



COMMUNITY COLLEGE BOARD
Eastern New Mexico University - Roswell
Wednesday, April 15, 2020, 4:00 p.m.
Teleconference
Minutes

Members Present via phone: Carleton Avery, Ralph Fresquez, Patricia Parsons, and Mireya Trujillo

Members Absent:

Others Present via phone: Lisa Dunlap, Tony Major, Mike Martinez, Linde Newman, Annemarie Oldfield, Donna Oracion, Shawn Powell, and Rebecca Schneider

- I. Call to Order** President Trujillo called the meeting to order at 4:04 pm.
- II. Declare a Quorum** Roll Call was taken: Mireya Trujillo, yes; Cla Avery, yes; Patricia Parsons, yes; Ralph Fresquez, yes. President Trujillo declared a quorum.
- III. Finalize Agenda** Vice President Avery made a motion to finalize the agenda. Secretary Parsons seconded the motion. A Roll Call vote was taken: Mireya Trujillo, yes; Cla Avery, yes; Patricia Parsons, yes; Ralph Fresquez, yes. The motion carried unanimously.
- IV. Approve Minutes** Secretary Parsons moved to accept the minutes from the March 11, 2020 meeting. Vice President Avery seconded the motion. A Roll Call vote was taken: Mireya Trujillo, yes; Cla Avery, yes; Patricia Parsons, yes; Ralph Fresquez, yes. The Board approved the motion unanimously.

Public Comment:

No comments from the public were made.

Presidential Remarks:

- I. ENMU Chancellor's Remarks**
Chancellor Elwell did not attend the meeting.
- II. ENMU – Roswell President's Remarks**
- III.** We received notification from the Higher Learning Commission (HLC) after the March 23-24, 2020 virtual accreditation site visit the U.S. Department of Education has a new requirement of an in-person follow-up verification visit for all virtual site visits being conducted. Therefore, the HLC team will visit our campus, and the agenda for the visit will be very similar to the virtual visit. We anticipate the verification visit will be August 31-September 1, 2020.

There are a very limited number of staff on campus as we strive to follow the Governor's stay-at-home instruction. The majority of people on campus are security and maintenance workers. Anyone else needs approval from a Vice President.

The Board of Regents approved our budget at their April 10, 2020 meeting, with the provision that certain expenditures be held off because of ongoing concerns regarding potential budget reductions that may occur from the expected special session of the legislature. As a result, we are reconsidering open positions and other ways to make budget reductions in the event we are

required to reduce our operating budget. An adjusted budget will be resubmitted to the Community College Board of Regents when we have more information. This is in keeping with guidance we received from the Higher Education Department (HED). They have instructed all colleges and universities to present the budgets that were passed on March 11, 2020.

All classes are currently online. We stopped offering classes that require hands-on skills development training, such as technical education and health education fields. We are offering students the option of taking an incomplete grade, and faculty will work with them to make up the work this summer or as soon as possible. Faculty are doing a great job to help students complete their coursework as quickly as possible.

Enrollment, advising, and registration is ongoing for the summer and fall. Dr. Powell expressed appreciation to Student Affairs, Information Technology, and the Portales campus for assisting our faculty and staff members to be able to work remotely.

Facebook Live sessions are being conducted on the ENMU-Roswell Facebook page to provide information to students and staff. The next session is this Friday, April 17 at 11:00 am. Dr. Powell thanked Ms. Donna Oracion, Executive Director of College Development, and Mr. Jacob Puckett, Webmaster, for their efforts to make these successful.

Vice President Avery observed several Facebook Live presentations and stated they have been outstanding. He complimented everyone involved. President Trujillo also conveyed appreciation to all staff in this community effort.

Board Report:

I. Formation of Board Committee to Review Board Seat, District 3, Applications

President Trujillo announced two applications were received for the open Board seat, District 3. She asked the Board to consider forming a committee to review the applications and provide a recommendation at the next meeting. Secretary Parsons and Vice President Avery agreed to serve on the committee. They will submit a recommendation as an action item at the next meeting. Vice President Avery asked for clarification when the person selected would begin serving on the Board. President Trujillo indicated the Board would plan to vote on the selection at the next meeting, which is May 6, 2020; therefore, the individual's term would most likely be effective beginning at the following meeting, scheduled for June 3, 2020. Details will be discussed further at the May 6 meeting.

Action Items:

I. Campus Response to Coronavirus

Dr. Powell reported there are three parts of the response for approval:

- switch instructional formats to the maximum extent possible to online instruction for the remainder of spring 2020 and for summer 2020. The current plan is to return to normal instruction for the fall. Registration is ongoing for the summer and fall terms.
- extend withdrawal date for spring 2020 to May 1, 2020 to assist students in decision-making regarding class alterations.
- alter the format of graduation for spring 2020 to meet the needs of our students, while aligning with Federal and State Executive Orders regarding the Coronavirus. We are planning a virtual graduation to be held May 8, at 6:00 pm. The ceremony would be pre-recorded, and staff are currently working on the graduation script. Students would be offered the opportunity to walk in the December 2020 graduation ceremony.

Vice President Avery asked if all three parts will be considered together or will each part of that memo be discussed separately. President Trujillo stated all parts are currently grouped together. If there are objections, questions, or clarification needed, they can be discussed individually but will need to be voted on as a whole. President Trujillo commended Dr. Powell and staff for all efforts involved to consider students' needs.

Vice President Avery made the motion to approve the campus response to the Coronavirus, and Member Fresquez seconded the motion. A Roll Call vote was taken: Mireya Trujillo, aye; Cla Avery, aye; Patricia Parsons, aye, Ralph Fresquez, aye. The motion carried.

II. Spring 2020 Graduation List

Mr. Mike Martinez, Vice President of Student Affairs, announced 293 graduation applications. This is a 25% reduction from last spring, mostly in the certificate area. The New Mexico Youth ChalleNGe cadets were sent home and unable to complete their certificate requirements.

Secretary Parsons moved to accept the spring 2020 graduation list, and Vice President Avery seconded the motion. A Roll Call vote was taken: Mireya Trujillo, aye; Cla Avery, aye; Patricia Parsons, aye; Ralph Fresquez, aye. The motion carried.

Other Business:

- I. The next meeting is scheduled for Wednesday, May 6, 2020, at 4:00 pm and will also most likely be a teleconference.

Adjourn

Vice President Avery moved to adjourn the meeting, and Member Fresquez seconded the motion. A Roll Call vote was taken: Mireya Trujillo, aye; Cla Avery, aye; Patricia Parsons, aye; Ralph Fresquez, aye. The motion carried. The meeting adjourned at 4:27 pm.

Minutes approved by CCB Secretary, Patricia Parsons



Signature

5-6-2020

Date