



Board of Trustees

MINUTES

November 2, 2022 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, November 2, 2022, at 8:00 a.m. in room 512.

MEMBERS PRESENT

Trustees Jan Bradburn, Lora Harlan, and Carolyn Spence were present in the Board Room. Trustee Laura Leal participated via virtual meeting access. Trustee Terry Martin was absent.

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Robin Jones, Norman Kia, Robin Kuykendall, Heather Lovato, Angel Anaya, Richard Benavidez, Shauma Brown, April Chavez, Bob Dart, Milo Drake, Perla Herrera, Nicolle Holcomb, Santana Sena, Kari Smith, and Marcus Smith. Also present in the Board Room were Kameron Barnett, CCC legal counsel; and Steve Hansen, Eastern New Mexico News.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Joleen Borja, Paul Boylan, Karen Burns, Bill Cheville, Pam Cornelison, Natalie Daggett, Vicki De Leon, Celia Donofrio, Dannette Ewers, Melissa Ham, Sydney Higgs, Winona Johnson, Nohemi Lara-Miller, Cindy McDaniel, Shawna McGill, Nancy Meadows, Paul Moore, Sandra Taylor-Sawyer, Brandi Varnado, Kyra Vela, Katrina Walley, Mindy Watson, and Kellyann Weber.

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:04 a.m. and declared a quorum.

Approval of Agenda:

The agenda was approved as submitted.

ACTION: Bradburn moved to approve the agenda as submitted. Spence seconded and upon roll call vote the motion carried (4-0).

Approval of Minutes:

The Board approved the minutes of October 5, 2022, as submitted.

ACTION: Spence moved to approve the minutes of October 5, 2022, as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

Financial Aid Report 2021-2022:

Ms. April Chavez, Director of Financial Aid, presented the Board with the annual Financial Aid Report for fiscal year 2021-2022. Clovis Community College dispersed a total of \$6,401,062.61 in financial aid last year. Information regarding composition of aid and CCC's student loan default rate was also included.

ACTION: No action was requested of the Board of Trustees.

NEW BUSINESS Non-Instructional Matters

Campus Cabinet Overview and Goals:

The Campus Cabinet is Clovis Community College's first food pantry that is currently available to students battling food insecurity; all food provided is free. The Campus Cabinet also includes the community garden and the upcoming hygiene cabinet. The Campus Cabinet was recently awarded an Addressing College Food Security Grant from New Mexico's Higher Education Department for the amount of \$27,000. The grant focuses on effectively serving our students and campus community by addressing food security sustainably; emphasizing the importance of healthy eating; and prioritizing overall student well-being on our campus.

Ms. Shauma Brown, English Faculty, and Ms. Santana Sena, Academic Tutoring and Coach Manager, presented the Board with an overview of the Campus Cabinet and its upcoming goals.

No action was requested of the Board of Trustees.

Emeritus Status for Paul Nagy and Michael Powers:

Emeritus status is an honor that expresses the institution's appreciation for distinguished service. Faculty are eligible for Emeritus status after meeting the eligibility requirements, which includes twenty (20) years of service at Clovis Community College as full-time faculty member or an administrator at the division level or higher with good standing at the time of retirement; formal retirement from Clovis Community College as evidenced by NMERB status upon their separation from service, HRS will confirm eligibility; and Emeritus status must be applied for through FACCC and approved by the Board of Trustees based upon the previous requirements. The Board was presented with recommendation letters from the Faculty Association of Clovis Community College (FACCC) for retired faculty members Paul Nagy and Michael Powers. Dr. Paul Nagy began employment at Clovis Community College in 2000 and retired as Instructor in English in 2022. Mr. Michael Powers began employment at Clovis Community College in 2001 and retired as Instructor in History in 2022. It was requested that the Board grant Emeritus status to Dr. Paul Nagy and Mr. Michael Powers.

ACTION: Bradburn moved to grant Emeritus status to Dr. Paul Nagy and Mr. Michael Powers. Spence seconded and upon roll call vote the motion carried (4-0).

Emeritus Status for Paul Aragon and Beverly Aragon:

Emeritus status is an honor that expresses the institution's appreciation for distinguished service. Administrators serving at the dean/division chair/director level are eligible for Emeritus status after meeting the eligibility requirements, which include twenty (20) years of service at Clovis Community College as full-time faculty member or an administrator at the division level or higher with good standing at the time of retirement; formal retirement from Clovis Community College as evidenced by NMERB status upon their separation from service, HRS will confirm eligibility; and Emeritus status must be applied for through PEACCC and approved by the Board of Trustees based upon the previous requirements. The Board was presented with recommendation letters from the Professional Employee Association of Clovis Community College (PEACCC) for retired employees Paul Aragon and Beverly Aragon. Mr. Paul Aragon began employment at Clovis Community College in 1991 and retired as Director of Facilities in 2022. Mrs. Beverly Aragon began employment at Clovis Community College in 1995 and retired as Executive Assistant to the President in 2022. It was requested that the Board grant Emeritus status to Mr. Paul Aragon and Mrs. Beverly Aragon.

ACTION: Bradburn moved to grant Emeritus status to Mr. Paul Aragon and Mrs. Beverly. Spence seconded and upon roll call vote the motion carried (4-0).

Quarterly Financial report for First Quarter FY 2023:

The Board was presented with Clovis Community College's Quarterly Financial Report for first quarter of fiscal year 2021, which includes Statement of Net Positions; Statements of Revenues, Expenses, and Changes in Net Position; Statements of Cash Flows; Schedule of Budgeted and Actual Revenues and Expenditures.

