



**EASTERN NEW MEXICO UNIVERSITY-RUIDOSO**  
**Branch Community College Board**  
**REGULAR MEETING**  
**November 16, 2017 ❖ 5:00 p.m.**  
**Room 115**

**CALL TO ORDER**

1. Declare a quorum
2. Approve the agenda (Tab 1)
3. Approval of minutes for Regular Board meeting of September 21, 2017 (Tab 2)

**ROUTINE MATTERS**

1. Introduction of guests.....Brad Treptow
2. Report from College Board chair .....Brad Treptow
3. Report from the ENMU-Ruidoso president .....Clayton Alred

**INFORMATION ITEMS**

1. Trades Remodel Discussion ..... Robert Price, ASA Architects
2. Presidential Search Committee Update .....F. Lynn Willard
3. Marketing/Recruitment Committee Report (Tab 3).....Coda Omness
4. Grants Update (Tab 3) ..... Clayton Alred
5. Legislative Finance Committee Reports (Tab 3) ..... Clayton Alred
  - a. Dual Credit
  - b. Program Evaluation
6. Report of Actuals (Tab 3) ..... Clayton Alred
7. Unrestricted Budget Adjustment Request (Tab 3) ..... Clayton Alred
8. Security officer discussion ..... Clayton Alred

**BUSINESS MATTERS**

1. Compensation Increase for full-time and benefits-illegible employees (Tab 4)....Clayton Alred
2. Community College Board 2018 Meeting Calendar (Tab 4) ..... Clayton Alred
3. Approve DPS Conceptual Design Project (Tab 4)..... Clayton Alred
4. Cybersecurity lab fees (Tab 4)..... Pierre Laroche

**CLOSED MEETING**

1. Discussion of a limited personnel matter pursuant to Section 10-15-1(H)(2), NMSA (1978)

**BOARD ANNOUNCEMENTS AND COMMENTS**

ENMU-Ruidoso Community College Board Meeting, TBD  
 Thanksgiving Holiday, November 22-24, 2017  
 Artist Reception – Melvin Herrera, November 30, 2017, 5:00 p.m. – 6:00 p.m., Learning Commons  
 ENMU-Ruidoso Foundation Donor Reception, December 1, 2017, 5:30 p.m. – 7:00 p.m., North foyer  
 Holiday Party, December 8, 2017; 6:00 p.m. – 8:00 p.m., Dreamcatchers  
 Community Choir Winter Concert, December 10, 2017, 2:00 p.m. - 5:00 p.m., First Christian Church  
 ENMU-Ruidoso Foundation Board Meeting, December 14, 2017, 5:00 p.m., Conference room  
 ENMU Board of Regents Meeting, December 15, 2017; 9:30 a.m., Portales  
 Eastern New Mexico University Presidential Inauguration, December 16, 2017, 10:00, Portales  
 Winter Holiday, December 23, 2017 – January 1, 2018

**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  
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

\_\_\_\_\_  
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. Clayton Alred



COMMUNITY COLLEGE BOARD INFORMATION MEMO

DATE: 11/16/2017

FROM: Coda Omness

AGENDA ITEM: INFORMATION ITEM No. 3 – Marketing/Recruitment Committee Report

- DISCUSSION ITEMS:
- Successful parent night on October 26, 2017
  - New hire Charlotte Polando – Department secretary
  - New hire Destiny Taylor – Information specialist
  - Spring registration started November 5, 2017; Advisors booking appointments
  - Community education art reception show, December 6 – 15, 2017

ATTACHMENTS: •





COMMUNITY COLLEGE BOARD INFORMATION MEMO

DATE: 11/16/2017

FROM: Clayton Alred, president

AGENDA ITEM: INFORMATION ITEM No. 4 – Grants Update

- DISCUSSION ITEMS:
- Replacements for the grant positions below have either been identified or employed recently:
    - Title V Interim Director
    - Adult Education/iBest Instructor
    - Online Student Services Specialist
  - Ms. Annie Kalama and Ms. Rachel Saenz have been employed to write the annual performance reports for the two grants
  - Dr. Ricardo Maestas, external evaluator, will conduct his review December 11 and 12
  - Expenditures for year 3 (October 1, 2016 – September 30, 2017) of the grant were 8% under budget, well within the 10% allowable margin

ATTACHMENTS: •

## Legislative Finance Committee Reports

### *Dual Credit: Funding and Student Outcomes*

[https://www.nmlegis.gov/Entity/LFC/Documents/Program\\_Evaluation\\_Progress\\_Reports/progress%20report%20dual%20credit%20september%202017.pdf](https://www.nmlegis.gov/Entity/LFC/Documents/Program_Evaluation_Progress_Reports/progress%20report%20dual%20credit%20september%202017.pdf)

### *Program Evaluation: Higher Education Cost Drivers and Cost Savings*

[https://www.nmlegis.gov/Entity/LFC/Documents/Program\\_Evaluation\\_Reports/Program%20Evaluation%20Higher%20Education%20Cost%20Drivers%20and%20Cost%20Savings.pdf](https://www.nmlegis.gov/Entity/LFC/Documents/Program_Evaluation_Reports/Program%20Evaluation%20Higher%20Education%20Cost%20Drivers%20and%20Cost%20Savings.pdf)



Date: November 16, 2017

To: ENMU-Ruidoso Community College Board

From: Dr. Clayton Alred, ENMU-Ruidoso President

A handwritten signature in black ink, appearing to read "Clayton Alred".

