



Board of Trustees

MINUTES

June 2, 2021 • 8:00 a.m. • Virtual Format

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, June 2, 2021, at 8:00 a.m. via Zoom. This meeting was held virtually due to the prohibition of mass gatherings because of the COVID-19 pandemic.

MEMBERS PRESENT

Trustees Lora Harlan, Laura Leal, Arnold Martinez, and Carolyn Spence were all present via virtual meeting access from their respective homes. Trustee Terry Martin was absent.

MEETING PARTICIPANTS

Clovis Community College employees participated in the meeting via virtual access. Charles Nwankwo, Robin Jones, Norman Kia, Robin Kuykendall, Heather Lovato, Mindy Watson, Joleen Borja, Regina Dart, Corey Isaacs, Kari Smith, and Beverly Aragon participated from their respective offices. CCC's legal counsel, Kameron Barnett, participated from his office.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were April Chavez, Bob Dart, Ricky Fuentes, Emily Glikas, Nancy Meadows, Paul Moore, Al Potthoff, Kolby Rains, Marcus Smith, Sandra Taylor-Sawyer, Brandi Varnado, Katrina Walley, Kellyann Weber, Laura White, and Kevin Wilson.

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. Martinez seconded and upon roll call vote the motion carried (4-0).

Approval of Minutes:

The Board approved the minutes of May 5, 2021 as submitted.

ACTION: Martinez moved to approve the minutes of May 5, 2021 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

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. Joleen Borja, Director of TRIO SSS, and her staff are currently serving 147 active participants. She provided the Board with an overview of the program.

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

Spring 2021 Supplemental Graduation List:

The Board was presented with the list of additional Clovis Community College students who have met the requirements for graduation during the Spring 2021 term. The list includes students who applied after the graduation deadline. Included in the list are 34 associate degree earners, 2 certificates of completion and 2 certificates of achievement, for a total of 38 additional graduates. This brings the total number of graduates for Spring 2021 to 358. It was requested that the Board approve the supplemental Spring 2021 graduation list as submitted.

ACTION: Leal moved to approve the supplemental Spring 2021 graduation list as submitted. Spence seconded and upon roll call vote the motion carried (4-0).

2021-2022 Clovis Community College Catalog:

The Board was presented with a summary of the changes to the 2021-2022 course catalog. The catalog includes updated departmental and policy information, as well as updated degree programs and certificate offerings as determined by Curriculum Council after careful consideration of each program's viability. It was requested that the Board approve the 2021-2022 Clovis Community College Catalog as submitted.

ACTION: Martinez moved to approve the 2021-2022 Clovis Community College Catalog as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

NEW BUSINESS Non-Instructional Matters

Open Meetings Notice Resolution:

New Mexico Statutes Sections 10-15-1 through 10-15-4 require the Board of Trustees to pass an Open Meetings Notice Resolution each year. The resolution complies with notification requirements of Board meetings. It was requested that the Board approve the Open Meetings Notice Resolution as submitted.

ACTION: Leal moved to approve the Open Meetings Notice Resolution as submitted. Martinez seconded and upon roll call vote the motion carried (4-0).

Board Meeting Calendar:

The Board of Trustees must formally adopt an annual calendar of meetings to comply with the Open Meetings Act. Regular meetings will be held at 8:00 a.m. on the first Wednesday of each month, with the exception of July and January. It was requested that the Board approve the calendar of meeting dates for the 2021-2022 fiscal year as submitted.

ACTION: Leal moved to approve the 2021-2022 Board Meeting Calendar as submitted. Spence seconded and upon roll call vote the motion carried (4-0).

*Labor Management
Relations Board:*

On June 10, 2009, the Board of Trustees passed a Labor Management Relations Resolution. As outlined in the resolution, the Labor Management Relations Board shall be comprised of three members. Currently, Megan Palla serves as Chair; Mark Carpenter serves as the College's representative; and Rick Switzer serves as the labor representative. All three members have agreed to serve another one-year term. It was requested that the Board reappoint Ms. Palla, Mr. Carpenter, and Mr. Switzer to the Clovis Community College Labor Management Relations Board for a one-year term.

