtained Art in Public Places funding for these efforts.

II. July 12, 2023 Community College Board Work Session (Proposed)

It was proposed the July 12 Community College Board meeting be canceled and a work session be held at that time instead. The work session would be open to the public.

Information Items:

I. Strategic Priorities Update

a. Strategic Goal #1: Student Success, Objective 1.1: Increase Enrollment

ENMU-Roswell will celebrate its 65th anniversary this fall, and many events planned for the fall semester will highlight this milestone.

Mr. Devin Stroman, Assistant Vice President for Student Affairs, informed the Board a third-party company, CampusWorks, was hired a couple of years ago to dissect student services and other initiatives involving enrollment throughout campus over a period of about six months. We obtained a great community resource management system as a result. We have also streamlined internal communications and processes. Retention efforts support enrollment growth, and student events enhance those efforts. The Welcome Back event last August was very successful. Collaboration between student services and the various student support services is imperative for student engagement and success.

Objectives 1.2: Implement Institutional Guided Pathways, and Objective 1.3: Enhance Services and Processes that Promote Student Engagement and Completion are strongly connected to Objective 1.1: Increase Enrollment.

Mr. Robert Moore, Assistant Vice President for Arts and Sciences, added the objectives within Strategic Goal #1: Student Success are intertwined and cannot easily be separated. We must retain students to make enrollment successful for exponential growth.

There are over 40 very intentional and strategic events planned for this fall, and we will leverage the 65th anniversary theme. These events fall into four categories:

Recruitment and Enrollment Events

- Campus Tours
- New Student Orientation—two sessions
- Eastern New Mexico State Fair

The campus has always had a booth at the fair, but this year we want to expand our efforts. We want to invest in a larger booth to provide a variety of information. There has been a great deal of interest in entering a float into the fair parade.

Student Life Events

- Welcome Back (August 24)
We would like CCB to participate, if possible. The time has been extended—it will take place 3:00-8:00 pm. There will be live music, the petting zoo will return, and we hope to have two classic car groups on campus for a car show.
- Homecoming at ENMU Portales
It will be a tailgating event—taking students to Portales the week of October 16
- Student Club Events/Multicultural Events

Career and Professional Development Events

- Career Workshops
- Leadership Workshops
- Etiquette Dinner
The Portales campus also does this.

Academic Events

- Midterm Study Week
- Finals Study Week
- Academic Workshops

There has been a large increase in student life participation, which is tracked through our Who's Next system. All events held in the Library Resource Center (LRC) in Spring 2023 saw 1,744 unduplicated visits by different students (total enrollment for Spring 2023 was 2,177) and 5,566 duplicated visits, which means students came back. We have worked on multi-faceted marketing to students and provided quality, relevant events.

Vice President Avery commented that a campus tour for some members of the Board of Regents and Community College Board was held on the day of Spring graduation. The tour included the One Stop Student Center, and he was very impressed by the staff and the work they do.

Mr. Moore added most events have multi-layer engagement. Support Services is there to talk about their services, make appointments for students, and advertising workshops.

Member Daubert expressed appreciation for the work to create transferable credits.

II. Auction/Disposition of Inventory

ENMU-Roswell Physical Plant and Information Technology departments have identified unusable, worn-out, unused and obsolete inventory for disposition by public auction and/or transfer. The present value of the items to be auctioned/disposed are less than \$5,000 each.

The list will be submitted to the New Mexico State Auditor's Office as a notification of our intent to dispose and/or transfer property. The State Auditor's Office has up to 30 days to respond. Once we receive notification from the State Auditor's Office, we can then proceed with the disposal/transfer of these assets.

Action Items:

I. July 12, 2023 Community College Board Meeting Cancellation

Dr. Powell proposed the currently scheduled July 12, 2023 Community College Board meeting be changed to a work session, which would be open to the public.

Vice President Avery moved to alter the July 12, 2023 Community College Board meeting to a work session and Member Daubert seconded the motion. All members of the Board voted in favor. The motion carried.

II. ENMU-Roswell Foundation MOA

Mr. Hitchcock reported the Eastern New Mexico University System Board of Regents, the Roswell Branch Community College Board, and the ENMU-Roswell Foundation maintain a Memorandum of Agreement (MOA). The Foundation is also required to provide the amended and restated Articles of Incorporation and Bylaws.