Re: Operating Budget Actuals Report – Fiscal Year 2016 – 2017

### Summary Statement

The New Mexico Higher Education Department requires an annual financial report comparing operating budgets with the year-end actual. The attached fiscal year 2016 – 2017 report has been prepared for the College Board and Regents' review.

Total unrestricted operating budget revenue, less capital outlay, for the fiscal year was \$3,696,878 compared to the current operating budget amount of \$3,553,200. The net difference of \$143,678 resulted from an increase in Instruction and General offset by decreases in Student Aid revenues.

Unrestricted operating budget expenditures, less capital outlay, for FY 2016 – 2017 were \$2,914,885 compared to the current operating budget amount of \$3,533,900. Expenditures were less than the current operating budget by \$619,015. The difference resulted from decreased expenditures in Instruction and General, Public Service, and Student Aid.

Instruction and General ending balances totaled \$881,153 or 30.6% of I&G expenditures.

### Action Requested

Information Only

Attachments

	ORIGINAL APPROVED BUDGET 2016-2017		CURRENT OPERATING BUDGET 2016-2017		ACTUALS 2016-2017	
	UNRESTRICTED FTE	AMOUNT	UNRESTRICTED FTE	AMOUNT	UNRESTRICTED FTE	RESTRICTED FTE
<b>REVENUES</b>						
INSTRUCTION & GENERAL (EXH 2)	3,626,000	1,230,000	3,517,000	1,250,000	3,673,794	821,970
STUDENT SOCIAL & CULTURAL (EXH 15)						
RESEARCH (EXH 16)		1,250,000		1,000,000		802,972
PUBLIC SERVICE (EXH 17)						
INTERNAL SERVICE (EXH 18)	31,200	1,000,000	31,200	800,000	15,212	623,703
STUDENT AID (EXH 19)	5,000		5,000		7,872	
AUXILIARIES (EXH 20)						
INTERCOLLEGIATE ATHLETICS (EXH 21)						
SUB-TOTAL CURRENT FUNDS	3,662,200	3,480,000	3,553,200	3,050,000	3,696,878	2,248,645
CAPITAL OUTLAY (EXH I)	900,000		900,000		316,432	
RENEWALS & REPLACEMENTS (EXH II)						
RETIREMENT OF INDEBTEDNESS (EXH III)						
TOTAL REVENUES	4,562,200	3,480,000	4,453,200	3,050,000	4,013,310	2,248,645
<b>BEGINNING BALANCES</b>						
INSTRUCTION & GENERAL (EXH 2)	113,316		721,237		721,237	
STUDENT SOCIAL & CULTURAL (EXH 15)						
RESEARCH (EXH 16)						
PUBLIC SERVICE (EXH 17)	39,742		44,653		44,653	
INTERNAL SERVICE (EXH 18)	34,885		43,658		43,658	
STUDENT AID (EXH 19)	170,744		164,796		164,796	
AUXILIARIES (EXH 20)	(88,388)		(66,075)		(66,075)	
INTERCOLLEGIATE ATHLETICS (EXH 21)						
SUB-TOTAL CURRENT FUNDS	270,299		908,269		908,269	
CAPITAL OUTLAY (EXH I)	1,952,458		2,021,210		2,021,210	
RENEWALS & REPLACEMENTS (EXH II)	116,955		266,955		266,955	
RETIREMENT OF INDEBTEDNESS (EXH III)						
TOTAL BEGINNING BALANCES	2,339,712		3,196,434		3,196,434	
<b>TOTAL AVAILABLE</b>						
INSTRUCTION & GENERAL (EXH 2)	3,739,316	1,230,000	4,238,237	1,250,000	4,395,031	821,970
STUDENT SOCIAL & CULTURAL (EXH 15)						
RESEARCH (EXH 16)						
PUBLIC SERVICE (EXH 17)	39,742	1,250,000	44,653	1,000,000	44,653	802,972
INTERNAL SERVICE (EXH 18)	34,885		43,658		43,658	
STUDENT AID (EXH 19)	201,944	1,000,000	195,996	800,000	180,008	623,703
AUXILIARIES (EXH 20)	(83,388)		(61,075)		(58,203)	
INTERCOLLEGIATE ATHLETICS (EXH 21)						
SUB-TOTAL CURRENT FUNDS	3,932,499	3,480,000	4,461,469	3,050,000	4,605,147	2,248,645
CAPITAL OUTLAY (EXH I)	2,852,458		2,921,210		2,337,642	
RENEWALS & REPLACEMENTS (EXH II)	116,955		266,955		266,955	
RETIREMENT OF INDEBTEDNESS (EXH III)						
TOTAL AVAILABLE	6,901,912	3,480,000	7,649,634	3,050,000	7,209,744	2,248,645

