



Board of Trustees

MINUTES

April 6, 2022 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, April 6, 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 and Lora Harlan were present in the Board Room. Trustee Laura Leal participated via virtual meeting access. Terry Martin and Carolyn Spence were absent.

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Charles Nwankwo, Norman Kia, Heather Lovato, Beverly Aragon, Diana Byers, Bob Dart, Perla Herrera, Nicolle Holcomb, Rex Regnier, Luis Rivas, and Freddie Salazar. Also present in the Board Room were Kameron Barnett, CCC legal counsel; and Steve Hansen, Eastern New Mexico News. Additionally, Robin Kuykendall participated via virtual meeting access.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Bill Cheville, Joleen Borja, Karen Burns, April Chavez, Emily Glikas, Winona Johnson, Paul Moore, Santana Sena, Kari Smith, Marcus Smith, Sandra Taylor-Sawyer, and Brandi Varnado.

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:00 a.m. and declared a quorum.

Approval of Agenda:

The agenda was approved as submitted.

ACTION: Leal moved to approve the agenda as submitted. Bradburn seconded and upon roll call vote the motion carried (3-0).

Approval of Minutes:

The Board approved the minutes of March 3, 2022 as submitted.

ACTION: Leal moved to approve the minutes of March 3, 2022 as submitted. Bradburn seconded and upon roll call vote the motion carried (3-0).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

Fall 2022 Amended Fees: The Fall 2022 student and academic fees, previously approved at the March 2022 Board of Trustees meeting, were amended with one change. The Physical Therapist Assistant (PTA) Textbook Fees were previously set up under the Traditional Textbook Affordability Package, which was based on a per credit hour fee for the rental of all required books. To promote stronger student success, starting with the Fall 2022 term, PTA textbooks will be switched to the Programmatic Textbook Affordability Package, which is based on a bundled fee for the purchase of all required textbooks. This will allow students to utilize the textbooks throughout the duration of the program, as well as a resource after graduation. The Fall 2022 student and academic fees list was amended to reflect the change in PTA textbook fees. It was requested that the Board of Trustees approve the Fall 2022 amended fees as submitted.

ACTION: Leal moved to approve the Fall 2022 Amended Fees as submitted. Bradburn seconded and upon roll call vote the motion carried (3-0).

NEW BUSINESS Non-Instructional Matters

Budget Adjustment Request #2 for FY 2022: The Board was presented with Budget Adjustment Request (BAR) #2 for FY 2022. The current BAR adjusts for additional revenue and expenditures estimated to incur before the end of the fiscal year. 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 2022 as submitted.

ACTION: Bradburn moved to approve Budget Adjustment Request #2 for FY 2022 as submitted. Leal seconded and upon roll call vote the motion carried (3-0).

Employee Compensation Increase for FY 2022 and FY 2023: As outlined in House Bill 2, the New Mexico Legislature approved, and the Governor signed a compensation increase for fiscal year 2022 and fiscal year 2023. As a result, Clovis Community College will receive a State Compensation Appropriation to provide full-time faculty and staff a 3% salary increase effective April 1, 2022, for the last quarter of fiscal year 2022; a 4% salary increase effective July 1, 2022, for fiscal year 2023. On July 1, 2022, after applying the above 3% and 4% compensation rates, any full-time employee still making below \$15.00 per hour will be brought to the \$15.00 per hour rate.

Trustee Bradburn requested additional clarity on the funding source for the compensation increase. Ms. Lovato explained that the State Legislature will provide adequate funds to cover the increases through the State Appropriation. In the past, the College did contribute with institutional funds to cover compensation increases, but that is not necessary this time around. If anything changes and more funds are needed, a proposed increase will be submitted to the Board of Trustees for approval.

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

Proposed Operating Budget for FY 2023: The Board was presented with the proposed operating budget for FY 2023. State appropriation revenue as outlined in House Bill 2 has been approved by the New Mexico Legislature and signed by the Governor. The ending balance expense ratio for Instruction and General is

projected at 6.86%. This balance expense ratio is on target with the 3% to 5% recommended by the New Mexico Higher Education Department. 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 2023 as submitted.