Two items in the agreement have been updated. There is no longer an Office of Development or Office of Grants and Contracts, therefore that reference was deleted in Paragraph 3A. Consistent with the amended Articles of Incorporation and Bylaws, Paragraph 6B of the agreement has been revised to include the ENMU-Roswell President as a member of the ENMU-Roswell Foundation Board as a result in a change in filing status with the Internal Revenue Service (IRS). The Foundation was gifted the New Mexico Oil Corporation by Mr. Larry Harris many years ago, and it has been a tremendous blessing to the Foundation and to the campus. Historically, the Foundation filed taxes as a public charity with the IRS. As such, at least 33% of revenue must come from small donors; some exceptions allow 10%. It was projected the Foundation would fall below the 10% at the end of last year. The attorney made the recommendation to modify the Foundation's status 501(c)(3) to become a Type III functionally integrated charity. An application was filed with the IRS at end of May, 2023.

The agreement will be submitted to the Board of Regents upon approval by the Community College Board.

Vice President Avery made a motion to accept the ENMU-Roswell Foundation Memorandum of Agreement with the changes presented and Secretary Lueras seconded the motion. All Board members voted in favor. The motion carried.

III. 2024 General Obligation Bond Proposals

These were previously approved by the Community College Board for the campus’s 2024 General Obligation Bond proposals for two construction projects. A presentation by the Higher Education Department (HED) in April required different information from what was previously submitted. Specific dollar amounts need to be approved.

The primary proposal is an expansion and renovation of the aviation maintenance building. The secondary proposal is the replacement of the Instructional Training Center roof and restoration of the exterior stucco/exterior insulation and finish systems (EIFS) on campus buildings. These projects are listed on the campus’s 2020-2025 facility master plan.

The timeline for submitting these requests to the New Mexico Higher Education Department was June 1, 2023. The ENMU Board of Regents approved this item on May 30, 2023.

The probable project costs for these two proposals are:

	Total Cost	25% match	2024 G.O. Bond request
Aviation maintenance building expansion:	\$7,154,000	\$1,788,500	\$5,365,500
ITC roof repair and EIFS campus repair:	\$7,290,000	\$1,822,500	\$5,467,500

Additionally, the Roswell campus is seeking approval to submit a supplemental proposal for \$1,000,000 for our nurse expansion proposal.

Vice President Avery moved approve the 2024 General Obligation (G.O.) Bond Proposals as presented and Member Daubert seconded the motion. All members of the Board voted in favor. The motion carried.

IV. Five Year Capital Projects Plan

As part of the New Mexico Higher Education Department Capital Outlay Summer Hearings, institutions are required to submit a five-year capital projects plan. The plan for the Roswell campus follows the current ENMU-Roswell Facility Master Plan approved in 2019. We are currently refreshing the campus Facility Master Plan.

The ENMU Board of Regents approved this plan on May 30, 2023.

**Eastern New Mexico University-Roswell
 Five Year Capital Projects Proposed Plan 2024 to 2028
 (in priority order)**

Capital Project 2023-24 (FY 24 - these projects have received state funding)

1. Nurse Program Expansion (General Fund) cost estimate \$ 2,300,000
2. Campus Walkway and Parking Lot Improvements (General Funds) cost estimate \$ 1,800,000
3. Sprinkler System Installation in PEC, OTC, and A&S (2022 G. O. Bond) cost estimate \$ 3,300,000

Capital Project 2024-25 (FY 25)

4. Aviation Maintenance Technology Lab and Hanger Expansion (2024 G. O. Bond) cost estimate \$7,154,000
5. Roof Replacement Instructional Technology Center and campus wide exterior stucco/EIFS restorations and repairs (2024 G. O. Bond) \$7,290,000

Capital Project 2025-26 (FY 26)

6. Campus Signage (Severance Tax Bond (STB)) cost estimate to be determined

Capital Project 2026-27 (FY 27)

7. Implement water and energy conserving measures (e.g., solar field installation) (2026 G. O. Bond) cost estimate to be determined

Capital Project 2027-28 (FY 28)

8. Upgrade HVAC systems campus wide (STB) cost estimate to be determined
9. Upgrade Fire Panels, Motion Detection, and Access Systems (STB) cost estimate to be determined.

Capital projects for year 2025 and beyond indicate cost estimate to be determined because the cost is unknown until the Facility Master Plan is updated. The HED will allow the campus to rearrange the order of the projects in future if desired.

