



Board of Trustees **MINUTES**

September 1, 2021 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, September 1, 2021, 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 Lora Harlan and Terry Martin were present in the Board Room. Trustees Laura Leal and Carolyn Spence participated via virtual meeting access.

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Charles Nwankwo, Robin Jones, Norman Kia, Robin Kuykendall, Heather Lovato, Mindy Watson, Beverly Aragon, Richard Benavidez, Bob Dart, Ricky Fuentes, Emily Glikas, Corey Isaacs, Rex Regnier, Kari Smith, and Trent Warner. Also present in the Board Room were Andrea Alves, CCC student; Jessica Garcia, CCC student; Kameron Barnett, CCC legal counsel; and Kevin Wilson, Eastern New Mexico News.

Additional guests who participated via virtual meeting access were EMSI representatives, Lucas Rae and Sterling Smith.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Joleen Borja, April Chavez, Pam Cornelison, Regina Dart, Melissa Johnson, Winona Johnson, Nancy Meadows, Paul Moore, Al Potthoff, Kolby Rains, Marcus Smith, Brandi Varnado, Katrina Walley, Kellyann Weber, and Laura White.

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

Approval of Minutes:

The Board approved the minutes of August 12, 2021 as submitted.

ACTION: Martin moved to approve the minutes of August 12, 2021 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

*Board of Trustees
Resignation Announcement:*

Dr. Nwankwo informed the Board that he received a resignation letter from Trustee Arnold Martinez on August 16, 2021. Consequently, there is

a vacancy in the District 2 Board Member position. Madam Chair Harlan remarked about Trustee Martinez's dedicated service to the Board and that he will be greatly missed. Additional details on how the Board will move forward with filling the District 2 vacancy will be shared at the October meeting.

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

*Board of Trustees Secretary
Appointment:*

At the time of his resignation, Trustee Martinez was serving as Secretary of the Board. Therefore, Madam Chair Harlan requested a motion for the appointment of a new Board Secretary.

ACTION: Leal moved to appoint Trustee Martin to Board Secretary. Spence seconded, Martin abstained, and upon roll call vote the motion carried (3-0-1).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

*Center for Student Success
Program Review:*

The Center for Student Success offers unlimited, free educational opportunities to Clovis Community College students and community members with the aim to help remove any barriers that might stand in the way of completing their educational goals. Resources available in the Center for Student Success include Adult Education, Computer Lab, Tutoring, and Testing. CCC is one of twenty-six New Mexico institutions offering Adult Education. The program is offered completely free of charge for anyone age 16 and older who are not currently enrolled in high school. The program assists students in improving their quality of life through opportunities to study for the high school equivalency (HSE) exam, learn English as a second language (ESL), receive tutoring in a variety of academic subjects, and gain assistance in preparing for postsecondary education. Ms. Emily Glikas, Director of Center for Student Success, provided the Board with an overview of the program. During the 2020-2021 academic year, she and her staff served 264 students. The Board also heard student testimonials from Ms. Andrea Alves, ESL program; and Ms. Jessica Garcia, HSE program.

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

*Summer 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 Summer 2021 term. The list represents students who applied after the graduation deadline, as well as those identified by Institutional Research as having met graduation requirements. Included in the list are 14 associate degree earners and 12 certificates of achievement, for a total of 26 additional graduates. This brings the total number for Summer 2021 to 117 graduates. It was requested that the Board approve the Summer 2021 supplemental graduation list as submitted.

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

NEW BUSINESS Non-Instructional Matters

EMSI Presentation:

In a continuous effort to ensure that the program offerings at Clovis Community College align with its service area economic demand, CCC engaged Economic Modeling Specialists International (EMSI) to conduct

Program Demand Gap Analysis (PDGA). The College service area for this PDGA included New Mexico counties of Curry, Roosevelt, DeBaca, Quay, Guadalupe, Lincoln, Harding, Union, and Colfax, in addition to Texas counties of Deaf Smith, Parmer, Bailey, and Lamb. EMSI labor market information combines and synthesizes over 90 private and public data sources to provide county and zip-code level insight into industries, occupations, job postings, population demographics, and higher education program completers in the specific service area study. EMSI representatives, Mr. Lucas Rae and Mr. Sterling Smith, shared a thorough presentation of their findings with the Board.

