



**EASTERN NEW MEXICO UNIVERSITY – RUIDOSO
BRANCH COMMUNITY COLLEGE BOARD MEETING**

**ENMU-Ruidoso Campus, Room 102
29 November 2018 • 5:00 p.m.**

AGENDA

CALL TO ORDER

- 1. Declare a quorum
- 2. Approve the agenda

COLLEGE HIGHLIGHT

- Nursing Program OverviewJody Jacoby and Michelle Bradburn

ROUTINE MATTERS

- 1. Introduction of guests
- 2. Public Comment (2 minutes maximum, each)
- 3. Approval of October 4 Minutes
- 4. Report from ENMU-Ruidoso Community College Board Chair
- 5. Report from ENMU-Ruidoso President

ACTION ITEMS

Consent Agenda

- 1. College Board Meetings 2019.....Nicole DeLorenzo

Other Items

- 1. None

INFORMATION AND STUDY ITEMS

- 1. Strategic Plan Update – Goal Two: Employer Ready Coda Omness and Ryan Carstens
- 2. College Nexus Project, Phase I Update..... Matt McKim (DPS Architects) and Ryan Carstens
- 3. Update on HB 98 and board elections..... Ryan Carstens
- 4. Update on local November 2019 Bond Lalleh Dayeny (Hilltop Securities Inc.)
- 5. Unrestricted Budget Adjustment Request Ryan Carstens
- 6. Operating Agreement..... Ryan Carstens
- 7. Bond D Election Results in Lincoln County Ryan Carstens

BOARD ANNOUNCEMENTS AND COMMENTS

- ENMU Board of Regents Meeting Friday, December 14
- Last Day of the Semester, December 14
- Campus Closed for Winter Holiday December 22-January 1

ADJOURNMENT

If you are an individual requiring Americans with Disabilities Act accommodations in order to attend Branch Community College Board Meetings, please contact the office of the President, ENMU-Ruidoso, (575) 257-3006 at least forty-eight hours prior to the meeting.

**Eastern New Mexico University-Ruidoso
COMMUNITY COLLEGE BOARD
REGULAR MEETING
04 October 2018
5:00 p.m.
Room 102**

CALL TO ORDER

Mr. Brad Treptow called the meeting to order at 5:02 p.m. and declared a quorum. Dr. Lynn Willard, Ms. Gina Klinekole and Mr. James Paxton were present. Also present was Dr. Ryan Carstens. Ms. Kimberly Smith was absent.

APPROVAL OF THE AGENDA

Motion:	Dr. Willard moves to approve the agenda and float items as necessary by chair
Seconded:	Mr. Paxton
Vote:	4-0-0
Motion	Approved. 5:03 p.m.

INTRODUCTION OF GUESTS

Mr. Treptow introduced guests Ms. Karen Massey, Mr. Pierre Laroche, Ms. Monica Gonzalez, Ms. Carol Beltran, Ms. Jonessa Archita, Mr. James Pawlak and Mr. Daniel Waldo.

COLLEGE HIGHLIGHT

Mr. Treptow floats College Highlights and introduces I-BEST program and instructor Monica Gonzalez. Ms. Gonzalez begins by giving an overview of the I-BEST program and the initiatives and rationale behind it. Ms. Gonzalez is an I-BEST instructor, who co-teaches several science classes with Mr. Jack McCaw. Ms. Gonzalez's role revolves around peer teaching. She takes the course, works through assignments and studies with the students. This peer level teaching allows deeper relationships with students, and a space to teach better study skills. Ms. Gonzalez received specialized SunPath training in I-BEST; she plans to help broaden the program at ENMU-Ruidoso. Two of her students, Ms. Carol Beltran and Ms. Jonessa Archita also gave testimonies to their experience in the I-BEST program. Both Ms. Beltran and Ms. Archita discussed the benefit and impact I-BEST courses have made in their study habits and course success. Both students are in the pre-nursing program. Ms. Beltran expressed the increased confidence I-BEST and Ms. Gonzalez has given her in her study skills and ability to succeed in courses. She thanked Ms. Gonzalez for her availability and willingness to help students in whatever challenge they faced. The board discussed the positive outcomes of the I-BEST program, and appreciated its increased interest. Mr. Treptow thanked all the presenters.

APPROVAL OF THE MINUTES

Motion:	Mr. Paxton moves to approve the minutes
Seconded:	Dr. Willard
Vote:	4-0-0
Motion	Motion to approve April 5, April 27 & June 19 meeting minutes passes

REPORT FROM COLLEGE BOARD CHAIR

- Mr. Treptow expressed appreciation to present at Noon Lions to promote Bond D. He also thanked Ms. Klinekole for her support at other Bond D support presentations. He noted that the Noon Lions appreciated and supported the presentation.

REPORT FROM ENMU-RUIDOSO PRESIDENT

- Dr. Carstens reiterated the positive response from the community regarding Bond D presentations.
- The board discussed the transition to Canvas with Dr. Carstens, and some of the technical issues related to it.
- Dr. Carstens provided an overview to the recent Board of Regents Meeting, stating that all items submitted for approval were approved. One item, the Teacher Alternative Certification, not on the consent agenda, was also approved.
- The new Saturday hours, and the means of marketing the hours to the community were discussed.
- Mr. Laroche, Dr. Carstens, and the board discussed dual credit enrollment, recruitment and retention. They also discussed the success of the CNA and Cybersecurity Programs.

INFORMATION ITEMS

- 1. Strategic Planning Update – Goal One: Student Ready:** Dr. Carstens outlined the report attached to the meeting packet, detailing the progress made towards Strategic Plan Goal One: Student Ready.
- 2. Facilities Update:** Dr. Carstens updated the board that the HED Severance Bond progressed through the initial cut, with a renewed asking of \$485,000, to update structural issues with the adjacent building roof and retaining wall behind the building. He also updated on the college's continued work with DPS architects, with an expectant 5-6 months process to completion. Mr. Treptow asked if the architect would be available for the board to meet in the near future, and Dr. Carstens responded that he would arrange. The board discussed successes and failures of past remodel projects, and requested transparent and timely communication.

3. **Report of Actuals for 2017-18 Fiscal Year:** Dr. Massey reported to the board the revenues of closed Fiscal Year 2018. Detailing that revenues show a positive variance of \$170,000 due to unplanned tax expenditures. Dr. Carstens provided a synopsis of an agriculture program set up at Snow College, which he toured during the RCCA Conference at the end of September. Dr. Willard proposed trying to acquire more property around the county to promote sports, student housing, and other programs offerings within the college.
4. **Fall Enrollment Report:** Mr. Laroche provided an overview of fall enrollment headcounts: stating that the college saw an overall headcount increase in Full Time enrollment; however, more students are taking fewer classes. He continued with a synopsis of degree-seeking breakdowns in enrollment. Mr. Treptow commented that the efforts of the college staff are starting to reflect in enrollment statistics. Dr. Carstens also explained how economic trends can affect student enrollment, and some nuances specific to Ruidoso's local economy.
5. **Update on local board elections:** President Carstens explained the current issues regarding the College Board Elections in relation to House Bill 98, the Local Elections Act. He explained that the current laws would not support our election, outside of the new dates; however, the new law did not include branch community colleges to participate in the new election cycles. As a result, a state senator is filing a case to include branch community colleges in the bill. Dr. Carstens will update the board as he receives new information.

BOARD ANNOUNCEMENTS AND COMMENTS

Ms. Klinekole reminded the board of online enrollment starting Sunday, October 7.

ADJOURNMENT

Motion:	Mr. Paxton moves to adjourn
Seconded:	Ms. Klinekole
Vote:	4-0-0
Motion	Motion to adjourn passes

Brad Treptow
Chairman, Community College Board

Date

James Paxton
Secretary, Community College Board

Date

Respectfully submitted for approval by:
Nicole DeLorenzo, Office Administrator to the President

College-wide Notes

Facilities

- We are actively working with our architects to refine the design for Phase 1 of the Nexus project. We conducted a walk-through with the Bridgers & Paxton engineering team to review existing situation for electrical, plumbing, fire suppression, and mechanicals at both 709 and 721.

ENMU Foundation

- Donor/Scholarship Reception will be held November 30, 5-7pm, in the foyer of ENMU-Ruidoso. Please join us.

Marketing and Recruitment

- Planning Junior Day tentatively for Feb. 20
- Advertising in social media beginning Dec. 3
- Scheduling recruiting appointments in Nov. 26-30
- Constructing branded website
- Training marketing staff in Quality Matters standards
- Expanding advising hours to include Saturday, Dec. 1
- Hosting Student Art Show reception Friday, Dec. 7
- Hosting expanded tutoring hours for finals on Dec. 8—food will be served, faculty, staff and tutors will be on hand
- Scheduling graduation ceremony at Inn of the Mountain Gods

Research and Records

- RaLynne and Amy completing the Quality Matters, Applying the QM Rubric training.
- Amy is in the process of training and transitioning Registrar processes for Graduation, transcript articulation of transfer credit and CAPP degree audit to Heather.
- Amy is in process of training and transitioning Faculty Load and Compensation (FLAC) process to RaLynne.

Title V Grant

- Posted the Online Technology and Services Specialist position; the first round of interviews took place prior to the Thanksgiving holiday
- Attended a Department of Education (DOE) webinar focused on grant bookkeeping.
- Invited to participate in a series of webinars designed by the institution's Title V external evaluator—Ramona Munsell Associates Consulting, Inc., (RMA)—to address grant management and grant sustainability tips and strategies.
- As of Nov. 12, Coda Omness assumed additional Department Chair duties for the CTE areas.
- Developing the agenda for the annual on-site visit scheduled for Dec. 10-11.

New Mexico Workforce Connection Center (NMWCC)

- English as a Second Language (ESL) classes began in late September at the ENMU Ruidoso Campus and in Tularosa. Currently, 37 students are enrolled.
- High School Equivalency (HSE) classes have started strong this fiscal year with 76 students enrolling. There are currently 4 that have completed and 12 with one test remaining.
- Hosted a Career Fair October 24th with 10 employers and 40 job seekers attending. Initial follow up has resulted in 10 individuals being hired.
- Hosted the first quarterly Community Partner meeting on November 7th with 9 community service programs attending. Next meeting will be held February 13, 2019.

