

**Eastern New Mexico University – Ruidoso Branch
COMMUNITY COLLEGE BOARD
Regular Meeting
March 31, 2022
5:00 p.m.
ENMU-Ruidoso Lecture Hall, Microsoft Teams Link**

CALL TO ORDER

Chair Brad Treptow called the meeting to order at 5:04 pm and declared a quorum. 4 of 5 members were present. Present members included Brad Treptow, Gina Klinekole, Murray Murphy, and Marla Frye-Romero. Absent was Romelia Carr.

PLEDGE OF ALLEGIANCE

APPROVE THE AGENDA

Chair Treptow asked for removal of Action Item 1: Bookstore RFP and that Information Item 1: Retention Update be moved to the front of the routine matters. These item adjustments are being requested along with the approval of the agenda.

Motion: Ms. Marla Frye-Romero
Seconded: Mr. Murray Murphy
Vote: 4-0-0
Motion: Motion passes to approve the agenda with removal of Action Item 1 and moving Information Item 1.

APPROVAL OF FEBRUARY 17, 2022 MEETING MINUTES

APPROVAL OF MARCH 10, 2022 MEETING MINUTES

Motion: Mr. Murray Murphy
Seconded: Ms. Gina Klinekole
Vote: 4-0-0
Motion: Motion passes to approve the February 17 and March 10 Minutes.

ROUTINE MATTERS

Retention Update

Ms. Coda Omness states that Mr. Hank Hargis has been a leader in this project with retention efforts on a 4-week model. President Ryan Trosper emphasized this has been a collaboration with the work of our Success Emporium and Columbia University. We are trying to reach students earlier in the semester.

Ms. Omness stated that previously students would be contacted at 8 weeks, when mid-term grades were submitted. Now that grades are updated in Canvas, we have access to up-to-date data on grades. Now at 4 weeks, we make sure faculty update grades, and we then pull a report. Anyone with a grade below a C, the Success Emporium reaches the students.

Mr. Hank Hargis shows presentation of data and discusses information. The Success Emporium pulls data from the learning management system. We can set parameters on the data we are searching to provide details for outreach. Would like to explore what is going on with the students within the 4–8-week mark. We able to save 53 students out of 98 that were on the failing list at the 4-week mark. 41% of the 130 students were positively impacted by the communication at the 4-week mark. Ms. Miriam Maske has been great at providing the data.

Need better avenues to reach students to contact students. 25% of those students who have had no activity we are unable to reach. We have made some sort of impact with the students.

Chair Brad Treptow stated that Cyber Ethics and Computer fundamentals show an increase. Are you looking at the grading alignment with tracking? Mr. Hargis has looked at the modality of class verses the failing. What was found is that those were fully web-based courses. Public Speaking and Cyber class

failure rates have been reduced. We need to target our services to students who need support online. We have a program called Impact in the campus Learning Management System. Ms. Maske is working with students. Have a popup notification in Canvas to acknowledge help.

Ms. Gina Klinekole stated that she appreciated the information. Mr. Murphy stated that it is good tracking. Chair Treptow asked that the presentation be shared and great work. Please focus on a main focus and target on a few and take on one or two topics.

President Trospen thanked Ms. Omness and Mr. Hargis. We could help in Anatomy and Physiology and English Composition 1 & II. Ms. Omness stated it has been an impressive project for bring to fruition. Every two weeks Mr. Hargis updates and discusses retention with department chairs. Chair Treptow stated that it looks like it is not limited to one department. Ms. Marla Frye-Romero asked who is making the phone calls? Ms. Omness stated that student workers and Success Emporium reach out to students. They work through Canvas by setting up appointments.

Introduction of guests

Vice President Coda Omness, President Ryan Trospen, Ms. Cynthia Dulong, Dr. Massey, Mr. Hank Hargis, Ms. Rhonda Vincent

Public Comments

No comment

Report from ENMU System Chancellor

Dr. Patrice Caldwell stated she is happy to know we are working on and looking forward to the Opportunity Scholarship. She spoke with Senator and positive that the Junior Bill will be approved, and a tax rebate would be a part of the activity on April 5. Thank you to the Legislative Team for the compensation for the faculty and staff. 7% is significant raise in 40+ years. Finally, wished President Trospen on his travels to Chicago for the Higher Learning Commission Conference.