Vice President Avery made a motion to approve the proposed Five-Year Capital Projects and Secretary Lueras seconded the motion. Members of the Board voted unanimously in favor. The motion carried.

V. FY25 Research and Public Service Projects (RPSP) Proposals

It is requested the Community College Board review and approve the following Research and Public Service Projects (RPSP) proposals for the ENMU-Roswell campus.

Efforts were underway during the legislative session to roll RPSP funds into Instruction and General (I&G) funds. The day before this information was to be presented to the Board of Regents, we received correspondence from the HED that we should proceed with the transition of funding source. It is unclear how this will take place moving forward. These are recurring requests. The only change for this year is a 10% increase of the funding amount.

The ENMU Board of Regents approved this item on June 3, 2023. If approved by the Community College Board, these proposals will be submitted to the New Mexico Higher Education Department for FY 25 RPSP funding:

1. Nursing Expansion Program	\$385,000
2. Special Services Program	\$132,000
3. Aviation Maintenance Technology	\$100,000
4. Veterans Center	<u>\$ 65,000</u>
Funding Request Total	\$682,000

Vice President Avery moved to approve the FY25 Research and Public Service Projects (RPSP) Proposals as presented. Member Daubert seconded the motion, and all Board members voted in favor. The motion carried.

VI. Architect Selection for Walkway and Parking Lot Improvements

This request is for “on-contract” architectural services in keeping with ENMU Policy 55-2 Architect Selection (Paragraph 4. Section A.). It is requested the Community College Board approve the use of an “on-contract” architect for walkway and parking lot improvements at ENMU-Roswell. These projects are included on our current campus facility master plan. Our sidewalks present safety concerns and are a priority for repair and replacement.

This capital project had a total estimated cost of \$2,592,000 when it was presented to Higher Education Department in the summer of 2022. During the 2023 legislative session, \$1,250,000 was provided by the state for this project. Due to available funding, the project will be phased with a focus on increasing safety for students, faculty, and staff members.

The fee for the architectural services would be 9.80% of the maximum allowable construction cost, which equals project budget minus soft costs and associated New Mexico Gross Receipts Tax (NMGRT).

This request was approved by the ENMU Board of Regents on June 3, 2023.

Vice President Avery made a motion to approve the Architect Selection for Walkway and Parking Lot Improvements, and Member Miller seconded the motion. All members of the Board voted in favor. The motion carried.

Upcoming Events:

- | | |
|--------------------------|--|
| I. Saturday, June 17 | Youth Challenge Graduation |
| II. Wednesday, July 12 | Community College Board Meeting, Admin. Board Rm #135, 4:00 pm |
| III. Thursday, July 27 | Special Services Graduation, Performing Arts Center, 2:00 pm |
| IV. Saturday, October 14 | Annular Solar Eclipse, 10:35 am |
| V. Tuesday, October 24 | Sixty-Fifth Anniversary Celebration, ITC Commons, 6:00 pm |
| VI. Thursday, August 24 | Welcome Back Event, 3:00-8:00 pm |

Other Business:

None

Executive Session:

- I. **Evaluation of President pursuant to Section 10-15-1(H)(2), NMSA (1978)**
President Trujillo requested the Board enter into closed session to discuss the evaluation of the President.

Vice President Avery moved for the Board convene in closed session as authorized by the limited personnel matters exception as authorized by Section 10-15-1(H)(2) of the New Mexico Statutes Annotated (NMSA) (1978). Secretary Lueras seconded the motion.

A roll call vote was taken: Cla Avery, yes; Tammy Lueras, yes; Rissie Daubert, yes; Jamila Miller, yes; Mireya Trujillo, yes. The motion carried.

The Board entered closed session at 5:19 pm.

Vice President Avery moved to return to open session at 5:31 pm. Secretary Lueras seconded the motion. All members of the Board voted in favor, and the motion carried.

President Trujillo reported the only matter discussed during the closed session was the evaluation of the President pursuant to Section 10-15-1(H)(2) of the New Mexico Statutes Annotated (NMSA) (1978). No action was taken.

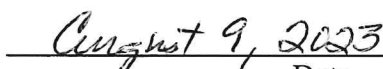
Adjourn

The meeting adjourned at 5:31 pm.

Minutes approved by CCB Secretary, Tamaliah Lueras



Signature



Date