# Eastern New Mexico University-Ruidoso
# COMMUNITY COLLEGE BOARD
**February 24, 2016**
**6:00 p.m.**
**Room 102**

**CALL TO ORDER**
Mr. Brad Treptow, Chairman, called the meeting to order at 6:00 p.m. and declared a quorum.
Dr. Michael Budd, Ms. Gina Klinekole, and Dr. Lynn Willard were present.
Mr. James Paxton was absent.

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

**APPROVE THE AGENDA**
**Ms. Klinekole moved to approve the agenda as submitted giving the Board President the option to float the agenda items as necessary. Dr. Budd seconded the motion.**
**Vote: 4-0-0. Motion approved.**

**APPROVAL OF MINUTES**
**Dr. Willard moved to approve the December 3, 2015 minutes and the December 17, 2015 minutes with two corrections to be made to the December 3, 2015 minutes. Both changes are to be made within the second paragraph of page two; change attending to attended and there to three.**
**Dr. Budd seconded the motion.**
**Vote: 4-0-0. Motion approved.**

**INTRODUCTION OF GUESTS**
Mr. Treptow introduced guests: James Pawlak, Annie Kalama, Coda Omness, John McCullough, Rhonda Vincent and Lisa Maue.

**REPORT FROM COLLEGE BOARD CHAIR**
Mr. Treptow wished everyone a Happy New Year and hoped everyone has a good start to the New Year. Mr. Treptow stated that he had attended the Lincoln County Day in Santa Fe and that he was happy to see the college well represented by Dr. Alred, Ms. Omness and Ms. Vincent.

**REPORT FROM THE PRESIDENT OF THE UNIVERSITY**
- Dr. Gamble offered his gratitude for the condolences he received on the passing of his mother.
- Dr. Gamble discussed the legislative session. He stated that it will be a bad year with budget but that it is not a catastrophe. The institutions will get through it. If more cuts are required next year, it could lead to a catastrophe. Dr. Gamble provided a handout on enrollment. He noted approximately 40% of many institutions are dual credit. Dr. Gamble gave out a salary increase history handout. He commented that he had met with ENMU-Ruidoso staff and faculty earlier in the day for the same discussion.
- Dr. Gamble informed the Board that he plans on retiring the summer of 2017.
- Dr. Gamble offered the services of Ms. Ronnie Birdsong to help student service department as the enrollment manager with no cost to the college except her travel expenses. Dr. Alred accepted the offer.

**REPORT FROM THE ENMU-RUIDOSO PRESIDENT**

- Dr. Alred discussed the legislative session. He reported that House Bill 2 reduced FY16 budget by $31 million. The campus lost funding of $13,000 for FY16. With the FY17 budget, the campus will lose $50,000 in state appropriations.
- Dr. Alred reported that the enrollment census reflected 727 students. He stated that during the last four years the spring enrollment was lower than fall enrollment. However, this spring has four students more than last fall. Mr. Treptow commented on the reversal and congratulated staff on their efforts that are now creating results.

**REPORT FROM DEPARTMENT CHAIR**

- The report from the Department Chair is a new addition to the routine matters of the College Board meetings. Each meeting a different Department Chair will give a report to the College Board. Mr. John McCullough, Chair of Business and Information Systems, gave the first report. Ms. McCullough reported that he had 47 students enrolled in programs in his department. He stated that there are online classes the students can utilized but there are some classes that are not suited for online, such as accounting. He stated that he had taken Quality Matters training and has had his eyes opened on some things that should be done to enhance the online classes. Mr. McCullough stated he felt that he had all the necessary resources to conduct all of his classes.

**INFORMATION ITEMS**

1. All State Team Recognition – Dr. Alred reported that the students receiving recognition for the All-State Team in Santa Fe were Chelsey Koch and Jewel Allen.

2. President's Award Recognition – Dr. Alred informed the Board that the winner of the President's Service Award was John Hemphill and the winner for Excellence in Teaching was Dinah Hamilton.

3. Marketing/Recruitment Committee Report – Ms. Coda Omness presented the update for the Marketing/Recruitment Committee. The committee has representation from various areas of the college. The members are: Kathy Kiefer, Barbara Paul, Erik Padilla, Devonna James, Dinah Hamilton, Rachel Whitehead, Annie Kalama, Pierre Laroche and Trish Pascale. The committee has been creating packages for students, making retention calls and creating programs to involve faculty and staff in recruitment efforts.

4. ENMU-Ruidoso Foundation Update - Rhonda Vincent, Foundation Director presented the update on the Foundation.
   - Seventeen out of twenty five scholarships had been awarded. She has gone to the high school to inform them of the availability of the scholarships.
   - A fundraiser is scheduled for June 18, 2016 and is branded as "Aim High". The fundraiser, which will be a trap shoot, is in need of more community members willing to sponsor.

5. Title V Update – Ms. Anne Marie Kalama gave an update on the Title V grant.
   - Year two initiatives are 1) Development of the program; 2) Development of online student services and 3) Expansion of the infrastructure.
   - Title V will be partnering with the Inn of the Mountain Gods to hold a summer youth program.
   - The Emergency Medical association with the University of New Mexico is being finalized.
   - The online portal is complete.
   - The Title V team is encouraging recruitment efforts. They are working with Student Services and have completed a draft for student orientation. They have held stakeholder luncheons.

- The report for year one has been completed and submitted.
- The Internal monitoring team met in December 16, 2015.
- There are two vacancies in staffing.

