



Board of Trustees

MINUTES

October 2, 2024 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held a regular meeting on Wednesday, October 2, 2024, at 8:00 a.m. in room 512.

MEMBERS PRESENT

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

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Jonathan Fuentes, Bob Dart, Heather Lovato, Angel Anaya, Richard Benavidez, Nayeli Caldera, April Chavez, Elizabeth Chavez, Michelle Cochran, Dannette Ewers, Billy Garcia, Ashley Grissom, Gabe Johnson, Nohemi Lara-Miller, Nikki Lovett, Bridget Lucero, Cindy Martin, Paul Moore, Santana Sena, Kari Smith, Marcus Smith, and Monica Turner. Also present in the Board Room were Kameron Barnett, CCC Legal Counsel, and Grant McGee, Eastern New Mexico News.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Julie Alexander, Joleen Borja, Paul Boylan-Torres, JoAnna Brown, Bill Cheville, Natalie Daggett, Emily Glikas, Abigail Gordon, Perla Herrera, Karen Jones, Nancy Meadows, Noy Poland, Aaron Quaif, Sandra Taylor-Sawyer, Erin Thomas, Katrina Walley, Melissa Winn, 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. Bradburn seconded and upon roll call vote the motion carried (4-0).

Approval of Minutes:

The Board approved the minutes of September 4, 2024, as submitted.

ACTION: Martin moved to approve the minutes of September 4, 2024, as submitted. Spence seconded and upon roll call vote the motion carried (4-0).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

Title V Individual Grant Review:

In 2020, Clovis Community College was awarded a Title V Individual Grant for "Partnership for Teacher Preparation" from the United States Department of Education. The total amount of CCC's award was \$2,995,925. This grant focuses on two main tasks: developing seamless education pipelines featuring engaging instructional strategies and developing effective, individualized student support services. Ms. Nohemi Lara-Miller, CCC's Title V Project Director, provided the Board with an overview of the grant and spoke about the various projects and activities associated with this grant. Projects included the renovation of the Tutoring and Writing Centers, the renovation of the Library's Group and Individual Study Rooms, the hiring of two part-time contract employees for STEM Place, the renovation of the Science and Math classrooms, and the renovation of the computer classrooms with new computers and new software. An overview of the Alternative Licensure Program (ALP) was presented by Ms. Cindy Martin, ALP Instructor. The Elementary and Secondary Education tracts launched this fall with eight students (two Elementary and six Secondary). Early Childhood and Special Education tracts will be offered next fall. For acceptance into ALP, candidates must have a Bachelor's degree or higher and complete an application, transcript audit, and interview. The current Fall 2024 students are employed as full-time teachers in a Clovis school and they are taking two of their required ALP courses. Upon completion of a program tract and required state exams, candidates are eligible to apply for a level I teaching license with NMPED.

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

Library Presentation:

The Dr. W. D. Dabbs Library provides diverse resources including books, digital resources, research assistance, and study spaces effectively showcasing its role as a vital resource for students and faculty. In addition, the New Mexico Higher Education Department is the state agency that oversees the General Obligation Bond (GO Bond) funds for academic libraries, and they work with the New Mexico Consortium of Academic Libraries (NMCAL) to determine how the funds are dispersed. The funds that are received for CCC's library use have been primarily used for online resources, such as databases. Mr. Paul Moore, Library Director, presented the Board with a comprehensive look at the library and highlighted the diverse resources, future plans, and descriptions of some of the library's services. The library team continues to explore options to enhance the library's usable space and continue to meet the needs of CCC student and community including evaluation of technology upgrades to the integrated library system (ils).

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

Financial Aid Report 2023-2024

Financial aid is a very important resource for students. Clovis Community College makes every effort to maximize opportunities for its students to make use of as many forms of financial aid as possible. Ms. April Chavez, Director of Financial Aid, presented the Board with the annual Financial Aid Report for 2023-2024. Clovis Community College dispersed \$5,131,547 in various forms of aid during the 2023-2024 academic year. Ms. Chavez provided details on the various compositions of financial aid, as well as information on CCC's student loan default rate. Ms. Nayeli Caldera was introduced to the Board as the new Financial Aid Director as Ms. Chavez is retiring from CCC.

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

Advisory Committee Appointments:

Clovis Community College is privileged to have the services of numerous volunteers from the community who assist us in planning and providing programs and services for students through advisory committees. In some

cases, we are required by the New Mexico Higher Education Department, or one of several accrediting authorities with which we are affiliated, to maintain an active program advisory committee. The College values the expertise and judgment of advisory committee members who help us keep our programs and service responsive to business, industry, and community needs. Faculty and staff members who are responsible for working with advisory committees have reviewed the committee lists and revised them to reflect proposed membership for the Fall 2024 and Spring 2025 semesters. All of those nominated for advisory committee membership have been contacted and have indicated willingness to serve.

ACTION: Martin moved to approve the Advisory Committee Appointments as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

Fall 2025, Spring 2026, and Summer 2026 Academic Calendars:

The Board was presented with the Academic Calendars for Fall 2025, Spring 2026, and Summer 2026. Academic calendars include registration dates, course terms, holidays, and ceremony dates. The proposed calendars have been coordinated with the area school systems as much as possible. It was requested that the Board of Trustees approve the Fall 2025, Spring 2026, and Summer 2026 Academic Calendars as submitted.

