



**COMMUNITY COLLEGE BOARD**  
Eastern New Mexico University – Roswell  
Administration Center Board Room #135  
**Wednesday, September 13, 2023, 4:00 pm**

MINUTES

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

**Members Absent:** Mireya Trujillo

**Others Present:** Angie Bersane, Craig Collins, Pam Collins, Todd DeKay, Rosie Duran, Peggy Harelson, James Johnston, Tony Major, Deanna Maestas, Robert Moore, Anthony Munoz, Veronica Munoz, Linde Newman, Annemarie Oldfield, Shawn Powell, Devin Stroman

**Routine Business:**

- I. Call to Order** Vice President Avery called the meeting to order at 4:00 pm.
- II. Declare a Quorum** Vice President Avery declared a quorum.
- III. Pledge of Allegiance** Ms. Veronica Munoz led the Pledge of Allegiance.
- IV. Finalize Agenda** Member Daubert 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 August 9, 2023 meeting. Member Daubert seconded the motion, and the Board approved the motion unanimously.

**Public Comment:**

No public comments were made.

**Presidential Remarks:**

**I. ENMU Chancellor’s Remarks**

Dr. James Johnston, Chancellor, announced the One Eastern Task force met just prior to this meeting. He clarified there is a System-wide task force representing all three campuses. The process is a System-wide vision, and this is the first of three phases. The first phase is to work through the logistics of the idea of making every program offered system-wide available to every student enrolled at Eastern.

Dr. Johnston, Dr. Shawn Powell, President of ENMU-Roswell, Mr. Ryan Trosper, President of ENMU-Ruidoso, and Mr. Tony Major, Vice President for Administration and Finance, will meet this week with the System Lobbyist in preparation for the System-wide approach to the upcoming legislative session.

There has been significant growth in enrollment System-wide. ENMU-Ruidoso has seen a 7% increase in enrollment and 10.8% increase in semester credit hour production. ENMU-Portales had a 6% enrollment increase and 8.4% rise in semester credit hour production. The number of face-to-face students has improved significantly. One Eastern will facilitate the continuation of this growth.

Vice President Avery congratulated the System for statewide exposure of enrollment growth.

## II. ENMU-Roswell President's Remarks

Dr. Shawn Powell reported on the following topics:

**Employment**—current total number of employees is 260, which is up 21 people from July of this year and that is largely due to adjunct faculty.

**Enrollment** – fall enrollment is up 8% in overall headcount over this date last year.

### **Congratulations**

Adult Education received additional funding for being a top five program in the state on graduating students with high school equivalency credentials.

### **Hiring Procedure Review**

Our hiring procedure is being reviewed by the campus. Initial feedback has been received. It will be incorporated and the current procedure will be revised. The revised version will be sent to campus again this fall for additional review/feedback.

### **Campus Reorganization**

Four proposals:

- Change the title for academic leaders from Assistant Vice Presidents (AVPs) to Deans
- Change functional names from units to schools
- Add an AVP of Student Life/Engagement and realign functions currently under academic affairs to student affairs
- Add an Archivist

The proposals for campus reorganization have been presented to campus and feedback has been received. A campus-wide meeting was held this week with 23 people present to discuss the proposed changes. Two more campus meetings will be conducted this month, and additional feedback will be solicited.

### **Update on Great Colleges to Work For survey results**

Four areas for improvement:

- Professional Development - develop a list of professional development resources and options to include classes on our campus and at Portales
- Communication – increase the mechanism to pass information to campus and the community (using campus wide emails, social media, website, student texts, Canvas, Learning Management System (LMS), flyers and posters, and messages on video monitors)
- Collaboration – bring back campus-wide book clubs in Spring 2024
- Performance Management – supervisor training on recognition, feedback, evaluation process

### **Board Matters:**

#### I. **Board Report**

Member Miller inquired about the status of the logo redesign. Dr. Powell reported the committee is processing the feedback obtained from the recent survey. Vice President Avery asked if other logo options would be considered or only the ones presented in the survey. Future logo options will be determined from the feedback.

