



**COMMUNITY COLLEGE BOARD**  
Eastern New Mexico University – Roswell  
Administration Center Board Room #135  
**Wednesday, November 8, 2023, 4:00 pm**

MINUTES

- Members Present:** Carleton “Cla” Avery, Rissie Daubert, Tamaliah “Tammy” Lueras, and Jamila Miller
- Members Absent:** Mireya Trujillo
- Others Present:** Jennifer Cain, Teresa Casarez, Pam Collins, John Crates (via phone), Todd DeKay, Peggy Harelson, Tony Major, Robert Moore, Linde Newman, Tory Norris, Annemarie Oldfield, Justin Powell, Shawn Powell, Andrea Stapp, and Edna Yokum

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. Tory Norris, Interim Director of Nursing, led the Pledge of Allegiance.
- IV. Finalize Agenda** Secretary Lueras moved to approve the agenda, and Member Daubert seconded the motion. The motion carried unanimously.
- V. Approve Minutes** Secretary Lueras made the motion to accept the minutes from the October 11, 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**  
The Chancellor was unable to attend.
- II. ENMU-Roswell President’s Remarks**
- Enrollment**  
Spring enrollment is ongoing.
- Faculty Recognition**  
Ms. Bailey Coll, Art faculty member and Art Curator, has been recognized as the Higher Education Art Educator of the year at the New Mexico Art Education Association conference in Portales.

### **Eclipse**

Appreciation was expressed to Dr. Bill Andersen, Professor of Physics at ENMU-Portales, for presenting at the ENMU-Roswell campus on the eclipse and attending the city-wide festival in association with the Annular Eclipse. Appreciation was also given to the Arizona State University and Embry Riddle Aeronautical University balloon launch team that used the Roswell campus as a staging area for their eclipse launch and spoke to students from our Early College High School.

### **Foundation Banquet**

The ENMU-Roswell Foundation hosted a banquet on October 18. Dr. Patrice Caldwell and Mr. and Mrs. Nic Snowberger, owners of the local McDonald's franchise, were honored.

### **65<sup>th</sup> Anniversary Celebration**

The campus celebrated its 65<sup>th</sup> anniversary on October 24, and members of the community and the Community College Board attended. Ms. Andrea Warton, Executive Administrative Assistant to the Vice President of Academic and Student Affairs, and her husband made wooden 65<sup>th</sup> anniversary centerpieces for the event, and each member of the Community College Board was presented one.

### **Veterans Day Observation**

A Veterans Day observation was held this morning with approximately 100 attendees. The New Mexico Military Institute (NMMI) Rifle Team participated. Major General Grizzle of NMMI and Aldo Chaves, son of Sam Chaves, were the guest speakers.

### **Connecting Minority Communities Grant Update**

- Community events (Hotdogs and Hotspots) held in Roswell, Dexter, Hagerman, and Lake Arthur
- Over 200 hot spots have been handed out
- Computer instruction and distribution has started

### **Risk Management survey was completed August and September 2023**

26 faculty/staff/administrators completed the survey (~ 10% of total workforce)

- Areas evaluated:
  - Tone at the Top
  - Communication
  - Evaluation of Risk and Review of Policies
  - Strength of Internal Controls and Access Controls
  - IT System Effectiveness
  - Cybersecurity Concerns
  - Employee Retention
  - Access to Training
- Top Risks
  - 15% Campus Security/Safety
  - 84% Lack of resources and staff
  - 26% Work Environment
  - 50% Lack of Communication/Ineffective Leadership
  - 34% Compliance and Internal Controls

The results align with the information received through the recent Great Colleges to Work for survey.

Vice President Avery expressed appreciation for the eclipse glasses. He enjoyed attending the Foundation banquet and the 65<sup>th</sup> anniversary celebration.

Member Daubert added she loved the history that was presented at the 65<sup>th</sup> anniversary celebration.

**Board Matters:**

**I. Board Report**

Vice President Avery commented the walkway concern has been addressed and the new walkway is gorgeous. The zero scaping will help reduce the water bill.

**II. Selection of Board Member, District 1**

The Chaves County Clerk's Office reported that on Candidate Filing Day, August 29, 2023, no candidates filed for the Community College Board, District 1 position. Additionally, it was further reported by the Chaves County Clerk's Office no one filed as a write-in candidate on September 5, 2023. Therefore, the ENMU-Roswell Community College Board (CCB) needs to appoint an individual for the District 1 position, which will be up for election in November 2025.

