



Board of Trustees MINUTES

March 6, 2019 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, March 6, 2019, at 8:00 a.m. in Room 512.

MEMBERS PRESENT

Members present were Laura Leal, Terry Martin, Arnold Martinez and Raymond Mondragon. Russell Muffley was absent.

STAFF PRESENT

Staff members present were Aaron Anderson, Beverly Aragon, Patricia Becks, Dominique Chairez, April Chavez, Bill Cheville, Natalie Daggett, Emily Glikas, Gay Goettsch, Corey Isaacs, Norman Kia, Robin Kuykendall, Heather Lovato, Desirée Markham, Nancy Meadows, Becky Rowley, Amanda Lamb Rupe, Freddie Salazar, Marlee Stephenson, Sandra Taylor-Sawyer, Katrina Walley, Mindy Watson, Kellyann Weber and Laura White.

OTHERS PRESENT

David Grider with Eastern New Mexico News was also present.

ROUTINE MATTERS

Declare a Quorum:

Chairman Arnold Martinez called the meeting to order at 8:00 a.m. and declared a quorum.

Approval of Agenda:

The agenda was approved as submitted.

ACTION: Martin moved to approve the agenda as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

Approval of Minutes:

The Board approved the minutes of February 6, 2019 as submitted.

ACTION: Mondragon moved to approve the minutes of February 6, 2019 as submitted. Martin seconded and upon roll call vote the motion carried (4-0).

Election of Officers:

Chairman Martinez called for nominations for Board Chair.

ACTION: Mondragon nominated Terry Martin to serve as Chair. Leal seconded, Martin abstained, and upon roll call vote the motion carried (3-0-1).

Chairman Martinez called for nominations for Board Secretary.

ACTION: Martin nominated Raymond Mondragon to serve as Secretary. Leal seconded, Mondragon abstained, and upon roll call vote the motion carried (3-0-1).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

Fees:

The Board was presented with the list of Summer 2019 student and academic fees. Fees occasionally change as a result of an increased cost

in supplies. It was requested that the Board approve the Summer 2019 list of fees as submitted.

ACTION: Leal moved to approve the Summer 2019 fee list as submitted. Martin seconded and upon roll call vote the motion carried (4-0).

NEW BUSINESS Non-Instructional Matters

Small Business Development Center Program Review:

The New Mexico Small Business Development Center has provided services to small businesses since 1989. Dr. Sandra Taylor-Sawyer was appointed Director of the CCC Small Business Development Center in September 1996. She and her staff strive to provide quality assistance, education and resources to potential and existing small businesses to strengthen the economy of New Mexico. In 2018, the CCC Small Business Development Center served 386 constituents in Clovis. The Center assisted in creating 15 new businesses in Clovis as well as helping to create/retain 33 jobs. Mr. Dominique Chairez, CCC's SBDC Business Advisor, presented the Board with a program review.

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

Emeritus Status for Tom Drake:

Emeritus status is an honor that expresses the institution's appreciation for distinguished service. Faculty and administrators serving at the dean/division chair/director level are eligible for emeritus status after serving twenty (20) years at Clovis Community College. Mr. Tom Drake began employment with CCC in 1997 and retired as Vice President of Administration and Government Relations in 2018. It was requested that the Board grant emeritus status to Mr. Tom Drake.

ACTION: Leal moved to grant emeritus status to Mr. Tom Drake. Martin seconded and upon roll call vote the motion carried (4-0).

Renewal of Contract for Night Custodial Services:

In 2016, a professional services contract for night custodial services was awarded to Supreme Maintenance, Inc. dba SMI Facility Services with the option for an eight-year renewable term. This contract operates on a fiscal-year cycle with an upcoming renewal term of July 1, 2019 to June 30, 2020. The annual renewal amount is \$214,579 plus applicable gross receipts tax. It was requested that the Board approve the renewal of the contract with Supreme Maintenance, Inc. dba SMI Facility Services and approve the optional four (4) one-year terms with the understanding that renewals are subject to continued appropriations for this contract.

ACTION: Mondragon moved to approve the renewal of the contract with Supreme Maintenance, Inc. dba SMI Facility Services in the amount of \$214,579 plus applicable gross receipts tax and approve the optional four (4) one-year terms with the understanding that renewals are subject to continued appropriations for this contract. Martin seconded and upon roll call vote the motion carried (4-0).

Explanation of Emergency Expenditures:

The Board was given an explanation of emergency expenditures to Plateau Telecommunications in the original amount of \$60,000 and a final contracted amount of \$101,417. This was an emergency purchase by the Information Technology department and was necessary for the preservation or protection of property and the functioning of the College; said expenditures being essential to the restoration of network availability and systems to ensure critical systems were free of infection and the restoration of network, server and PC functionality. The College was authorized to make this procurement pursuant to 13-1-127 NMSA 1978 of the Procurement Code and met the publication of award requirements of 13-1-128 NMSA 1978 of the Procurement Code.

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

OTHER BUSINESS

Legislative Session Update: Dr. Rowley gave a legislative session update. She discussed the status of various bills related to appropriation, minimum wage law, ERB contributions, college affordability act, dual credit, HED coordinating council and the NMICC shared services project. Dr. Rowley will continue to attend various hearings and meetings as the legislative session continues through March 16.

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

ANNOUNCEMENTS

A calendar of March events was discussed.

The Board will hold a study session on March 19, 2019, at 11:30 a.m. in Room 512.

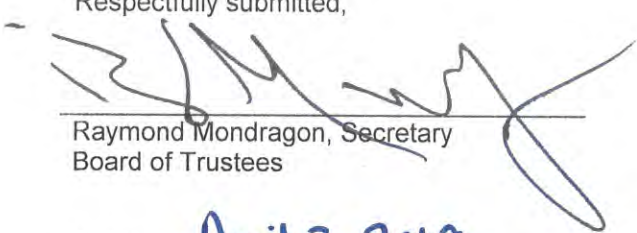
The next regular Board meeting is scheduled for April 3, 2019, at 8:00 a.m. in Room 512.

ADJOURNMENT

The meeting adjourned at 8:45 a.m.

ACTION: Martin moved to adjourn the meeting. Mondragon seconded and upon roll call vote the motion carried (4-0).

Respectfully submitted,



Raymond Mondragon, Secretary
Board of Trustees

Approved

April 3, 2019