



Board of Trustees MINUTES

June 5, 2019 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, June 5, 2019, at 8:00 a.m. in Room 512.

MEMBERS PRESENT

Members present were Terry Martin, Arnold Martinez and Raymond Mondragon. Laura Leal arrived after the start of the meeting.

STAFF PRESENT

Staff members present were Aaron Anderson, Beverly Aragon, Paul Aragon, Adrien Bennings, April Chavez, Bill Cheville, Natalie Daggett, Bob Dart, Dannette Ewers, Gay Goetsch, Corey Isaacs, Janett Johnson, Norman Kia, Robin Kuykendall, Desirée Markham, Nancy Meadows, Bill Moore, Al Potthoff, Alice Ravan, Scott Richeson, Becky Rowley, Amanda Lamb Rupe, Freddie Salazar, Marcus Smith, Marlee Stephenson, Katrina Walley, Mindy Watson and Kellyann Weber.

OTHERS PRESENT

Community members present were Carl Deaton, Sue Deaton, Lora Harlan, Tom Harlan, JoElla Kempf and Kendall Kempf. Also present were Kameron Barnett, Harmon Barnett Morris, P.C.; David Richards, Greig & Richards, P.A.; Jim Brundage and Bo Wade, USI Insurance; and Stacey Martin, Western States Insurance.

ROUTINE MATTERS

Declare a Quorum:

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

Approval of Agenda:

The agenda was approved as submitted.

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

Approval of Minutes:

The Board approved the minutes of May 1, 2019 as submitted.

ACTION: Mondragon moved to approve the minutes of May 1, 2019 as submitted. Martinez seconded and upon roll call vote the motion carried (3-0).

District 3 Board of Trustees Appointment:

Chairman Martin stated that letters of interest were solicited for the vacant Board of Trustees position in District 3. He requested a motion for an appointment.

ACTION: Mondragon moved to appoint Ms. Lora Harlan to the vacant Board of Trustees position in District 3. Martinez seconded and upon roll call vote the motion carried (3-0).

Swearing In of New Trustee: Ms. Lora Harlan took an Oath of Office and was officially sworn in by Mr. David Richards, J.D. Her appointment to the CCC Board of Trustees took effect immediately and she participated in the remainder of the meeting.

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

OLD BUSINESS

ACCT Contract Amendment for Permanent Presidential Search:

At the May 1, 2019 Board of Trustees meeting, approval was granted for Clovis Community College to enter into a contract agreement with Association of Community College Trustees (ACCT) to assist in the hiring process for a permanent President. An error was later found in the contract which violates New Mexico State Law, Section 21-1-16.1, NMSA 1978, in regards to the number of finalists to be selected for consideration of the President position. A contract amendment outlining the new terms of the finalist selection (consideration of five finalists instead of three finalists) was presented to the Board. It was requested that the Board approve the ACCT Contract Amendment as submitted.

ACTION: Mondragon moved to approve the ACCT Contract Amendment as submitted. Martinez seconded and upon roll call vote the motion carried (5-0). <NOTE: Trustee Leal arrived just before this agenda item and participated in the remainder of the meeting. Trustee Harlan's participation began with this agenda item as well.>

NEW BUSINESS Instructional Matters

2019-2020 Clovis Community College Catalog:

The Board was presented with a summary of the major changes to the 2019-2020 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 2019-2020 Clovis Community College Catalog as submitted.

ACTION: Mondragon moved to approve the 2019-2020 Clovis Community College Catalog as submitted. Leal seconded, Harlan abstained and upon roll call vote the motion carried (4-0-1).

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: Martinez moved to approve the Open Meetings Notice Resolution as submitted. Mondragon seconded and upon roll call vote the motion carried (5-0).

Board Meeting Calendar:

The Board of Trustees must formally adopt an annual calendar of meetings to comply with the Open Meetings Act. It was requested that the Board approve the calendar of meeting dates for the 2019-2020 fiscal year as submitted.

ACTION: Martinez moved to approve the 2019-2020 Board Meeting Calendar as submitted. Leal seconded and upon roll call vote the motion carried (5-0).