A notice requesting applications from interested individuals residing in District 1, which follows the same boundaries as the Chaves County Commission District 1, ran in the Roswell Daily. Applicants were reviewed by a CCB committee, comprised of Members Daubert and Miller.

Member Daubert reported she and Member Miller interviewed Ms. Katie Cooper for the position on Friday, October 20. They asked a series of questions and found Ms. Cooper to be an asset to the Board. She will bring a different vision having worked with younger children and understands the importance of involving them early in life.

**Member Daubert made the motion to entertain the nomination of Ms. Cooper as Community College Board member for District 1. Her term will begin January 1, 2024. Secretary Lueras seconded the motion and all members of the Board voted in favor. The motion carried.**

The new Board member will be sworn in before the January 2024 Board meeting.

**Information Items:**

**I. Strategic Priorities Update**

**a. Strategic Goal #2: Community Success,  
Objective 2.3: Invest in Relevant, Responsible Academic &  
Non-Academic Programs**

To illustrate ongoing efforts to provide community success through campus programs and initiatives, a brief presentation was made focusing on the passing rates of recent Eastern New Mexico University-Roswell nursing program graduates on their licensing exam. The nursing program graduates' success rate is a clear indication of the strength of their academic preparation.

Ms. Tory Norris, Director of Nursing, reported there is a global nursing shortage. A 1.1 million shortage was estimated in the United States in December, 2022, which is significant. COVID took a toll on the nursing workforce in which about 100,000 are left the field. Current research indicates 20% of the nursing workforce (about 610,000) across the country are over the age of 55 and plan to retire by 2027. New Mexico has approximately 17,000 registered nurses (RN) employed in all nursing areas and specialties. 6,200 RN positions are currently posted in the state. It is projected a little over 25% of the national nursing needs will be vacant within the next four years. In New Mexico, 28% of the positions currently open are largely due to the nursing shortage. Locally, 64 RN positions are open in Chaves County in all nursing fields.

Our nursing program is striving to meet this need, especially through nursing admissions. Fall 2021 admitted 55 students to the nursing program and fall 2023 enrolled 84 students. We anticipate over 90 students for spring 2024. In fall 2021, 199 students declared a nursing major, and currently 253 have declared a nursing major.

An off-site instructional area in Ruidoso was initiated in fall 2021. This Ruidoso cohort has been very beneficial to that community. Six students graduated in May 2023 and all are currently employed at the Ruidoso hospital.

There were 21 graduates, including the six from Ruidoso, in 2022-2023. All are employed as RNs with 100% first-time pass rate on the National Council Licensure Examination (NCLEX). The first-time testing pass rate is monitored because it is a significant way to evaluate the nursing program and is provided to the accreditation body and the Board of Nursing. The 100% pass rate for an entire year has been an incredible achievement.

Vice President Avery asked for clarification about the graduation numbers for 2022-2023. Ms. Norris stated one student graduated in December 2022 and the other 20 graduated in May 2023. Our first December cohort is projected to graduate eight students, with an additional 23 students expected to graduate in May 2024. Nursing faculty positions have been added, which is critical for enrolling more students.

Member Daubert inquired about the students who declare nursing as a major but are not accepted into the program. Ms. Norris indicated some choose to go into another field. The program is analyzing this gap and what measures can be taken to bridge the gap.

Member Miller inquired about the maximum capacity of students at any one time. Ms. Norris responded it is directly correlated to the number of nursing faculty. As we add students, we need to add faculty. We are currently slated to accept up to 32 students for the spring semester.

Vice President Avery asked if the current physical space would handle additional students. Ms. Norris reported additional space is needed, and Dr. Powell is addressing this issue by planning a nursing expansion through the renovation of space previously used as a dental clinic. This will allow for continued growth.

Secretary Lueras asked if there were any surprises at the Accreditation Commission for Education in Nursing (ACEN) conference or areas we should focus on. Ms. Norris replied curriculum mapping of our program is an area of focus hopefully to be accomplished by summer of 2024. We do have a program to electronically map both our outcomes and national standards. Secretary Lueras asked if the nursing program has an administrative assistant. Ms. Norris responded the nursing program shares an administrative assistant with Respiratory Therapy, but Ms. Annemarie Oldfield, Vice President for Academic and Student Affairs, will be notified if additional resources are needed.

### **Action Items:**

#### **I. Fall 2023 Graduation List**

The Community College Board was presented the list of candidates for the ENMU-Roswell Fall 2023 graduation as submitted by the Registrar at Eastern New Mexico University-Roswell. There are 176 applications for Fall 2023 graduation degrees and certificates from 163 students.