Instruction	Student Success
<p>Vice President of Student Learning</p> <ul style="list-style-type: none"> • Initiated first Teacher Education Advisory Committee meeting Nov. 27 to identify next steps for the program. • Hosted 3-day face-to-face training sessions with Canvas facilitator Nov. 7-9, as well as college-wide webinar focused on using video to enhance online learning Nov 16. These sessions offered faculty and staff new to the learning management system an opportunity to practice building assignments and courses, while early adopters were also able to improve their use of Canvas. All the training is also available online. • Searching for two, full-time faculty: English and Teacher Education. The goal is to have faculty in classes for the spring 2019 semester. • Participating in the NM HED Curriculum and Articulation Committee's certification process for general education courses—the next meeting is Nov. 29. John McCullough is representing the college in this mammoth task; the state's goal is to have every general education course certified and sharing common numbers statewide by fall of 2019. <p>Math & Science</p> <ul style="list-style-type: none"> • Visited NMSU-Alamogordo and ENMU-Roswell with pre-nursing students to meet Nursing faculty, tour facility, and aid transition with nursing advisors. • Dr. Shiva Rai attended American Mathematical Association of Two-Year Colleges (AMATYC) national teaching conference, supporting the college's mission to serve developing and advanced students. • Searching for adjunct faculty in physics, chemistry, geology, and biology; successful applicants require graduate degree with 18 hours in the field. <p>Business & Information Systems</p> <ul style="list-style-type: none"> • Scheduled MKT 201 – Principles of Marketing at IMG to support the new Associate of Applied Science in Business Administration. <p>History, Humanities & Social Science</p> <ul style="list-style-type: none"> • Completed first transfer program capstone. Psychology student Frank Fragoso is the first student to successfully complete the college's capstone. The project requires students to present a portfolio of their work and presentation about what they have learned from their coursework and what might be done to improve the student experience. • Presented two talks focusing on Juan Patron, Hispanic hero of the Lincoln County War. Dr. Cynthia Orozco spoke at the Hubbard Museum of the American West in October, and Lincoln's Dia de los Muertos in November. <p>Community Education and CTE</p> <ul style="list-style-type: none"> • Coordinated ENMU system wide Student Affairs meeting to increase communication and explore options to leverage resources. • Serving on the ENMU system wide Pathways and Curriculum Committee to align programs and improve advising of students. • Partnered with multiple agencies for New Mexico Wood Summit – Nov 16-17. • Partnering with the Sierra Blanca Wildland Academy for the administration and logistics of this Spring's Academy. • Migrating and improving online Wildland courses. • Negotiated and signed an MOU with ENMU-Roswell to partner in EMS. • Offering EMT-Basic at the Apache Summit Fire Station, Nov. 9-Dec. 15. 	<p>Learning Commons</p> <ul style="list-style-type: none"> • Supporting students with I-BEST in BIOL 154, BIOL 209, and NA 11. • Supporting the college's Saturday, Dec. 8 expanded study hours. • Leading with members of the National Society of Leadership and Success in Ruidoso's Parade of Lights. <p>Dual Credit</p> <ul style="list-style-type: none"> • Met with counselors from all schools in our GAR, for our first Dual Credit Luncheon on Oct. 17, to discuss analytics, early registration and steps to ensure better communication. • Attended Financial Aid Night in Carrizozo on Oct. 18 • Attended Mescalero College and Career Fair on Nov. 2. • Sent out Spring Schedules to all school counselors. We are front loading DC registration and currently have registered 75 students as off Nov. 15. • Working with Kimberly Wills to create a Canvas Sandbox for the counselors to explore the LMS. • Working with Community Development and the Foundation to create a Sophomore and Junior Day for the college in February. • Created a Dual Credit Email to decentralize communication and share with key staff and advisors. <p>Advising and Student Services</p> <ul style="list-style-type: none"> • Attended Student Transition Expo Oct. 15, highlighting college accessibility. • Registration began Nov. 5. Front desk has been scheduling appointments since mid-October. • Attended Three-Campus meeting on Nov. 1 to discuss dual credit, academic advising and financial aid across the system. • Completed QM training Nov. 9 • Canvas training – week of Nov. 5 • Re-certifying degree plans with the New Mexico Veterans Administration. • Assembling a behavioral intervention team (Student Services, Student Success, and the VPSL) to case manage struggling and problem students.



Date: 29 November 2018
To: ENMU-Ruidoso Branch Community College Board
From: Dr. Ryan Carstens, ENMU-Ruidoso President
Action Item 1: College Board Meetings 2019

Summary

Below are updated, proposed regular meeting dates for ENMU-Ruidoso Community College Board, for the 2019 calendar year:

ENMU-Ruidoso Board Obligations:

Thursday	March 14	5 pm	Budget Workshop
Thursday	March 28	5 pm	Regular Meeting
Thursday	May 16	5 pm	Regular Meeting
Saturday	June 15	9 am	Board Retreat
Thursday	August 15	5 pm	Regular Meeting
Thursday	Nov 21	5 pm	Regular Meeting

Special Meeting Dates -- IF NEEDED

Thursday, April 18
Thursday, June 13
Thursday, July 18
Thursday, September 26
Thursday, October 24
Thursday, December 19

Attachments:

Proposed Dates for ENMU-Ruidoso Community College Board Meetings

Action Requested:

The ENMU-Ruidoso Branch Community College Board approves the updated calendar of regular meetings for 2019

2019

CCB Roswell Meeting Dates	CCB Ruidoso Meeting Dates (Proposed)	Deadline for BOR Agenda Items	BOR Meeting Dates
Wednesday, December 12, 2018	Thursday, November 29, 2018	Wednesday, January 2, 2019	Wednesday, January 16, 2019
January—No Meeting			February—No Meeting
February—No Meeting			
Wednesday, March 13	Thursday, March 14 <i>Budget Workshop</i>	Monday, March 18	Friday, March 29
Wednesday, March 27	Thursday, March 28	Monday, April 8	Friday, April 19
Wednesday, April 17		Monday, April 29	Friday, May 10
Wednesday, May 15	Thursday, May 16	Monday, May 20	Saturday, June 1
June—No Meeting	Saturday, June 15 <i>Board Retreat</i>		July—No Meeting
July—No Meeting			August—No Meeting
Wednesday, August 14	Thursday, August 15	Friday, August 23	Friday, September 6
Wednesday, September 25		Monday, September 30	Friday, October 11
October—No Meeting			November—No Meeting
Wednesday, November 20	Thursday, November 21	Monday, December 2	Friday, December 13
Wednesday, December 18		TBD	January 2020 TBD



Date: 29 November 2018
To: ENMU-Ruidoso Branch Community College Board
From: Dr. Ryan Carstens, ENMU-Ruidoso President
Information Item 1: Strategic Plan Update – Goal Two: Employer Ready

Summary

The college will report regularly on Strategic Plan Goals. Outlined below are the details of Strategic Goal Two. Updates on college related activities are attached.

Strategic Goal Two: Employer Ready

The college is ready and able to help business and industry strengthen the economic vitality of the region.

Strategies

1. Primary workforce solutions provider to business and industry
 - a. Be agile and responsive to fluctuations in employer needs.
 - b. Identify skills, technical proficiencies, and coursework need through focus groups.
 - c. Implement responsive scheduling (workforce training does not fit an academic schedule).
 - d. Leverage customized training and employee assessment services
2. Responsive partnerships with area employers to reduce the skills gap between job seekers and employer needs
 - a. Use real time economic and labor market data (e.g., Burning Glass) to design robust curriculum to industry specific identified in current job descriptions.
 - b. Market the college as a one-stop-shop business and industry solution to the regional economy.
 - c. Cultivate relationships through creation of advisory committees.
 - d. Create ‘marker space’ to foster innovation and development of new businesses.
3. Stackable credentials as an onramp from entry-level jobs to credit pathways
 - a. Offer short and specialized training certificates developed with the goal for completion in two or three months.
 - b. Develop credits for prior experience and/or industry credentials.
 - c. Utilize a skills-to-employment assessment (e.g., WorKeys) that identifies training opportunities and career paths for potential students.

Attachments:

Strategic Goal Two: Employer Ready Update

Action Requested:

Information Only

Goal Two: Employer Ready

The college is ready and able to help business and industry strengthen the economic vitality of the region.

Strategies	Activities
1. Primary workforce solutions provider to business and industry	
a. Be agile and responsive to fluctuations in employer needs	<ul style="list-style-type: none"> • Purchased a laptop computer and computer cart through Title V funds, with the intent of having mobile, on-site training technology. • Acquired an enclosed trailer with the purpose of bringing training materials, supplies to locations where training is needed. • Visited NMSU-Alamogordo and ENMU-Roswell with pre-nursing students to meet with Nursing faculty, tour faculty, and facilitate transition with nursing advisors. • Scheduled MKT 201 – Principles of Marketing at IMG to support the new Associate of Applied Science in Business Administration. • Migrating and improving online Wildland courses in Canvas. • Negotiated and signed an MOU with ENMU-Roswell to partner in EMS
b. Identify skills, technical proficiencies and coursework needed through focus groups	<ul style="list-style-type: none"> • Conducted regular meetings through Title V grant to communicate changes and solicit feedback from employers working as first responders in our community. • Completed first transfer program capstone. The project requires that students present a portfolio of their work and give a brief presentation about what they have learned from their coursework and what might be done to improve the student experience.
c. Implement responsive scheduling (workforce training does not fit an academic schedule)	<ul style="list-style-type: none"> • Provided customized CTE training for local first responder agencies tailored to meet their expressed needs through evening EMT-Basic course in Carrizozo • Provided training for on-site delivery at the Mescalero fire station of EMT basics
d. Leverage customized training and employee assessment services	<ul style="list-style-type: none"> • Gained data from County outlying the number of EMT completers that performed well on industry specific licensing exams, which was utilized to improve instruction and assist I-BEST instructors.
2. Responsive partnerships with area employers to reduce the skills gap between job seekers and employer needs	
a. Use real time economic and labor market data (e.g., Burning Glass) to design robust curriculum to industry specific skills identified in current job descriptions	<ul style="list-style-type: none"> • Recognizing employer report writing needs in EMT and medical fields, and offering courses like “technical writing” in lieu of traditional English courses.
b. Market the college as a one-stop-shop business and industry solution to the regional economy	<ul style="list-style-type: none"> • WIOA Youth program has partnered with 7 Lincoln County Employers through a paid work experience to help the Youth implement the basic workforce skills needed for a successful future. All 7 are excited and would like the opportunity to host additional Youth.

- WIOA Adult program has partnered with 5 employers for “On-the-Job” trainings. This program reimburses the employer up to 75% of the employees’ wages during the training period.
 - WIOA Adult program is currently assisting 29 individuals from Lincoln County that are pursuing post-secondary trainings in occupations that are In-Demand.
 - c. Cultivate relationships through creation of advisory committees
 - Initiated first Teacher Education Advisory Committee meeting Nov. 27 to identify next steps for the program.
 - Partnering with the Sierra Blanca Wildland Academy in the administration of logistics of the upcoming Spring academy.
 - Initial coordination with Student Services and Academic affairs in the creation of a Teacher Education Advisory Board.
 - Coordination through the Three-Campus initiative to streamline and prepare our Teacher Education transfer students to the Portales’ program.
 - d. Create ‘marker space’ to foster innovation and development of new businesses
 - No actions at this time.
-

3. Stackable credentials as an onramp from entry-level jobs to credit pathways

- a. Offer short and specialized training certificates developed with the goal for completion in two to three months
 - The Certified Nursing Assistant program is a short, customized training program that can serve as an onramp to multiple healthcare careers.
 - Offering EMT-Basic at the Apache Summit Fire Station, Nov. 9-Dec 15.
 - Offer “snap-on” credentials through our CPR courses.
- b. Develop credits for prior experience and/or industry credentials
 - Creation of a Prior Learning Assessment Policy in line with CAEL recommendations and, aided by Subject Matter Experts, has created industry specific crosswalks.
 - Student services continues to work closely with Title V and IR, to create processes to better identify and award CPL from Fire Science, Wildland Fire and other CTE programs.
- c. Utilize a skills-to-employment assessment (e.g., WorkKeys) that identifies training opportunities and career paths for potential students
 - NMWCC has administered numerous career interests and employability assessments to identify appropriate career paths for students and community members.
 - Use of WorkKeys exam to help assess student readiness for a given career path, and provide access to free training modules to address skill gaps prior to completing a program and entering workforce.
 - Incorporation of WorkKeys and O*Net in Spring 2019 curriculum, providing career exploration and skill testing at the earliest point in the student college experience.



Date: 29 November 2018
To: ENMU-Ruidoso Branch Community College Board
From: Dr. Ryan Carstens, ENMU-Ruidoso President
Matthew McKim, DPS Architect
Information Item 2: College Nexus Project, Phase 1 Update

Summary

Dr. Carstens and Matthew McKim will provide an oral update regarding Phase 1 of the College Nexus Project.

