

**Eastern New Mexico University-Ruidoso  
COMMUNITY COLLEGE BOARD  
February 22, 2018  
5:00 p.m.  
Room 102**

**CALL TO ORDER**

Mr. Brad Treptow called the meeting to order at 5:00 p.m. and declared a quorum. Mr. James Paxton, Ms. Gina Klinekole, and Ms. Kimberly Smith were present. Dr. Lynn Willard was absent. Also present was Dr. Ryan Carstens.

**APPROVAL OF THE AGENDA**

**Ms. Smith moved to approve the agenda allowing Chairman Treptow the ability to float agenda items as necessary. Mr. Paxton seconded the motion.**

**Vote: 4-0-0. Motion approved.**

**INTRODUCTION OF GUESTS**

Mr. Treptow introduced guests Dr. Shiva Rai, Mr. Paul Wenzel, Mr. James Pawlak, Dr. Michael Swickard, Ms. Jacqueline Pride, Ms. Amanda Cowell, Ms. Susanne Herbst, and Ms. Samantha Simonson.

**COLLEGE HIGHLIGHTS**

Dr. Shiva Rai of the Mathematics and Science Department introduced students representing two different student organizations on campus. Jaqueline Pride represented the National Society for Leadership and Success; Susanne Herbst represented Phi Theta Kappa; Amanda Cowell represented Phi Theta Kappa and Samantha Simonson represented Phi Theta Kappa. The students provided the Board an overview of the organization, their participation within the organization and their background with the college. The Board was very appreciative of all of the student's participation and attendance at the meeting.

**APPROVAL OF MINUTES**

**Ms. Klinekole moved to approve the minutes of the regular meeting of the Regular Board meeting of November 16, 2017; Special Board meeting of November 24, 2017; Special Board meeting of November 27, 2017; Special Board meeting of December 20, 2017.**

**Ms. Smith seconded the motion.**

**Vote: 4-0-0. Motion approved.**

**REPORT FROM COLLEGE BOARD CHAIR**

**Mr. Treptow welcomed Dr. Ryan Carstens, the new president of ENMU-Ruidoso. Mr. Treptow noted he was pleased to attend the welcome reception held for Dr. Carstens. Mr. Treptow stated he appreciated the efforts Dr. Carstens had put forth so far. Mr. Treptow also stated he was pleased the Board packets were now in electronic format.**

**REPORT FROM SYSTEM PRESIDENT**

**Dr. Elwell was not available to attend the Community College Board meeting. Dr. Carstens provide a brief summary and reported that Dr. Elwell was attending meetings in Austin, TX. Dr. Carstens stated that he attended a meeting in Portales for "One Banner" with discussions on how all three colleges will work on one system.**

## **REPORT FROM ENMU-RUIDOSO PRESIDENT**

Dr. Carstens presented a combined report reflecting updates on enrollment, the Foundation, the Title V grant, the Sun Path grant, Marketing and Recruitment, Student Services, Community Education and a report from the Vice President of Student Learning which included reports from department chairs. The report is attached.

## **INFORMATION ITEMS**

1. Legislative Update – Dr. Carstens reported the FY19 formula would increase funding by \$20,000. The Governor approved a 2% increase in salary that will be separate from the appropriation funding. Additionally, a bill passed to uncouple the lottery scholarship from tuition prices.
2. All State Team Recognition – Dr. Carstens reported that the All State Academic Team nomination from ENMU-Ruidoso was Samantha Simonson.
3. President's Award Recognition – In December, employees and faculty nominated individuals for the President's Award for Excellence in Teaching and Presidents Award for Distinguished Service. Ms. Kaelin Jossart was given the Teaching award and Ms. Janet Ellis was given the Distinguished Service award.
4. Preliminary Budget Discussion - Ms. Marla Romero provided the Board an overview with preliminary dates for the FY 19 budget. The budget forms were distributed January 16, 2018; Department budget meetings were held the week of February 7, 2018; The Board budget workshop is March 29, 2018; 5: and the College Board meeting to vote on FY19 budget will be held April 5, 2018.
5. Potential visit to ENMU campus – Dr. Carstens provided the Board a list of calendar dates of the Board of Regent meetings. Dr. Carstens noted the Portales Foundation Barbeque would be held following the June Regent meeting and Homecoming will be held adjacent to the October Regent meeting. Mr. Treptow reported he was open all dates and Ms. Klinekole stated she was available for April, June and October. Dr. Carstens stated he would like to have various offices in Portales give presentations during the Board visit. He stated he would make contact with Portales to determine what a good date would be to hold those presentations.
6. Campus Security – Dr. Carstens reported he talked with the Ruidoso police chief regarding sharing an officer. The Chief Hooker stated there were multiple vacancies in the department and was not in a position to have that type of arrangement. Mr. Paul Wenzel reported he had been having conversations with the ENMU Roswell security department to obtain ideas for security on campus. Additionally Mr. Wenzel received quotes for security service from First Alarm Security which was presented to the Board. Additionally, Dr Carstens reported he was looking at job descriptions for that type of position and evaluating options.
7. Policy and operating agreement – Dr. Carstens presented the operating agreement between Ruidoso and Portales to the Board. Dr. Carstens stated that based on the operating agreement, there are areas that can be discussed and worked on over the coming months regarding developing and documenting procedures at the college. Dr. Carstens explained that he would like to have Policy and Procedures as part of every Board meeting and if the Board was interested, he would approach Dr. Elwell and the Board of Regents. The attending Board members showed an interest in adding the Policy and Procedures as a standing agenda item to future Board meetings and felt timing was good with the