*Labor Management
Relations Board:*

On June 10, 2009, the Board passed a Labor Management Relations Resolution. As outlined in the resolution, the LMR Board shall be comprised of three members. Currently, Mark Carpenter serves as the College's representative and Rick Switzer serves as the labor representative. On July 25, 2017, Megan Palla was appointed as the third member for a one-year term and is currently serving as Chair. It was requested that the Board reappoint Mr. Carpenter, Mr. Switzer and Ms. Palla to the CCC Labor Management Relations Board for a one-year term.

ACTION: Leal moved to reappoint Mr. Carpenter, Mr. Switzer and Ms. Palla to the CCC Labor Management Relations Board for a one-year term. Martinez seconded and upon roll call vote the motion carried (5-0).

*Professional Services
Contract for Insurance:*

A request for proposal (RFP) process was recently completed for basic insurance services. The Board was presented with the proposal recap for the two vendors that responded to the RFP. At the advisement of the evaluation committee and the recommendation of CCC's Chief Procurement Officer, it was requested that the Board approve the professional services contract for insurance with USI Southwest, Inc. for an annual amount of \$270,048, as well as the optional renewal periods for the remainder of the contract.

ACTION: Martinez moved to approve the professional services contract for insurance with USI Southwest, Inc. for an annual amount of \$270,048, as well as the optional renewal periods (subject to continued appropriations for this contract). Mondragon seconded, Harlan abstained and upon roll call vote the motion carried (4-0-1).

*Professional Service
Contract for Banner
Maintenance:*

The College has used the technology and services of Banner software for several years. The licensing, software and hardware maintenance, and support for the Banner system is a sole source purchase through Ellucian Company, LP. It was requested that the Board approve the purchase of these items with Ellucian Company, LP in the amount of \$234,471 for year one, as well as the subsequent renewal amounts for the remainder of the contract.

ACTION: Mondragon moved to approve the purchase of Banner licensing, software and hardware maintenance, and support to Ellucian Company, LP in the amount of \$234,471 for year one, as well as the subsequent renewal amounts (subject to continued appropriations for this contract). Leal seconded and upon roll call vote the motion carried (5-0).

*PC Replacement Plan
Purchase:*

The Information Technology budget has funds that will allow for an additional purchase of computers to continue on with the PC Replacement Plan. Information Technology has identified 110 computers that need to be replaced in FY 2019-2020 according to the computer replacement plan. It was requested that the Board approve the purchase of 110 computers and peripherals in the amount of \$99,456.90.

ACTION: Mondragon moved to approve the PC Replacement Plan purchase of 110 computers and peripherals in the amount of \$99,456.90. Martinez seconded and upon roll call vote the motion carried (5-0).

OTHER BUSINESS

*Appreciation Gift
Presentation:*

Since 1997, Mr. David Richards with Greig & Richards, P.A. has been Clovis Community College's legal counsel. He is retiring effective July 1, 2019. On behalf of the College, the Board of Trustees presented him with an appreciation gift and thanked him for 22 years of trusted partnership.

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

ANNOUNCEMENTS

Chairman Martin announced that this is Dr. Becky Rowley's last meeting as President of Clovis Community College. On behalf of the Board of Trustees, faculty, staff and students, he thanked her for 25 wonderful years of service and wished her well in her future endeavors.

A calendar of June and July events was discussed.

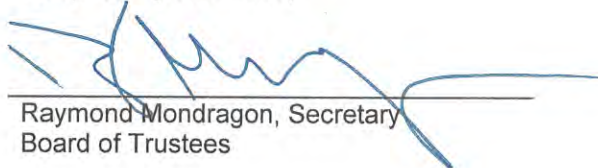
The Board of Trustees will hold a special meeting on June 7, 2019, at 2:00 p.m. in Room 512. The purpose of this meeting is for the review, edit and approval of the CCC Presidential Profile that will be used in the upcoming presidential search.

The next regular Board meeting is scheduled for August 7, 2019, at 8:00 a.m. in Room 512.

The meeting adjourned at 8:44 a.m.

ACTION: Martinez moved to adjourn the meeting. Mondragon seconded and upon roll call vote the motion carried (5-0).

Respectfully submitted,



Raymond Mondragon, Secretary
Board of Trustees

Approved August 07, 2019