Attachments:
None

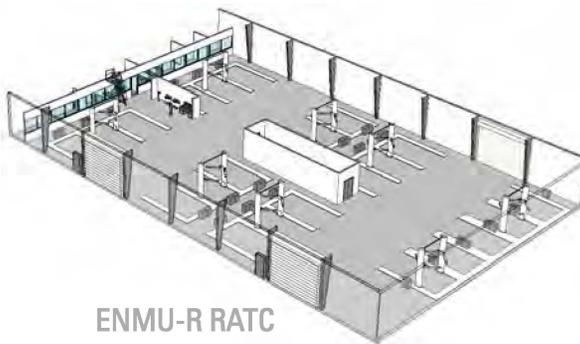
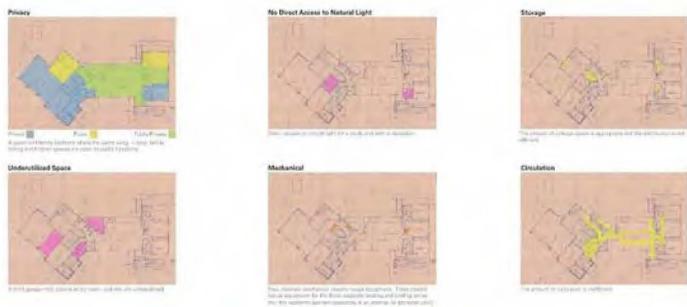
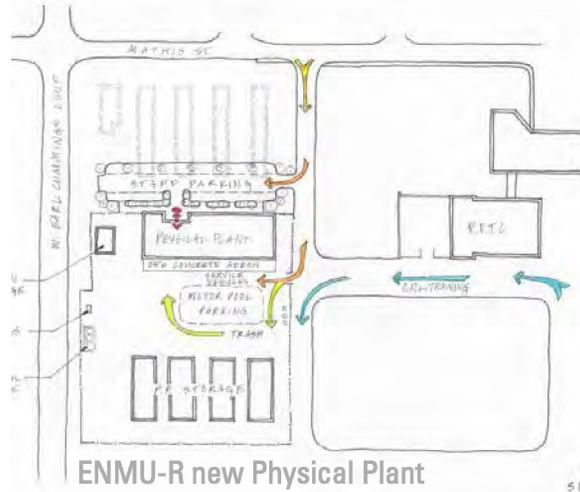
Action Requested:
Information Only



ENMU-Ruidoso College Nexus Project, Phase 1
November 29, 2018 | Board meeting



> ENMU system work

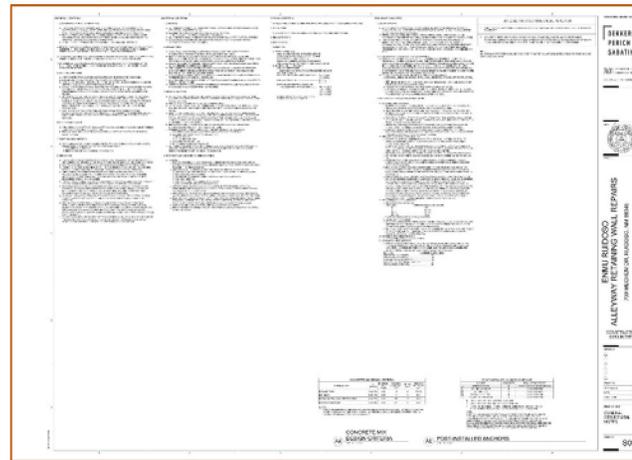


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ENMU President's Residence

> ENMU – Ruidoso work completed



> Community

VISION

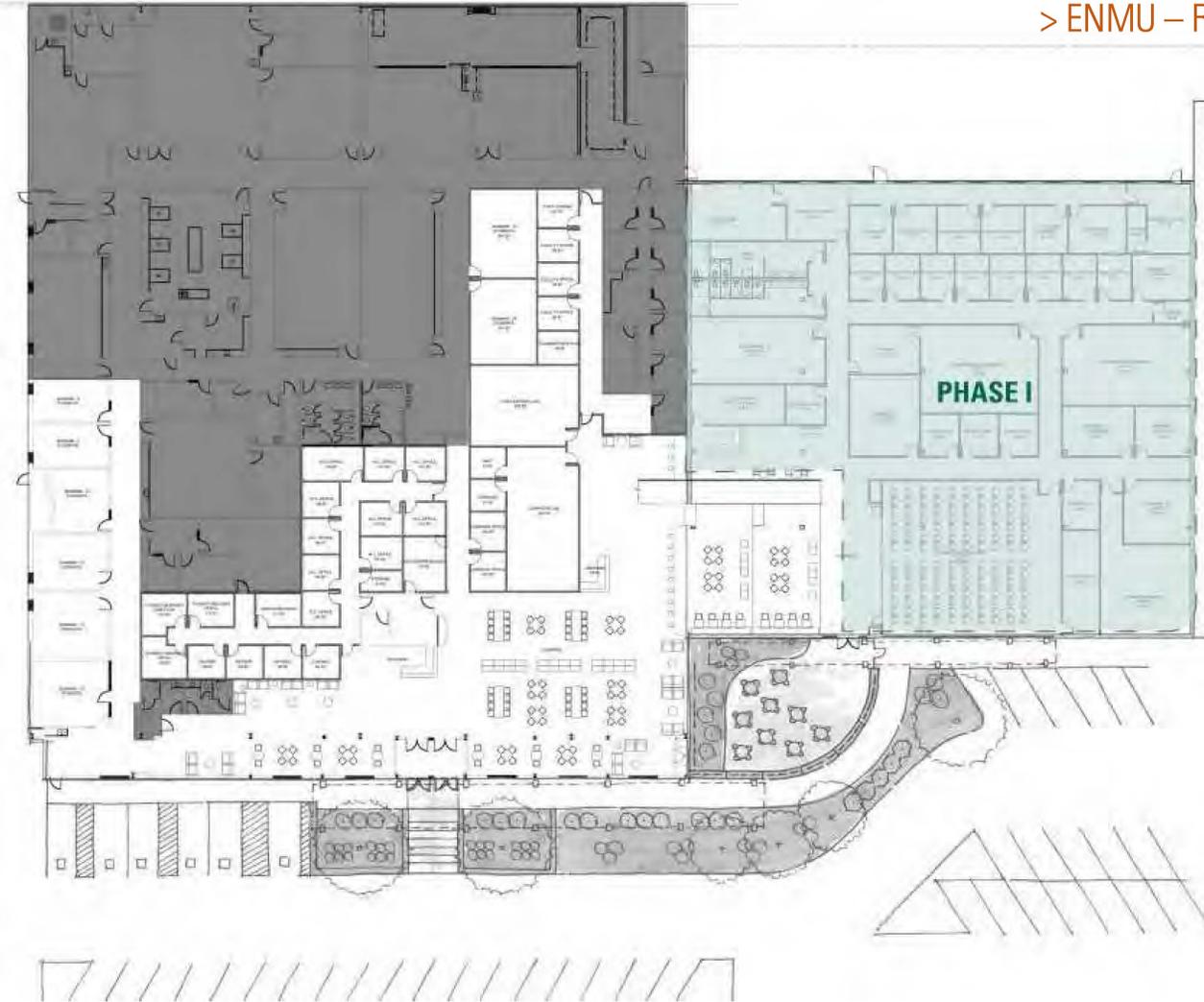
- Increase services for the community through quality programs and increased enrollment
- Be the community's conduit to higher education
- Create an engaging, inspiring, and approachable environment
- Become a central place for civil engagement

PROJECT GOALS

- Unite the two buildings
- Create multipurpose spaces that support a variety of functions with the flexibility to adapt to future changes
- Improve the organization of the space and ease of navigation