Vice President Avery asked about the timeline for replacing the plexiglass on the Peter Hurd mural with anti-glare material. Ms. Rosie Duran, Vice President of Business Affairs, indicated the purchase order has been issued, and we are awaiting a response from the framer to get the work scheduled.

## II. Board Appointment, District 1

Candidate Filing Day on August 29, 2023 resulted in no candidates filing for the Community College Board, District 1. Additionally, no one filed for write-in candidacy on September 5, 2023. According to the Chaves County Clerk, the Community College Board will need to appoint an individual for District 1, and that position would be up for election in November 2025.

A notice requesting applications is being run in the Roswell Daily Record. Interested applicants must live in District 1, which follows the same boundaries as the Chaves County Commission District 1, and are to submit a letter of interest and resume to the President's Office by Friday, October 6.

The Board is encouraged to form a two-member committee to review the applications, and the selected individual will begin service in January 2024.

Member Daubert expressed concern if the committee will make the final determination rather than the Board as a whole having input into the selection. Dr. Powell agreed with the importance of providing the entire Board the opportunity to review the applications. However, a rolling quorum needs to be avoided and this cannot be discussed in closed session because this is for a public office. Board members could evaluate the applications individually and provide input to the committee.

The committee will be formed at the October meeting.

### Information Items:

#### I. Strategic Priorities Update

##### a. Strategic Goal #1: Student Success, Objective 1.3: Enhance Services & Processes that Promote Student Engagement & Completion

The Student Leadership Series is focused on providing ENMU-Roswell students the opportunity to learn and develop leadership skills and network with leading professionals on and off campus. The program is designed to provide students with the necessary tools to become effective and influential leaders.

Ms. Veronica Munoz, Director of the Learning Resource Center, shared that a customer service training was conducted this summer for students. Overwhelming feedback was the request for leadership training and engagement. Ms. Deanna Maestas, Library Resource Center Coordinator, added the Student Leadership Series, Career and Financial Series, Achieving Career and Educational Success (ACES) Ambassador program, and Employability Miniseries were created as a result. These aid with student success and engagement. The Student Leadership Series focuses on providing students with new opportunities, developing leadership skills, and networking with professionals on and off campus. The purpose of the ACES program is to train student leaders while focusing on community engagement and opportunity. The employability miniseries will teach skills such as telephone and email etiquette and mental health. The goal is to have the ACES students host some of the miniseries sessions. The Career and Financial series will teach financial planning, as well as resume and cover letter building.

Vice President Avery asked how many ACES students are involved this semester. Ms. Maestas answered there are six ACES currently. Mr. Devin Stroman, Assistant Vice President for Student Affairs, noted they helped at the welcome back event.

Vice President Avery inquired about the "elevate real world" event. Ms. Munoz responded students were given a financial sheet with the monthly salary for their chosen field, and each student went to various stations to determine the cost of various monthly expenses such as clothing, housing, insurance, etc. to create a budget. They were able to see how much money they would have left at the end of the month, or in some cases, how much month was left at the end of their paycheck. Approximately 150 students attended.

## II. **Sixty-Fifth Anniversary Celebration Planning**

Eastern New Mexico University-Roswell reached a milestone this fall, and we will host a sixty-fifth anniversary celebration on Tuesday, October 24, 6:00-8:00 pm in the Instructional Technology Center (ITC). A committee comprised of about 20 people, representing all areas of campus, is busy planning this momentous occasion.

Ms. Angie Bersane, Director of Enrollment Services and member of the sixty-fifth anniversary celebration planning committee, announced that guests will walk through ENMU-Roswell history from the founding in 1958 to present day and beyond through a timeline of booths. Each booth will have interesting facts, historic photos, and props. Hosts will be dressed in period attire.

