



Board of Trustees

MINUTES

March 5, 2025 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held a regular meeting on Wednesday, March 5, 2025, at 8:00 a.m. in room 512.

MEMBERS PRESENT

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

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Jonathan Fuentes, Bob Dart, Robin Kuykendall, Heather Lovato, Richard Benavidez, Vicki Bridinger De Leon, Nayeli Caldera, Nikkei Cardenas, Michelle Cochran, Dannette Ewers, Brandon Finney, Billy Garcia, Jerri Garcia, Sharna Gardner, Emily Glikas, Ashley Grissom, Melissa Ham, Alice Harvey, Nohemi Lara-Miller, Nikki Lovett, Santana Sena, Kari Smith, Marcus Smith, and Katrina Walley. Also present in the Board Room was Grant McGee, Eastern New Mexico News. Kameron Barnett, CCC Legal Counsel, participated via virtual meeting access.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Julia Alexander, Joleen Borja, Shauma Brown, Jennifer Bussey, April Chavez, Elizabeth Chavez, Bill Cheville, Celia Donofrio, Perla Herrera, Shelly Norris, Rachel Page, and Jessa Wood.

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:00 a.m. and declared a quorum.

Approval of Agenda:

The agenda was approved as submitted.

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

Approval of Minutes:

The Board approved the minutes of February 5, 2025 as submitted.

ACTION: Martin moved to approve the minutes of February 5, 2025 as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

Board of Trustees

Resignation Announcement:

Chair Harlan shared that the Board of Trustees and Dr. Fuentes received District 4 Trustee Carolyn Spence's resignation, effective immediately. Trustees Bradburn, Harlan, Leal, and Martin each expressed their thanks and appreciation of Ms. Spence and her dedication to serving on the Clovis Community College Board of Trustees for the last 5 ½ years. They shared that Ms. Spence always had the best interests of the college and the community in

mind; she was engaged, inquisitive, and lent her expertise while serving as District 4 Trustee. It was requested that the Board accept Trustee Spence's resignation as submitted.

ACTION: Martin moved to accept Trustee Spence's resignation as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

Board of Trustees Vacancy Announcement:

Chair Harlan presented the Board with the proposed Board of Trustees Vacancy Announcement. The purpose of the announcement is to publicly declare the Board of Trustees vacancy in Clovis Community College District 4. As stated in the announcement, the Board of Trustees will accept Letters of Interest from registered voters and residents of Clovis Community College District 4 from Monday, March 10 through Monday, March 24, 2025, 5 p.m. MDT. Letters of Interest shall not be more than one (1) page in length and should include the candidate's reason for interest in serving on the Board; their skills, qualifications, and/or experience; their available time commitment to serve on the Board; and their understanding of the benefit of a community college to its region and how Clovis Community College can maximize that benefit. The Board of Trustees will review and discuss the Letters of Interest with subsequent voting of appointment at either a special meeting or at the April regular meeting. Tentatively, the newly appointed Trustee will be sworn in and begin their service at the regular meeting on April 2, 2025. It was requested that the Board approve the Board of Trustees Vacancy Announcement as submitted.

ACTION: Martin moved to approve the Board of Trustees Vacancy Announcement 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

Summer and Fall Student 2025 Fees:

The Board was presented with the lists of Summer and Fall 2025 student and academic fees. Additional textbook fees for the All-In Textbook Programs are also reflected. Fees occasionally change as a result of an increased cost in supplies; however, the bookstore was able to reduce the Traditional All-In Textbook Fee from \$36 to \$33. It was requested that the Board approve the Summer and Fall 2025 fee lists as submitted.

ACTION: Martin moved to approve the Summer and Fall 2025 Student Fees as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

NEW BUSINESS Non-Instructional Matters

Purchase Approval for New Fleet Vehicles:

The Board was presented with a request to purchase for Clovis Community College six new fleet vehicles, tow packages and trailer totaling \$241,639, funded through a \$250,000 grant from the New Mexico Higher Education Department. The acquisition includes four vehicles designated for the maintenance team, one 15-seater passenger van for student excursions, and one SUV for general staff use. The remaining grant funds will be allocated towards the purchase of an additional trailer. Four of the six vehicles are hybrid models, aligning with the New Mexico Alternative Fuel Acquisition Act's sustainability goals. The purchase marks a significant update to the institution's fleet, addressing a long-standing need for newer, more efficient vehicles to

support operational and academic activities. It was requested that the Board approve the purchase of the new fleet vehicles as submitted.

ACTION: Martin moved to approve the purchase of the new fleet vehicles as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

Appointment of Board Members to CCC Strategic Planning:

Clovis Community College will be revisiting our Strategic Plan. This will require the College to look through the plan, to review data, to revisit rationale, to revise where needed, and to work on all actionable items. The first three sessions are scheduled for April 18, May 2, and May 30. It was requested that the Board appoint two Trustees to the Strategic Planning Committee.

ACTION: Bradburn moved to appoint Jan Bradburn and Laura Leal as primary members and Lora Harlan as an alternate to the Strategic Planning Committee. Leal seconded and upon roll call vote the motion carried (4-0).

OTHER BUSINESS

President's Remarks:

Dr. Fuentes shared that Second 8-Week classes begin March 24, which is the week after Spring Break. Registration is ongoing now until late registration ends on March 28. We are still hovering at a 6.1% increase over last year and hope to have kept the pace when we officially report.

Strategic Planning is starting. We are excited to create the vision and strategies moving forward to give us a clear vision on where we are trying to go as a college. We look forward to having input from students, employees, Trustees, and the community.

Calendar of March Events:

The Calendar of March Events was shared with the Board and the following events were highlighted:

The gallery exhibit "Fun Figures Made of Fabric and Thread" continues in the Eula May Edwards Museum and Gallery through March 14.

Registration for the Second 8-Weeks Session continues through March 28.

Tax Help NM continues through April 9.

Skillfest 2025: CCC Professional Development Day is March 7.

CAB and Viva have several student events taking place on campus in March.

The Cultural Arts Series, Altan, is performing at the Petty Performing Arts Center on March 11.

The campus will be closed for Spring Break, March 17-21.

March 24, Second 8-Week classes begin, and GED/ESL registration will be in the Center for Student Success.

Executive Session:

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

The Board moved to recess and entered executive session at 8:25 a.m. to discuss as authorized by Section 10-15-1(H)(2) of the Open Meetings Act, Limited Personnel Matters.

NOTE: Those present for Executive Session included Jan Bradburn, Lora Harlan, Laura Leal, and Terry Martin (CCC Board of Trustees); Kameron Barnett (CCC legal counsel); and Jonathan Fuentes (CCC President).

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

The Board returned to regular session at 9:12 a.m. The only matters discussed in Executive Session were Limited Personnel Matters.

ANNOUNCEMENTS

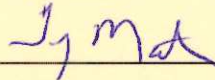
The Board Study Session is scheduled for March 25, 2025, at 9:00 a.m. in room 512.

The next regular Board meeting is scheduled for April 2, 2025, at 8:00 a.m. in room 512.

The meeting was adjourned at 9:14 a.m.

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

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved

2 April 2025