



# **Board of Trustees**

## **MINUTES**

**March 3, 2022 • 8:00 a.m. • Room 512**

The Clovis Community College Board of Trustees held its regular monthly meeting on Thursday, March 3, 2022, at 8:00 a.m. in Room 512. This meeting was moved from the regularly scheduled date of Wednesday, March 2, 2022 and 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. Trustee Laura Leal participated via virtual meeting access. Terry Martin was absent.

### **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, Diana Byers, Dominique Chairez, Bob Dart, Perla Herrera, Nicolle Holcomb, Rex Regnier, Freddie Salazar, Marcus Smith, and Sandra Taylor-Sawyer. Also present in the Board Room were Kameron Barnett, CCC legal counsel; Steve Hansen, Eastern New Mexico News; Brooke McDonald, Range Movement; and Randy Petty, Clovis Furniture. Additionally, Megan Crawford (Range Movement) participated via virtual meeting access.

### **VIRTUAL ATTENDANTS**

Based on details from the Zoom attendance report, virtual meeting attendants were Beverly Aragon, Joleen Borja, Karen Burns, April Chavez, Pam Cornelison, Emily Glikas, Winona Johnson, Nancy Meadows, Al Potthoff, Santana Sena, Kari Smith, Brandi Varnado, Katrina Walley, Kellyann Weber, and Laura White.

### **ROUTINE MATTERS**

*Declare a Quorum:*

Madam Chair Harlan called the meeting to order at 8:01 a.m. and declared a quorum.

*Approval of Agenda:*

The agenda was approved as submitted.

**ACTION: Leal moved to approve the agenda as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).**

*Approval of Minutes:*

The Board approved the minutes of February 2, 2022 as submitted.

**ACTION: Bradburn moved to approve the minutes of February 2, 2022 as submitted. Spence seconded and upon roll call vote the motion carried (4-0).**

### **OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS Instructional Matters**

*Fees:*

The Board was presented with the lists of Summer and Fall 2022 student and academic fees. Fees occasionally change as a result of an increased cost in supplies. Additional textbook fees for the All-In Textbook Programs are also reflected. It was requested that the Board approve the Summer and Fall 2022 fee lists as submitted.

**ACTION: Spence moved to approve the Summer and Fall 2022 fee lists as submitted. Leal seconded and upon roll call vote the motion carried (4-0).**

**NEW BUSINESS Non-Instructional Matters**

*Small Business Development Center Program Review:*

The New Mexico Small Business Development Center (SBDC) has provided services to small businesses since 1989. Dr. Sandra Taylor-Sawyer is the Director of the CCC Small Business Development Center, and she and her staff strive to provide quality assistance, education, and resources to potential and existing small businesses to strengthen the economy of New Mexico. Dr. Taylor-Sawyer and Mr. Dominique Chairez, Assistant Director of SBDC, presented the Board with a program review, which included recognition of Range Movement and Clovis Furniture for representing the state of New Mexico on the America's Small Business Development Center 2022 Annual Report. Range Movement is representing New Mexico under the Millennials + Gen-Z category and Clovis Furniture under Covid-19 Response. Owners Ms. Brooke McDonald, Ms. Megan Crawford (Range Movement) and Mr. Randy Petty (Clovis Furniture) were introduced to the Board and they spoke about their very positive experience of working with the CCC Small Business Development Center.

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

*Board Redistricting Project:*

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. Therefore, Clovis Community College would need to examine its Board of Trustees' District boundaries and, if necessary, adjust these boundaries. During the last redistricting process, Clovis Community College partnered with Clovis Municipal Schools and adapted their process due to the similarities on the boundaries.

CCC's legal counsel, Mr. Kameron Barnett, confirmed that Clovis Municipal Schools is currently in the process of working with a consultant for the 2022 redistricting process. Mr. Barnett and CCC administration have been kept apprised of the consultant's initial recommendations and will take them into consideration for CCC's decision making process. The College will explore options of complying with NMSA 1-3-13 and completing the redistricting process within the 2022 calendar year, and present recommendations to the Board of Trustees in a future meeting.

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

## OTHER BUSINESS

### *President's Remarks:*

The New Mexico thirty-day Legislative Session ended on Friday, February 18, 2022. Clovis Community College participated in the House Education and the Senate Finance Committee Hearings. In addition, the College prepared some bill analyses. Dr. Nwankwo reported that pending the Governor's signature, CCC's priorities will be funded of the following:

- \$2 million to match Mr. Bonner's donation of \$2 million for a total of \$4 million designated to the expansion of CCC's Medical Triage Training Center. The funds will be available July 1, 2022.
- \$1,685,000 from the General Bond designated for parking and drainage improvements.
- \$170,000 for sound and lightning to the Norman and Vi Petty Performing Art Center.
- \$176,000 for CCC's welding lab expansion.
- \$180,000 for welding instructors, this amount should be recurring.

A complete list of the funding received was included in the President's Report submitted to the Board of Trustees. Dr. Nwankwo also expressed his appreciation to the Eastern New Mexico Legislative Delegation and Dr. Marcus Smith, CCC's Director of Advising and Governmental Affairs, for their work and help through the process.

Dr. Nwankwo announced the HLC Peer Review Team conducted a site visit on Monday, February 28, 2022 and Tuesday, March 1, 2022. The team met with groups of staff and faculty to ascertain if the College's methods and practices are of high quality and standards. From all indicators, they found the teaching and administrative processes to be in line with HLC standards. Although the team's report is not yet finalized, Dr. Nwankwo is hopeful that the report will be favorable to Clovis Community College. Dr. Nwankwo expressed his appreciation to Dr. Robin Jones, CCC's Executive Vice President of Academic Affairs, for her leadership through the HLC reaffirmation process.

Clovis Community College is working on finding a new vendor to provide food services on campus. The College has been without food services since the conclusion of the contract with the previous vendor. Therefore, CCC has issued an abbreviated RFP in hopes to attract a local business to operate and provide food services on campus. Mr. Steve Brooks, Director of Purchasing, is the point of contact for the RFP.

The College is in the budget planning phase. A Board of Trustees Budget Study Session is tentative scheduled for Monday, March 28, 2022. The proposed FY 2023 Operating Budget will be presented to the Board of Trustees at the April meeting. The approved budget will be submitted to the New Mexico Higher Education Department before the deadline of Sunday, May 1, 2022.

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

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

## ANNOUNCEMENTS

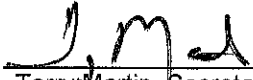
The Board will convene for a Study Session, with the date, time and location to be announced.

The next regular Board meeting will be held in room 512 on April 6, 2022, at 8:00 a.m.

The meeting adjourned at 9:08 a.m.

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

Respectfully submitted,

  
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Terry Martin, Secretary  
Board of Trustees

Approved 04/06/2022