Ms. Pam Collins, Budget Analyst and member of the sixty-fifth anniversary celebration planning committee, continued the plan for the evening and shared that after guests travel through the timeline, they will be guided to the Commons area where past presidents will be recognized, along with employees who retired from 2020-present. A formal acknowledgement of retirees has not occurred since the outbreak of COVID-19. A panel discussion is also being planned, and it is anticipated the new logo will be unveiled.

Vice President Avery asked if Hurd mural will be ready for this event. Ms. Duran will follow up to see if this would be possible.

## III. **Campus Buildings Update**

### **Projects in the construction phase**

- Exterior Lighting and Surveillance System (2020 General Obligation (GO) Bond): construction nearing completion – awaiting completion of fiber optic cable project
- Sewer and Sanitation Piping/Restroom Renovations (Severance Tax Bond (STB) funding): construction started April 10, 2023, ongoing for remainder of this academic year (Physical Education Center (PEC) is repairable). Structural engineer evaluated the building and met with Bradbury Stamm, the construction company.
- Electrical panel upgrade (STB Funds): construction nearing completion
- Data Server Room construction complete and upgrades are underway. Mr. Anthony Munoz, Computer Technician III and President of the Professional Senate, reported equipment is being moved into the new server room now and should be finalized within next month. We will have a new server for the surveillance system, and security will monitor the recordings.

### **Projects in the planning phase**

- Fiber Optic Cable upgrades (STB Funding): in process
- Cooling Towers and Boilers (STB funding): in process. Higher Education Department (HED) approval has been received.
- Fire Suppression/Sprinkler system installation – Occupational Technology Center (OTC), PEC, and Arts and Sciences (A&SC) (2022 G. O. Bond) architectural/engineer planning
- Parking lots and Walkways (STB Funding, \$1,250,000 available July 1, 2023): ASA Architects planning phase.
- Nursing Program Expansion (HED special funding): ASA Architects for architect/engineering planning phase. A construction RFP will go out within the next few weeks.

Vice President Avery inquired about the timeline for the repair of the parking lots and walkways. Dr. Powell indicated it will be about two years.



**Action Items:**

**I. Additional Instructional Locations**

ENMU-Roswell entered into an inter-governmental agreement with the New Mexico Corrections Department to offer online instruction resulting in the potential to earn degrees. In keeping with the Higher Learning Commission's additional location definition, it is requested the Community College Board approve the provision of distance education instruction to the following facilities:

1. Central New Mexico Correctional Facility
2. Guadalupe County Correctional Facility
3. Northeastern New Mexico Correctional Facility
4. Penitentiary of New Mexico
5. Roswell Correctional Center
6. Springer Correctional Center
7. Southern New Mexico Correctional Facility
8. Western New Mexico Correctional Facility

This is a \$70,000 contract for the initial year. Ms. Annemarie Oldfield, Vice President of Academic and Student Affairs, and Mr. Robert Moore, Assistant Vice President for Arts and Sciences, have had several meetings with the corrections department. As of July 1, financial aid can be granted to incarcerated students. The prison system is looking to expand access for their students, and we will begin with offering two classes at the Roswell Correctional Center. The Corrections Department has invested in a tablet program that we will be able to build classes in. This will allow for easier monitoring. In order for the students to receive financial aid, ENMU-Roswell must become certified to deliver that financial aid. The Higher Learning Commission (HLC) must approve additional instructional locations if more than 50% of the program is taught at an away location, even if fully online.

Secretary Lueras inquired about how pre-admission assessment testing would be administered. Ms. Oldfield replied this is no longer required. Support systems are in place, and HiSET is completed in the prison system prior to taking our courses.

Vice President Avery asked about oversight of the program. Ms. Oldfield responded that initially this will only be two classes, however, the program could potentially increase to 500 students. We will have to plan accordingly.

