



Board of Trustees

MINUTES

December 6, 2023 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular meeting on Wednesday, December 6, 2023, 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. Trustee Carolyn Spence 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, Bob Dart, Milo Drake, Dannette Ewers, Billy Garcia, Emily Glikas, Nicolle Holcomb, Greg Rapp, Santana Sena, Kari Smith, Marcus Smith, and KellyAnn Weber. Also present in the Board Room were Kameron Barnett, CCC legal counsel and Madison Willis, Eastern New Mexico News.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Jacob Alvarado, Jolene Borja, Vicki Bridinger De Leon, April Chavez, Bill Cheville, Natalie Daggett, Celia Donofrio, Milo Drake, Perla Herrera, Nohemi Lara-Miller, Paul Moore, and Elena Soto. Also present via Zoom was Ovidiu Viorica, Office of Broadband Access & Expansion (OBAE).

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:02 a.m. and declared a quorum.

Approval of Agenda:

Chair Harlan proposed that the agenda item "E. Statewide Educational Network" under Non-Instructional Matters be moved after Approval of Minutes. The agenda was approved as amended.

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

Approval of Minutes:

The Board approved the minutes of November 1, 2023 as submitted.

ACTION: Bradburn moved to approve the minutes of November 1, 2023 as submitted. Martin seconded and upon roll call vote the motion carried (4-0).

Statewide Educational Network:

Clovis Community College will become a host site for the Statewide Educational Network (SEN). The New Mexico Office of Broadband Access & Expansion (OBAE) is coordinating the project. For New Mexico schools and school districts, the state is remote, rural and sparsely populated in many areas and IT expertise is not uniformly available. The SEN will provide better

connectivity and expert network management. Mr. Ovidiu Viorica presented the Board with a report to explain the project and how CCC will be involved. Installation of the equipment will be done in December and January with a target date of July 1, 2024 for the network to be fully operational. SEN is an isolated network that will be housed on the campus, but it doesn't integrate with CCC's network and CCC will be paid for the costs of housing the equipment.

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

Executive Session:

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

The Board moved to recess and enter executive session at 8:20 a.m. as authorized by Section 10-15-1(H)(8) of the Open Meetings Act to discuss the Purchase, Acquisition, or Disposal of Real Property.

NOTE: Those present for Executive Session included Janice Bradburn, Lora Harlan, Laura Leal, and Terry Martin (CCC Board of Trustees); Kameron Barnett (CCC's legal counsel); Robin Jones, Norman Kia, and Heather Lovato (CCC staff).

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 8:38 a.m. The only matter discussed was the Purchase, Acquisition, or Disposal of Real Property.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

Fall 2023 Graduation List:

The Board was presented with the list of Clovis Community College students who have met the requirements for graduation during the Fall 2023 term. Included in the list were 79 associate degree earners, 89 certificates of completion earners, and 70 certificates of achievement earners, for a total of 238 graduates. It was requested that the Board of Trustees approve the Fall 2023 graduation list as submitted.

ACTION: Martin moved to approve the Fall 2023 graduation list as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

Fall 2024, Spring 2025, and Summer 2025 Academic Calendars:

The Board was presented with the Academic Calendars for Fall 2024, Spring 2025, and Summer 2025. 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 2024, Spring 2025, and Summer 2025 Academic Calendars as submitted.

ACTION: Martin moved to approve the Fall 2024, Spring 2025, and Summer 2025 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

NEW BUSINESS Non-Instructional Matters

Quarterly Financial Report for First Quarter FY 2024:

The Board was presented with Clovis Community College's Quarterly Financial Report for the first quarter of fiscal year 2024, which includes Statement of Net Position; Statement of Revenues, Expenses and Changes in

Net Position; Statement of Cash Flows; Schedule of Budgeted and Actual Revenues and Expenses.