Report from ENMU-Ruidoso Foundation Director

Ms. Rhonda Vincent discussed the fundraiser for Aim High June 24 and 25. Sent out information out this week receiving information. Elk raffle will happen this fall. Regarding financials – bank account \$305.38K \$95K restricted scholarships. Excited to know about the Opportunity Scholarship and interested in the new strategic plan. \$209K in our bank account for unrestricted moneys. The next Foundation meeting will be on April 8 at 10am at K-Bobs.

Chair Treptow asked if there a youth shooting event? Ms. Vincent stated that Sierra Blanca has approximately 30 kids. Help with sponsorship and are welcome to be on a team. Anyone is eligible to join. It is great to work toward collegiate sports for this event. You do not have to be a part of Sierra Blanca. Roswell has a 4H group that attends. Great way to teach fire arm safety.

Report from ENMU-Ruidoso Community College Board Chair

Chair Treptow is looking forward to the Board Retreat, joint meeting with the Foundation. A lot going on teaching and construction. Spring is fast pace with graduation. Hope that others are able to attend.

Report from ENMU-Ruidoso President

We have not had a COVID case in a month. Momentum is growing for external events for our campus. In the last 90 days we have had 31 external events. Challenge is the parking lot construction. Our System and Community will be proud in the Fall when the exterior and parking lot will be updated. Last Thursday, Tribal signed an MOU for a potential contract with Cyber range Mescalero and ReSet out of Houston. Group invited to a Mescalero subcommittee working with an initiative on new training. Positive momentum. Professional development with the Higher Learning Commission in Chicago with Vice President Omness. American association of Community Colleges Conference in New York City at the end of the month. As Dr. Caldwell stated, the System approach for the Legislative Session not only helped our campus but the entire System as we now have a path forward for the purchase of the mall. Junior bill is returning to the special session with a \$50K ask for equipment. It will help with programming and wind and fermentation.

Ms. Klinekole stated that she has appreciation with the Tribal support. President will keep everyone up to date.

BUSINESS MATTERS

Information Items

1. Nexus Phase III

President Trospen stated that the fencing was placed to begin construction today, March 31. We have worked with Albertsons and Calvary Chapel for additional parking during construction. April 4 is the official start for construction. Beginning next Thursday, we will have biweekly meetings with the contractor. We are excited to see throughout Ruidoso that construction improvements are happening. Parking lot will be completed by August 15. The exterior of the building, lighting, and retaining wall will be improved. Behind the building, a wall will allow moisture control to be managed. Will keep building safe. Signage will be changed. A member of the community entered the facility and was impressed by our facility. In completion, the improvements will be setting us up for long term success.

Dr. Karen Massey stated that we will be blocking off some of the Learning Commons. President Trospen stated that we will have a temporary wall. We are working with the contractors to be cognizant of our learning environment.

Chair Treptow stated that most of the parking inside of the fence is well defined. Outside the definition, is there an opportunity to create more or better-defined parking spaces while the fence is up? President Trospen stated that we know where the property line is and when the fencing changes it will be better defined. However, part of that is a driving area. Painting and/or cones have not been discussed. Dr. Massey stated that this has not been discussed. We could possibly paint over the existing stripes. Chair Treptow does not want the parking to influence the image of the college. Dr. Massey stated that contractors may advise us on that. Faculty and staff will not be parking in this area during construction.

President Trospen stated that we have contacted the local business and what is going to happen with our construction. We do not want to interfere with other businesses and their hours of operation.

2. Property Acquisition

President Trospen Board of Regents approved the Property Acquisition in March 2021, it is March 2022. This past week we have been working with the seller and they have approved the agreement. The next steps will be the funding approved through the governor through severance tax bonds. Once they are sold, typically, in June. The amendment to the agreement with the seller until the end of August. New funding source was through New Mexico Finance Authority now we don't have to finance. But it must go in front of the Higher Education Commission for approval and then to the State Board of Finance in June.

