



COMMUNITY COLLEGE BOARD
Eastern New Mexico University - Roswell
Wednesday, May 6, 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, Hilda Pacheco Peeples, Shawn Powell, and Greg Torres

- I. Call to Order** President Trujillo called the meeting to order at 4:00 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** Member Fresquez made a motion to finalize the agenda. 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 unanimously.
- IV. Approve Minutes** Vice President Avery moved to accept the minutes from the April 15, 2020 meeting. Member Fresquez seconded the motion. A Roll Call vote was taken: Mireya Trujillo, aye; Cla Avery, aye; Patricia Parsons, aye; Ralph Fresquez, aye. The Board approved the motion unanimously.

Public Comment:

No comments from the public were made.

Presidential Remarks:

I. ENMU Chancellor's Remarks

Dr. Patrice Caldwell, Interim Chancellor, expressed appreciation to retired Board member Eloise Blake, the remaining Board members, ENMU-Roswell President, and staff for their work and upcoming virtual commencement. President Trujillo and Member Fresquez conveyed gratitude on behalf of the Board to Dr. Caldwell for her leadership.

II. ENMU – Roswell President's Remarks

Dr. Shawn Powell, President of ENMU-Roswell, congratulated Dr. Caldwell in her new role and appreciation of her participation in today's CCB meeting.

Higher Learning Commission (HLC) update – An on-site verification visit will be held in the September 21-22, 2020. A virtual site visit occurred March 23-24, however, the US Department of Education now requires any virtual accreditation visit to be followed by a face-to-face verification.

Virtual Graduation is this Friday, May 8, 2020 at 6:00 pm and will be streamed on our Facebook page. Thanks to Mr. Alan Trevor, Media Arts Coordinator, Mr. Jacob Puckett, Webmaster, Ms. Donna Oracion, Executive Director of College Development, and Mr. Raul de Lara, Senior

Graphic Designer, for coordinating the efforts to produce this virtual ceremony. Ms. Oracion indicated pictures of 70 students were received to be included in the ceremony.

Dr. Powell introduced Ms. Annemarie Oldfield as the new Vice President of Academic and Student Affairs. A national search was conducted, and she was selected from among 45 applicants. Dr. Powell thanked Mr. Tony Major, Vice President of Business Affairs and Chair of the search committee, along with the rest of the search committee for their work in the selection. Ms. Oldfield will begin her new responsibilities July 1.

We continue to have a very limited number of people on campus, while following the Governor's stay at home instruction. Security and Physical Plant are on campus on a regular basis. Others wishing to come to campus require approval from a Vice President.

We are developing plans to reopen the campus in the fall. These plans will be forwarded to you as soon as they are finalized. The Higher Education Department (HED) has submitted a plan to the Governor for reopening all campuses statewide. It has yet to be approved and is pending changes. Each campus is instructed to develop individualized plans and responses for re-opening.

We have been asked to reduce our budgets by 10% for the remainder of the current fiscal year (the current month and next month, May and June). The latest information available is the legislature will be called to a one or two-day Special Session in June. After that session, we anticipate our budget will be reduced 10% to 25% in available funds for Fiscal Year 2021. Dr. Powell will share new information as it is available.

To response to the budget shortfalls, we have implemented several measures:

- holding future external hiring decisions at the current time
- postponing the Strategic Enrollment Management Plan
- requiring all purchases to be approved in advance by a Vice President
- reducing the number of active purchasing (P) Cards to five (5) people from different areas of campus
- suspending travel unless approved by a Vice President

Summer classes are completely online with the exception of courses that were stopped in the Spring term that require hands on technical skills development instruction (i.e., technical education and health education). We are hopeful we will be able to complete the majority of that instruction this summer once the Governor's public health orders allow.

Enrollment, advising, and registration is ongoing for summer and fall.

Facebook Live sessions are conducted Tuesdays and Fridays at 11:00 am to provide updates about campus operations and to answer questions. Thanks to Ms. Oracion and Mr. Puckett for setting up our Facebook Live sessions. The next one will be Friday, May 8 at 11:00 am.

Member Fresquez inquired who is working daily on campus other than security. Dr. Powell responded physical plant staff are working within a reduced schedule. Most staff work remotely to the greatest extent possible. Mr. Major added some business office personnel must come to campus periodically for certain functions that cannot be done remotely. Student Affairs and other support services staff rotate working on campus. Staff on campus adhere to social distancing and other requirements currently in place.

Member Fresquez also asked about deadline extensions for registration and scholarships. Mr. Major responded there are no official extensions other than the withdrawal period. Functions have been moved online to the greatest extent possible. Mr. Martinez added all deadlines are posted on the Student Affairs web page. Special admissions programs have extended deadlines. Ms. Oldfield reported dates are posted on the web site.

Dr. Powell announced we have received funding from ENMU System as part of the Federal Government CARES Act, which includes funds for students. These funds are designed to assist students who were not originally taking totally online courses or who were required to vacate dorms or experienced other expenses associated with the Coronavirus COVID-19. We are in the process of distributing to qualified students. The amount for eligible students is determined by the number of credit hours the student was registered for.

Board Report:

Vice President Avery offered congratulations to Dr. Caldwell and Ms. Oldfield for their new positions. He thanked the nursing students for making personal protective equipment (PPE) for Eastern New Mexico Medical Center staff and Dr. Powell and staff for the twice-weekly Facebook Live sessions. President Trujillo appreciates the transparency and the efforts involved in extending communication to the public.

Action Items:

I. Selection of Board Seat, District 3

President Trujillo announced Vice President Avery and Secretary Parsons were selected at the previous Board meeting to serve as the committee to review the applications received to fill the vacant District 3 Board seat and to make a recommendation at this meeting. Secretary Parsons recommended on behalf of the committee to select Ms. Tamaliah "Tammy" Lueras as the Community College Board member to complete the term for District 3. The seat will be up for election in 2021.

Secretary Parsons made the motion to approve the selection of Ms. Lueras to the District 3 seat of the Community College Board, 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.

President Trujillo thanked all the candidates who submitted applications to be considered for the position. She reiterated the seat will be up for election in November of 2021 and encourage anyone interested to apply with the County to be on the ballot. Secretary Parsons requested a letter of gratitude be sent to the other candidates who expressed interest in filling the position to encourage them to participate in the future. President Trujillo will work with Ms. Newman to draft the notes.

Other Business:

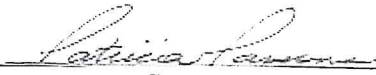
The next meeting is scheduled for Wednesday, June 3, 2020, at 4:00 pm. We will await guidance from the Governor to determine if the meeting will need to be conducted via teleconference.

Adjourn

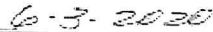
Vice President Avery moved to adjourn the meeting, and Secretary Parsons seconded the motion. A Roll Call vote was taken: Mireya Trujillo, aye; Cla Avery, aye; Patricia Parsons, aye; Ralph Fresquez, aye. The motion carried. The meeting adjourned at 4:25 pm.

President Trujillo reminded everyone of Friday's virtual graduation ceremony.

Minutes approved by CCB Secretary, Patricia Parsons



Signature



Date