



# **Board of Trustees MINUTES**

**May 1, 2019 • 8:00 a.m. • Room 512**

## **EXECUTIVE SESSION**

An executive session was held at 7:30 a.m. on Wednesday, May 1, 2019. Members present were Laura Leal, Terry Martin, Arnold Martinez and Raymond Mondragon. Mr. David Richards, Greig & Richards, P.A. was also present. The only topic of discussion was limited personnel matters pursuant to NMSA 10-15-1(H)(2).

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, May 1, 2019, at 8:00 a.m. in Room 512.

## **MEMBERS PRESENT**

Members present were Laura Leal, Terry Martin, Arnold Martinez and Raymond Mondragon. The position for District 3 is currently vacant.

## **STAFF PRESENT**

Staff members present were Aaron Anderson, Beverly Aragon, Paul Aragon, Adrien Bennings, April Chavez, Bill Cheville, Natalie Daggett, Emily Glikas, Gay Goetsch, Corey Isaacs, Janett Johnson, Norman Kia, Robin Kuykendall, Courtney Leafy, Heather Lovato, Josue Lugaro, Desirée Markham, Nancy Meadows, Erica Mitchell, Bill Moore, Bri Ragland, Becky Rowley, Amanda Lamb Rupe, Freddie Salazar, Marcus Smith, Marlee Stephenson, Mae Szalay, Sandra Taylor-Sawyer, Brandi Varnado, Katrina Walley, Julie Wampler, Mindy Watson, Kellyann Weber and Laura White.

## **OTHERS PRESENT**

Kameron Barnett, Harmon, Barnett & Morris P.C.; Jamie Cushman, Eastern New Mexico News; Annie Hogland, Curry County Clerk's Office; Dave Huff, Siemens; Bill Kipnis, Siemens; David Richards, Greig & Richards, P.A. were also present. Julie Golder with Association of Community College Trustees (ACCT) participated telephonically.

## **ROUTINE MATTERS**

*Declare a Quorum:*

Chairman Terry Martin called the meeting to order at 8:04 a.m. and declared a quorum.

*Approval of Agenda:*

Trustee Martinez made a motion to move items #4 and #5 under OTHER BUSINESS to items #1 and #2. The agenda was approved with these changes.

**ACTION:** Leal moved to approve the agenda with the requested changes. Mondragon seconded and upon roll call vote the motion carried (4-0).

- Approval of Minutes:* The Board approved the minutes of April 3, 2019 as submitted.  
**ACTION: Martinez moved to approve the minutes of April 3, 2019 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).**
- Faculty NISOD Awards:* The Board recognized the following as outstanding faculty members of Clovis Community College and recent recipients of the NISOD teaching excellence award: Judy Hurlebusch, Adjunct Instructor in Graphic Art; Cory Roberts, Instructor in Science; and Mae Szaloy, Instructor in Cosmetology.  
**ACTION: No action was requested of the Board of Trustees.**

## **OLD BUSINESS**

There was no Old Business.

## **NEW BUSINESS Instructional Matters**

- TRIO Student Support Services Program Review:* Clovis Community College implemented a TRIO Student Support Services program in September 2001. TRIO SSS is a federally-funded educational opportunity outreach program designed to retain, graduate and transfer eligible students. Ms. Katrina Walley, Director of TRIO SSS, and her staff are currently serving 180 active participants. She provided the Board with an overview of the program.  
**ACTION: No action was requested of the Board of Trustees.**
- Spring 2019 Graduation List:* The Board was presented with the Spring 2019 graduation list. Included in the list are 149 associate degree earners, 104 certificates of completion and 144 certificates of achievement, for a total of 397 graduates. The 2018-2019 commencement ceremony is scheduled for Friday, May 10, 2019 at Curry County Events Center. It was requested that the Board approve the Spring 2019 graduation list as submitted.  
**ACTION: Mondragon moved to approve the Spring 2019 graduation list as submitted. Martinez seconded and upon roll call vote the motion carried (4-0).**

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

- Quarterly Financial Report for Third Quarter FY 2019:* The Board was presented with Clovis Community College's Quarterly Financial Report for third quarter of fiscal year 2019, which includes Statement of Net Position; Statement of Revenues, Expenses and Change in Net Position; Statement of Cash Flows; and Schedule of Budgeted and Actual Revenues and Expenses.  
**ACTION: No action was requested of the Board of Trustees.**
- Financial Actions Report for Third Quarter FY 2019:* The Board was presented with a copy of the Financial Actions Report for the third quarter of fiscal year 2019. It was requested that the Board approve the report for final submission to the New Mexico Higher Education Department.  
**ACTION: Martinez moved to approve the Financial Actions Report for third quarter of fiscal year 2019 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).**
- Retiree Benefits Policy Update:* The Board was presented with a copy of the Retiree Benefits Policy, which is included in the CCC Employee Handbooks. A statement was

included to clarify that alternative retirement plan participants must meet the same eligibility requirements as NMERB participants to be eligible for college-sponsored insurance. It was requested that the Board of Trustees approve the Retiree Benefits Policy Update as submitted.