ACTION: Martin moved to approve the Fall 2025, Spring 2026, and Summer 2026 Academic Calendars as submitted. Spence seconded and upon roll call vote the motion carried (4-0).

Spring 2025 Fees:

The Board was presented with the Spring 2025 student and academic fees list. Fees occasionally change as a result of an increased cost in supplies. Additional textbook fees for the All-In Textbook Programs were also included.

ACTION: Martin moved to approve the Spring 2025 student and academic fees list as submitted. Spence seconded and upon roll call vote the motion carried (4-0).

NEW BUSINESS Non-Instructional Matters

Annual Campus Security Report:

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 requires all institutions of higher education receiving federal aid to annually report incidents of crime occurring on campus. The Board received a copy of Clovis Community College's report for January 1, 2023 through December 31, 2023. Mr. Richard Benavidez, Director of Campus Security, reported that there were zero incident(s) classified under the Clery Act categories for the year 2023. The report can be reviewed online via the Clovis Community College website and in the Public Record Books located in the campus Library.

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

Art Committee Update:

The Clovis Community College Art Committee was previously approved by the Board on September 4, 2024 with one vacancy. Upon further review, Mr. Jacob Rodriguez will move to the vacant Artist position, and Ms. Savannah Hodges will serve as the Arts Professional Art or Com. Art Person. It was requested that the Board of Trustees approve the updated CCC Art Committee as submitted.

ACTION: Bradburn moved to the updated Clovis Community College Art Committee as submitted. Spence seconded and upon roll call vote the motion carried (4-0). Martin abstained.

Certification of Physical Inventory:

The Board was presented with Clovis Community College's current physical inventory of fixed assets. As indicated in Section 2.20.1.16 of New Mexico Administrative Code (NMAC) results of an institution's physical inventory shall be recorded in a written inventory report, certified as to correctness, and signed by the governing authority of agency. It was requested that the Board approve and certify the correctness of the Clovis Community College FY 2024 fixed asset report.

ACTION: Martin moved to approve and certify the correctness of the Clovis Community College FY 2024 fixed asset report. Bradburn seconded and upon roll call vote the motion carried (4-0).

OTHER BUSINESS

Executive Session:

ACTION: Bradburn moved to recess and 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 9:07 a.m. to discuss as authorized by Section 10-15-1(H)(2) of the Open Meetings Act, Limited Personnel Matters; Section 10-15-1(H)(8) of the Open Meetings Act, the Purchase, Acquisition or Disposal of Real Property; and Section 10-15-1(H)(7) of the Open Meetings Act, Threatened or Pending Litigation.

NOTE: Those present for Executive Session included Jan Bradburn, Lora Harlan, Terry Martin, and Carolyn Spence (CCC Board of Trustees); Kameron Barnett (CCC legal counsel); Jonathan Fuentes, Bob Dart, and Heather Lovato (CCC employees).

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

The Board returned to regular session at 10:17 a.m. The only matters discussed in Executive Session were Limited Personnel Matters; the Purchase, Acquisition or Disposal of Real Property; and Threatened or Pending Litigation.

President's Remarks:

Dr. Fuentes shared that there was a great turnout for the Cultural Arts series opening act, Popovich Comedy Pet Theater. He encouraged CCC staff and the community to support and attend the Sugar Skulls! A Dia de Muertos Musical Adventure on October 17.

CCC participated in the Clovis High School bonfire. Community outreach is extremely important, and we were proud to be there to show our support for our partners. Many of their students are ECHS and Dual Credit students.

Fall 2 begins October 14, and we are still in the middle of major pushes with our enrollment campaign.

Walktober is happening this month and CCC staff is encouraged to participate. On Fridays, workout clothes can be worn and staff are encouraged to get up and take a few laps around the campus.

The GO Bond is on the November 5 ballot. There is \$2 million on that bond for Clovis Community College. This is to support Cosmetology and the Classroom South Building with HVAC repairs and other repairs that are needed in that building.

ANNOUNCEMENTS

The Calendar of October Events was shared with the Board, and the following events were noted:

Faces & Places Art Exhibit in the Eula Mae Edwards Museum & Gallery from October 3 through November 15. Six local artists will have their works on exhibit. The opening reception will be held on October 3.

GED and ESL registration will take place on October 7 in the Center for Student Success.

VIVA! Hispanic Student Organization has three different events throughout October.

CCC will host Trunk or Treat in the front parking lot on October 30. This will be open to the public. The community is encouraged to bring their children.

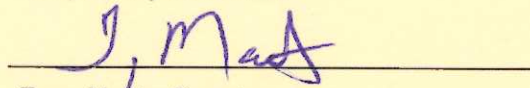
The Campus Activities Board (CAB) will hold the Students, Staff, and Faculty Halloween Costume contest on October 31 in the Commons.

The next regular Board meeting is scheduled for November 6, 2024, at 8:00 a.m. in room 512.

The meeting was adjourned at 10:21 a.m.

ACTION: Martin 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

29 October 2024