Ms. Frye Romero asked is there a possibility it may not happen? President Trospen responded that the money will not be lost. It is a reassurance.

Chair Treptow asked, will this cause any unexpected questions to be asked? President Trospen answered, no, we continue to keep communication. We are working on a packet for potential other options. Chair Treptow asked for the materials to be sent.

President Trospen discussed that we will be hosting the Capital Outlay this July on our campus.

3. Board Retreat Agenda

President Trospen stated that Steven Strategy Group will present strategic planning governance. Will begin Macro level then Micro level presentations. They will be on sight for Vision Planning and discussion of Property acquisition. How our campus can reach out Lincoln County and Mescalero. A packet will be sent to members about the highlight what will be discussed.

If board members have ideas to address for this meeting and add to the agenda, please send to Ms. Dulong and President Trospen. Please have them by Monday or Tuesday.

Chair Treptow asked if the Board Retreat was going to be based on idea sharing, then addressing what is feasible? President Trosper responded with yes and a funding model will be presented from state appropriation, mil levies and fees.

4. Strategic Plan Update

Pres Trosper there are updates from different departments. Chair Treptow asked if there is measurable data on Item 2, the Job fair, how many businesses? Is it feasible and sustainable? President Trosper stated that Workforce had 30-40 business attend and approximately 86 job seekers. Chair Treptow was here to see the Sierra Blanca Training. Data measurements for training. 193 students here for the training. Data helps shape the campus. Helps others visualize the potential. Chair Treptow stated that he would like to let the departments know we appreciate the efforts. It is helpful as a board to see this brought with regularity. Feedback is important. Ms. Frye Romero asked about Workforce moving to Roswell. President Trosper confirmed that Workforce Roswell location is moving to ENMU-Roswell. Mr. Murphy asked about the Community Ready being shared with the Chamber of Commerce? Does the Chamber receive this information? President Trosper states that the Chamber shares happenings and we share happenings with the Chamber. President Trosper stated that through the help of Ms. Omness, meetings with village are every two weeks about trainings. We are working with Mescalero as well.

5. HVAC Replacement Update

President Trosper discussed that the CES vendor is not statewide. Working with CES and with support of main campus, additional taxes needed to be added. Now it is vetted and supported through the main campus. Up to 500k and we are under that. We are comfortable with this to bring to the board. We are using the CARES money to replace HVAC.

Ms. Frye-Romero asked when is the start? President Trosper stated that the Board of Regents will review on April 22 then enter into contract. We have a 25 week wait time. It will begin in the fall. Chair Treptow asked if the delay because of the manufacturing of the unit? Dr. Massey responded it is because of the crane.

6. Carl Perkins V BAR

President Trosper stated that Dr. Massey and support from main campus began two years ago, October 2020 for the first time. \$24k this year, increased by \$10k. This year will be spent on welding. Working with Ruidoso schools where we can be a partner. Provides some money but also provides money to our other schools. Chair Treptow asked how long is the cycle? President Trosper stated that it is a three-year cycle. President Trosper would like to change this to an action item. Chair Treptow stated he was not sure the OMA allows change at this time. President Trosper stated that he will rescind the request.

7. Posthumous Degree

Ms. Omness stated that Ms. Heather Garrett was close to graduating. She was an A student. Served our country. Would have graduated last fall. We would like to honor her and her hard work. Chair Treptow stated that during the ceremony, the student should be recognized, and it should be prudent that the campus recognizes. Mr. Murphy agreed and said thank you. Chair Treptow stated to please let Mr. McCullough know that we appreciate that acknowledgment. Ms. Omness stated that we asked John to present the degree to the family. Will make a personal visit to the family. Chair Treptow asked if there is the any way we can make a display at the campus? Ms. Omness stated that we could acknowledge her on Memorial Day or Veterans Day. Chair Treptow would like to offer it to happen.