arrival of Dr. Carstens and that it would improve participation, Board input and cohesion amongst campuses.

8. Open Forums - Dr. Carstens reported that he would be conducting open forums for various community groups with the purpose of discussing portions of the college strategic plan and to solicit community input. The information and feedback received from the forums will be compiled and will be used to guide future efforts in alignment with the strategic plan and a facilities master plan. The Board was presented with tentative dates and asked that at least one board member attend a forum.

Agenda items floated to Item 10 and then Item 9

9. Facilities – Dr. Carstens presented the report from Physical Plant manager, Paul Wenzel. The construction trades remodel is approximately three weeks ahead of schedule; electrical is about 90% complete; and the shipping date for the folding doors is March 22, 2018. Regarding the adjacent building, Mr. Wenzel will be meeting with the Fire Chief to discuss building use, parameters, and occupancy loads for assembly events to obtain a temporary occupancy permit (TOC). First Alarm has been contacted and they are working on submitting a bid for a fire notification system that will need to be installed for the TOC.
10. Strategic Plan – Dr. Carstens proposed addressing the strategic plan at each Board meeting. The approach would address one goal of the strategic plan at each meeting, along with an update on performance metrics, etc. If the board is supportive of the idea, future board meetings will include the strategic plan as a standing agenda item.

**BUSINESS MATTERS – None**

**CLOSED SESSION**

**Mr. Paxton motioned to enter into Executive Session. Ms. Klinekole seconded the motion.**

**Roll Call:**

<b>Ms. Klinekole</b>	<b>Yes</b>
<b>Ms. Smith</b>	<b>Yes</b>
<b>Mr. Treptow</b>	<b>Yes</b>
<b>Mr. Paxton</b>	<b>Yes</b>
<b>Dr. Willard</b>	<b>Absent</b>

**The Board entered into Closed Session at 6:45 p.m.**

**Mr. Paxton motioned to return to Open Session. Ms. Klinekole seconded the motion.**

**Mr. Paxton affirmed there were no decisions made, or other discussions held, in Executive Session.**

**Roll Call:**

<b>Ms. Klinekole</b>	<b>Yes</b>
<b>Ms. Smith</b>	<b>Yes</b>
<b>Mr. Treptow</b>	<b>Yes</b>
<b>Mr. Paxton</b>	<b>Yes</b>
<b>Dr. Willard</b>	<b>Absent</b>

**The Board returned to Open Session at 7:27 p.m.**

**BOARD ANNOUNCEMENTS AND COMMENTS**

- ENMU Board of Regents Meeting, March 23, 2018, 9:30 a.m., Ruidoso, Room 102; Lunch will be served directly after meeting in Room 106
- ENMU-Ruidoso Community College Budget Workshop, March 29, 2018, Conf. Room; 5:00 p.m.
- ENMU-Ruidoso Community College Board Meeting, April 5, 2018, Room 102; 5:00 p.m.
- Spring Break, March 12-16, 2018
- Graduation, May 10, 2018, Spencer Theater

**ADJOURNMENT**

Ms. Smith moved to adjourn the meeting at 7:35 p.m. Mr. Paxton seconded the motion.

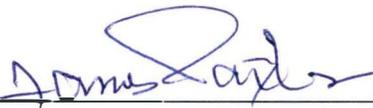
Vote: 4-0-0. Meeting adjourned.



Brad Treptow  
Chairman, Community College Board



Date



James Paxton  
Secretary, Community College Board



Date

Respectfully submitted for approval by:  
Marla Romero, Administrative Assistant to Dr. Ryan Carstens