



Board of Trustees

MINUTES

September 7, 2022 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, September 7, 2022, at 8:00 a.m. in room 512. This meeting was held with COVID-safe practices as prescribed in the current Public Health Order. Due to limited seating capacity in the Board Room, the meeting was also livestreamed via Zoom.

MEMBERS PRESENT

Trustees Jan Bradburn, Lora Harlan, Terry Martin, and Carolyn Spence 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 Robin Jones, Norman Kia, Robin Kuykendall, Heather Lovato, Richard Benavidez, Bob Dart, Emily Glikas, Perla Herrera, Nicolle Holcomb, Kari Smith, and Marcus Smith. Also present in the Board Room were Zulema Soto, CCC student; 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 Angel Anaya, Joleen Borja, Paul Boylan, Darlene Brown, Karen Burns, April Chavez, Pam Cornelison, Natalie Daggett, Dannette Ewers, Winona Johnson, Santana Sena, Brandi Varnado, and Kellyann Weber.

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:01 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 (5-0).

Approval of Minutes:

The Board approved the Special Meeting minutes of August 29, 2022 as submitted.

ACTION: Martin moved to approve the minutes of August 29, 2022 as submitted. Bradburn seconded and upon roll call vote the motion carried (5-0).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

*Center for Student Success
Program Review:*

The Center for Student Success offers unlimited, free educational opportunities to Clovis Community College students and community members with the aim to help remove any barriers that might stand in the way of completing their educational goals. Resources available in the Center for Student Success include Adult Education, Computer Lab, Tutoring, and Testing. CCC is one of twenty-six New Mexico institutions offering Adult Education. The program is offered completely free of charge for anyone age 16 and older who are not currently enrolled in high school. The program assists students in improving their quality of life through opportunities to study for the high school equivalency (HSE) exam, learn English as a second language (ESL), receive tutoring in a variety of academic subjects, and gain assistance in preparing for postsecondary education. Ms. Emily Glikas, Director of Center for Student Success, provided the Board with an overview of the program. During the 2021-2022 academic year, she and her staff served 266 adult education students, proctored 2,312 exams, and provided over 6,000 hours of tutoring. The Board also heard a student testimonial from Ms. Zulema Soto, ESL program.

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

*Summer 2022 Supplemental
Graduation List:*

The Board was presented with the list of additional Clovis Community College students who have met the requirements for graduation during the Summer 2022 term. The list represents students who applied after the graduation deadline, as well as those identified by Institutional Research as having met graduation requirements. Included in the list were 7 associate degree earners and 10 certificates of achievement, for a total of 17 additional graduates. This brought the total number for Summer 2022 to 96 graduates. It was requested that the Board approve the Summer 2022 supplemental graduation list as submitted.

ACTION: Martin moved to approve the Summer 2022 supplemental graduation list as submitted. Leal seconded and upon roll call vote the motion carried (5-0).

NEW BUSINESS Non-Instructional Matters

Governance Document:

Clovis Community College has a history of participatory governance where constituent groups are involved in decisions as much as possible. The Board was presented with the updated Governance Document, which lays out how employees through Councils, Committees, and constituent groups can have input in CCC's decision-making processes. The governance document was recently modified to include the Diversity, Equity and Inclusion (DEI) committee.

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

*Art Committee
Appointments:*

The Clovis Community College Art Committee provides assistance for the College's visual art program, including our permanent collection of art, our exhibition program, and our participation in the New Mexico One Percent for Art program, which has provided public art for several of our buildings. It was requested that the Board of Trustees appoint Ms. Nicole Neyra as the student representative on the Clovis Community College Art Committee.

ACTION: Martin moved to appoint Ms. Nicole Neyra to the Clovis Community College Art Committee as submitted. Bradburn seconded and upon roll call vote the motion carried (5-0).