ACTION ITEMS

1. BAR

President Trosper stated that program 10 changed and proposed a move of money with large grant. Dr. Massey stated that program 17 is public service and outside of or public service. Chair Treptow encouraged rational and documentation to support for auditing. Unrestricted BAR – building renewal and replacement. Chair Treptow stated that it helps with record keeping. President Trosper will go to Board of Regent with checks and balance systems.

Motion: Ms. Frye-Romero
Seconded: Mr. Murphy
Vote: 4-0-0
Motion: Motion passes to recommend approval to Board of Regents for BAR

2. Budget Recommendation

President Trospen stated that based on estimate for utilities and under instruction the FTE was high. It was worked on line by line. Numbers came down by vetting the numbers based on the conversations. Chair Treptow stated that the Budget Workshop is incredibly helpful.

Motion: Ms. Klinekole
Seconded: Ms. Frye-Romero
Vote: 4-0-0
Motion: Motion passes to approve the Budget Recommendation

3. Graduation List for Academic Year 2021/2022

President Trospen discussed additional students added with guidance from Ms. Dulong. We are approving our graduation list early before we have a confirmation of the list. Ms. Dulong worked with the Portales Campus confirmed the addition to the meeting for the added students. Chair Treptow confirmed that on April 22 the graduation list will go to Board of Regents.

Motion: Mr. Murphy
Seconded: Ms. Klinekole
Vote: 4-0-0
Motion: Motion passes to approve the Graduation List

4. Summer Capital Outlay

President Trospen stated that the 2022 NMHED Capital Outlay Hearing will be proposed. Working with Dr. Massey during the Severance Bond year. Exterior improvements are EIFS, Improvement of drainage, Safety and security improvements, ADA compliant ramp. 2-way communication. We would like to upgrade the locking system and asset protection system gate back alley, security cameras, GPS tracking devices. Dr. Massey stated that estimates came from multiple sources. President Trospen stated that we have been successful in bundling items to reduce costs. Chair Treptow stated that it is great that it comes from various vendors. 2-way access may become costly, is there room for adj wo being stuck? Dr. Massey answered with the capital asks is a one-time dollar, we take what we know and add 20%. Chair Treptow stated that cabling to electrical rooms, labor, specialty tied to locks, so the project does not get held up for costs. Dr. Massey stated that we will go back to security contractor, trying to go Wi-Fi and not wired. Chair Treptow asked if the Severance Bond is more directed to security? President Trospen answered yes and no. Mirroring Roswell is asking for a similar request. President Trospen stated that we asked for a certain amount, and we receive more. Dr. Massey stated that energy efficiency is also a part of this. Ms. Frye-Romero asked what is the EIFS? President Trospen answered that it will help with energy cost.

Motion: Ms. Frye-Romero
Seconded: Ms. Klinekole
Vote: 4-0-0
Motion: Motion passes to approve Summer Capital Outlay

BOARD ANNOUNCEMENTS AND COMMENTS

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|------------|---|--------|--------------------------|
| • March 25 | ENMU Board of Regents Meeting | 8:30am | ENMU-Portales |
| • March 31 | ENMU- Ruidoso Community College Board Meeting | 5:00pm | ENMU-Ruidoso |
| • April 8 | ENMU-Ruidoso CCB and Foundation Board Retreat | TBD | TBD |
| • May 12 | ENMU-Ruidoso Commencement | 6:00pm | Inn of the Mountain Gods |

ENMU-Ruidoso Branch Community College Board
March 31, 2022 Regular Meeting Minutes

Motion to adjourn: Mr. Murphy
Seconded: Ms. Frye-Romero
Vote: 4-0-0
Motion: Motion passes to adjourn. Meeting adjourned at 7:03 p.m.

Brad Treptow

Brad Treptow
Chairman, Community College Board

5/5/22

Date

Gina Klinekole

Gina Klinekole
Secretary, Community College Board

5-5-2022

Date

Submitted for approval by: Cynthia Dulong, Office Administrator to the President