	ORIGINAL APPROVED BUDGET 2016-2017		CURRENT OPERATING BUDGET 2016-2017		ACTUALS 2016-2017							
	UNRESTRICTED FTE	RESTRICTED AMOUNT	UNRESTRICTED FTE	RESTRICTED AMOUNT	UNRESTRICTED FTE	RESTRICTED AMOUNT						
<b>EXPENDITURES</b>												
INSTRUCTION & GENERAL (EXH 2)	57.77	3,529,000	6.61	1,230,000	54.77	3,413,800	6.61	1,250,000	48.48	2,882,878	7.68	821,970
STUDENT SOCIAL & CULTURAL (EXH 15)												
RESEARCH (EXH 16)												
PUBLIC SERVICE (EXH 17)				1,250,000		40,000		1,000,000		2,491	10.73	802,972
INTERNAL SERVICE (EXH 18)										(16,512)		
STUDENT AID (EXH 19)		63,200		1,000,000		63,200		800,000		38,690		623,703
AUXILIARIES (EXH 20)						16,900				7,338		
INTERCOLLEGIATE ATHLETICS (EXH 21)												
SUB-TOTAL CURRENT FUNDS	57.77	3,592,200	6.61	3,480,000	54.77	3,533,900	6.61	3,050,000	48.48	2,914,885	18.41	2,248,645
CAPITAL OUTLAY (EXH I)		953,000				1,000,000				492,132		
RENEWALS & REPLACEMENTS (EXH II)		50,000				150,000						
RETIREMENT OF INDEBTEDNESS (EXH III)												
TOTAL EXPENDITURES		4,595,200		3,480,000		4,683,900		3,050,000		3,407,017		2,248,645
<b>TRANSFERS TO OR (FROM)</b>												
INSTRUCTION & GENERAL (EXH 2)		(81,000)				(631,000)				(631,000)		
STUDENT SOCIAL & CULTURAL (EXH 15)												
RESEARCH (EXH 16)												
PUBLIC SERVICE (EXH 17)												
INTERNAL SERVICE (EXH 18)												
STUDENT AID (EXH 19)		36,000				36,000				36,000		
AUXILIARIES (EXH 20)						78,000				78,000		
INTERCOLLEGIATE ATHLETICS (EXH 21)												
SUB-TOTAL CURRENT FUNDS		(45,000)				(517,000)				(517,000)		
CAPITAL OUTLAY (EXH I)		10,000				(68,000)				(68,000)		
RENEWALS & REPLACEMENTS (EXH II)		35,000				585,000				585,000		
RETIREMENT OF INDEBTEDNESS (EXH III)												
TOTAL TRANSFERS												
<b>ENDING BALANCE</b>												
INSTRUCTION & GENERAL (EXH 2)		129,316				193,437				881,153		
STUDENT SOCIAL & CULTURAL (EXH 15)												
RESEARCH (EXH 16)												
PUBLIC SERVICE (EXH 17)		39,742				4,653				42,162		
INTERNAL SERVICE (EXH 18)		34,885				43,658				60,170		
STUDENT AID (EXH 19)		174,744				168,796				177,318		
AUXILIARIES (EXH 20)		(83,388)				25				12,459		
INTERCOLLEGIATE ATHLETICS (EXH 21)												
SUB-TOTAL CURRENT FUNDS		295,299				410,569				1,173,262		
CAPITAL OUTLAY (EXH I)		1,909,458				1,853,210				1,777,510		
RENEWALS & REPLACEMENTS (EXH II)		101,955				701,955				851,955		
RETIREMENT OF INDEBTEDNESS (EXH III)												
TOTAL ENDING BALANCES		2,306,712				2,965,734				3,802,728		
TOTAL EXPENDITURES, TRANSFERS & BALANCES		6,901,912		3,480,000		7,649,634		3,050,000		7,209,744		2,248,645