**Member Daubert moved to approve the Fall 2023 graduation list and Member Miller seconded the motion. All member of the Board voted in favor. The motion carried.**

#### **II. FY 2023-2024 Budget Adjustment Request (BAR) I**

Eastern New Mexico University-Roswell's mid-year BAR related to the 2023- 2024 fiscal year that will end on June 30, 2024. The attached BAR is due to the Higher Education Department and Department of Finance and Administration by December 5, 2023 and also requires Board of Regents approval prior to submission. There is one set for unrestricted operations.

Every year, the mid-year BAR is utilized to adjust the budget beginning balances to the report of actuals ending balance of the previous year and any other needed budget adjustments.

### **Unrestricted BAR**

There were no adjustments to revenue or expenditures and one transfer from Instruction and General (I & G) was made for \$1,200,000 to Capital outlay for upcoming projects.

All other adjustments made were those needed to adjust the budget beginning balances to the report of actuals ending balances for FY2022-2023.

### **Restricted Bar**

There is no adjustment to the budget for restricted funds, which are mainly comprised of grant funds. These adjustments will be made during the year end BAR.

**Member Miller made a motion to approve the FY 2023-2024 Budget Adjustment Request (BAR) I and Secretary Lueras seconded the motion. All Board members voted in favor, and the motion carried.**

### **III. FY 2024-2025 Course Fee Changes**

Dr. Powell requested additional time to review the proposed course fee changes for fiscal year 2024-2025, and he proposed this agenda item be brought back to the December meeting.

**Member Daubert moved to table the FY 2024-2025 Course Fee changes. Member Miller seconded the motion, and all members of the Board voted in favor. The motion carried.**

### **IV. Architect Selection for ITC Roof Replacement**

This request is for architectural services in keeping with ENMU Policy 55-2 Architect Selection (Paragraph 4. Section A.). It is requested the Community College Board approve the solicitation of architectural services for a roof replacement and repair of the external insulation finishing system (EIFS) for the Instructional Technology Center (ITC) at ENMU-Roswell. This project is included on our current 2020-2025 campus facility master plan.

The May 31, 2023 hailstorm damaged the roof and EIFS on the ITC building. A claim was submitted to the New Mexico Public Schools Insurance Authority due to damage the campus received from the hailstorm. Currently, our insurance is expected to cover \$1,571,145 of the cost to repair the roof and EIFS. The latest estimate developed for the replacement of the ITC roof and EIFS repair available is dated May 9, 2023 and placed the probable project cost at \$1,740,000.

Vice President Avery asked how the difference between the insurance payment and the replacement cost would be funded, and Dr. Powell stated capital outlay would be used.

**Member Daubert moved to accept the Architect Selection for the Instructional Technology Center Roof Replacement and Secretary Lueras seconded the motion. All Board members voted in favor. The motion carried.**

### **Upcoming Events:**

- |      |                        |                                                                                                                                                                                                                                  |
|------|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I.   | Saturday, November 18  | Turkey Trot, 8:00 am Registration/9:00 am Race Start<br>This will be the fourth annual 5K fun run/walk, and the entry is non-perishable food or pet food and will benefit the campus food pantry and Friends of Roswell Animals. |
| II.  | Saturday, November 18  | Esports Tournament, 2:00 pm                                                                                                                                                                                                      |
| III. | Friday, December 8     | Campus Meeting & Holiday Lunch (Ugly Sweater Contest), 10:00 am, ITC Commons                                                                                                                                                     |
| IV.  | Wednesday, December 13 | Community College Board Meeting, 4:00 pm, Admin. Board Room #135                                                                                                                                                                 |
| V.   | Wednesday, December 13 | Paramedic Pinning Ceremony, 5:00 pm, HSC 200                                                                                                                                                                                     |
| VI.  | Thursday, December 14  | Fall Commencement, 5:30 pm and 7:30 pm, PAC                                                                                                                                                                                      |
| VII. | Friday, December 15    | Nursing Pinning Ceremony, 4:00 pm, PAC<br>This ceremony is for the eight December graduates.                                                                                                                                     |

- VIII. Monday, January 15, 2024 Martin Luther King, Jr. Day  
ENMU System campuses are closed and no classes will be held.

**Other Business:**

Vice President Avery asked for an update regarding the replacement glass for the Peter Hurd mural located in the ITC building. Dr. Powell indicated a January/February timeframe was estimated for the replacement to occur.

**Adjourn**

The meeting adjourned at 4:45 pm.

Minutes approved by CCB Secretary, Tamaliah Lueras

Tamaliah Lueras  
Signature

December 13, 2023  
Date