Member Daubert asked if existing faculty will be used or will a specialized instructor be needed. Ms. Oldfield stated adjuncts will most likely be utilized.

Vice President Avery inquired about the types of courses that will be offered. Mr. indicated that university studies with an emphasis in business was previously offered, and we will offer something similar now. Ms. Oldfield added federal approval for financial aid would be required for additional offerings.

Vice President Avery asked if these courses will transfer to another institution once the student is released from prison. Ms. Oldfield stated the common course numbering will allow for that. The course offered to the prison system will be the same college courses we offer to our students.

Dr. Powell clarified the correctional facility in Hagerman contacted us initially to inquire about this possibility. He reiterated HLC must approve additional instructional locations if more than 50% of the program is taught at an away location.

**Member Daubert moved to accept the additional instructional locations. Member Miller seconded the motion. All members of the Board voted in favor. The motion carried.**

**Upcoming Events:**

- I. Monday, September 18 Constitution Day Observation, ITC Commons, 11:00 am  
Institutions that receive federal funding must observe the day, and Representative Greg Nibert will be the guest speaker.
- II. Wednesday, September 27 Teacher Resource Center and Library Grand Opening, OTC, 4:00 pm  
Capital outlay funding allowed for this center and library.
- III. Monday, October 2 Eastern New Mexico State Fair Parade, 10:00 am  
Mr. Moore shared there has been great interest for ENMU-Roswell to have a visible presence in the parade. The fair booth will be a great recruiting opportunity. Our programs and services will be represented.
- IV. Wednesday, October 11 Community College Board Meeting, Admin. Board Room #135, 4:00 pm
- V. Saturday, October 14 Annular Solar Eclipse, 10:35 am  
A weather balloon will be released as part of a NASA project. We are working with the community to offer educational opportunities. Dr. Anderson, ENMU-Portales faculty member, will be here to make presentations.
- VI. Wednesday, October 18 ENMU-Roswell Foundation Banquet, ITC Commons, 11:30 am
- VII. Tuesday, October 24 Sixty-Fifth Anniversary Celebration, ITC Commons, 6:00 pm
- VIII. Wednesday, November 8 Veterans Day Celebration, ITC Commons, 10:00 am  
General Grizzle is retiring this year, and he will be one of our guest speakers.
- IX. Wednesday, November 8 Community College Board Meeting, Admin. Board Room #135, 4:00 pm
- X. Saturday, November 17 Turkey Trot  
This will be a 5K fun run/walk
- XI. Friday, December 8 Campus-Wide Meeting & Holiday Lunch, ITC Commons, 10:00 am
- XII. Wednesday, December 13 Community College Board Meeting, Admin. Board Room #135, 4:00 pm
- XIII. Thursday, December 14, Fall Commencement, (Time and Location TBD)
- XIV. Monday, January 15, 2024 Martin Luther King, Jr. Day

**Other Business:**

Vice President Avery inquired about the food pantry. Dr. Powell indicated it is continuing to operate, and we have applied for additional grant funding. The food pantry continues to receive community support. Mr. Moore added we recently hosted a hunger awareness event, and it was well attended.

Vice President Avery asked about the status of the Commercial Driver's License (CDL) program. Dr. Powell announced the program is full and will continue as an academic program through end of year. In January 2024, it will move to a non-academic program, and we hope to hire an additional instructor.

Secretary Lueras asked about the Director of Marketing and Public Relations position. Dr. Powell reported the first search failed, but the second search is currently open.

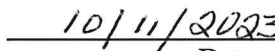
Vice President Avery inquired about the agriculture program. Dr. Powell indicated 21 students are enrolled, and we plan to continue the upward trend. An area in the automotive/welding building is being cleared to make room for an air rifle/air pistol range, which will be associated with the agricultural program.

**Adjourn**

**The meeting adjourned at 5:02 pm.**

**Minutes approved by CCB Secretary, Tamaliah Lueras**

  
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Signature

  
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Date