> ENMU – Ruidoso College Nexus Project

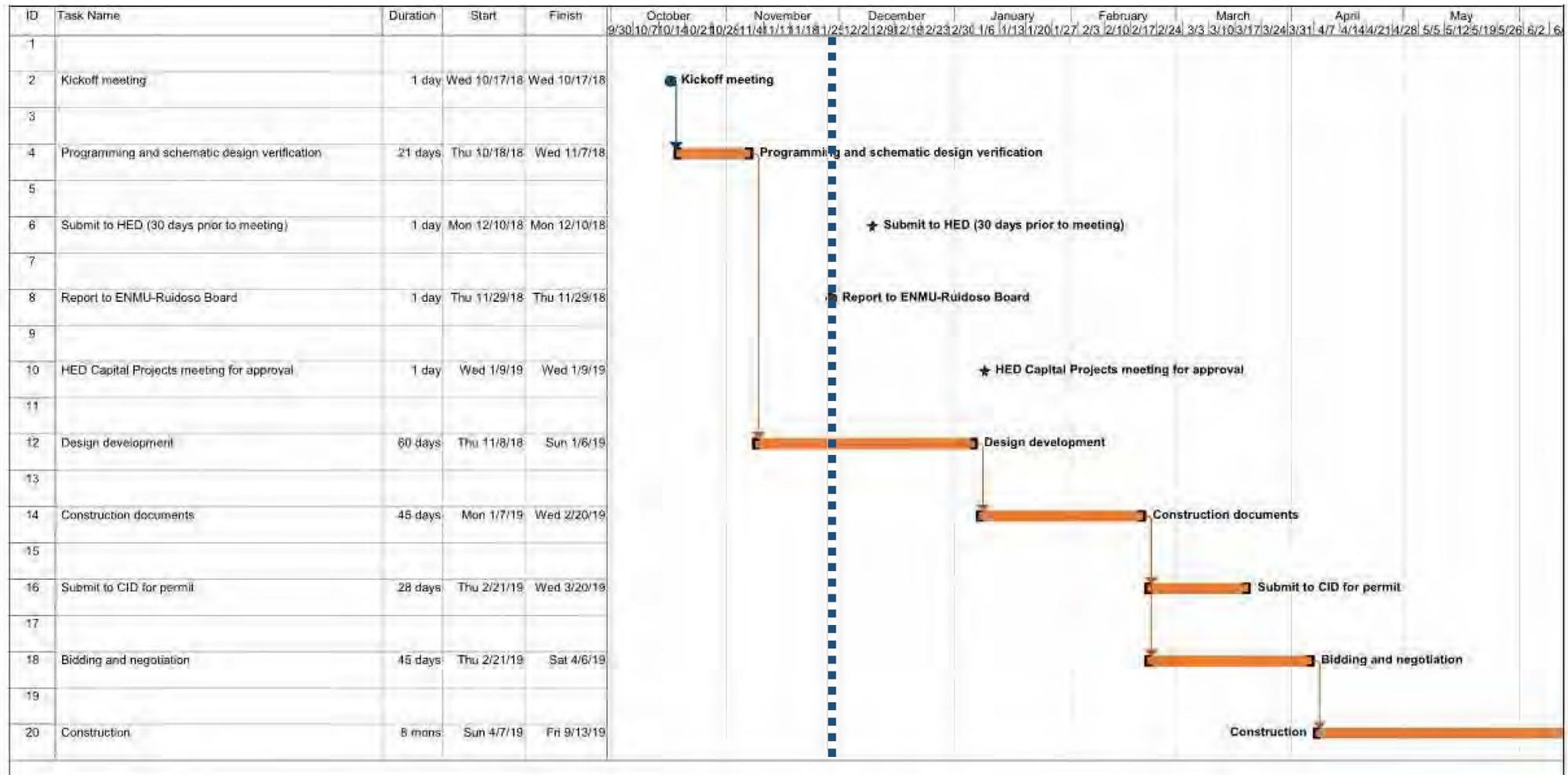


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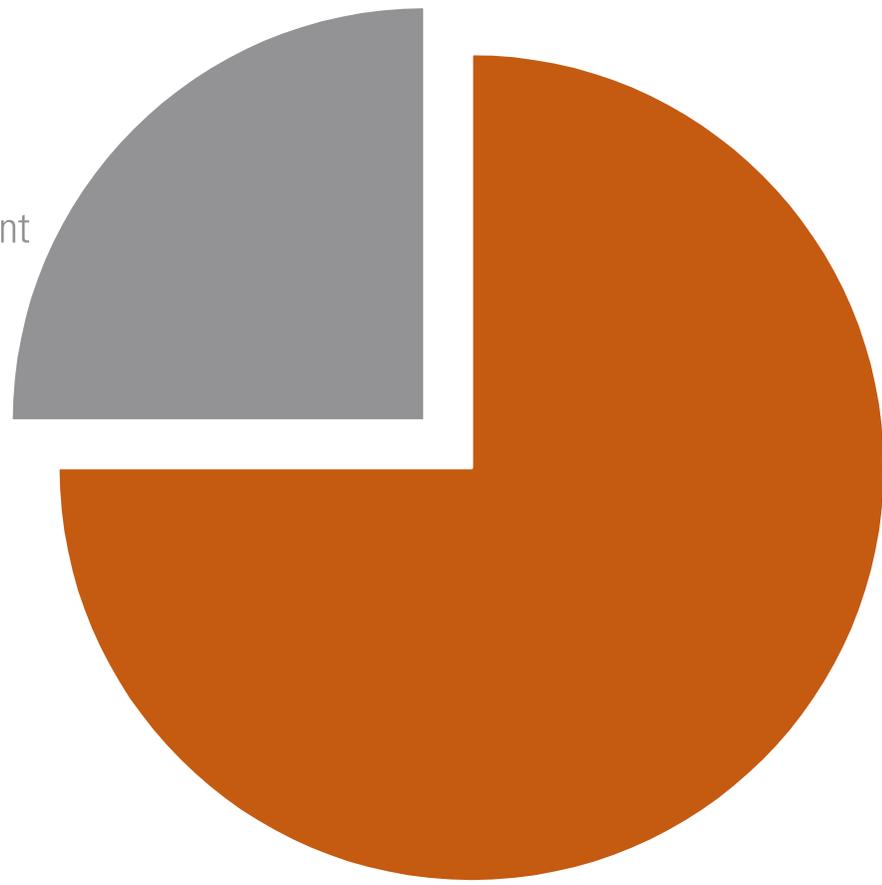
> Floor Plan





> Budget

- Design fees
- Special inspections
- NMGRT
- Fixtures/furniture/equipment
- **Owner's contingency**



- Bricks and mortar

■ Construction ■ Soft Costs ■ ■

> ENMU – Ruidoso College Nexus Project

Initial budget		\$2,666,667
Estimate of Probable Construction Costs		\$2,312,411
Estimate of soft costs		
NMGRT on construction (Ruidoso Rate)	8.4375%	\$195,110
Owner's contingency	5%	\$115,620.55
Special inspections during construction		\$10,000
Design fees		\$157,500
Reimbursable expenses		\$7,500
NMGRT on fees (ABQ rate)	7.8750%	\$12,994
ENMU-Ruidoso technology	estimate	\$100,000
SUBTOTAL		\$2,911,135
FF+E	7%	\$161,868.77



Date: 29 November 2018
To: ENMU-Ruidoso Branch Community College Board
From: Dr. Ryan Carstens, ENMU-Ruidoso President
Information Item 3: Update on HB 98 and board elections

Summary

The court case regarding House Bill 98, The Local Elections Act, was successful and will be amended during the upcoming legislative session to include Branch Community Colleges in its scope of jurisdiction. This will officially change College Board terms to the following:

Position 1 (Brad Treptow) –
Old term end date March 2019
Term extension December 31, 2019
Next election November 5, 2019
New term start January 1, 2020

Position 2 (James Paxton) –
Old term end date March 2021
Term extension December 31, 2021
Next election November 2, 2021
New term start January 1, 2022

Position 3 (Gina Klinekole) –
Old term end date March 2021
Term extension December 31, 2021
Next election November 2, 2021
New term start January 1, 2022

Position 4 (Kimberly Smith) –
Old term end date March 2019
Term extension December 31, 2019
Next election November 5, 2019
New term start January 1, 2020

Position 5 (Dr. Lynn Willard) –
Old term end date March 2019
Term extension December 31, 2019
Next election November 5, 2019
New term start January 1, 2020

Attachments:

None

Action Requested:

Information Only



Date: 29 November 2018
To: ENMU-Ruidoso Branch Community College Board
From: Dr. Ryan Carstens, ENMU-Ruidoso President
And Lalleh Dayeny, Associate, Hilltop Securities
Information Item 4: Update on local November 2019 Bond

Summary

Dr. Carstens and Lalleh Dayeny will provide a presentation on plans for the local bond election in 2019.

Attachments:
None

Action Requested:
Information Only



Date: 29 November 2018
To: ENMU-Ruidoso Branch Community College Board
From: Dr. Ryan Carstens, ENMU-Ruidoso President
Information Item 5: Unrestricted Budget Adjustment Request

Summary

Dr. Carstens will provide an oral summary regarding an updated Unrestricted Budget Adjustment Request (BAR). This is an information item prepared with assistance from the Portales business office, and is a file required to be submitted to HED each year.

Attachments:
ENMU-Ruidoso Unrestricted BAR Dec 2019

Action Requested:
Information Only

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : **ENMU-Ruidoso**

FY **19**

Adjustment to Fund: **Unrestricted**

Request # **1**

	<u>Current Approved Budget</u>	<u>INCREASE (DECREASE)</u>	<u>Revised Budget</u>
REVENUES			
Instruction and General	3,663,100	(40,700)	3,622,400
Student Social & Cultural Activities		0	
Research		0	
Public Service		47,000	47,000
Internal Service Dept.		0	
Student Financial Aid	18,200	0	18,200
Auxiliary Enterprises	0	0	0
Athletics		0	
Independent Operations		0	
Subtotal Current Funds	3,681,300	6,300	3,687,600
Capital Outlay	600,000	0	600,000
Renewals & Replacements		0	
Retirement of Indebtedness		0	
Subtotal Plant Funds	600,000	0	600,000
TOTAL REVENUES	4,281,300	6,300	4,287,600
BEGINNING BALANCES			
Instruction and General	229,853	618,613	848,466
Student Social & Cultural Activities		0	
Research		0	
Public Service	22,162	18,721	40,883
Internal Service Dept.	60,170	27,988	88,158
Student Financial Aid	177,318	5,026	182,344
Auxiliary Enterprises	2,459	1,368	3,827
Athletics		0	
Independent Operations		0	
Subtotal Current Funds	491,962	671,716	1,163,678
Capital Outlay	2,387,510	(140,622)	2,246,888
Renewals & Replacements	636,955	250,000	886,955
Retirement of Indebtedness		0	
Subtotal Plant Funds	3,024,465	109,378	3,133,843
TOTAL BEGINNING BALANCES	3,516,427	781,094	4,297,521
TOTAL AVAILABLE			
Instruction and General	3,892,953	577,913	4,470,866
Student Social & Cultural Activities	0	0	0
Research	0	0	0
Public Service	22,162	65,721	87,883
Internal Service Dept.	60,170	27,988	88,158
Student Financial Aid	195,518	5,026	200,544
Auxiliary Enterprises	2,459	1,368	3,827
Athletics	0	0	0
Independent Operations	0	0	0
Subtotal Current Funds	4,173,262	678,016	4,851,278
Capital Outlay	2,987,510	(140,622)	2,846,888
Renewals & Replacements	636,955	250,000	886,955
Retirement of Indebtedness	0	0	0
Subtotal Plant Funds	3,624,465	109,378	3,733,843
GRAND TOTAL AVAILABLE	7,797,727	787,394	8,585,121

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : **ENMU-Ruidoso**

FY **19**

Adjustment to Fund: **Unrestricted**

Request # **1**

	<u>Current Approved Budget</u>	<u>INCREASE (DECREASE)</u>	<u>Revised Budget</u>	
EXPENDITURES				
Instruction and General	3,582,100	117,600	3,699,700	
Student Social & Cultural Activities		0		
Research		0		
Public Service	0	29,200	29,200	
Internal Service Dept.	0	0		
Student Financial Aid	54,200	0	54,200	
Auxiliary Enterprises		1,000	1,000	
Athletics		0		
Independent Operations		0		
Subtotal Current Funds	3,636,300	147,800	3,784,100	
Capital Outlay	985,000	0	985,000	
Renewals & Replacements	0	50,000	50,000	
Retirement of Indebtedness		0		
Subtotal Plant Funds	985,000	50,000	1,035,000	
TOTAL EXPENDITURES	4,621,300	197,800	4,819,100	
TRANSFERS IN (OUT)				
Instruction and General	(81,000)	(500,000)	(581,000)	
Student Social & Cultural Activities		0		
Research		0		
Public Service		0		
Internal Service Dept.		0		
Student Financial Aid	36,000	0	36,000	
Auxiliary Enterprises		0		
Athletics		0		
Independent Operations		0		
Subtotal Current Funds	(45,000)	(500,000)	(545,000)	
Capital Outlay	10,000	500,000	510,000	
Renewals & Replacements	35,000	0	35,000	
Retirement of Indebtedness		0		
Subtotal Plant Funds	45,000	500,000	545,000	
NET TRANSFERS	0	0	0	
ENDING BALANCES				
Instruction and General	229,853	(39,687)	190,166	5%
Student Social & Cultural Activities	0	0	0	
Research	0	0	0	
Public Service	22,162	36,521	58,683	201%
Internal Service Dept.	60,170	27,988	88,158	
Student Financial Aid	177,318	5,026	182,344	336%
Auxiliary Enterprises	2,459	368	2,827	283%
Athletics	0	0	0	
Independent Operations	0	0	0	
Subtotal Current Funds	491,962	30,216	522,178	14%
Capital Outlay	2,012,510	359,378	2,371,888	241%
Renewals & Replacements	671,955	200,000	871,955	1744%
Retirement of Indebtedness	0	0	0	
Subtotal Plant Funds	2,684,465	559,378	3,243,843	313%
TOTAL ENDING BALANCES	3,176,427	589,594	3,766,021	78%
TOTAL EXPENDITURES, TRANSFERS, BALANCES	7,797,727	787,394	8,585,121	

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : ENMU-Ruidoso FY 19

Adjustment to Fund: Unrestricted Request # 1

	<u>Current Approved Budget</u>	<u>INCREASE (DECREASE)</u>	<u>Revised Budget</u>
INSTRUCTION & GENERAL:			
REVENUES			
Tuition and Fees	459,700	(40,700)	419,000
Federal Government Appropriations		0	
State Government Appropriations	1,980,800	0	1,980,800
Local Government Appropriations	1,185,000	0	1,185,000
Federal Grants/Contracts		0	
State Grants/Contracts		0	
Local Grants/Contracts		0	
Private Gifts/Grants/Contracts		0	
Endowment/Land/Permanent Fund		0	
Sales & Services of Ed Activities		0	
Other Sources	37,600	0	37,600
TOTAL REVENUES	3,663,100	(40,700)	3,622,400
BEGINNING BALANCE	229,853	618,613	848,466
TOTAL AVAILABLE	3,892,953	577,913	4,470,866
EXPENDITURES			
Instruction	1,415,100	(22,900)	1,392,200
Academic Support	399,200	0	399,200
Student Services	463,500	0	463,500
Institutional Support	1,088,900	140,500	1,229,400
Operation & Maintenance of Plant	215,400	0	215,400
TOTAL EXPENDITURES	3,582,100	117,600	3,699,700
TRANSFERS (IN) OUT OF I&G			
Student Social & Cultural Activities		0	
Research		0	
Public Service		0	
Internal Service Dept.		0	
Student Financial Aid	36,000	0	36,000
Auxiliary Enterprises		0	
Intercollegiate Athletics		0	
Independent Operations		0	
Capital Outlay	10,000	500,000	510,000
Renewals & Replacements	35,000	0	35,000
Retirement of Indebtedness		0	
Non-Budgetary Exhibits:			
Endowment Fund		0	
Other (Specify)		0	
Other (Specify)		0	
NET TRANSFERS	81,000	500,000	581,000
ENDING BALANCE	229,853	(39,687)	190,166

Prepared by: Carol Fletcher 575-562-2611

Date Approved by BOR 14-Dec-2018

For NMHED Use Only	Accept	Reject	Date	
NMHED Analyst	_____	_____	___ / ___ / ___	NMHED Control # _____
NMHED Director	_____	_____	___ / ___ / ___	
For DFA Use Only				
DFA Analyst	_____	_____	___ / ___ / ___	DFA Control # _____
DFA Director	_____	_____	___ / ___ / ___	Agency Code _____
NMHED BAR Revised on 11/21/2012 Increase _____ Decrease _____ Transfer _____ Page 3 of 4				



Date: 29 November 2018
To: ENMU-Ruidoso Branch Community College Board
From: Dr. Ryan Carstens, ENMU-Ruidoso President
Information Item 6: ENMU-Ruidoso Operating Agreement

Summary

Dr. Carstens will provide an oral summary regarding updating the ENMU-Ruidoso Operating Agreement.