ACTION: Spence moved to reappoint Ms. Palla, Mr. Carpenter, and Mr. Switzer to the Clovis Community College Labor Management Relations Board for a one-year term. Martinez seconded and upon roll call vote the motion carried (4-0).

*Door Security Improvements
Project Request:*

In response to the COVID-19 pandemic, Clovis Community College has identified the need to improve four entrances and the security of these entrances across campus: Main Entrance, Educational Services, Early College High School, and Health & Fitness Center. These entrances have been designated as the priority for this project and the doors will be replaced with a touchless entry system including automatic sliding doors and an auto-locking security feature. Funding for this project is being provided by the second round of Higher Education Emergency Relief Fund (HEERF II). According to 5.3.10.8 (NMAC 1978) and as part of the New Mexico Higher Education Department's process, an institution's capital project proposal must be approved by its Board of Trustees prior to seeking approval by the capital projects committee. Once Board approval is secured, the project will be submitted to the capital projects committee for desk review consideration. Work will not begin until all requisite approvals have been obtained. It was requested that the Board approve the Door Security Improvements Project Request for submission to the New Mexico Higher Education Capital Projects Committee and approve the award of this contract to Nick Griego & Sons Construction, Inc., in the amount of \$202,104.29, through Cooperative Education Services Contract No. 2021-10-G1126-356. Contract award is contingent upon approval by the New Mexico Higher Education Department Capital Projects Committee.

ACTION: Spence moved to approve the Door Security Improvements Project Request for submission to the New Mexico Higher Education Capital Projects Committee and approve the subsequent award of this contract to Nick Griego & Sons Construction, Inc., in the amount of \$202,104.29, through Cooperative Education Services Contract No. 2021-10-G1126-356. Martinez seconded and upon roll call vote the motion carried (4-0).

OTHER BUSINESS

President's Remarks:

Dr. Nwankwo remarked that the spring commencement ceremony, which was held in-person last month, was a highly successful event. He is very proud of the graduates and expressed his gratitude to the commencement planning team for a job well done.

Dr. Nwankwo attended the 4.0 Banquet sponsored by Bank of Clovis last month. He was able to connect with several educational partners and is excited to recruit the recent high school graduates to Clovis Community College.

The ERP Shared Services project continues to progress and the vendor selection process is underway. Dr. Nwankwo thanked his executive team and staff members for their dedication to the high-level time commitment associated with this project.

CCC is excited to host two Open House events this summer. The first one will be held on the evening of Monday, June 28 and the second one takes place on Saturday, July 24. Division Chairs will be on hand to offer information on educational programs, as well as Student Services staff to offer campus tours, assist with financial aid processes, and complete course registrations. Food, games, and music will be provided, and a local area radio station will be onsite for the radio broadcast.

Summer enrollment is comparable to last year's numbers. The fall semester numbers are currently trending at a higher number. Dr. Nwankwo is hopeful to regain all students who took time off during the height of the pandemic, in addition to even more new students for the Fall 2021 term.

Dr. Nwankwo's remarks concluded with a review of the calendar of events for the months of June and July.

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

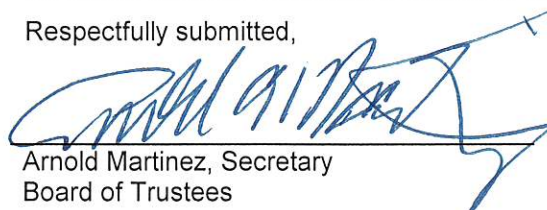
ANNOUNCEMENTS

The next regular Board meeting is scheduled for August 4, 2021, at 8:00 a.m. in Room 512. The in-person meeting will be held in compliance with the prevailing Public Health Order. However, should the Public Health Order change between now and the next meeting, a virtual meeting will take place instead. Proper notification of the meeting format will be shared with the public.

The meeting adjourned at 8:54 a.m.

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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Arnold Martinez", is written over a horizontal line.

Arnold Martinez, Secretary
Board of Trustees

Approved August 12, 2021