



Board of Trustees MINUTES

May 4, 2022 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular monthly meeting on Wednesday, May 7, 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, Terry Martin, and Carolyn Spence were present in the Board Room. Trustee 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, Norman Kia, Robin Kuykendall, Heather Lovato, Joleen Borja, Steve Brooks, Diana Byers, Bob Dart, Perla Herrera, Nicolle Holcomb, Rex Regnier, Freddie Salazar, Kari Smith, Marcus Smith. Also present in the Board Room were Kameron Barnett, CCC legal counsel; Steve Hansen, Eastern New Mexico News; Ada De Los Reyes and Khaatimah Medina, CCC students; and Mr. Darren Croom, President of Texas Book Company. Additionally, Jessica Lawlis (Dekker Perich Sabatini) participated via virtual meeting access.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Angel Anaya, James Annonson, Beverly Aragon, Paul Aragon, Jeanette Archibeque, Shauma Brown, April Chavez, Bill Cheville, Natalie Daggett, Jennifer Duke, Pamela Fisher, Emily Glikas, Melissa Ham, Winona Johnson, Amber Langford, Cindy McDaniel, Cristy Mendoza, Paul Moore, Rachel Page, Sean Poindexter, Lauren Rowley, Santana Sena, Erin Thomas, Brandi Varnado, Katrina Walley, Julie Wampler, Mindy Watson, Kellyann Weber, and Laura White.

ROUTINE MATTERS

Declare a Quorum:

Madam Chair Harlan called the meeting to order at 8:05 a.m. and declared a quorum.

Approval of Agenda:

Trustee Spence inquired if the agenda needed to be amended in order for the Board to call an emergency meeting. Mr. Barnett explained the Board can call an emergency meeting outside of the agenda and Secretary Martin highlighted that certain parameters needed to be met for an emergency meeting to be called.

ACTION: Spence moved to approve the agenda as submitted.

Martin seconded and upon roll call vote the motion carried (5-0).

Approval of Minutes:

The Board approved the minutes of April 6, 2022 as submitted.

ACTION: Bradburn moved to approve the minutes of April 6, 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

Faculty NISOD Awards:

Dr. Nwankwo recognized the following as outstanding faculty members of Clovis Community College and recent recipients of the National Institute of Staff and Organizational Development (NISOD) teaching excellence award:

Ms. Autumn Anderson, Instructor in Cosmetology
Ms. Meranda Chapman, Instructor in Cosmetology

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

TRIO Student Support Services Program Review:

Clovis Community College implemented a TRIO Student Support Services (SSS) 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 180 active participants. She provided the Board with an overview of the program.

Clovis Community College Students and participants of TRIO SSS, Ms. Khaatimah Medina, and Ms. Ada De Los Reyes, shared their testimonies and spoke about the vast support they received from the TRIO SSS team.

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

Spring 2022 Graduation List:

The Spring 2022 graduation list includes 175 associate degree earners, 96 certificates of completion and 95 certificates of achievement, for a total of 366 graduates. Dr. Kuykendall reported an increase of 35 graduates compared to the Spring 2021 graduation list. A commencement ceremony recognizing graduates from the 2021-2022 academic years will be held at 6:00 p.m. on Friday, May 13, 2022 at Curry County Events Center. It was requested that the Board of Trustees approve the Spring 2022 graduation list as submitted.

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

NEW BUSINESS Non-Instructional Matters

Quarterly Financial Report for Third Quarter FY 2022:

The Board was presented with Clovis Community College's Quarterly Financial Report for third quarter of fiscal year 2022, which includes Statement of Net Position; Statement of Revenues, Expenses, and Changes in Net Position; Statement of Cash Flows; and Schedule of

Budgeted and Actual Revenues and Expenses.

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

Financial Actions Report for Third Quarter FY 2022:

The Board was presented with a copy of the Financial Actions Report for the third 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: Martin moved to approve the Financial Actions Report for third quarter of fiscal year 2022 as submitted. Leal seconded and upon roll call vote the motion carried (5-0).

Bookstore Services:

Clovis Community College recently issued a Request for Proposal (RFP) for bookstore services. Four proposals were received in response to RFP No. 2022-4-C. An evaluation committee reviewed the responses based on capacity and capability, knowledge and experience, implementation and build out plan, and economy and price. The Board was presented with the complete evaluation report for this RFP. The evaluation committee found the proposal and solution offered by Texas Book Company to be clearly superior to the other offerings and recommended that Texas Book Company be awarded the contract. It was requested that the Board of Trustees approve the award of the bookstore services contract to Texas Book Company and approve the optional renewal period with the understanding that renewals are subject to continued appropriations for this contract.

ACTION: Martin moved to approve the award of the bookstore services contract with Texas Book Company and approve the optional renewal period with the understanding that renewals are subject to continued appropriations for this contract. Bradburn seconded and upon roll call vote the motion carried (5-0).

Five-Year Campus Master Plan:

As part of the New Mexico Higher Education Department's process, an institution's Master Plan must be approved by their Board. The Master Plan, as presented with regard to the projects, mirrors the Capital Project list that will be submitted to the New Mexico Higher Education Department. Clovis Community College engaged the design firm of Dekker/Perich/Sabatini to assist in the development of the new Five-Year Campus Master Plan. With inputs from internal and external stakeholders, the new plan was developed to provide a guide to campus development to meet the evolving needs of the College for the next five years and beyond. The Campus Master Plan will help coalesce the College's strategies, establish priorities for improvements to campus infrastructure and facilities, and articulate a vision for the overall evolution of the campus. It was requested that the Board of Trustees approve the new Five-Year Campus Master Plan as presented for submittal to the New Mexico Higher Education Department.

