



Board of Trustees

MINUTES

August 3, 2022 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, August 3, 2022, 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 Jan Bradburn, Lora Harlan, and Carolyn Spence were present in the Board Room. Trustees Terry Martin and Laura Leal 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, Robin Kuykendall, Heather Lovato, Angel Anaya, Richard Benavidez, Bob Dart, Perla Herrera, Nicolle Holcomb, Santana Sena, Kari Smith, Marcus Smith. Also present in the Board Room were Kameron Barnett, CCC legal counsel; Steve Hansen, Eastern New Mexico News; Anthony Mahan, NAACP; and Sistar Yancy, Christian Believers. Additionally, Norman Kia participated via virtual meeting access.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Beverly Aragon, Joleen Borja, Paul Boylan, Karen Burns, Becky Carruthers, April Chavez, Bill Cheville, Pam Cornelison, Natalie Daggett, Vicki DeLeon, Milo Drake, Dannette Ewers, Winona Johnson, Karen Jones, Nohemi Lara-Miller, Cindy McDaniel, Nancy Meadows, Christy Mendoza, Rachel Page, Gregory Rapp, Lauren Rowley, Sandra Taylor-Sawyer, Courtney Temple, Brandi Varnado, and Mindy Watson.

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:07 a.m. and declared a quorum.

Approval of Agenda:

ACTION: Spence made a motion to amend the agenda to remove the Executive Session and the action item Personnel Matter Related to Clovis Community College President Dr. Charles Nwankwo which was seconded by Bradburn. Upon roll call vote the motion was not carried (2-1-1) Spence and Bradburn voted yes, Martin and Harlan voted no, and Leal abstained.

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 (3-2) Martin, Leal and Harlan voted yes, Bradburn and Spence voted no.

Approval of Minutes:

The Board approved the minutes of June 01, 2022 as submitted.

ACTION: Martin moved to approve the minutes of June 01, 2022 as submitted. Leal seconded and upon roll call vote the motion carried (5-0).

OLD BUSINESS

There was no Old Business

NEW BUSINESS Instructional Matters

Summer 2022 Graduation List:

The Summer 2022 graduation list included 45 associate degree earners, 12 certificates of completion and 22 certificates of achievement, for a total of 79 graduates. It was requested that the Board of Trustees approved the Summer 2022 graduation list as submitted.

ACTION: Bradburn moved to approve the Summer 2022 graduation list as submitted. Spence seconded and upon roll call vote the motion carried (5-0).

NEW BUSINESS Non-Instructional Matters

Employee Benefit Plan Review:

Clovis Community College is pleased to offer two tax-sheltered benefit plans, which are available to employees on a voluntary basis. There is an institutional savings associated with tax-sheltered payments due to matching Federal Insurance Contribution Act (FICA) payments. Last year ten employees participated in tax- sheltered annuities, with contributions totaling \$38,752.00. Twenty-six employees participated in the flexible spending plan, which allowed employees to tax shelter \$41,213.69. The total net savings to the College was \$1,507.29.

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

Financial Actions Report for Fourth Quarter FY 2022:

The Board was presented with a copy of the Financial Actions Report for the fourth quarter of fiscal year 2022. It was requested that the Board of Trustees approve the report for final submission to the New Mexico Higher Education Department.

ACTION: Bradburn moved to approve the Financial Actions Report for fourth quarter of fiscal year 2022 as submitted. Spence seconded and upon roll call vote the motion carried (5-0).

Certification of Physical Inventory of Fixed Assets:

The Board was presented with Clovis Community College's current physical inventory of fixed assets. As indicated in New Mexico Administrative Code (NMAC) Section 2.20.1.16, results of an institution's physical inventory shall be recorded in a written inventory report, certified as to correctness, and signed by the governing authority agency. It was requested that the Board of Trustees approve and certify the correctness of the Clovis Community College FY 2022 fixed asset report.

ACTION: Martin moved to approve and certify the correctness of the Clovis Community College FY 2022 fixed asset report. 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 126 computers that need to be replaced in FY 2022-2023 according to the computer replacement plan. They will focus on staff and faculty this year to ensure that everyone is on stable and up-to-date platforms as the College approaches the go-live date for the Workday ERP implementation. It was requested that the Board of Trustees approve the purchase of 126 computers and peripherals in the amount of \$118,031.90.

ACTION: Spence moved to approve the PC Replacement Plan purchase of 126 computers and peripherals in the amount of \$118,031.90. Martin seconded and upon roll call vote the motion carried (5-0).

Board Redistricting Plan:

The New Mexico Statutes Annotated (NMSA) 1-3-13 "Adjusting Precinct Boundaries," states that "In the calendar year following the receipt of the result of a federal decennial census, each local public body subject to districting and whose governing body subject to districting and whose governing body members are elected at the regular local election shall create or redraw districts for the local public body." This would include school boards, community colleges, and some municipalities.