**ACTION: Mondragon moved to approve the Retiree Benefits Policy Update as submitted. Leal seconded and upon roll call vote the motion carried (4-0).**

*Contract Approval for  
General Legal Counsel:*

Clovis Community College's current contract with Greig & Richards, P.A. for general legal counsel will expire on June 30, 2019. Mr. Richards has declared his intent to retire on July 1, 2019. The College would like to enter into a professional services contract with Harmon, Barnett & Morris, P.C. effective July 1, 2019. It was requested that the Board of Trustees approve the professional services contract with Harmon, Barnett & Morris, P.C. for general legal counsel as submitted.

**ACTION: Mondragon moved to approve the professional services contract with Harmon, Barnett & Morris, P.C. for general legal counsel as submitted. Martinez seconded and upon roll call vote the motion carried (4-0).**

*Five-Year Capital Projects  
Plan:*

As part of the New Mexico Higher Education Department's (NMHED) process, an institution's capital project plan must be approved by its Board annually. The Board was presented with the plan, which summarizes the projects as they relate to our priorities. The projects are prioritized based on the College's Master Plan completed in 2015 and coincide with NMHED's directive to focus on existing campus infrastructure. It was requested that the Board approve the Five-Year Capital Projects Plan as submitted.

**ACTION: Martinez moved to approve the Five-Year Capital Projects Plan as presented for submittal to the New Mexico Higher Education Department. Leal seconded and upon roll call vote the motion carried (4-0).**

*Safety and Security Project  
Request:*

As part of the New Mexico Higher Education Department's (NMHED) approval process, any capital improvement project must be approved by its Capital Projects Committee before consideration can be given to legislative funding such as GOB funding. The Board was presented with CCC's safety and security project request, which will be part of our request for GOB funding in 2019 and will be presented to the Capital Projects Committee this summer. This project is ranked as the #1 priority on our five-year State Funding Plan and is in line with NMHED's prioritization on health and safety. It was requested that the Board approve the Safety and Security Project Request as submitted.

**ACTION: Mondragon moved to approve the Safety and Security Project Request as presented for submittal to the New Mexico Higher Education Department. Martinez seconded and upon roll call vote the motion carried (4-0).**

*Roofing and Parking Lot  
Project Request:*

As part of the New Mexico Higher Education Department's (NMHED) approval process, any capital improvement project must be approved by its Capital Projects Committee before consideration can be given to legislative funding such as GOB funding. The Board was presented with CCC's roofing and parking lot project request, which will be part of our request for GOB funding in 2019 and will be presented to the Capital Projects Committee this summer. This project is ranked as the #2 priority on our five-year State Funding Plan and is in line with NMHED's guidance to focus

on existing infrastructure. It was requested that the Board approve the Roofing and Parking Lot Project Request as submitted.

**ACTION: Martinez moved to approve the Roofing and Parking Lot Project Request as presented for submittal to the New Mexico Higher Education Department. Leal seconded and upon roll call vote the motion carried (4-0).**

## OTHER BUSINESS

*United Way Youth Success Presentation:*

Clovis Community College recently participated in the United Way Youth Success Taskforce initiative. United Way, along with various local community partners, identified goals and key objectives for developing Youth Success strategies for youth in Curry and Roosevelt counties. Dr. Mindy Watson, CCC Executive Director of Sponsored Projects and United Way President of the Board of Directors, gave a presentation to the Board.

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

*Siemens Presentation:*

Mr. Bill Kipnis and Mr. Dave Huff with Siemens provided the Board with an update on the energy savings performance contracting project. They were pleased to report that the project is running successfully and CCC is already seeing substantial utility savings. Additionally, CCC recently received a \$13,000 energy savings rebate from New Mexico Gas Company and is currently awaiting the approval of a \$50,000 rebate from Xcel Energy. Mr. Kipnis proudly announced that CCC is also the recipient of a \$25,000 Siemens grant award.

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

*CCC Interim President Selection:*

Secretary Mondragon made a motion to appoint Ms. Robin Kuykendall to the position of CCC Interim President effective July 1, 2019.

**ACTION: Martinez moved to approve the appointment of Ms. Robin Kuykendall to the position of CCC Interim President effective July 1, 2019. Leal seconded and upon roll call vote the motion carried (4-0).**

*Contract Approval for CCC Permanent Presidential Search:*

Ms. Julie Golder with Association of Community College Trustees (ACCT) participated in the meeting telephonically. She gave a thorough review of the permanent presidential search contract. ACCT is pleased to share in the Board's commitment to a presidential search process that is fair, transparent, inclusive and equitable. It was requested that the Board approve the ACCT contract for the permanent presidential search as submitted.

**ACTION: Mondragon moved to approve the ACCT contract for the permanent presidential search as submitted. Martinez seconded and upon roll call vote the motion carried (4-0).**

## ANNOUNCEMENTS

The vacancy in District 3 of the CCC Board of Trustees was officially announced. Qualified electors and residents of this district may submit a letter of interest to the Office of the President by close of business on May 20, 2019. The Board intends to appoint a new member to the District 3 position at next month's meeting.

A calendar of May events was discussed.

The next regular Board meeting is scheduled for June 5, 2019, at 8:00 a.m. in Room 512.



The meeting adjourned at 9:10 a.m.

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

Respectfully submitted,



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Raymond Mondragon, Secretary  
Board of Trustees

Approved June 5, 2019