

**Eastern New Mexico University-Ruidoso  
COMMUNITY COLLEGE BOARD  
September 21, 2017  
5:00 p.m.  
Room 115**

**CALL TO ORDER**

Mr. Brad Treptow called the meeting to order at 5:00 p.m. and declared a quorum. Dr. Lynn Willard, Mr. James Paxton, Ms. Gina Klinekole, and Ms. Kimberly Smith were present. Also present was Dr. Clayton Alred and Dr. Jeff Elwell by phone.

**APPROVAL OF THE AGENDA**

**Dr. Willard moved to approve the agenda allowing Chairman Treptow the ability to float agenda items as necessary. Ms. Klinekole seconded the motion.**

**Vote: 5-0-0. Motion approved.**

**APPROVAL OF MINUTES**

**Dr. Willard moved to approve the minutes of the regular meeting of April 13, 2017, with the amendment of a typographical error within the Marketing Committee Report, the minutes of the special meeting of August 24, 2017 and the minutes of the special meeting of September 6, 2017, with the inclusion of the draft copy of the expanded presidential search announcement. Mr. Paxton seconded the motion.**

**Vote: 5-0-0. Motion approved.**

**INTRODUCTION OF GUESTS**

Mr. Treptow introduced guests Mr. Pierre Laroche, Ms. Coda Omness, Ms. Rhonda Vincent, Ms. Juanita Garcia, Mr. Jack McCaw, Mr. Robert Price, and Mr. Rick Lara.

**REPORT FROM COLLEGE BOARD CHAIR** – Mr. Treptow stated that he was excited about the start of the school year. He is glad to see the completion of the front remodel. He stated it looks great, and feels warm. Mr. Treptow welcomed Ms. Kimberly Smith to the Board with this being her first regular Board meeting since her appointment during the April meeting.

**REPORT FROM THE PRESIDENT OF THE UNIVERSITY** – Dr. Elwell reported he received an email from the Higher Learning Commission regarding the University's accreditation review. The campus, including Ruidoso, passed the review and will not have another review for the next ten years.

Dr. Elwell reported that Portales' enrollment had increased by thirteen students and retention rate is up 63%.

Dr. Elwell stated that the ENMU Ruidoso Presidential Search is going well under Dr. Willard's leadership and that there were a number of applications already submitted.

Dr. Elwell informed the Board he would be in Ruidoso for the three-campus retreat on Wednesday, September 27<sup>th</sup> and would be meeting with faculty, staff and Mr. Treptow.

**REPORT FROM THE ENMU-RUIDOSO FACULTY** – Mr. Jack McCaw presented the report on the Math and Science department. Mr. McCaw stated a new full time math instructor, Dr. Shiva Rai was hired.

Mr. McCaw listed the declared majors within his department:

- EMS/EMT 25
- Natural Science 10
- Prenursing certificate 17
- Prenursing AA 21
- Wildland Certificate 1 (15 eligible for graduation)
- SFS AA 13

Mr. McCaw informed the Board there has been issues hiring physics and chemistry faculty due to the HLC credit requirements. Starting this fall semester, to meet the requirements and help students, an online chemistry instructor with the required credits was hired and will work in conjunction with a face-to-face lab instructor.

Mr. McCaw stated that a Wildland Fire Science course will be added that will enable students to finish within an 8 week period or within a 16 week period.

Mr. McCaw explained that there is a need to offer a pre-engineering curriculum. He explained the college has started to offer Trigonometry, Calculus I and Calculus II and now needs a physics component.

Mr. McCaw stated he had started working on aligning courses numbers with the common core. Classes for the Sierra Blanca Wildland Academy will held on campus February 2018

Mr. McCaw stated he is a sponsor for the National Wildlife Society and would be taking students to the annual convention in Albuquerque on September 23, 2017. Additionally, Mr. McCaw is one of the Phi Theta Kappa (PTK) sponsors and provided an updated on their fundraising efforts. PTK sold raffle tickets for miscellaneous items, including two computers. The raffle raised \$500. PTK also held a lunch sale of wraps to help Hurricane Harvey victims. The luncheon raised \$650.00.

**REPORT FROM THE ENMU-RUIDOSO PRESIDENT** – Dr. Alred reported Governor Martinez reinstated the higher education funding May 2017. ENMU-Ruidoso's appropriations were \$1,936,100.

