

**Eastern New Mexico University-Ruidoso
COMMUNITY COLLEGE BOARD
SPECIAL MEETING**

August 30, 2016

6:00 p.m.

Room 102

CALL TO ORDER

Mr. Brad Treptow, Chairman, called the meeting to order at 6:01 p.m. and declared a quorum.

Ms. Gina Klinekole, Dr. Lynn Willard and Mr. James Paxton were present.

Dr. Michael Budd was absent.

Also present were Dr. Clayton Alred and Dr. Steven Gamble.

APPROVAL OF THE AGENDA

Mr. Paxton moved to approve the agenda as presented. Dr. Willard seconded the motion.

Vote: 4-0-0. Motion approved.

APPROVAL OF MINUTES

Dr. Willard moved to approve the minutes of the regular meeting of April 28, 2016 and the minutes to the annual retreat of June 30, 2016 as submitted. Mr. Paxton seconded the motion.

Vote: 4-0-0. Motion approved.

INTRODUCTION OF GUESTS

Mr. Treptow introduced guests: Coda Omness, Lisa Maue, Lonnie Jossart, Pierre Laroche, James Pawlak and Rachel Saenz.

REPORT FROM COLLEGE BOARD CHAIR

Mr. Treptow stated that he enjoyed having the annual retreat in the new building space and was pleased to have the building available for use by the New Mexico Legislative Finance Committee. Mr. Treptow stated that as a parent whose son just started his first year, he was appreciative for the hard work of the staff and faculty.

REPORT FROM THE PRESIDENT OF THE UNIVERSITY

- Dr. Gamble reported that the state budget is in bad shape. It is currently 900 million in the hole and could possibly reach 1 billion as tabulations continue. There will be a special session in late September to balance the fiscal year 2016 budget which ended June 30, 2016. The State is roughly \$300,000 in arrears which is not allowed. The State will likely take the balance of \$250,000 from the tobacco fund to help balance the budget. There was a \$600,000 overestimate in revenues for Fiscal Year 2017 which will be addressed during the Fiscal Year 2018 budget. There may be an additional cut to higher education of approximately 5% expected in January session. Dr. Gamble has asked each branch campus president to prepare a scenario where they have to operate at a five percent reduction.
- Dr. Gamble reminded the Board that the General Obligation Bond C is on the ballot in November. It will provide opportunity to obtain funds to take care of the campuses. There will be no new taxes and no increase in tax associated with the bond issue. The Ruidoso campus has a \$700,000 appropriation on the bond election.
- Dr. Gamble reported that the opening of the new football stadium will be September 10 against Western New Mexico University.
- Dr. Gamble stated that Ruidoso has enrollment opportunities available with the new building.

REPORT FROM THE ENMU-RUIDOSO PRESIDENT

- Dr. Alred stated there has been a good start to the semester due to classes being offered on the Mescalero Apache Reservation and recruiting and retention efforts. Head count is currently at 592 students but there are still registrations to process before census date.
- Dr. Alred stated that the campus has hosted a number of meetings during the summer.
 - Legislative Finance Committee,
 - Higher Education Department capital projects committee,
 - ENMU Regents retreat.
- Dr. Alred reported on new employees:
 - Lonnie Jossart was hired as the Job Development Career Coach/Recruiter.
 - Victor Delgado was hired into physical plant department.
 - Christi Medders was hired as the new Human Resources Specialist.
- Dr. Alred reported that he and Drs. Gamble and Madden attended the Higher Education Department's planning session on August 18, 2016. The session's focus was to identify attainment goals for the state.
- Dr. Alred reported that the Governor's Higher Education Summit will be held September 23, 2016 in Albuquerque and invited any Board member to attend.
- Dr. Alred stated that the GO Bond campaign has started. He has spoken to the Chamber of Commerce and at Rotary regarding the GO Bond and plans are being made for him to talk to other members of the community.
- Dr. Alred reported a Governor's memo to agencies within the executive branch to prepare for a five percent cut which is the best estimate in terms of income shortfall for the state. A five percent cut for this institution would be approximately \$100,000. The institution is already taking action to respond to the shortfall by attrition and reorganization of departments.