	ORIGINAL APPROVED BUDGET 2016-2017		CURRENT OPERATING BUDGET 2016-2017		ACTUALS 2016-2017	
	UNRESTRICTED FTE	RESTRICTED AMOUNT	UNRESTRICTED FTE	RESTRICTED AMOUNT	UNRESTRICTED FTE	RESTRICTED AMOUNT
<b>I &amp; G (TO) FROM</b>						
<b>MANDATORY</b>						
RETIREMENT OF INDEBTEDNESS						
STUDENT LOAN MATCHING						
<b>REQUIRED</b>						
STUDENT AID						
BUILDING RNWLS & REPL						
BUILDING RNWLS & REPL—Supp Appr						
PLANT EQUIPMENT						
<b>NON-MANDATORY</b>						
STUDENT SOCIAL & CULTURAL						
RESEARCH						
INTERNAL SERVICE						
STUDENT AID	36,000		36,000		36,000	
AUXILIARIES						
INTERCOLLEGIATE ATHLETICS						
BUILDING RENEWAL & REPLACEMENT	35,000		585,000		585,000	
CAPITAL OUTLAY / ERR	10,000		10,000		10,000	
TOTAL FROM I & G	81,000		631,000		631,000	
<b>NET TRANSFERS TO (FROM)</b>						
INSTRUCTION & GENERAL	(81,000)		(631,000)		(631,000)	
STUDENT SOCIAL & CULTURAL						
RESEARCH						
PUBLIC SERVICE						
INTERNAL SERVICE						
STUDENT AID	36,000		36,000		36,000	
AUXILIARIES			78,000		78,000	
INTERCOLLEGIATE ATHLETICS						
<b>NET TRANSFERS TO (FROM)</b>						
CURRENT FUNDS	(45,000)		(517,000)		(517,000)	
CAPITAL OUTLAY			(78,000)		(78,000)	
PLANT EQUIPMENT	10,000		10,000		10,000	
RENEWALS & REPLACEMENTS	35,000		585,000		585,000	
DEBT SERVICE						
STUDENT LOAN						
ENDOWMENT FUNDS						

	ORIGINAL APPROVED BUDGET 2016-2017		CURRENT OPERATING BUDGET 2016-2017		ACTUALS 2016-2017	
	UNRESTRICTED FTE	RESTRICTED AMOUNT	UNRESTRICTED FTE	RESTRICTED AMOUNT	UNRESTRICTED FTE	RESTRICTED AMOUNT
<b>REVENUES</b>						
TUITION AND FEES		423,500		417,700		403,511
FEDERAL APPROPRIATIONS						
STATE APPROPRIATIONS		2,071,100		1,967,900		1,983,622
LOCAL APP (MILL LEVY)		1,115,000		1,115,000		1,203,012
FEDERAL GRANTS						
STATE GRANTS		980,000		1,000,000		806,248
LOCAL GRANTS		150,000		150,000		13,682
PRIVATE GIFTS						
LAND & PERMANENT FUND		100,000		100,000		2,040
SALES AND SERVICES						
OTHER SOURCES		16,400		16,400		80,905
<b>TOTAL REVENUES</b>		3,626,000		3,517,000		3,673,794
<b>BEGINNING BALANCES</b>		113,316		721,237		721,237
<b>TOTAL AVAILABLE</b>		3,739,316		4,238,237		4,395,031
<b>EXPENDITURES</b>						
INSTRUCTION	28.19	1,408,000	1.80	1,343,150	1.80	1,026,016
ACADEMIC SUPPORT	6.42	413,000	3.37	362,650	3.37	283,037
STUDENT SERVICES	5.29	315,000	1.20	315,000	1.20	366,221
INSTITUTIONAL SUPPORT	13.88	1,127,000	0.24	1,127,000	0.24	1,010,956
PLANT OPERATION & MAINTENANC	4.00	266,000	4.00	266,000	3.50	196,648
<b>TOTAL EXPENDITURES</b>	57.77	3,529,000	6.61	3,413,800	6.61	2,882,878
<b>TRANSFERS IN OR (OUT)</b>					48.48	7.68
STUDENT SOCIAL & CULTURAL						
RESEARCH						
PUBLIC SERVICE						
INTERNAL SERVICE						
STUDENT AID		36,000		36,000		36,000
AUXILIARIES				78,000		78,000
INTERCOLLEGIATE ATHLETICS				(78,000)		(78,000)
CAPITAL OUTLAY				10,000		10,000
PLANT EQUIPMENT						
DEBT SERVICE						
STUDENT LOAN						
BUILDING RENEWALS & REPLACEMENTS		35,000		585,000		585,000
ENDOWMENT						
<b>TOTAL TRANSFERS</b>		81,000		631,000		631,000
<b>ENDING BALANCE</b>		129,316	3.7%	193,437	5.7%	881,153
						30.6%



Date: November 16, 2017

To: ENMU-Ruidoso Branch Community College Board of Directors

From: Dr. Clayton Alred, ENMU-Ruidoso president

A handwritten signature in black ink, appearing to read "Clayton Alred", is written over the "From:" line.