No action was requested of the Board of Trustees.

Financial Actions Report for First Quarter of Fiscal Year 2023:

The Board was presented with a copy of the Financial Actions Report for first quarter of fiscal year 2023. It was requested that the Board approve the report for final submission to the New Mexico Higher Education Department.

ACTION: Spence moved to approve the Financial Actions Report for first quarter of fiscal year 2023 as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

Budget Adjustment Request #1 for Fiscal Year 2022-2023:

An operating budget consists of the institution's revenue and expenditure estimates. The Budget Adjustment Request (BAR) reflects changes that have developed as the fiscal year has progressed. The Board was presented with the BAR #1, which includes adjustments for bringing cash balances to actuals as of 07/01/22; plant projects including roofing, parking lots, electrical updates, and the Allied Health center; Capital Outlay for Severance Tax Bond funds and GO Bond funds; funds received for Early College Dual Credit, Welding Faculty, Health and Fitness Equipment, and Enterprise Resource Planning; and grant revenue and associated expense adjustments based on funding letters. Upon approval from the Board, BAR #1 will be submitted to the New Mexico Higher Education Department. It was requested that the Board of Trustees approve Budget Adjustment Request #1 for Fiscal Year 2022-2023 as submitted.

ACTION: Spence moved to approve Budget Adjustment Request #1 for Fiscal Year 2022-2023 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

OTHER BUSINESS

President's Remarks:

Dr. Jones announced that Election Day is Tuesday, November 8. Clovis Community College is a voting site during this year's election. Curry County Clerk's Office granted the College permission to place GO Bond 3 advertising material around the parking lot as long as the signs were taken down before Election Day. The yard signs will be taken down on Monday, November 7.

On October 17, Dr. Jones, Mr. Kia, Dr. Smith, and Representative Zamora attended a New Mexico's Community Colleges: Innovative Ways to Meet Workforce Needs conference in Santa Fe, NM. The conference focused on finding educational ways to support the State of New Mexico's workforce. Workforce Development, Presbyterian Healthcare Services, and other organizations were present discussing their immediate staffing needs. The most significant project underway with the State of New Mexico is Broadband Deployment, a nationwide initiative of broadband networks or infrastructure through which broadband services can be delivered. The New Mexico Independent Community Colleges (NMICC) are looking to create a curriculum to cover the initiative. Dr. Jones will share more details as the project develops.

Dr. Jones also announced that the Strategic Planning initiative is in the beginning stages. She began communication with a facilitator that she hopes will help with the process. Dr. Jones welcomed the Board to participate in Strategic Planning. She will communicate more details as the process evolves.

Dr. Jones reported that the Achieving the Dream (ATD) coaches were on campus October 10 and 11. Several staff and faculty participated in various workshops. Additionally, Madam Chair Harlan met with the two coaches; they are very pleased with CCC's achievements!

Title V Director, Ms. Nohemi Lara-Miller, and the administration team facilitated several zoom meetings with an external evaluator to provide data for the Title V Evaluation Report. Dr. Jones was very optimistic on the outcome of these meetings.

The administrative team and Madam Chair Harlan participated in Audit Exit Conference on October 26.

Dr. Jones was delighted to share that the CCC Commons was packed with about 200 students, faculty, and staff participating in the Halloween costume contest. She was fascinated to see such a positive and united gathering all in one place. Dr. Jones expressed her gratitude towards those who made this event possible.

Pinning ceremonies for the Allied Health programs will be held at the Clovis Civic Center on December 8, 2022.

Dr. Jones' remarks concluded with a review of the calendar of events for the month of November.

ACTION: No action was requested of the Board of Trustees.

Executive Session:

ACTION: Bradburn moved to recess and enter executive session. Spence seconded and upon roll call vote the motion carried (4-0).

The Board moved to recess and entered executive session at 9:00 a.m. as authorized by Section 10-15-1(H)(2) of the Open Meetings Act to discuss limited personnel matters regarding the extension of Dr. Robin Jones as Acting President for Clovis Community College and Section 10-15-1(H)(7)

to discuss threatened or pending litigation matters.

NOTE: Those present for executive session included Jan Bradburn, Lora Harlan, Laura Leal, and Carolyn Spence (CCC Board of Trustees); and Mr. Kameron Barnett (CCC legal counsel).

ACTION: Bradburn moved to return to regular session. Spence seconded and upon roll call vote the motion carried (4-0).

The Board returned to regular session at 9:48 a.m. The only matters discussed in executive session were limited personnel matters and threatened or pending litigation matters.

Regarding extension of Dr. Robin Jones as Acting President for Clovis Community College:

Ms. Harlan requested a motion, if any, on matters discussed during executive session.

ACTION: Bradburn made a motion to extend Dr. Robin Jones as Acting President of Clovis Community College until the next regular meeting on December 7, 2022. Spence seconded and Ms. Leal abstained. Upon roll call vote the motion carried (3-1-0).

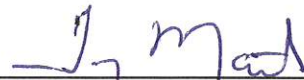
ANNOUNCEMENTS

The next regular Board meeting is scheduled for December 7, 2022, at 8:00 a.m. in Room 512.

The meeting adjourned at 9:50 a.m.

ACTION: Spence moved to adjourn the meeting. Bradburn seconded and upon roll call vote the motion carried (4-0).

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved November 29, 2022