Attachments:
Comparison of Operating Agreements
Draft Operating Agreement
Appendix A

Action Requested:
Information Only

**Eastern New Mexico University
And
Eastern New Mexico University-Ruidoso**

OPERATING AGREEMENT

The Board of Regents of Eastern New Mexico University (hereinafter referred to as Board of Regents), Portales, New Mexico, and the Ruidoso Branch Community College Board (hereinafter referred to as the College Board), which is comprised of five elected residents, residing within the community college district, hereby enter into the following agreement, pursuant to section 21-14-16., NMSA 1978, concerning the operation of Eastern New Mexico University-Ruidoso (hereinafter referred to as ENMU-Ruidoso) located in Ruidoso, New Mexico.

Reference: New Mexico Statutes as annotated 1978, chapter 21; State and Private Education Institutions/Article 14 Branch Community Colleges/21-14-2 which addresses Board duties, relationship with parent institution, elections as the primary source for the formulation and implementation of this document.

Duties and Responsibilities

The duties and responsibilities of the ENMU-Ruidoso Community College Board in relation to the operation of ENMU-Ruidoso are as follows:

1. Enter into written agreements with the Board of Regents of Eastern New Mexico University, subject thereafter to biennial review by all parties concerned and to the review and commentary of the Higher Education Department;
2. Act in an advisory capacity to the Board of Regents in all matters relating to the conduct of ENMU-Ruidoso;
3. Approve an annual operating budget for the ENMU-Ruidoso Branch Community College for recommendation to the Board of Regents;
4. Certify to the Lincoln County Commissioners the tax levy;
5. Conduct the election for tax levies for ENMU-Ruidoso;

6. Meet with the Ruidoso president and/or ENMU System president at least two (2) times per year. The president of ENMU will be invited to report to the ENMU-Ruidoso Community College Board. The president of ENMU will be welcome to attend any or all meetings at his/her discretion and may share concerns and items of interest as deemed necessary. An agenda item will be provided on request by the president to the chair, Community College Board; and
7. The College Board and the Board of Regents of Eastern New Mexico University of ENMU-Ruidoso Branch Community College shall jointly conduct a search for qualified candidates for President. The Board of Regents of Eastern New Mexico University, after consultation with the College Board, shall then select a President for ENMU-Ruidoso Branch Community College.

The Board of Regents, through the President of ENMU-Ruidoso, shall have full authority and responsibility in relation to all instructional and administrative matters of ENMU-Ruidoso. ENMU will serve in a supportive capacity for ENMU-Ruidoso. Certain policies in the agreement follow, but it is recognized that unanticipated circumstances may require changes in policies. Such changes will be determined through conferences between representatives of the administrations, submitted to the president and the ENMU-System president for approval before submission to the Board of Regents and the Community College Board. The Community College Board will make a recommendation to the Board of Regents, which will have final approval.

Policies:

1. ENMU-Ruidoso will be operated in accordance with the standards of the Higher Learning Commission of the North Central Association and under appropriate state statutes and the rules and regulations of appropriate state agencies governing the relationship of ENMU and ENMU-Ruidoso.
2. The mission of Eastern New Mexico University-Ruidoso Branch Community College includes seven purposes:
 - To offer general academic studies for students wishing to transfer to a university
 - To offer career and technical education programs leading to gainful employment for students in their chosen field
 - To offer a dual credit enrollment, early college admissions program for qualified high school students within our service area

- To offer workforce education and training services, and provide institutional leadership in the economic development of the region
 - To offer programs of instruction leading to Associate degrees and Certificates of Completion
 - To offer lifelong learning opportunities for all citizens through continuing education and community service programs
 - To offer access to adult basic education for those wishing to achieve literacy skills, completion of high school equivalency diplomas, and English proficiency
3. The instructional program of ENMU-Ruidoso shall be designed to accomplish its stated purposes but still be consistent in its lower division courses to those comparable courses at ENMU and other institutions of higher education.
 4. The instructional program will be coordinated with ENMU, but responsibility for determining courses of study, program content and course scheduling shall rest with the appropriate administrative offices of ENMU-Ruidoso.
 5. ENMU shall honor credits earned through lower division courses at ENMU-Ruidoso as though they were earned at ENMU, subject to the following conditions:
 - a. Credits earned in lower division courses (those numbered 100 or 200) which appear in the ENMU undergraduate catalog shall be a part of the University parallel program at ENMU-Ruidoso and shall receive resident credit from ENMU, subject to University regulations concerning graduation requirements and college degree plan requirements as stated in the undergraduate catalog or in the college degree plans available through the college dean. ENMU-Ruidoso may negotiate degree and transfer agreements with other colleges and universities as deemed necessary to serve the needs of Lincoln and adjoining counties; ENMU will be given first right of refusal on all bachelor's and master's courses and degrees offered through ENMU-Ruidoso.
 - b. ENMU will accept from ENMU-Ruidoso completed courses included in approved associate of science and associate of arts degrees as well as other lower division academic coursework. The total number of lower division credits which may apply toward a baccalaureate degree will be determined by an individual degree program. Among the semester hours normally required in the baccalaureate degree are 40-50 semester hours

of upper division coursework. Upper division ENMU courses taken on the ENMU-Ruidoso campus will satisfy residency requirements for ENMU degree programs. ENMU and ENMU-Ruidoso will ensure prior coordination of the assigning of course numbers in advance of any changes. Such changes will be coordinated by the President of ENMU-Ruidoso or a designee and the vice president for Academic Affairs, ENMU.

- c. Any lower division courses designed to meet the needs of the local educational clientele and that do not appear in the ENMU undergraduate catalog or schedule will be articulated in accordance with policies for new course development. These courses will be honored as a part of a parallel program of study by the other coordinate campuses.
6. The admission criteria shall be established by the Board of Regents in collaboration with the ENMU-Ruidoso administration and Community College Board. Such admission criteria shall follow commonly accepted criteria for "open door" two-year institutions.
7. Personnel policies governing hiring, evaluation, promotion, retention, dismissal and compensation of faculty and staff shall be established by the Board of Regents in collaboration with the ENMU-Ruidoso administration and Community College Board. Appropriate recognition shall be given to the differing missions of the two campuses.
 - a. Due consideration shall be given to Affirmative Action and Equal Opportunity regulations, statutes and guidelines. Such policies shall be appropriate to faculty and staff at two-year campuses but, wherever appropriate, shall be comparable to policies governing University employees. Consideration will be given to local qualified applicants before employing teachers of the local school system.
 - b. Hiring and dismissal of all administrative personnel shall be the responsibility of the president of ENMU; however, it is expected that the president will delegate authority.
8. ENMU-Ruidoso shall award the degrees of Associate of Arts, Associate of Science, Associate of Applied Science, Certificates of Occupational Training, and Certificates of Completion (for programs requiring less than the

equivalent of two years for completion) to students who successfully meet the requirements established for such degrees or certificates.

9. Depending upon the availability of space and to the extent it is economically feasible; the physical facilities of ENMU-Ruidoso will be made available to ENMU for provision of upper division and graduate courses. Such offerings will be coordinated through appropriate administrative staff at both campuses. Warranted fees may be assessed to defray the costs of utilities and services.

10. Fiscal administration of ENMU-Ruidoso shall be coordinated with ENMU's Business Office. Appropriate records of financial transactions shall be maintained by ENMU and/or ENMU-Ruidoso including receipts and records of disbursement. Policies and procedures concerning the maintenance of the funds, budgetary planning, and approvals shall be established and reviewed by the appropriate administrative staff, the Community College Board and the Board of Regents periodically. Fiscal support of ENMU-Ruidoso will principally come from the following sources.
 - a. State appropriation as provided by law.

 - b. Local tax support as provided by law.

 - c. Student tuition as established by the Board of Regents in collaboration with the Community College Board.

 - d. Fees as established by the Board of Regents in collaboration with the Community College Board and approved by the New Mexico Department of Higher Education.

 - e. Grants, gifts and other funds that may be available. No funds of ENMU shall be allocated for the support of ENMU-Ruidoso although indirect administrative costs may be borne by ENMU. No funds of the Ruidoso branch may be diverted to the ENMU campus or to any other branch except for the payment of the budgeted indirect administrative overhead or other appropriate purchases of goods or services. Normal services provided by ENMU through the administrative overhead arrangement include general support, personnel, staff development, internal audit services and leadership. Legal services, architectural services and liability

insurance for ENMU-Ruidoso employees will be provided by ENMU-Ruidoso.

11. Capital projects will be developed with participation of both campus administrations and appropriate representatives. The needs of both campuses will be considered and prioritized.
12. Financial aid funds for students will be distributed equitably, determined by jointly developed criteria based on funding source requirements and intents. The financial aid office of both institutions shall monitor such distribution cooperatively. Changes in distribution percentages shall be reviewed by the president of ENMU and the President of ENMU-Ruidoso and approved by the Board of Regents after collaboration with the Community College Board.

Terms:

This agreement shall be for the two-year term from March 1, 2017 to February 28, 2019, and shall be binding upon the Board of Regents of ENMU and the Community College Board of ENMU-Ruidoso. This agreement may be terminated by mutual consent, or it may be terminated by either board upon six month notice. Such termination is to be effective at the close of the academic year following expiration of such six-month notice.

In the event that the College Board or Board of Regents should be unable to meet, with a duly qualified quorum, for the purpose of approving this agreement prior to the expiration of the agreement, this agreement shall remain in effect until after each board has met, with a duly qualified quorum, and has taken action on the operating agreement.

Chair, Community College Board

Date

Secretary, Community College Board

Date

President, Board of Regents

Date

Secretary, Board of Regents

Date

**Eastern New Mexico University System Board of Regents
and
Ruidoso Branch Community College Board**

OPERATING AGREEMENT

The Board of Regents of the Eastern New Mexico University System (hereinafter referred to as Board of Regents), Portales, New Mexico, and the Ruidoso Branch Community College Board (hereinafter referred to as the College Board), which is comprised of five elected residents, residing within the community college district, hereby enter into the following agreement, pursuant to section 21-14-16., NMSA 1978, concerning the operation of Ruidoso Branch Community College (hereinafter referred to as ENMU-Ruidoso) located in Ruidoso, New Mexico.