Re: ENMU-Ruidoso Fiscal Year 2017-2018 Budget Adjustment Requests

It is a requirement of the New Mexico Higher Education Department that a budget adjustment request (BAR) be submitted to report any fluctuations that have occurred during a fiscal year. Such BARs must be approved by the Board of Regents. ENMU-Ruidoso has experienced changes in its unrestricted financial activities during the fiscal year. The attached BAR has been prepared to reflect adjustments to adjust to actual beginning balances for FY18.

**Action Requested**

Information Only

Attachment



NEW MEXICO HIGHER EDUCATION DEPARTMENT  
BUDGET ADJUSTMENT REQUEST

INSTITUTION : ENMU-Ruidoso

FY 18

Adjustment to Fund: Unrestricted

Request # 1

	<u>Current Approved Budget</u>	<u>INCREASE (DECREASE)</u>	<u>Revised Budget</u>
<b>REVENUES</b>			
Instruction and General	3,467,100	0	3,467,100
Student Social & Cultural Activities		0	
Research		0	
Public Service		0	
Internal Service Dept.		0	
Student Financial Aid	31,200	0	31,200
Auxiliary Enterprises	0	0	0
Athletics		0	
Independent Operations		0	
<b>Subtotal Current Funds</b>	<b>3,498,300</b>	<b>0</b>	<b>3,498,300</b>
Capital Outlay	700,000	0	700,000
Renewals & Replacements		0	
Retirement of Indebtedness		0	
<b>Subtotal Plant Funds</b>	<b>700,000</b>	<b>0</b>	<b>700,000</b>
<b>TOTAL REVENUES</b>	<b>4,198,300</b>	<b>0</b>	<b>4,198,300</b>
<b>BEGINNING BALANCES</b>			
Instruction and General	193,437	687,716	881,153
Student Social & Cultural Activities		0	
Research		0	
Public Service	4,653	37,509	42,162
Internal Service Dept.	43,658	16,512	60,170
Student Financial Aid	168,796	8,522	177,318
Auxiliary Enterprises	25	12,434	12,459
Athletics		0	
Independent Operations		0	
<b>Subtotal Current Funds</b>	<b>410,569</b>	<b>762,693</b>	<b>1,173,262</b>
Capital Outlay	1,853,210	(75,700)	1,777,510
Renewals & Replacements	701,955	150,000	851,955
Retirement of Indebtedness		0	
<b>Subtotal Plant Funds</b>	<b>2,555,165</b>	<b>74,300</b>	<b>2,629,465</b>
<b>TOTAL BEGINNING BALANCES</b>	<b>2,965,734</b>	<b>836,993</b>	<b>3,802,727</b>
<b>TOTAL AVAILABLE</b>			
Instruction and General	3,660,537	687,716	4,348,253
Student Social & Cultural Activities	0	0	0
Research	0	0	0
Public Service	4,653	37,509	42,162
Internal Service Dept.	43,658	16,512	60,170
Student Financial Aid	199,996	8,522	208,518
Auxiliary Enterprises	25	12,434	12,459
Athletics	0	0	0
Independent Operations	0	0	0
<b>Subtotal Current Funds</b>	<b>3,908,869</b>	<b>762,693</b>	<b>4,671,562</b>
Capital Outlay	2,553,210	(75,700)	2,477,510
Renewals & Replacements	701,955	150,000	851,955
Retirement of Indebtedness	0	0	0
<b>Subtotal Plant Funds</b>	<b>3,255,165</b>	<b>74,300</b>	<b>3,329,465</b>
<b>GRAND TOTAL AVAILABLE</b>	<b>7,164,034</b>	<b>836,993</b>	<b>8,001,027</b>