6. Bookstore Update – Ms. Farquer presented the Board with the update on the bookstore.
   - The Spring semester has had fewer issues with students obtaining books. Personnel have called students and offered assistance.
   - The decision to use Barnes and Nobel with ENMU-Portales has been finalized. Ms. Farquer is working with ENMU - Portales' bookstore manager and will be generating a Memorandum of Understanding.

7. Budget Update – Dr. Alred informed the Board of the need to schedule a budget workshop meeting prior to March 31, 2016. He stated that the FY16 budget was $3,818,000. He anticipates the FY17 budget to be $3,678,000. Dr. Alred stated that it will not be pleasant but the budget will be balanced.

8. Enrollment Update – Pierre Laroche presented enrollment data reflecting trends in the Fall and Spring of 2013/2014; 2014/2015; 2015/2016. The enrollment report included student credit hours, full time equivalency, and head count. Mr. Laroche concluded that enrollment appears to be leveling off.

9. 2016 Legislative Summary – The General Obligations Bond Act passed and there will be a bond election in November 2016. For the Ruidoso campus, there will be a $700,000 project on the ballot to plan, design, and renovate classroom and student services spaces.

10. Strategic Planning Update – Dr. Alred reported that Dr. Patrice Caldwell visited the campus to lead a S.W.O.T. analysis with the staff and faculty. Dr. Caldwell assembled the analysis into issues and has created specific goals. The next step is to revisit and verify that the three goals meet the present plan. The Board has asked that action be taken sooner rather than waiting for further discussion at the annual retreat.

11. Property Acquisition Update – Dr. Alred updated the Board on the property acquisition of 721 Mechem Drive. The approvals have been obtained from the Community College Board and the Board of Regents. He stated that the additional earnest monies have been paid. The college is currently waiting on approval of the Higher Education Department which meets on March 9, 2016 and the State Board of Finance which meets on March 15, 2016.

**BUSINESS MATTERS**

1. Community College Board Meeting times – Dr. Alred requested the Board schedule the times for the March 31st and April 28th meetings.

**Dr. Willard moved to recommend a start time of 11:30 a.m. for both meetings. Ms. Klinekole seconded.**
**Vote: 4-0-0. Motion approved.**

2. Proposed Tuition Increase – Dr. Alred presented a request for a tuition increase. The increase would be approximately five percent. The In-district tuition would increase from $41 to $43; Out-of-district tuition would increase from $55 to $57 and Out-of-state tuition would increase $153 to $160. The increase in tuition would increase income approximately $14,000. Dr. Alred stated that small increases on an annual basis were better on the students than one large increase at some point in the future. He stated there was a meeting held for students to discuss the increase. No students attended.

**Dr. Budd moved to recommend approval of proposed tuition increase. Ms. Klinekole seconded the motion.**
**Vote: 4-0-0. Motion approved.**

3. Extend White Mountain Annex contract – Dr. Alred presented for approval the Memorandum of Understanding between ENMU-Ruidoso and Ruidoso Municipal Schools that will extend the usage of the White Mountain Annex until December 31, 2016.

**Dr. Willard moved to approve the MOU between ENMU-Ruidoso and Ruidoso Municipal Schools. Ms. Klinekole seconded the motion.**
**Vote: 4-0-0. Motion approved.**

4. Medical Coding and Billing Technician Certificate – Mr. Laroche presented a recommendation to approve the Medical Coding and Billing Technician Certificate. He stated that the certificate would be offered through Sun Path. It is a 40 credit hour curriculum and will result in an employment certificate.

**Ms. Klinekole moved to recommend approval of the Medical Coding and Billing Technician Certificate to the Board of Regents. Dr. Budd seconded the motion.**
**Vote: 4-0-0. Motion approved.**

**BOARD ANNOUNCEMENTS AND COMMENTS**

ENMU-Ruidoso Foundation Board Meeting, March 5, 2016, 10:00 a.m., Conference room
ENMU-Portales Board of Regents Meeting, March 11, 2016, 12:00 p.m., Ruidoso, Room 102
Spring Break, March 14-20, 2016
ENMU-Ruidoso Community College Board Meeting, March 31, 2016, 11:30 a.m., Room 115
Graduation, May 12, 2016, Spencer Theater

**EXECUTIVE SESSION**

Chairman Treptow asked for a motion to move into closed meeting. Upon a motion made by Dr. Willard and seconded by Dr. Budd, the motion was passed with a roll-call vote.

- Ms. Klinekole Yes
- Dr. Budd Yes
- Chairman Treptow Yes
- Mr. Paxton Absent
- Dr. Willard Yes

The members entered into closed meeting at 8:52 p.m.

Following the closed meeting, Chairman Treptow asked for a motion to return to public session. Upon a motion made by Dr. Willard and seconded by Dr. Budd, the motion was passed with a roll-call vote.

- Ms. Klinekole Yes
- Dr. Budd Yes
- Chairman Treptow Yes
- Mr. Paxton Absent
- Dr. Willard Yes

The members returned to public session at 9:55 p.m. Chairman Treptow announced that no decisions were made during the closed session.

**ADJOURNMENT**

Dr. Budd moved to adjourn the meeting at 9:56 p.m. Ms. Klinekole seconded the motion.
**Vote: 4-0-0. Motion approved.**

Brad Treptow — 3-31-16

Brad Treptow
Chairman, Community College Board

Date

James Paxton — 3-31-16

James Paxton
Secretary, Community College Board

Date

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