In June, the Memorandum of Understanding was signed between Eastern New Mexico University and the Mescalero Apache Tribe.

ENMU-Ruidoso was ranked number twenty nine for community colleges in the nation by WalletHub. Dr. Willard asked if there would be a news article on the ranking. Dr. Alred stated that Ms. Omness is working on the release and will have it in the near future.

Dr. Alred reported a good start to the semester. Headcount is at 615 and Mr. Laroche would provide a more detailed report later in the meeting.

Dr. Alred reported the mil levy increased by \$24,000.

Dr. Alred announced the college would reapply for the Rapid Workforce Development grant the first week in October. He anticipates the award announcement will happen before the end of October 2017.

Dr. Alred informed the Board that the college would be hosting the three-campus retreat September 27, 2017.

Dr. Alred announced he would be attending the Governor's Summit on Friday, September 29, 2017.

Dr. Alred informed the Board that a press release was issued by the Higher Learning Commission regarding the college's accreditation review. Mr. Treptow asked if the accreditation report would be shared with College Board. Dr. Elwell stated only the press release was public but Dr. Alred can share his report with College Board.

### **INFORMATION ITEMS**

1. Trades Remodel Discussion – Dr. Alred introduced Robert Price of ASA Architects and Mr. Rick Lara of Classic Industries. Mr. Treptow was complimentary on the finished product of the remodel but expressed his displeasure with the multiple delays in the construction of the front of the building and wanted to know what assurances Mr. Price and Mr. Lara would make that the same type of delays would not happen again. Mr. Price assured the Board that the new remodel project would not have the same issues because there would be almost no demolition, the work would be conducted inside and there will be no inclement weather delays. Additionally, regular construction meetings will be held and Mr. Price will be handling the project himself. Dr. Alred stated during the holidays access to the building would be granted to the construction crew.

The preliminary schedule for the trades remodel is November 2017 to March 2018. The longest time will be to receive the special ordered doors. The remodel will start as soon as all approvals have been met, including the approval at the Capital Projects Hearing and Mr. Price's giving the notice to proceed. Mr. Treptow requested Mr. Price be at the November 16, 2017 Community College Board meeting. Mr. Price confirmed he will be in attendance.

2. Presidential Search Committee – Dr. Willard provided an updated report on the presidential search. He stated that twelve applications had been received to date. The initial review of the applications will start October 15. Committee members will start by rating the applications, making reference calls and vetting the applicants until the committee narrows the field to five candidates.

3. Marketing/Recruitment Committee Report – Ms. Coda Omness provided the Marketing/Recruitment Committee Report. Ms. Omness reported on the new retention software, Drop Guard. The software is used to track students who are at high risk of dropping out or failing. A plan is in place that includes Student Services, Student Success and Faculty. Students are being contacted daily that are missing assignments or class. The team is also working closely with students who are Lottery Scholarship candidates to give them the support they need to be successful during their first semester.

Ms. Omness reported the non-degree seeking student numbers are down on the credit side due to a move of the ceramics and painting classes from credit to community education. Most of those students have been retained as noncredit students.

The department is working closely with Region 9 Educational Cooperative and the Green Child Care Center and have been able to increase enrollment in the education classes. Many of this semesters courses have over 15 students in them.

A recruitment push will be held in October for the spring semester. A parent's night and financial aid workshops will be held.

4. ENMU-Ruidoso Foundation Report – Ms. Rhonda Vincent presented an update on the ENMU Ruidoso Foundation. Scholarship awards have been given for 2017-2018 in the amount of \$10,750.00. The AIM HIGH fundraiser raised \$23,188.26.
5. Grants Update – Ms. Juanita Garcia provided a Title V, Year 3 activities overview. The Wildland Fire Program has transitioned from Title V to the Math and Science Department. The EMS Program development is complete. The development of the Structural Fire program is in process and an online financial aid page has been developed. Additionally, Ms. Garcia informed the Board that an ambulance has been donated to the EMS program. Title V employees will be attending a Sim Man training. External evaluator, Dr. Ricardo Maestas is scheduled to perform the annual review of the grant in October, 2017.
6. Enrollment Update – Mr. Pierre Laroche presented the enrollment report and included a census data report. Below are the Fall census data for the past 4 years:

<b>Census data</b>	<b>Fall 17</b>	<b>Fall 16</b>	<b>Fall 15</b>	<b>Fall 14</b>	<b>Fall 13</b>
<b>Headcount</b>	<b>615</b>	<b>655</b>	<b>723</b>	<b>922</b>	<b>970</b>
<b>SCH</b>	<b>4483</b>	<b>4394</b>	<b>4602</b>	<b>5894</b>	<b>6624</b>
<b>FTE</b>	<b>299</b>	<b>293</b>	<b>307</b>	<b>393</b>	<b>442</b>

Mr. Laroche explained that headcount continues to decrease, due to significant declines in dual credit, non-degree seeking students, and online ENMU-Portales students, while FTE has increased. The gains in FTE are the result of an increase in full-time, degree-seeking students. Mr. Laroche stated that data suggests an increase in tuition-paying students. Meanwhile, shifts in dual-credit offerings and art curriculum have had a negative effect on the overall institutional headcount.

#### **BUSINESS MATTERS**

1. Degree and Certificate Additions – Mr. Laroche presented a new certificate and two new associate degrees for approval:
  - a. Structural Fire Science Certificate
  - b. Elementary/Special AA
  - c. Secondary Education AA

**Dr. Willard motioned to recommend approval to the Board of Regents the Structural Fire Science Certificate, the Elementary/Special Education Associate of Arts degree and the Secondary Education Associate of Arts degree. Ms. Smith seconded the motion.**

**Vote: 5-0-0. Motion passed.**

2. Degree and Certificate Deletion – Mr. Laroche presented the Teacher Transfer Associate of Arts degree for deletion. The degree will be replaced with the Elementary/Special AA and Secondary Education AA.

**Mr. Paxton motioned to recommend deletion of the Teacher Transfer Associate of Arts degree by the Board of Regents. Dr. Willard seconded the motion.**

**Vote: 5-0-0. Motion passed.**

3. College Resource Officer Contract – Dr. Alred presented for approval the College Resource Officer Contract between ENMU-Ruidoso and the Village of Ruidoso. Dr. Alred reported the contract has been reviewed by the University’s legal counsel but he had not received a firm commitment from the Village of Ruidoso. Upon further discussion the consensus of the Board was to table the College Resource Officer Contract until Board members were able to hold conversations with the Village Council members.

**Ms. Smith motioned to table the College Resource Officer Contract. Ms. Klinekole seconded.**

**Vote: 5-0-0. Motion passed.**

4. Houston-Galveston Area Council – Dr. Alred presented for approval an application to the Houston-Galveston Area Council, which is a purchasing cooperative that will provide an opportunity to purchase grant equipment at a discount.

**Dr. Willard motioned to approve the Houston-Galveston Area Council Application. Mr. Paxton seconded.**

**Vote: 5-0-0. Motion passed.**

**CLOSED SESSION**

**Dr. Willard motioned to enter into Executive Session. Ms. Smith 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>Yes</b>

**The Board entered into Closed Session at 7:44 p.m.**

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

**Dr. Willard affirmed there were no decisions made 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>Yes</b>

**The Board returned to Open Session at 8:30 p.m.**

**BOARD ANNOUNCEMENTS AND COMMENTS**

ENMU Board of Regents Meeting, October 6, 2017, 9:30 a.m., Portales

ENMU-Ruidoso Community College Board Meeting, November 16, 2017, 5:00 p.m., Room 115

Thanksgiving Holiday, November 22 – 24, 2017

ENMU-Ruidoso Foundation Board Meeting, December 14, 2017, 5:00 p.m., Conference room

Winter Holiday, December 23, 2017 – January 1, 2017

**ADJOURNMENT**

Dr. Willard moved to adjourn the meeting at 8:40 p.m. Mr. Paxton seconded the motion.

Vote: 5-0-0. Motion approved. Mr. Paxton seconded the motion. Mr. Paxton

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Brad Treptow  
Chairman, Community College Board

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Date

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James Paxton  
Secretary, Community College Board

\_\_\_\_\_  
Date

Respectfully submitted for approval by:  
Marla Romero, Administrative Assistant to Dr. Clayton Alred