NEW MEXICO HIGHER EDUCATION DEPARTMENT  
BUDGET ADJUSTMENT REQUEST

INSTITUTION :	<u>ENMU-Ruidoso</u>		FY 18
Adjustment to Fund:	<u>Unrestricted</u>		Request # <u>1</u>
		<u>Current Approved Budget</u>	<u>INCREASE (DECREASE)</u>
			<u>Revised Budget</u>
<b>EXPENDITURES</b>			
Instruction and General	3,386,100	0	3,386,100
Student Social & Cultural Activities		0	
Research		0	
Public Service	0	0	
Internal Service Dept.	0	0	
Student Financial Aid	67,200	0	67,200
Auxiliary Enterprises		0	
Athletics		0	
Independent Operations		0	
<b>Subtotal Current Funds</b>	<u>3,453,300</u>	<u>0</u>	<u>3,453,300</u>
Capital Outlay	789,900	0	789,900
Renewals & Replacements	50,000	0	50,000
Retirement of Indebtedness		0	
<b>Subtotal Plant Funds</b>	<u>839,900</u>	<u>0</u>	<u>839,900</u>
<b>TOTAL EXPENDITURES</b>	<u>4,293,200</u>	<u>0</u>	<u>4,293,200</u>
<b>TRANSFERS IN (OUT)</b>			
Instruction and General	(81,000)	0	(81,000)
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	
<b>Subtotal Current Funds</b>	<u>(45,000)</u>	<u>0</u>	<u>(45,000)</u>
Capital Outlay	10,000	0	10,000
Renewals & Replacements	35,000	0	35,000
Retirement of Indebtedness		0	
<b>Subtotal Plant Funds</b>	<u>45,000</u>	<u>0</u>	<u>45,000</u>
<b>NET TRANSFERS</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>ENDING BALANCES</b>			
Instruction and General	193,437	687,716	881,153
Student Social & Cultural Activities	0	0	0
Research	0	0	0
Public Service	4,653	37,509	42,162
Internal Service Dept.	43,658	16,512	60,170
Student Financial Aid	168,796	8,522	177,318
Auxiliary Enterprises	25	12,434	12,459
Athletics	0	0	0
Independent Operations	0	0	0
<b>Subtotal Current Funds</b>	<u>410,569</u>	<u>762,693</u>	<u>1,173,262</u>
Capital Outlay	1,773,310	(75,700)	1,697,610
Renewals & Replacements	686,955	150,000	836,955
Retirement of Indebtedness	0	0	0
<b>Subtotal Plant Funds</b>	<u>2,460,265</u>	<u>74,300</u>	<u>2,534,565</u>
<b>TOTAL ENDING BALANCES</b>	<u>2,870,834</u>	<u>836,993</u>	<u>3,707,827</u>
<b>TOTAL EXPENDITURES, TRANSFERS, BALANCES</b>	<u>7,164,034</u>	<u>836,993</u>	<u>8,001,027</u>

NEW MEXICO HIGHER EDUCATION DEPARTMENT  
BUDGET ADJUSTMENT REQUEST

INSTITUTION : ENMU-Ruidoso FY 18

Adjustment to Fund: Unrestricted Request # 1

	Current Approved Budget	INCREASE (DECREASE)	Revised Budget
<b>INSTRUCTION &amp; GENERAL:</b>			
<b>REVENUES</b>			
Tuition and Fees	393,600	0	393,600
Federal Government Appropriations		0	
State Government Appropriations	1,936,100	0	1,936,100
Local Government Appropriations	1,115,000	0	1,115,000
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	22,400	0	22,400
<b>TOTAL REVENUES</b>	<b>3,467,100</b>	<b>0</b>	<b>3,467,100</b>
<b>BEGINNING BALANCE</b>	<b>193,437</b>	<b>687,716</b>	<b>881,153</b>
<b>TOTAL AVAILABLE</b>	<b>3,660,537</b>	<b>687,716</b>	<b>4,348,253</b>
<b>EXPENDITURES</b>			
Instruction	1,393,900	0	1,393,900
Academic Support	326,300	0	326,300
Student Services	364,500	0	364,500
Institutional Support	1,084,000	0	1,084,000
Operation & Maintenance of Plant	217,400	0	217,400
<b>TOTAL EXPENDITURES</b>	<b>3,386,100</b>	<b>0</b>	<b>3,386,100</b>
<b>TRANSFERS (IN) OUT OF I&amp;G</b>			
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	0	10,000
Renewals & Replacements	35,000	0	35,000
Retirement of Indebtedness		0	
Non-Budgetary Exhibits:			
Endowment Fund		0	
Other (Specify)		0	
Other (Specify)		0	
<b>NET TRANSFERS</b>	<b>81,000</b>	<b>0</b>	<b>81,000</b>
<b>ENDING BALANCE</b>	<b>193,437</b>	<b>687,716</b>	<b>881,153</b>

Prepared by: Carol Fletcher 575-562-2611

Date Approved by BOR 15-Dec-2017

<b>For NMHED Use Only</b>	Accept	Reject	Date	
NMHED Analyst	_____	_____	___/___/___	NMHED Control # _____
NMHED Director	_____	_____	___/___/___	
<b>For DFA Use Only</b>				
DFA Analyst	_____	_____	___/___/___	DFA Control # _____
DFA Director	_____	_____	___/___/___	Agency Code _____
	Increase _____	Decrease _____	Transfer _____	





**Date:** November 16, 2017  
**To:** ENMU-Ruidoso College Board  
**From:** Clayton Alred, president *Clayton Alred*  
**Subject:** Compensation increase for full-time and benefits-illegible employees

**Summary Statement**

Faculty and staff at ENMU-Ruidoso are long overdue for a compensation increase. In the last eight years, employees have received a 4% increase with the most recent adjustment being a 2% raise during the 2014-2015 academic year.

A two percent (2%) increase for all full-time and benefits-eligible employees is recommended effective January 1, 2018 and an additional 2% increase effective July 1, 2018. Funds are currently available for the January adjustment. The second increase would be subject funding availability within the 2019 fiscal year.