Reference as the primary source for the formulation and implementation of this document: New Mexico Statutes as annotated 1978, Chapter 21 State and Private Education Institutions; Article 14 Branch Community Colleges; 21-14-2_ Board duties; relationship with parent institution; elections. (See Appendix A)

Duties and Responsibilities

The duties and responsibilities of the Ruidoso Branch Community College Board in relation to the operation of ENMU-Ruidoso are as follows:

1. Enter into written agreements with the Board of Regents, subject thereafter to biennial review by all parties concerned and to the review and commentary of the Higher Education Department;
2. Act in an advisory capacity to the Board of Regents in all matters relating to the conduct of ENMU-Ruidoso;
3. Approve an annual operating budget for ENMU-Ruidoso, for recommendation to the Board of Regents;
4. Certify to the Lincoln County Commissioners the tax levy;
5. Conduct the election for tax levies for ENMU-Ruidoso;
6. Meet with the ENMU-Ruidoso president and/or ENMU System chancellor at least two (2) times per year. The chancellor of the ENMU System will be invited to report to the College Board. The chancellor of ENMU will be welcome to attend any or all meetings at his/her discretion and may share concerns and items of interest as deemed necessary. An agenda item will be provided on request by the chancellor to the chair, College Board; and
7. The College Board and the Board of Regents shall jointly conduct a search for qualified candidates for President of ENMU-Ruidoso. The Board of Regents, after consultation with the College Board, shall then select a President for ENMU-Ruidoso Branch Community College.

The Board of Regents, through the President of ENMU-Ruidoso, shall have full authority and responsibility in relation to all instructional and administrative matters of ENMU-Ruidoso. [The ENMU System offices](#) will serve in a supportive capacity for ENMU-Ruidoso. Certain policies in the agreement follow, but it is recognized that unanticipated circumstances may require changes in policies. Such changes will be determined through conferences between representatives of the administrations, submitted to the [ENMU-Ruidoso](#) president and the ENMU-System [chancellor](#) for approval before submission to the [College Board and the Board of Regents](#). The College Board will make a recommendation to the Board of Regents, which will have final approval.

Policies:

1. ENMU-Ruidoso will be operated in accordance with the standards of the Higher Learning Commission of the North Central Association and under appropriate state statutes and the rules and regulations of appropriate state agencies governing the relationship of [the ENMU System](#) and ENMU-Ruidoso.
2. The mission of Eastern New Mexico University-Ruidoso Branch Community College includes seven purposes:
 - To offer general academic studies for students wishing to transfer to a university
 - To offer career and technical education programs leading to gainful employment for students in their chosen field
 - To offer a dual credit enrollment, early college admissions program for qualified high school students within our service area
 - To offer workforce education and training services, and provide institutional leadership in the economic development of the region
 - To offer programs of instruction leading to Associate degrees and Certificates of Completion
 - To offer lifelong learning opportunities for all citizens through continuing education and community service programs
 - To offer access to adult basic education for those wishing to achieve literacy skills, completion of high school equivalency diplomas, and English proficiency
3. The instructional program of ENMU-Ruidoso shall be designed to accomplish its stated purposes but still be consistent in its lower division courses to those comparable courses at [ENMU-Portales](#) and other institutions of higher education.
4. The instructional program will be coordinated with [the ENMU System](#), but responsibility for determining courses of study, program content and course scheduling shall rest with the appropriate administrative offices of ENMU-Ruidoso.
5. [The ENMU System campuses](#) shall honor credits earned through lower division courses at ENMU-Ruidoso as though they were earned at [other ENMU System campuses](#), subject to the following conditions:
 - a. Credits earned in lower division courses (those numbered 100 or 200) which [also](#) appear in the [ENMU-Portales](#) undergraduate catalog shall be a part of the University parallel program at ENMU-Ruidoso and shall receive resident credit from [ENMU-Portales](#), subject to University regulations concerning graduation requirements and college degree plan requirements as stated: [\(a\)](#) in the

[ENMU-Portales](#) undergraduate catalog [current when an ENMU-Ruidoso student begins initial college enrollment](#), (b) in the college degree plans available through the college dean, (c) in articulation agreements, or (d) in [memorandums of understanding](#). ENMU-Ruidoso may negotiate degree and transfer agreements with other colleges and universities as deemed necessary to serve the needs of Lincoln and adjoining counties. ENMU-Portales will be given first [opportunity](#) on all bachelor's and master's courses and degrees offered through ENMU-Ruidoso.

- b. ENMU-Portales will accept from ENMU-Ruidoso completed courses included in approved associate of science and associate of arts degrees as well as other lower division academic coursework. The total number of lower division credits which may apply toward a baccalaureate degree will be determined by an individual degree program. Upper division ENMU-Portales courses taken on the ENMU-Ruidoso campus will satisfy residency requirements for ENMU-Portales degree programs. ENMU-Portales and ENMU-Ruidoso will ensure prior coordination of the assigning of course numbers in advance of any changes. Such changes will be coordinated by the President of ENMU-Ruidoso or a designee and the vice president for Academic Affairs, ENMU-Portales.
 - c. Any lower division courses designed to meet the needs of the local educational clientele and that do not appear in the ENMU-Portales undergraduate catalog or schedule will be articulated in accordance with policies for new course development. These courses will be honored as a part of a parallel program of study by the other coordinate campuses.
6. The admission criteria shall be established by the Board of Regents in collaboration with the ENMU-Ruidoso administration and College Board. Such admission criteria shall follow commonly accepted criteria for "open door" two-year institutions.
 7. Personnel policies governing hiring, evaluation, promotion, retention, dismissal and compensation of faculty and staff shall be established by the Board of Regents in collaboration with the ENMU-Ruidoso administration and College Board. Appropriate recognition shall be given to the differing missions of the [ENMU System](#) campuses.
 - a. Due consideration shall be given to Affirmative Action and Equal Opportunity regulations, statutes and guidelines. Such policies shall be appropriate to faculty and staff at two-year campuses but, wherever appropriate, shall be comparable to policies governing University employees. Consideration will be given to local qualified applicants before employing teachers of the local school system.
 - b. [The president of ENMU-Ruidoso is the hiring authority for hiring and dismissal of all personnel at ENMU-Ruidoso.](#)
 8. ENMU-Ruidoso shall award the degrees of Associate of Arts, Associate of Science, Associate of Applied Science, Certificates of Occupational Training, and Certificates of Completion (for programs requiring less than the equivalent of two years for completion) to students who successfully meet the requirements established for such degrees or certificates.

9. Depending upon the availability of space and to the extent it is economically feasible; the physical facilities of ENMU-Ruidoso will be made available to ENMU-[Portales](#) for provision of upper division and graduate courses. Such offerings will be coordinated through appropriate administrative staff at both campuses. Warranted fees may be assessed to defray the costs of utilities and services.
10. Fiscal administration of ENMU-Ruidoso shall be coordinated with [the ENMU System business office](#). Appropriate records of financial transactions shall be maintained by [the ENMU System](#) and/or ENMU-Ruidoso, including receipts and records of disbursement. Policies and procedures concerning the maintenance of the funds, budgetary planning, and approvals shall be established and reviewed by the appropriate administrative staff, the College Board, and the Board of Regents periodically. Fiscal support of ENMU-Ruidoso will principally come from the following sources:
 - a. State appropriation as provided by law.
 - b. Local tax support as provided by law.
 - c. Student tuition as established by the Board of Regents in collaboration with the College Board.
 - d. Fees as established by the Board of Regents in collaboration with the College Board and approved by the New Mexico Department of Higher Education.
 - e. Grants, gifts and other funds that may be available. No funds of [the ENMU System](#) shall be allocated for the support of ENMU-Ruidoso although indirect administrative costs may be borne by [the ENMU System](#). No funds of [ENMU-Ruidoso](#) may be diverted to the ENMU [System](#) or to any other [institution in the system](#), except for the payment of the budgeted indirect administrative overhead or other appropriate purchases of goods or services. Normal services provided by [the ENMU System](#) through the administrative overhead arrangement include general support, personnel, staff development, internal audit services and leadership. Legal services [and](#) architectural services will be provided by ENMU-Ruidoso.
11. Capital projects will be developed with participation of [ENMU System and ENMU-Ruidoso](#) campus administrations and appropriate representatives.
12. Financial aid funds for students will be distributed equitably, determined by jointly developed criteria based on funding source requirements and intents. The financial aid office of both institutions shall monitor such distribution cooperatively. Changes in distribution percentages shall be reviewed by the [chancellor](#) of [the ENMU System](#) and the President of ENMU-Ruidoso, ~~and approved by the Board of Regents after collaboration with the College Board.~~

Terms:

This agreement shall be for the two-year term from March 1, [2019](#) to February 28, [2021](#), and shall be binding upon the Board of Regents and the College Board. This agreement may be terminated by mutual consent, or it may be terminated by either board upon six-month notice. Such termination is to be effective at the close of the academic year following expiration of such six-month notice. [However, if the branch community college has outstanding general obligation or revenue bonds, neither the College Board nor the Board of Regents may terminate the agreement until the outstanding bonds are retired, except as provided by Section 21-13-24.1 NMSA 1978.](#)

In the event that the College Board or Board of Regents should be unable to meet, with a duly qualified quorum, for the purpose of approving this agreement prior to the expiration of the agreement, this agreement shall remain in effect until after each board has met, with a duly qualified quorum, and has taken action on the operating agreement.

Chair, [Ruidoso Branch](#) Community College Board _____ Date

Secretary, [Ruidoso Branch](#) Community College Board _____ Date

President, [ENMU](#) Board of Regents _____ Date

Secretary, [ENMU](#) Board of Regents _____ Date

21-14-2. Board duties; relationship with parent institution; elections.

A. As used in Chapter 21, Article 14 NMSA 1978, "board" means either the local school board or the combined local school boards acting as a single board of the school district or the board of the branch community college elected pursuant to Section 21-14-2.1 NMSA 1978.

B. The duties of the board are to:

(1) enter into written agreements with the board of regents of the parent institution, subject thereafter to biennial review by all parties concerned and to the review and commentary of the commission on higher education [higher education department];

(2) act in an advisory capacity to the board of regents of the parent institution in all matters relating to the conduct of the branch community college;

(3) approve an annual budget for the branch community college for recommendation to the board of regents of the parent institution;

(4) certify to the board of county commissioners the tax levy; and

(5) conduct the election for tax levies for the branch community college.

C. The board and the board of regents of the parent institution of the branch community college shall jointly conduct a search for qualified candidates for director. The board of regents of the parent institution, after consultation with the board, shall then select a director for the branch community college.

D. The board and the board of regents of the parent institution shall enter into a written agreement, which shall include provisions for:

(1) the higher education institution to have full authority and responsibility in relation to all academic matters;

(2) the higher education institution to honor all credits earned by students as though they were earned on the parent campus;

(3) the course of study and program offered;

(4) the cooperative use of physical facilities and teaching staff;

(5) consideration of applications of local qualified people before employing teachers of the local school system; and

(6) the detailed agreement of financing and financial control of the branch community college.

E. The agreement shall be binding upon both the board and the board of regents of the parent institution; however, it may be terminated by mutual consent or it may be terminated by either board upon six months' notice. However, if the branch community college has outstanding general obligation or revenue bonds, neither the board nor the board of regents may terminate the agreement until the outstanding bonds are retired, except as provided by Section 21-13-24.1 NMSA 1978. This provision shall apply to all agreements in existence between the branch community college and the board of regents of the parent institution.