Historically, Clovis Municipal Schools (CMS) and Clovis Community College (CCC) Boards shared the same district maps to lessen confusion among voters during polling. Also, in the past, CMS and CCC worked together to engage a firm to conduct the demographics and district maps study. Research and Polling, Inc., Albuquerque, NM, was retained to conduct the demographics and district maps study.

On June 29, a Study Session was held for the Clovis Community College Board of Trustees to review "Concept Map E," which maintains the historical characteristics mentioned above. Mr. Michael Sharp, VP of Research and Polling Inc., presented to the CCC Board of Trustees and answered questions from the trustees. The Board of Trustees will vote on the "Concept Map E" in the September Regular Meeting.

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

OTHER BUSINESS

President's Remarks:

Dr. Nwankwo announced that the Clovis City Police and Emergency Medical Team would be on the Allied Health building to practice an active

shooter scenario. Mr. Benavides, Interim Director of Security, communicated that he has been working Captain Romero (Clovis Police Department) on the development this training exercise for the CPD and EMT. The training will be focused on how fast their officers respond and act to the situation as well as the communication between all agencies.

Dr. Nwankwo shared that on July 8, 2022, Clovis Community College had the opportunity of hosting Governor Michelle Lujan Grisham. She toured the Allied Health building and simulation labs. Community members were present in the audience to welcome the Governor to CCC and the City of Clovis. Dr. Nwankwo voiced his gratitude towards the Governor, Senator Pat Woods, and Representative Randy Crowder for the \$2 million match to the Bonner Family's \$2 million donation for the expansion of the Allied Health Building. He also voiced his appreciation towards Mr. Bonner for his generous donation.

During the week of July 14, Dr. Robin Kuykendall led the Clovis Community College team to the Achieving the Dream Conference in New York to present the College's plans and efforts to increase equitable student outcomes and workforce success. Particularly in the digital economy for all CCC students. Clovis Community College is in a cohort of Rural Community Colleges admitted to the ATD network in 2021 to work on resiliency and digital economy.

Dr. Nwankwo shared that he and Dr. Smith attended the New Mexico Higher Education Department Capital Outlay Committee Hearings in Ruidoso, NM. During the hearings, Dr. Nwankwo and Dr. Smith presented two projects for the improvements of the CCC campus which included priority #1 for fiscal year 2024, main canopy improvements, and priority #2 for fiscal year 2024, main building flooring improvements. The two projects are estimated to cost \$1,205,107 with the College contributing 25% of this estimate.

Dr. Nwankwo announced that Chat N Chew is officially opened to provide food services to the students, faculty, and staff. They did a soft opening on August 2 and will have their grand opening on August 22. He welcomed the Board of Trustees to try menu that Chat N Chew offers.

Ms. Bradburn requested clarification on the Caring Campus slogan that is utilized in some of the advertising billboards. After clarification from Dr. Nwankwo, Ms. Bradburn suggested Clovis Community College should look into becoming certified as a Caring Campus.

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

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

Executive Session:

ACTION: Martin moved to recess and enter executive session. Leal seconded and upon roll call vote the motion carried (4-1) Martin, Leal, Harlan, and Bradburn voted yes, and Spence voted no.

The Board moved to recess and enter executive session at 8:53 a.m. as authorized by Section 10-15-1(H)(2) of the Open Meetings Act to discuss

Limited Personnel matters.

NOTE: Those present for Executive Session included Jan Bradburn, Lora Harlan, Laura Leal, and Carolyn Spence (CCC Board of Trustees); and Mr. Kameron Barnett (CCC legal counsel). Mr. Martin was not able to join the Executive Session. At 10:15 a.m. Dr. Charles Nwankwo (CCC President) was invited into the Executive Session.

ACTION: Bradburn moved to return to regular session. Upon roll call vote the motion carried (4-0).

The Board returned to regular session at 10:37 a.m. The only matters discussed in Executive Session were Limited Personnel matters. Ms. Harlan announced that Mr. Martin was not able to join the regular session but quorum was still present.

Personnel Matter Related to Clovis Community College President Dr. Charles Nwankwo:

Ms. Harlan requested a motion regarding Personnel Matter Related to Clovis Community College President Dr. Charles Nwankwo.

ACTION: Bradburn made a motion to place Clovis Community College President Dr. Charles Nwankwo on administrative leave with pay pending the results and conclusion of the investigation. Spence seconded and upon roll call vote the motion carried (4-0).

ANNOUNCEMENTS

The next regular Board meeting is scheduled for September 7, 2022, 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 10:37 a.m.

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

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved August 08, 2022