**Action Requested**

Recommend approval to the ENMU Regents for a 2% salary increase for full-time and benefits-eligible employees effective January 1, 2018

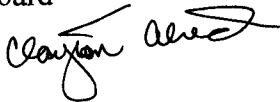
**Attachment**  
None



**ENMU-Ruidoso**  
**Community College Board**  
 2018 Regular Schedule Meetings

Date	Time	Event	Location
Thursday, February 22, 2018	5:00 PM	Regular Meeting	Room 102
Thursday, March 29, 2018	5:00 PM	Budget Workshop	Conference Room
Thursday, April 5, 2018	5:00 PM	Regular Meeting	Room 102
Thursday, August 23, 2018	5:00 PM	Regular Meeting	Room 102
Thursday, September 27, 2018	5:00 PM	Regular Meeting	Room 102
Thursday, November 15, 2018	5:00 PM	Regular Meeting	Room 102
TBD	TBD	Annual Retreat	TBD



**Date:** November 16, 2017  
**To:** ENMU-Ruidoso College Board  
**From:** Clayton Alred, president 

**Subject:** Dekker, Parrish and Sabatini Conceptual Design Project

**Summary Statement**

Attached is the Dekker, Perich and Sabatini proposal for the conceptual design project for the ENMU-Ruidoso AB building.

DPS has completed the as-built drawings, and the next phase, the conceptual plan, will be necessary for presentation to the public for a bond election.

The cost of the conceptual design will be \$31,520. Payment of the design cost will be made out of the reserve account.

**Action Requested**

Approve conceptual design services of the AB building by Dekker, Perich and Sabatini

**Attachment**

Proposal for professional services of conceptual design plan of ENMU Ruidoso AB Building.

REVISED October 13, 2017

Clayton Alred, Ph.D.  
President  
Eastern New Mexico University - Ruidoso  
709 Mechem Dr.  
Ruidoso, NM 88345

DEKKER  
PERICH  
SABATINI

**Re: REVISED - Conceptual Design Professional Services for ENMU Ruidoso AB Building**

Dear Dr. Alred,

Dekker/Perich/Sabatini is pleased to submit this proposal for professional services related to the above referenced project. This proposal is based upon our meeting on August 10 and our tour of your existing building and the newly acquired adjacent building (AB).

**Confirmation and Statement of Work:**

We understand your overarching goal for this project is to develop a floor and site plan, and conceptual interior renderings for the adjacent building that can be used in support of an upcoming bond campaign. We will also provide statements of probable construction costs to aid the University in bond planning.

Attached is a spreadsheet showing our anticipated tasks along with level of effort required for each phase of this project. We have broken this project out into the following phases:

1. *Conceptual programming:* We understand the goal of this phase is to identify your goals, understand your vision, and the required spaces in broad terms to assemble plans and show interior renderings that will tell your story to the voters. Each task is listed on the spreadsheet and we intend for the deliverable at the end of this phase to be a list of spaces, including size, adjacencies required, and overall space needs.
2. *Conceptual design:* We will produce two test-fit floor plan solutions using the program for review and discussion with ENMU – Ruidoso at a GoToMeeting. We will then further develop one floor plan solution that best fits your goals and addresses the issues raised in this meeting. This floor plan will show the spaces, layouts, and a conceptual look at possible materials to help tell the story. We feel these images need to remain conceptual in nature to keep the process flexible after the bond vote.

Please refer to the attached spreadsheet for our proposed **lump sum services fees** and estimated reimbursable expenses. *Although we are proposing a lump sum fee, we show more detailed information to better define the scope of our services. The reimbursables shown are estimates and we would bill these as actual expenses as they occur without mark up.*



Page 2

C. Alred, Ph.D.

REVISED October 13, 2017

Excluded from our basic services are any specialty consultants (e.g. audio/visual, technology, security consultants), and services for utility designation, geotechnical or testing services, structural testing, utility locating services, temporary facilities planning or construction documents, hazardous material sampling or abatement, LEED certification services/compliance and/or services for the procurement for Furniture, Fixtures and Equipment (FF&E), or extensive building assessment services.

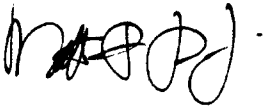
**Terms:**

Payments are due and payable thirty (30) days from the date of the invoice. All amounts unpaid one month after the invoice date shall accrue interest at a rate of 1.50% per month, but not to exceed the applicable maximum lawful interest rate in the jurisdiction in which the project is located. This proposal shall be valid for a period of forty five days from the date indicated above, after which Dekker/Perich/Sabatini reserves the right to modify it. If the final scope of work varies in a material way from the scope described herein, Dekker/Perich/Sabatini reserves the right to make appropriate adjustments.