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

Governance Document:

Clovis Community College has a history of participatory governance where constituent groups are involved in decisions as much as possible. The Board was presented with the updated Governance Document, which lays out how employees through Councils, Committees, and constituent groups can have input in CCC's decision-making processes.

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

*Art Committee
Appointments:*

The Clovis Community College Art Committee provides assistance for the College's visual art program, including our permanent collection of art, our exhibition program, and our participation in the New Mexico One Percent for Art program, which has provided public art for several of our buildings. Two vacancies on the committee were recently created due to the retirement of Ms. Carolyn Lindsey, Fine Art Instructor, and for a student member whose term expired. It was requested that the Board appoint Mr. Stanley Bermudez as the user agency representative and Ms. May McVey as the student representative on the Clovis Community College Art Committee.

ACTION: Martin moved to appoint Mr. Stanley Bermudez and Ms. May McVey to the Clovis Community College Art Committee as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

Endowment Report:

In accordance with State Statutes 21-1-27.1 and 21-1-38 and New Mexico Administrative Codes 5.3.6 and 5.3.6.10B(2), Clovis Community College is required to annually report the status of all state endowments received by the institution. As of June 30, 2021, CCC has received \$150,000 and matched the funds with \$132,500 of local unrestricted funds. The original and matching funds cannot be used for any purpose other than to generate interest that can then be used for the stated development. The current endowment fund balance for faculty development purposes is \$300,107.91. It was requested that the Board approve the Endowment Report for submission to the New Mexico Higher Education Department.

ACTION: Martin moved to approve the Endowment Report for submission to the New Mexico Higher Education Department. Leal seconded and upon roll call vote the motion carried (4-0).

OTHER BUSINESS

President's Remarks:

Dr. Nwankwo announced that Fall 2021 enrollment is currently up by 3.4% from the current headcount comparison to last Fall semester. He sincerely thanked CCC faculty and staff, and especially the Enrollment Management and Student Affairs team, for their hard work in assisting students with all facets of the enrollment process.

August 23 marked the start of the 2021-2022 academic year and the Fall 2021 semester, and it is exciting to have students back on campus. The College is also aware of the continuous prevalence of the COVID-19 variant D in our community and State. CCC is committed to maintaining COVID-safe practices with face masking, social distancing, and adherence to other safety protocols.

Dr. Nwankwo was pleased to announce that Sweet Waters Café is once again open on the CCC campus.

The College retained the architectural firm of Dekker Perich Sabatini to help prepare its next Campus Master Plan. A campus master plan is a physical manifestation of the College's strategic priorities and serves as a road map for the future of the campus. On September 14, a team from Dekker Perich Sabatini will be on campus to get input from internal and external stakeholders. The public is invited to a forum in CCC Town Hall from 1:30 to 3:00 p.m.

CCC recently launched the refreshed front page of its website. The new front page gives the College website a fresh and up-to-date look, as well as providing easy navigation for prospective students to apply or request information. Dr. Nwankwo acknowledged the dedicated work of the Website Committee and the CCC Marketing team for this front-page update.

As part of our Title V DHSI grant, the Division for Business Administration, Behavioral Science, and Education is working collaboratively with the Title V staff on the development of an Alternative Licensure Program (ALP) for individuals who already have a college degree and want to become a licensed teacher in New Mexico. Dr. Robin Jones and Ms. Monica Turner are tentatively planning to present our application to the New Mexico Department of Public Education (NMPED) in November. CCC has developed partnerships with NMPED and Central Regional Education Cooperative in Rio Rancho for this ALP project. Dr. Nwankwo recognized Dr. Mindy Watson and her team of Ms. Nancy Meadows and Ms. Erin Thomas for securing this grant and their continued work on this project.

Title V conducts its annual presentation to the Board during the second half of Hispanic Heritage Month in October, and Dr. Nwankwo looks forward to discussing this grant project in more detail at next month's meeting.

Dr. Nwankwo's remarks concluded with a review of the calendar of events for the month of September.

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

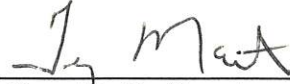
ANNOUNCEMENTS

The next regular Board meeting is scheduled for October 6, 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 8:58 a.m.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Terry Martin", written over a horizontal line.

Terry Martin, Secretary
Board of Trustees

Approved October 6, 2021