F. All taxes levied to pay for principal and interest on bonds of the branch community college shall be in addition to the taxes levied for operating, maintaining and providing facilities for the branch community college pursuant to the College District Tax Act [21-2A-1 through 21-2A-10 NMSA 1978].

G. For the purpose of relating branch community colleges to existing laws, branch community

college districts or branch community colleges shall not:

(1) be considered a part of the uniform system of free public schools pursuant to Article 12, Section 1 and Article 21, Section 4 of the constitution of New Mexico;

(2) benefit from the permanent school fund and from the current school fund under Article 12, Sections 2 and 4 of the constitution of New Mexico;

(3) be subject, except as it relates to technical and vocational education, to the control, management and direction of the public education department; and

(4) be considered school districts insofar as the restrictions of Article 9, Section 11 of the constitution of New Mexico are concerned.

H. All elections held pursuant to the branch community college laws shall be as follows:

(1) the board calling the election shall give notice of the election in a newspaper of general circulation in the branch community college district at least once a week for three consecutive weeks, the last insertion to be not less than thirty days prior to the proposed election;

(2) the election shall be conducted and canvassed in the same manner as municipal school district elections unless otherwise provided in the branch community college laws; and

(3) any person or corporation may institute in the district court of any county in which the branch community college district affected lies an action or suit to contest the validity of any proceedings held under the branch community college laws, but no such suit or action shall be maintained unless it is instituted within ten days after the issuance by the proper officials of a certificate or notification of the results of the election and the canvassing of the election returns by the board.

I. The tax rolls of the school districts comprising the branch community college district shall be adopted as the tax rolls of the branch community college district.

History: 1953 Comp., § 73-30-18, enacted by Laws 1963, ch. 162, § 2; 1971, ch. 182, § 1; 1983, ch. 85, § 1; 1985, ch. 238, § 28; 1997, ch. 167, § 2; 1998, ch. 61, § 6; 2005, ch. 117, § 1.



Date: 29 November 2018
To: ENMU-Ruidoso Branch Community College Board
From: Dr. Ryan Carstens, ENMU-Ruidoso President
Information Item 6: Bond D Election Results in Lincoln County

Summary

Bond D: The 2018 Capital Projects General Obligation Bond Act, authorizing the sale of higher education, special schools and tribal schools capital improvement and acquisition bonds in an amount not to exceed \$136,230,000, passed in the November 6 General Election, with a 66% state-wide majority. ENMU-Ruidoso will receive \$500,000 of this amount.

Results in Lincoln County

Lincoln County showed support for Bond D, with 55% of voters for the bond. Of the 22 precincts in Lincoln County, 17 voted in favor, 5 against.

Results in Ruidoso School District

Ruidoso municipal school district supported Bond D with an average approval of 56%,

Attachments:
Bond D 2018 General Election Results

Action Requested:
Information Only

2018 Bond D Election Results: Lincoln County, New Mexico

New Mexico State		
	Votes	Percent
For	413,105	65.80%
Against	214,752	34.20%
Total	627,857	

Lincoln County		
	Votes	Percent
For	3,980	54.72%
Against	3,293	45.28%
Total	7,273	

Precinct 001		
	Votes	Percent
For	90	47.62%
Against	99	52.38%
Total	189	

Precinct 002		
	Votes	Percent
For	96	67.13%
Against	47	32.87%
Total	143	

Precinct 003		
	Votes	Percent
For	286	47.91%
Against	311	52.09%
Total	597	

Precinct 004		
	Votes	Percent
For	141	47.47%
Against	156	52.53%
Total	297	

Precinct 005		
	Votes	Percent
For	383	50.86%
Against	370	49.14%
Total	753	

Precinct 006		
	Votes	Percent
For	296	52.67%
Against	266	47.33%
Total	562	

Precinct 007		
	Votes	Percent
For	406	61.33%
Against	256	38.67%
Total	662	

Precinct 008		
	Votes	Percent
For	328	57.44%
Against	243	42.56%
Total	571	

Precinct 009		
	Votes	Percent
For	336	55.54%
Against	269	44.46%
Total	605	

Precinct 010		
	Votes	Percent
For	84	58.33%
Against	60	41.67%
Total	144	

Precinct 011		
	Votes	Percent
For	284	64.40%
Against	157	35.60%
Total	441	

Precinct 012		
	Votes	Percent
For	121	55.76%
Against	96	44.24%
Total	217	

2018 Bond D Election Results: Lincoln County, New Mexico

Continued

Precinct 013		
	Votes	Percent
For	166	67.21%
Against	81	32.79%
Total	247	

Precinct 014		
	Votes	Percent
For	186	46.38%
Against	215	53.62%
Total	401	

Precinct 015		
	Votes	Percent
For	95	55.88%
Against	75	44.12%
Total	170	

Precinct 016		
	Votes	Percent
For	57	51.82%
Against	53	48.18%
Total	110	

Precinct 017		
	Votes	Percent
For	117	47.56%
Against	129	52.44%
Total	246	

Precinct 018		
	Votes	Percent
For	60	56.60%
Against	46	43.40%
Total	106	

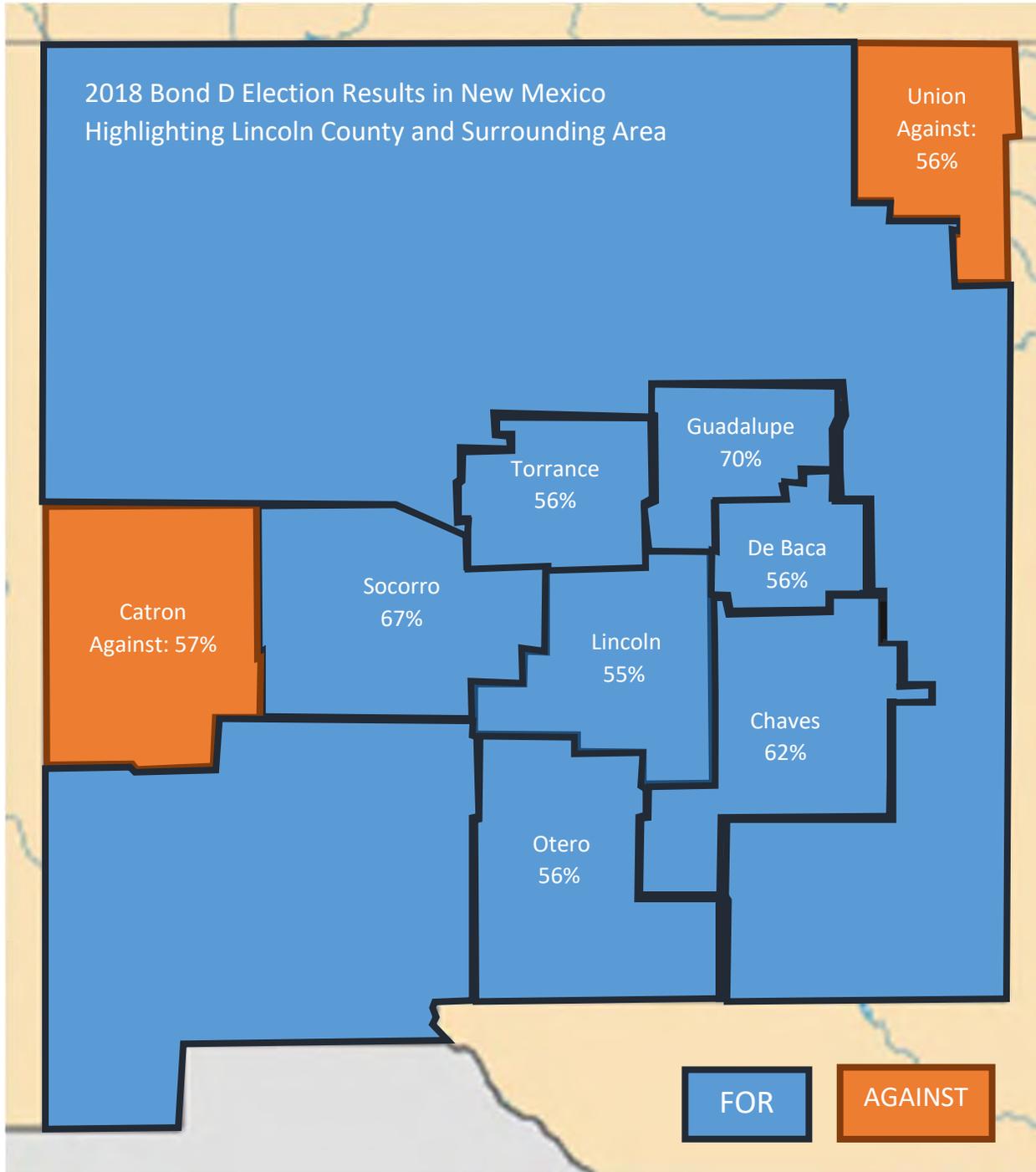
Precinct 019		
	Votes	Percent
For	78	53.42%
Against	68	46.58%
Total	146	

Precinct 020		
	Votes	Percent
For	91	53.85%
Against	78	46.15%
Total	169	

Precinct 021		
	Votes	Percent
For	212	53.81%
Against	182	46.19%
Total	394	

Precinct 022		
	Votes	Percent
For	67	65.05%
Against	36	34.95%
Total	103	

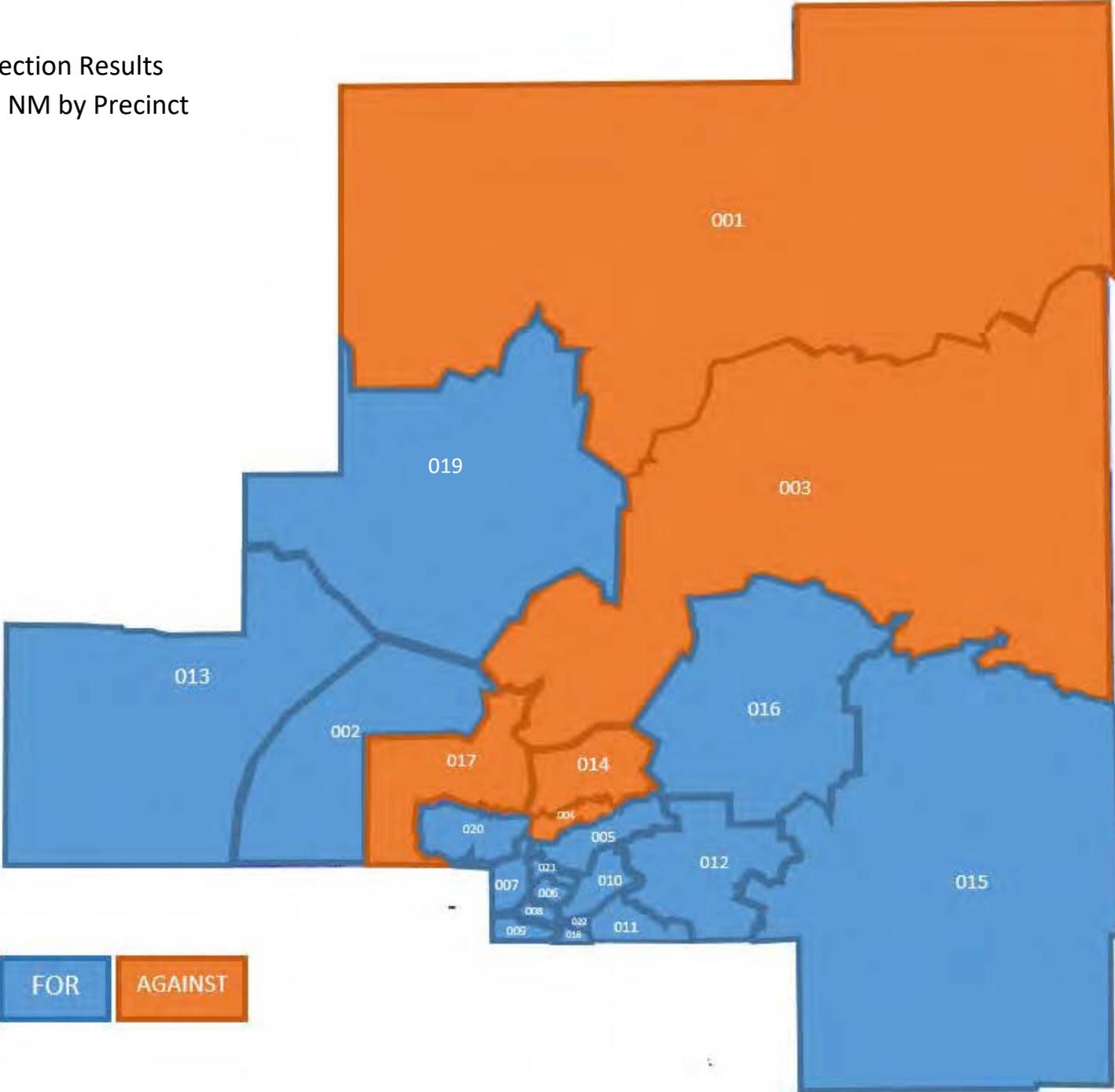
2018 Bond D Election Results in New Mexico
Highlighting Lincoln County and Surrounding Area