Thank you for the opportunity to submit this fee proposal. If you have any questions or require any additional information, please don't hesitate to contact me on my cell at (505) 259-7904. If this proposal is acceptable, please return a signed copy and we will put together a contract consisting of AIA B102.

Very truly yours,

**Dekker/Perich/Sabatini**



Matthew McKim, AIA  
Principal

Approved: \_\_\_\_\_

Dr. Clayton Alred, President

Date

# ENMU Ruidoso

Lump sum A/E Services for conceptual programming and design for the AB space | Revised 10/13/2017

Dekker/Perich/Sabatini

Conceptual Programming Personnel	Programming & Conceptual Design			Code	Struct Eng
	Matt	Sajini	Intern	Brad	Francis
Goal setting and vision meeting in Ruidoso	10	14	4		
(3) User group programming meetings in Ruidoso scheduled for one day	8	16			
Produce conceptual programming, vision, adjacencies document	8	24	16		
Review meeting in Ruidoso	8	12			
<b>Estimated total hours</b>	<b>34</b>	<b>66</b>	<b>20</b>	<b>0</b>	<b>0</b>
Hourly Rates:	\$ 150.00	\$ 100.00	\$ 70.00	\$ 90.00	\$ 130.00
Cost	\$ 5,100.00	\$ 6,600.00	\$ 1,400.00	\$ -	\$ -
Sub-total Cost	<b>\$ 13,100.00</b>				
Printing and other costs	Deliverable will be via PDF				
Travel reimbursable without mark up	\$ 300.00				
Mechanical/Electrical/Plumbing - Bridgers + Paxton	Not anticipated at this phase				
Civil Engineering - High Mesa	Not anticipated at this phase				
Statement of Probable Construction Cost	\$ 800.00				
<b>Total-this work effort, not including NMGRT</b>	<b>\$ 14,200.00</b>				

Conceptual Design Personnel	Programming & Conceptual Design			Code	Struct Eng
	Matt	Sajini	Intern	Brad	Francis
Provide (2) floor plan options for ENMU review (hand sketches)	2	28	6		4
ENMU review and give direction - GoToMeeting	2	4			
Develop one floor plan scheme selected by ENMU	2	20	16		2
ENMU review and give direction - meeting in Ruidoso	8	10			
Provide conceptual interior SketchUp quality renderings	2	32	8		
Statement of Probable Construction Cost - CRM Cost Estimating					
<b>Estimated total hours</b>	<b>16</b>	<b>94</b>	<b>22</b>	<b>0</b>	<b>6</b>
Hourly Rates:	\$ 150.00	\$ 100.00	\$ 70.00	\$ 90.00	\$ 130.00
Cost	\$ 2,400.00	\$ 9,400.00	\$ 1,540.00	\$ -	\$ 780.00
Sub-total Cost	<b>\$ 14,120.00</b>				
Printing and other costs (boards, and other collateral materials. This would be a not to exceed reimbursable amount without any mark up	\$ 2,000.00				
Mechanical/Electrical/Plumbing - Bridgers + Paxton	Not anticipated at this phase				
Civil Engineering - High mesa	Not anticipated at this phase				
Statement of Probable Construction Cost - CRM Cost Estimating	\$ 1,200.00				
<b>Total-this work effort, not including NMGRT</b>	<b>\$ 17,320.00</b>				

**Total all phases with reimbursables, exclusive of NMGRT**  
**This is a LUMP SUM proposal**

**\$ 31,520.00**



**Date:** November 16, 2017  
**To:** ENMU-Ruidoso College Board  
**From:** Pierre Laroche, vice president of Student Learning  
**Via:** Clayton Alred, president *Clayton Alred*  
**Subject:** Course Fee Changes

### Summary Statement

Changes in course costs require the following fee changes:

- **IS 131—Network Security Fundamentals (3).** The current lab fees are \$270; they will be reduced to \$80. This reduction eliminates the CompTIA Security Plus exam and pre-testing lab; the certification exam will be offered in a separate boot-camp through community education. The \$80 lab fee will cover the adoption of a new cloud based InfoSec Labs recommended by the CAE2Y community. In addition, the InfoSec Labs will replace our current NDG Netlab hosted in Portales, which will sidestep a \$2,500 annual maintenance cost and \$175,000 equipment replacement cost.
- **IS 257 Ethical Hacking, Defense and Counter Measures (3).** The institution of \$80 in lab fees to use the new cloud based InfoSec Labs. Recommended CAE2Y community, the addition of the lab will provide an improved hands on adaptive learning environment for students.
- **IS 298 Programmatic Capstone/Cybersecurity Challenge (3).** The current lab fees are \$70; they will be reduced to \$50 because competition fees have been reduced by the National Cyber League.

### Action Requested

Recommend approval of the course fee changes by the Eastern New Mexico University Board of Regents.

### Attachment

None