INFORMATION ITEMS

1. Student Services/Recruitment Report – Ms. Coda Omness presented the update for the Student Services/Recruitment Report.
 - Ms. Omness introduced Lonnie Jossart as the Job Development Career Coach/ Recruiter and Veterans Services.
 - Ms. Omness provided an update on the admission process. The college is now capable of online admissions. Advisors have been assigned to different degree programs, and the new initiative has worked well and created a more efficient process. There have been 477 admission applications received. Of the 477, 296 have registered with sixty-three as first-time students and seventy-five as transfer students. There were 234 students from the spring semester that did not return. The advisors are reaching out to these students in an effort to bring them back to school.
 - Ms. Omness stated that they are working on creating a retention committee in addition to recruitment committee. Current retention efforts include the committee creation and Title V's purchase of retention software. Ms. Omness stated that there has been great communication and cooperation campus wide.
 - Ms. Omness provided an overview regarding the Mescalero Apache project. There are twenty-four students taking courses at the Inn of the Mountain Gods. The project is part of the Mescalero Initiative between the reservation and ENMU Portales campus to create a teacher education program.
 - Ms. Omness stated that as part of the campus-wide recruiting effort, she has initiated a monthly training program on various topics. The first two were Wildland Fire Science and Emergency Medical Services. The next training will cover admissions and prior learning assessments.

2. Fall Enrollment Report – Mr. Pierre Laroche gave the enrollment report. He prefaced the report that data does not include the fifty-five students taking Sun Online courses from other campuses nor does it include students enrolled in the Mescalero Initiative. Additionally, it does not include the estimated twenty-five students enrolled in the Wildland Fire Program classes that start in the second 8 weeks. Mr. Laroche stated that FTE is down and head count is down from 723 to 666. He pointed out that even with enrollment numbers down, the number of completions in the last two years are higher than they had been in the five years prior.
Mr. Laroche led a discussion on the Mescalero Initiative and stated there is a huge opportunity to reach more Mescalero students with classes available at the Inn of the Mountain Gods. Dr. Gamble stated that the intention of the initiative was a teacher education program with students completing their associate degrees with ENMU-Ruidoso and their bachelor degrees with ENMU Portales. The initiative has developed into more than teacher education.
3. Grants Update – Ms. Rachel Saenz provided updates to the Title V and SUN Path grants.
 - Ms. Saenz gave background information on the Sun Path grant which is issued through the Department of Labor. ENMU-Ruidoso is one of eleven consortium members. The goals of the grant are to create systemic change allowing students to gain skills needed to become employable and bridging the gap between employment and higher education and working with employers to expand the programs. One of the objectives is to enhance programs including: Emergency Medical Service program which is collaborating with Title V, Prenursing program, Cyber Security, and the CNA program. They are looking at adopting a medical coding and billing program.
The college had the first site visit. It is the only institution that has received green on all actionable deliverables. Ms. Saenz recently submitted request for a non-funded year-four extension. If granted institution will be able to continue to provide services in job development, IBEST instructors, funds to purchase supplies and continue to maintain statewide partnerships with employment agencies and consortium schools.
 - Ms. Saenz reported on the Title V grant. The Wildland Fire Science program is completing year two course work and developing curriculum. They will be piloting courses during the second eight-week fall semester. There are eleven students enrolled and an additional eleven declared in the program but not yet enroll in courses. Enrollment is expected to increase in the next month. In December, year one courses will be available in collaboration with the Sierra Blanca Wildland Fire Academy. There will be five courses available. Additionally, year two supplies have been purchased. Ms. Kalama continues to recruit a Wildland Fire Science specialist but has secured qualified resource faculty to teach this fall. The second program in the grant is the Emergency Medical Services. An employer council meeting with representatives from the community was held. Staff continues to complete year one courses and develop curriculum. They will be piloting an EMS basic and possibly an advanced EMS for spring. Additionally, Year 1 supplies are purchased. They will be interviewing for the EMS specialist position soon. The online services-EMS webpage update will be online soon. The online orientation pilot went live August 15 to all degree seeking and dual credit students. To date 262 participants have viewed the orientation.
Title V received the grant award notification for Year 3 and was given the full funded amount of \$525,000.
Ms. Saenz announced the addition of Trish Pascale to the Title V team as the online services specialist.
The Board was informed that Dr. Maestes will be on campus on the third week of September to conduct external review of Title V.