Endowment Report:

In accordance with State Statutes 21-1-27.1 and 21-1-38 and New Mexico Administrative Codes 5.3.6 and 5.3.6.10B(2), Clovis Community College is required to annually report the status of all state endowments received by

the institution. As of June 30, 2022, CCC has received \$150,000 and matched the funds with \$132,500 of local unrestricted funds. The original and matching funds cannot be used for any purpose other than to generate interest that can then be used for the stated development. The current endowment fund balance for faculty development purposes is \$300,734.72. It was requested that the Board approve the Endowment Report for submission to the New Mexico Higher Education Department.

ACTION: Spence moved to approve the Endowment Report for submission to the New Mexico Higher Education Department. Martin seconded and upon roll call vote the motion carried (5-0).

*Board Redistricting
Project/Approval of Concept
Map E*

The New Mexico Statutes Annotated (NMSA) 1-3-13 "Adjusting Precinct Boundaries," states that "In the calendar year following the receipt of the result of a federal decennial census, each local public body subject to districting and whose governing body subject to districting and whose governing body members are elected at the regular local election shall create or redraw districts for the local public body." This would include school boards, community colleges, and some municipalities.

Historically, Clovis Municipal Schools (CMS) and Clovis Community College (CCC) Boards shared the same district maps to lessen confusion among voters during polling. Also, in the past, CMS and CCC worked together to engage a firm to conduct the demographics and district maps study. Research and Polling, Inc., Albuquerque, NM, was retained to conduct the demographics and district maps study.

On June 29, a Study Session was held for the Clovis Community College Board of Trustees to review "Concept Map E," which maintains the historical characteristics mentioned above. Mr. Michael Sharp, VP of Research and Polling Inc., presented to the CCC Board of Trustees and answered questions from the Trustees.

Map Concept E was presented to the Board of Trustees during the August 3 regular meeting as an information item to allow for public comments. Mr. Barnett indicated that he did not receive any questions or concerns from the public during that time. Dr. Jones stated that CCC did not receive any public comments either. It was requested that the Board of Trustees approve and adopt Map Concept E as submitted.

ACTION: Spence moved to approve and adopt Map Concept E as submitted. Martin seconded and upon roll call vote the motion carried (5-0).

OTHER BUSINESS

President's Remarks:

Dr. Jones announced that the 2022 GO Bond campaign is in progress. For Bond 3, Clovis Community College is working in conjunction with Eastern New Mexico University on advertising materials. The main focus will be to communicate to the community that taxpayers will not see an increase in their taxes with the passing of Bond 3. Mr. Kia noted that the passage of Bond 3 for higher education equates to \$1,685,000 in funding opportunities for CCC to utilize on drainage and parking lot improvements. GO Bond monies have constantly been utilized on projects for the safety and security of the campus such as parking lot improvements and updates to the current infrastructure. The administrative team will be making various community presentations between now and the November 8 election date.

Dr. Jones was excited to announce that Clovis Community College is getting ready to start its annual United Way Eastern New Mexico campaign and is currently looking for a volunteer among staff or faculty to

lead this project.

Dr. Jones shared that the ERP project is ongoing and moving forward with a current Go Live date of December 17. She acknowledged the dedicated work of the Business Office and Human Resources staff for going above and beyond their everyday duties to make this project successful. The administrative team is currently looking at compensating those involved in the project.

Dr. Jones reported that the morale on CCC campus improved and enrollment numbers increased since live classes have returned.

Dr. Jones concluded with a review of the calendar of events for the month of September.

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

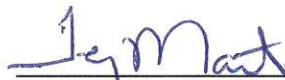
ANNOUNCEMENTS

The next regular Board meeting is scheduled for October 5, 2022, at 8:00 a.m. in Room 512. The in-person meeting will be held in compliance with the prevailing Public Health Order. However, should the Public Health Order change between now and the next meeting, a virtual meeting will take place instead. Proper notification of the meeting format will be shared with the public.

The meeting adjourned at 8:40 a.m.

ACTION: Martin moved to adjourn the meeting. Marin seconded and upon roll call vote the motion carried (5-0).

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved October 05, 2022