



**Clovis Community College**

## ***Board of Trustees***

# **MINUTES**

**April 2, 2025 • 8:00 a.m. • Room 512**

The Clovis Community College Board of Trustees held a regular meeting on Wednesday, April 2, 2025, at 8:00 a.m. in room 512.

### **MEMBERS PRESENT**

Trustees Jan Bradburn, Lora Harlan, Laura Leal, and Terry Martin were present in the Board Room.

### **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, Nikkei Cardenas, Elizabeth Chavez, Michelle Cochran, Dannette Ewers, Brandon Finney, Billy Garcia, Jerri Garcia, Sharna Gardner, Emily Glikas, Ashley Grissom, Melissa Ham, Nohemi Lara-Miller, Nikki Lovett, Bridget Lucero, Marcus Smith, and Katrina Walley. Also present in the Board Room were Kameron Barnett, CCC Legal Counsel, Grant McGee, Eastern New Mexico News, and community members, Tanya Kelley, Sandra Lyons, Raymond Mondragon, Shelly Norris, Kevin Spears, and Laura Wight.

### **VIRTUAL ATTENDANTS**

Based on details from the Zoom attendance report, virtual meeting attendants were Julia Alexander, Joleen Borja, Shauma Brown, Jennifer Bussey, April Chavez, Bill Cheville, Celia Donofrio, Teresa Dudley, Cindy McDaniel, Rachel Page, Aaron Quaif, Santana Sena, Kari Smith, Elena Soto, Kellyann Weber, and Jessa Wood.

### **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 (4-0).**

#### *Approval of Minutes:*

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

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

### **OLD BUSINESS**

There was no Old Business.



## **NEW BUSINESS Instructional Matters**

There was no New Business Instructional Matters.

## **NEW BUSINESS Non-Instructional Matters**

### *Budget Adjustment Request #2 for FY 2024-2025:*

The Board was presented with Budget Adjustment Request (BAR) #2 for FY 2024-2025. The request reflects changes in the previously submitted Budget Adjust Request (BAR) #1 submitted in December 2024. This request is to adjust budgets to allow for Unrestricted: Instruction & General, Renewals & Replacements, Internal Services Department, and Capital Outlay budgets and to allow for Restricted: Grant revenue and associated expense adjustments based on funding letters. Upon approval, this request will be submitted to the New Mexico Higher Education Department. It was requested that the Board of Trustees approve Budget Adjustment Request #2 for FY 2024-2025 as submitted.

**ACTION:** Bradburn moved to approve Budget Adjustment Request #2 for FY 2024-2025 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

### *Proposed Operating Budget for Fiscal Year 2025-2026:*

The Board was presented with the Proposed Operating Budget for FY 2025-2026. State appropriation revenue as outlined in House Bill 2 has been approved by the New Mexico Legislature (pending Governor's Signature). The ending balance expense ratio for Instruction and General is projected at 6.22%. This balance expense ratio is on target with the 3% to 5% recommended by the New Mexico Higher Education Department of colleges. Upon approval, this request will be submitted to the New Mexico Higher Education Department. It was requested that the Board of Trustees approve the Proposed Operating Budget for FY 2025-2026 as submitted.

**ACTION:** Leal moved to approve the Proposed Operating Budget for FY 2025-2026 as submitted. Martin seconded and upon roll call vote the motion carried (4-0).

## **OTHER BUSINESS**

### *Appointment of District 4 Trustee:*

As previously shared at the regularly scheduled March 5, 2025 Board of Trustees meeting, the members of the Board and the public were duly notified of a trustee vacancy in Clovis Community College District 4. During the March 5, 2025 meeting, the Board of Trustees accepted the resignation of Trustee Carolyn Spence and solicited letters of interest from eligible voters and residents of Clovis Community College District 4 to serve on the Board. Letters of Interest were accepted until the deadline set by the Board of Monday, March 24, 2025. Six candidates responded to the Board's call for Letters of Interest by the deadline. The President's Office submitted the names of the candidates to the Curry County Clerk's Office and all six candidates were verified as residing in Clovis Community College's District 4. The verification process yielded the following candidates (in order of the receipt of the Letters of Interest): Dr. Shelly Norris, Ms. Laura Wight, Mr. Raymond Mondragon, Ms. Sandra Lyons, Ms. Tanya Kelley, and Mr. Kevin Spears. Chair Harlan acknowledged the candidates, and each one was given the opportunity to speak before the Board in support of their appointment as the District 4 Trustee.

Chair Harlan thanked each candidate for their interest in serving on the Clovis Community College Board of Trustees. She noted that the newly appointed Trustee will be sworn in at the May 7<sup>th</sup> regular Board meeting, and that the appointment is only through December 31, 2025. The candidate selected, the candidates not selected, and any other resident of District 4 will have the

opportunity to run for the Clovis Community College District 4 Trustee position in the November 2025 election. She then requested a motion of appointment for the District 4 Trustee position.

**ACTION: Bradburn moved to appoint Mr. Raymond Mondragon as Clovis Community College District 4 Trustee. Martin seconded and upon roll call vote the motion carried (4-0).**

*President's Remarks:*

Dr. Fuentes thanked the candidates that stepped forward and that were interested in the vacant Trustee position. He let them know that there are many opportunities for them to be involved at CCC and to serve at the college. He plans to follow up with several of them.

Census is this week and registration for the second 8-week classes has closed. Full count of students and final numbers will be done in May. Enrollment is strong and we are at the 5-7% range of growth.

*Calendar of April Events:*

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

VIVA has a raffle for a gas grill, donated by Los Victor's. The winner will be announced on April 17.

The Cultural Arts Series, TAIKOPROJECT, will be on Friday, April 4 and Saturday, April 5. He invited everyone to come out and enjoy the show.

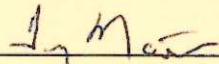
**ANNOUNCEMENTS**

The next regular Board meeting is scheduled for May 7, 2025, at 8:00 a.m. in room 512. Chair Harlan announced that immediately prior to the start of the meeting Mr. Raymond Mondragon will be sworn in as District 4 Trustee.

The meeting was adjourned at 8:43 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