4. Organizational Chart – Dr. Alred presented two organizational charts. The first is for the ENMU-Ruidoso campus and reflects the changes made to marketing, student services and institutional research. The second chart reflects Workforce Solutions.
Mr. Laroche and Ms. Omness discussed the interactions and communications between departments.
5. Security Update – Dr. Alred informed the Board that he has had conversations with Village Manager, Debi Lee regarding a shared employee. A Memorandum of Understanding cannot be written at the moment due to the budget cycle. However, discussions are being held on creating a security position for an off duty police officer.
6. Construction Update – Dr. Alred reported the Higher Education Department had one last approval required for the entrance remodel before construction could start. The project will add 1,500 square feet to the building once the entry is enclosed. The cost per square foot will be \$91.00 per sq. ft. The renovation of the construction trades area is in talks and monies from the 2015 severance tax bonds will be used for construction. The preliminary plans are being drawn for review. Dr. Alred stated he would like to use some of the funds to begin the planning process for the facility next door. Dr. Alred is currently in talks with another architect, Decker, Parrish and Sabotini about obtaining a design cost estimate for the remodel to the adjacent building which includes three proposals.
7. Preliminary Discussion of Bond Election – Dr. Alred presented information from Bond Consulting Firm on the historical assessment evaluation of the District.

BUSINESS MATTERS

1. Resolution: Bond A, Bond B, Bond C – Dr. Alred presented to the Board a resolution in support of Bonds A, B, and C. Dr. Alred explained that Bond A will be for the benefit of senior citizens centers. Bond B will be for the benefit of libraries and Bond C will be for the benefit of higher education. If the bond passes, ENMU- Ruidoso will obtain \$700,000.
Dr. Willard moved to approve Resolution in support of Bond A, Bond B and Bond C. Ms. Klinekole seconded the motion.
Vote: 4-0-0. Motion approved.

Mr. Paxton motioned to enter an executive session at 8:19 p.m. Dr. Willard seconded. Mr. Treptow asked for a roll call vote by the Board members.

Ms. Klinekole – yes; Mr. Treptow – yes; Mr. Paxton – yes; Dr. Willard – yes.

Dr. Willard motioned to exit from executive session at 8:59 p.m. Mr. Paxton seconded. Mr. Treptow asked for a roll call vote by the Board members.

Ms. Klinekole – yes; Mr. Treptow – yes; Mr. Paxton – yes; Dr. Willard – yes

Upon exiting the executive session, Mr. Treptow announced that no decisions were made and no other discussions were held.

BOARD ANNOUNCEMENTS AND COMMENTS

ENMU-Ruidoso Foundation Board Meeting, September 27, 2016, 5:00 p.m., Conference room

ENMU- Ruidoso Community College Board Meeting, September 29, 2016, 6:00 p.m.

ENMU Board of Regents Meeting, October 14, 2016, 9:30 a.m., Portales

ADJOURNMENT

Mr. Paxton moved to adjourn the meeting at 9:03 p.m. Ms. Klinekole seconded the motion.

Vote: 4-0-0. Motion approved.



Brad Treptow
Chairman, Community College Board

9-29-16

Date



James Paxton
Secretary, Community College Board

9-29-16

Date

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