Trustees asked clarifying questions regarding the Five-Year Campus Master Plan and its development. After discussion, Trustee Bradburn questioned if her vote could be contingent upon getting feedback on the prior Five-Year Master Plan. Mr. Barnett clarified that a vote could not be contingent, only a yes, no or table a vote is valid. Trustee Bradburn requested a meeting with Dr. Nwankwo and his team to gain broader perspective of the previous Five-Year Master Plan in order to better

understand the process.

ACTION: Martin moved to approve the updated Five-Year Capital Projects Plan as presented for submittal to the New Mexico Higher Education Department. Leal seconded and upon roll call vote the motion carried (5-0).

Five-Year Capital Projects Plan:

As part of the New Mexico Higher Education Department's process, an institution's capital project plan must be approved by its Board annually. The Board was presented with the plan, which summarizes the projects as they relate to Clovis Community College's updated priorities. The projects are prioritized based on the institution's Master Plan completed in 2022 and coincide with the Higher Education Department's directive to focus on existing campus infrastructure. It was requested that the Board of Trustees approve the updated Five-Year Capital Projects Plan as presented for submittal to the New Mexico Higher Education Department.

ACTION: Spence moved to approve the updated Five-Year Capital Projects Plan as presented for submittal to the New Mexico Higher Education Department. Martin seconded and upon roll call vote the motion carried (5-0).

Professional Services Contract for Banner Maintenance:

The College has used the technology and services of Banner software since 2008. The licensing, software and hardware maintenance, and support for the Banner system is a sole source purchase through Ellucian Company, LP. Clovis Community College is in the implementation process of switching to Workday Inc. which is a multi-year process. The full Workday implementation should be concluded at the end of this contract. It was requested that the Board of Trustees approve the purchase of these items with Ellucian Company, LP in the amount of \$260,934 for year one, \$276,590 for year two, and \$293,185 for year three, with a total contract amount of \$830,709.

Spence moved to approve the purchase of Banner licensing, software and hardware maintenance, and support to Ellucian Company, LP. Martin seconded and upon roll call vote the motion carried (5-0).

OTHER BUSINESS

President's Remarks:

Clovis Community College had the privilege of holding a Retirement Reception in honor of CCC's Spring 2022 retirees. The retirees were recognized for their dedicated years of service with Clovis Community College. The honorable retirees included:

Dr. Paul Nagy, Instructor in English
Years of Service: 2000-2022

Mr. Michael Powers, Instructor in History
Years of Service: 2001-2022

Mr. Freddie Salazar, Director of Security
Years of Service: 2008-2022

Ms. Camille Jackson, Instructor in Nursing

Years of Service: 2009-2022

Dr. Al Potthoff, Business and Non-Credit Training Manager
Years of Service: 2016-2022

Dr. Nwankwo announced that Clovis Community College contracted with Chat N' Chew to provide food services on campus. They will begin to provide services to students and staff during Summer 2022.

Dr. Nwankwo's remarks concluded with a review of the calendar of events for the month of June. Two major events that are upcoming include:

The Clovis Community College Board of Trustees' retreat is scheduled for Friday, May 6, 2022, at 11:00 a.m. and Saturday, May 7, 2022, at 9:00 a.m. in The Mayors Room at Fairfield Inn & Suites by Marriott Clovis. The retreat is being facilitated by Dr. Pamela Fisher, ACCT Consultant and the agenda is available on the College's website.

The Clovis Community College's thirty-fifth annual Spring commencement ceremony will be held at the Curry County Events Center at 6:00 p.m. on Friday, May 13, 2022. The Student Services Division staff have been diligently working on the planning and development of this year's commencement ceremony. The honorable Secretary of New Mexico Higher Education Department, Ms. Stephanie Rodriguez, will be this year's commencement speaker.

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

ANNOUNCEMENTS

Madam Chair Harlan communicated a personal statement and clarified that she had not previously shared this statement with anyone else.

In her statement, Madam Chair Harlan said, "The Board of Trustees of Clovis Community College has received letters of No Confidence for our president, Dr. Charles Nwankwo. These letters are from the Faculty Association, the Professional Educators Association, and the Support Employee Association of Clovis Community College. First, we want to assure that we have read the letters and take your concerns seriously. We realize that you did not come to this decision lightly. Second, we are reviewing and examining the claims that have been stated. We are having conversations with Dr. Nwankwo and hopefully also bring CCC leadership and Dr. Nwankwo and us to the table for discussion, for remediation, and for positive resolution over the next time moving forward. Dr. Nwankwo is our, the Board's, only employee. We have granted him full authority over business and educational functions, implementing our shared vision, and carrying out his other prescribed duties. It is a necessary part of our responsibility to be diligent and address such matters as we have now before us and to do it in a timely matter with the confidentiality that it deserves and as is required by law. It is our sole obligation to make the best decision for Clovis Community College and our collective community. The voters gave us that responsibility and it is one that we do not take lightly. Thank you."

The Board of Trustees Retreat is scheduled for May 6, 2022, at 11:00 a.m. and May 7, 2022, at 9:00 a.m. in The Mayors Room at Fairfield Inn & Suites by Marriott, Clovis, NM.

The next regular Board meeting is scheduled for June 1, 2022, at 8:00 a.m. in room 512.

The meeting adjourned at 10:00 a.m.

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

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved May 7, 2022