ACTION: Bradburn moved to approve the Proposed Operating Budget for FY 2023 as submitted. Leal seconded and upon roll call vote the motion carried (3-0).

Proposed Tuition Rate Change for FY 2023:

The Board was presented with a proposed tuition rate change for FY 2023. In accordance with the CCC Board Policy, under section IV item 10a, a tuition increase will be considered every even-numbered year. The proposed tuition rate changes are comparable to the proposed increases at our peer institutions and competitive with local rates at Texas institutions. Tuition at Clovis Community College will remain below that of our closest institutions. It was requested that the Board of Trustees approve the proposed tuition rate change for FY 2023 as submitted.

ACTION: Leal moved to approve the Proposed Tuition Rate Change for FY 2023 as submitted. Bradburn seconded and upon roll call vote the motion carried (3-0).

Health Insurance Salary Tier Adjustment:

The Board was presented with the proposed health insurance salary tier adjustment. Clovis Community College has three salary tiers that set the percentage for which full-time employees pay for BlueCross/BlueShield (BCBS) healthcare. Each tier represents a 10% increase in the amount paid by the employee towards the total healthcare premium. These tiers have not been adjusted for at least ten years.

Due to the State-funded salary increase on July 1, 2022, Clovis Community College is requesting a modification on the tiers to prevent employees from getting placed into a higher salary tier that could potentially result in higher premiums. By increasing \$10,000 to each tier, employees participating in a BCBS healthcare plan will be able to maintain, or in some instances, lower the percentage paid towards their healthcare premium. It should be noted that Human Resource Services (HRS) is currently in an RFP process for a new healthcare plan. Any changes to the premiums for healthcare starting January 1, 2023, have not yet been determined.

The State Legislature also initiated a salary increase for the fourth quarter of FY 2022. To mitigate the impact of the salary increase effective April 1, 2022, HRS will not change an employee's current BCBS salary tier for the remainder of the current fiscal year, in order to prevent an increase in premiums from April 1 to June 30, 2022.

Ms. Heather Lovato remarked that with this salary tier adjustment, 24 employees will move down a tier resulting in a lower healthcare premium. The remaining employees will not have an impact on their premium. It was requested that the Board of Trustees approve the health insurance salary tier adjustment as submitted.

ACTION: Leal moved to approve the Health Insurance Salary Tier Adjustment as submitted. Bradburn seconded and upon roll call vote the motion carried (3-0).

OTHER BUSINESS

President's Remarks:

Dr. Nwankwo announced that the Campus Master Plan is making great progress and is nearing completion. Once finalized, the master plan will be presented to the Board of Trustees for approval.

Dr. Nwankwo along with other CCC Administrators and Directors attended a Higher Learning Commission Conference (HLC) in Chicago, IL, on April 1-6, 2022. Dr. Nwankwo shared the team participated in various conference sessions that were helpful in providing opportunities to learn and gain insight on various aspects of the higher education landscape.

Dr. Nwankwo's remarks concluded with a review of the calendar of events for the month of May. Three major events that are upcoming include:

- The Clovis Community College's thirty-fifth annual Spring commencement ceremony will be held at the Curry County Events Center at 6:00 p.m. on Friday, May 13, 2022.
- The Clovis Community College Board of Trustees' retreat is scheduled for Friday, May 6 and Saturday, May 7, 2022, at Fairfield Inn & Suites by Marriott Clovis. Dr. Nwankwo has been working with the ACCT Consultant and Facilitator, Dr. Pamela Fisher, to develop an agenda for the retreat. Further details will be shared with the Trustees upon finalization.
- The Clovis Community College's annual Leadership retreat will be held on Wednesday, May 18, 2022. The CCC's leadership will conduct a year-in-review and begin the preparations for implementing a new strategic plan.

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

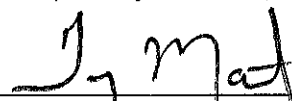
ANNOUNCEMENTS

The next regular Board meeting is scheduled for May 4, 2022, at 8:00 a.m. in room 512.

The meeting adjourned at 8:33 a.m.

ACTION: Bradburn moved to adjourn the meeting. Leal seconded and upon roll call vote the motion carried (3-0).

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved 05/04/2022