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

Financial Actions Report for First Quarter FY 2024:

The Board was presented with a copy of the Financial Actions Report for the first quarter of fiscal year 2024. It was requested that the Board of Trustees approve the report for final submission to the New Mexico Higher Education Department.

ACTION: Bradburn moved to approve the Financial Actions Report for first quarter of fiscal year 2024 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

Budget Adjustment Request #1 for FY 2023-2024:

The Board was presented with Budget Adjustment Request (BAR) #1 for FY 2023-2024. The request is to adjust budgets to allow for bringing cash balances to actuals as of 7/1/23; plant projects including roofing, parking lots, electrical upgrades, Allied Health, bathroom renovations, and canopy upgrades; Capital Outlay for Severance Tax Bond Funds and GO Bond Funds; continued renovation of the Norman & Vi Petty Performing Arts Center; funds received for Welding Faculty, BRR, and Enterprise Resource Planning; and grant revenue and associated expense adjustments bases 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 2023-2024 as submitted.

ACTION: Bradburn moved to approve the Budget Adjustment Request #1 for Fiscal Year 2023-2024 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

Roofing Project for President's House / Mesa Theater:

The Clovis Community College President's House and the Mesa Theater sustained significant hail damage in the summer of 2023. WWRC's assessment of the damage is in agreement with the insurance companies' replacement value: President's House, \$160,308.87 and Mesa Theater, \$59,049.38. Funding for this project will come from insurance proceeds that CCC has received. It was requested that the Board of Trustees approve the award of this contract to WWRC in the amount of \$219,358.25 through an existing contract with Cooperative Educational Services and authorizing the President or her designee to execute all necessary documents. (Cooperative Educational Services Contract # 2021-11-R212-ALL) as submitted.

ACTION: Martin moved to approve the award of this contract to WWRC as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

OTHER BUSINESS

Presidential Search Update:

Chair Harlan presented an update on the Presidential Search. She has talked with our ACCT Consultant, Bill Holda. There are applications already coming in with the majority of applications expected in the next few weeks before the deadline. Mr. Holda requested a proposed salary window and benefits be included with our information.

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

President's Remarks:

Dr. Jones shared that enrollment numbers for Spring are up. Student Services conducted events when registration opened in November and have more events planned.

Dr. Jones, Mr. Kia, and Mr. Dart presented the last parking lot proposal to the New Mexico Higher Education Department (NMHED). The proposal was accepted and the money was granted. The Allied Health Expansion will be presented next week at NMHED's December meeting.

Senator Heinrich's staff was on campus on December 5. They visited the Industrial Technology area regarding Wind Energy, Solar Energy, etc. Those present included Diane Ventura from the senator's field office, Representative Zamora, Senator Woods, Representative Reeb, representatives from Pattern Energy, and Jan Elliott who is a member of the Presidential Search Committee.

The Behavioral Health initiative is moving forward with a Behavioral Health Center. They are in the process of purchasing land by the hospital.

Dr. Kuykendall is working with her group on a PSYC certificate. The certificate is not only for people with Allied Health degrees. It will be available to community members that would like to be employed in facilities and that want to understand how to deal with PSYC patients.

Dr. Jones mentioned that Sheriff Mike Reeves recently passed away. Mr. Reeves was not only in law enforcement, but he was a graduate of CCC's Nursing program. He went on to earn a bachelor's degree in Nursing. She wanted to recognize the loss of this distinguished CCC alumni.

A copy of the Calendar of December and January Events was shared with the Board of Trustees. Dr. Jones noted that the Cultural Arts events, A Christmas Carol, is December 13-15 and Terrance Simien and the Zydeco Experience is January 30. PTA and Nursing Pinnings are December 7.

ANNOUNCEMENTS

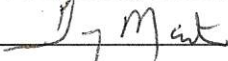
A special Board meeting will be held in January for the swearing-in and election of officers.

The next regular Board meeting is scheduled for February 7, 2024, at 8:00 a.m. in room 512.

The meeting adjourned at 9:02 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 _____