FOR

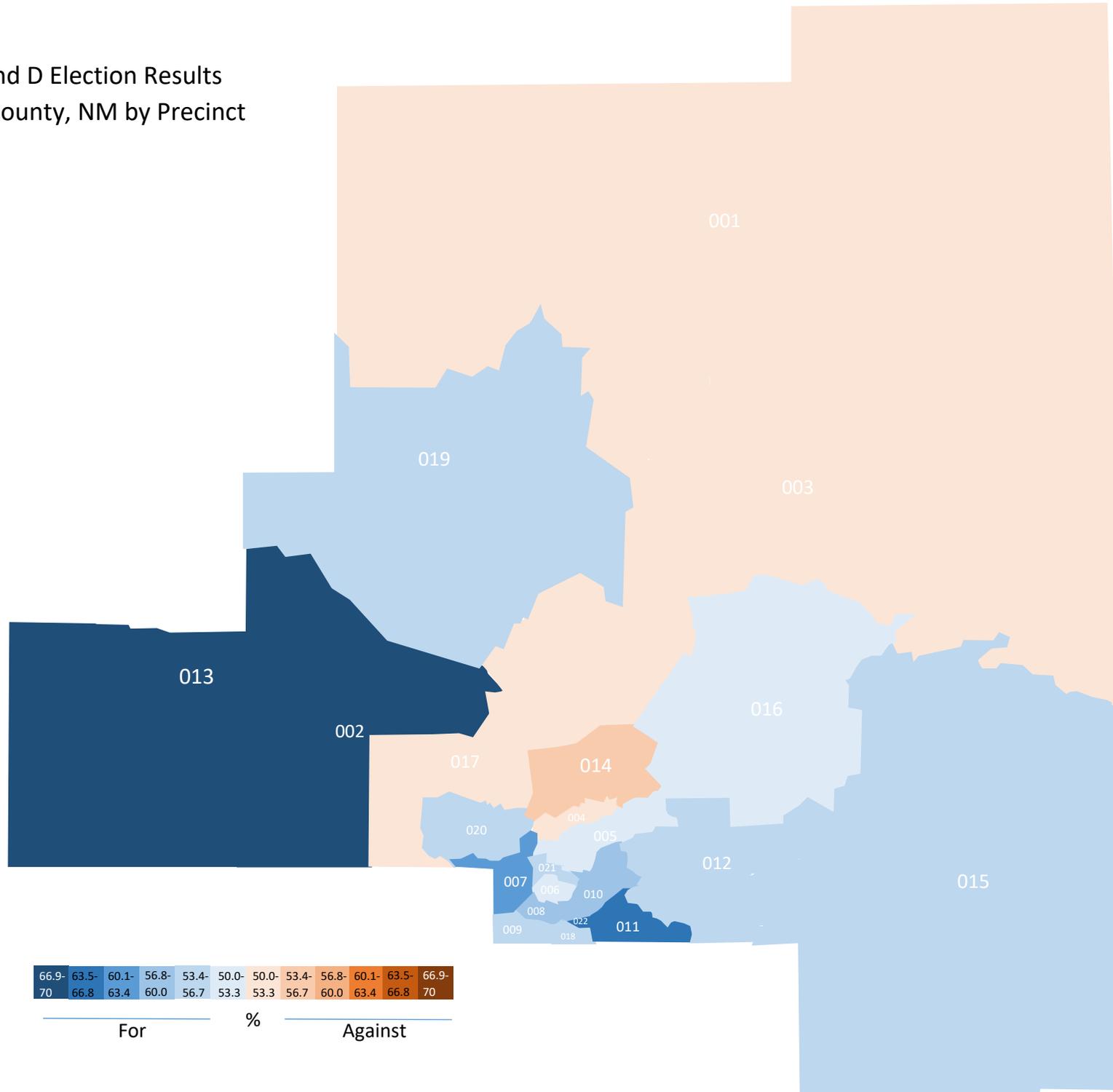
AGAINST

2018 Bond D Election Results
Lincoln County, NM by Precinct

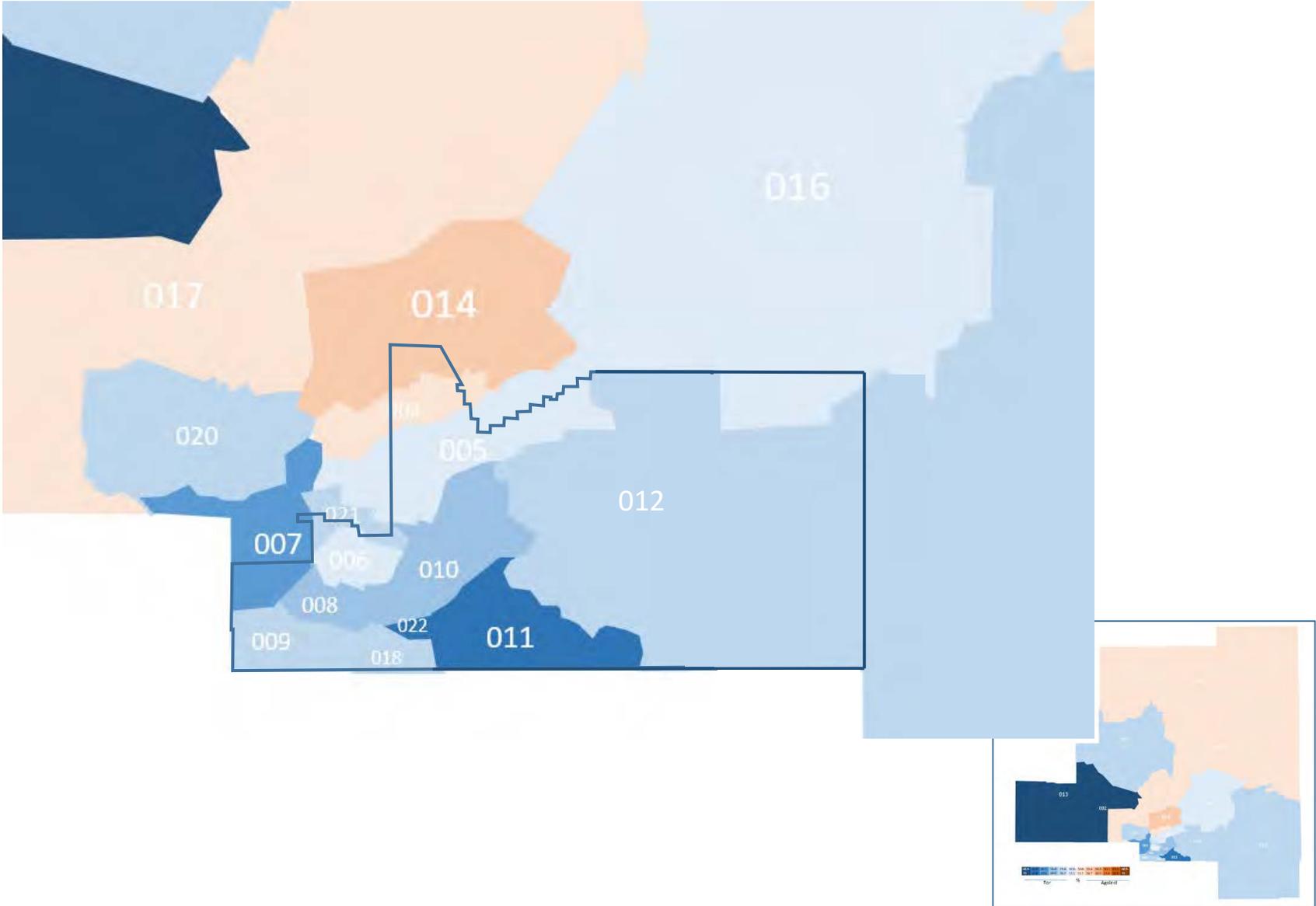


FOR AGAINST

2018 Bond D Election Results
Lincoln County, NM by Precinct



2018 Bond D Election Results Highlighting Ruidoso Municipal School District
Lincoln County, NM



2018 Bond D Election Results: Estimated for Ruidoso Municipal School District

Ruidoso Municipal School District*		
	Votes	Percent
For	1996.08	56.07%
Against	1564.13	43.93%
Total	3560.21	

* Portion of total county votes: rough estimation based on geographical boundary percentage, not population densities in split precincts

Precinct 004*		
<i>estimated 35%</i>		
	Votes	Percent
For	49.35	47.47%
Against	54.6	52.53%
Total	103.95	

Precinct 005*		
<i>estimated 70%</i>		
	Votes	Percent
For	268.1	50.86%
Against	259	49.14%
Total	527.1	

Precinct 006		
	Votes	Percent
For	296	52.67%
Against	266	47.33%
Total	562	

Precinct 007*		
<i>estimated 25%</i>		
	Votes	Percent
For	101.5	61.33%
Against	64	38.67%
Total	165.5	

Precinct 008		
	Votes	Percent
For	328	57.44%
Against	243	42.56%
Total	571	

Precinct 009		
	Votes	Percent
For	336	55.54%
Against	269	44.46%
Total	605	

Precinct 010		
	Votes	Percent
For	84	58.33%
Against	60	41.67%
Total	144	

Precinct 011		
	Votes	Percent
For	284	64.40%
Against	157	35.60%
Total	441	

Precinct 012*		
<i>estimated 20%</i>		
	Votes	Percent
For	24.2	55.76%
Against	19.2	44.24%
Total	43.4	

2018 Bond D Election Results: Estimated for Ruidoso Municipal School District
Continued

<i>estimated 15%</i>		
	Votes	Percent
For	27.9	46.38%
Against	32.25	53.62%
Total	60.15	

<i>estimated 10%</i>		
	Votes	Percent
For	5.7	51.82%
Against	5.3	48.18%
Total	11	

Precinct 018		
	Votes	Percent
For	60	56.60%
Against	46	43.40%
Total	106	

Precinct 021*		
<i>estimated %</i>		
	Votes	Percent
For	74.2	53.81%
Against	63.7	46.19%
Total	137.9	

Precinct 022		
	Votes	Percent
For	67	65.05%
Against	36	34.95%
Total	103	