



Board of Trustees

MINUTES

October 4, 2023 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held its regular meeting on Wednesday, October 4, 2023, at 8:00 a.m. in room 512.

MEMBERS PRESENT

Trustees Jan Bradburn, Lora Harlan, and Terry Martin were present in the Board Room. Trustee Laura Leal participated via virtual meeting access. Trustee Carolyn Spence was absent.

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Robin Jones, Norman Kia, Heather Lovato, Richard Benavidez, April Chavez, Bob Dart, Milo Drake, Dannette Ewers, Billy Garcia, Ashley Grissom, Nicolle Holcomb, Nohemi Lara-Miller, Paul Moore, Santana Sena, Kari Smith, Marcus Smith, Elena Soto, and Katrina Walley. Also present in the Board Room were Kameron Barnett, CCC legal counsel and Landry Sena, Eastern New Mexico News.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Matt Ashland, Julia Alexander, Jolene Borja, Vicki Bridinger De Leon, Natalie Daggett, Perla Herrera, Robin Kuykendall, Sandra Taylor-Sawyer, and Jessa Wood.

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. Bradburn seconded and upon roll call vote the motion carried (4-0).

Approval of Minutes:

The Board approved the minutes of September 6, 2023, as submitted.

ACTION: Martin moved to approve the minutes of September 6, 2023 as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

Title V Individual Grant Review:

In 2020, Clovis Community College was awarded a Title V Individual Grant for "Partnership for Teacher Preparation" from the United States Department of Education. The total amount of CCC's award was \$2,995,925. This grant focuses on two main tasks: developing seamless education pipelines featuring engaging instructional strategies and developing effective, individualized student support services. Ms. Nohemi Lara-Miller, CCC's Title

V Project Director, provided the Board with an overview of the grant and spoke about the various projects and activities associated with this grant. Projects included the renovation of the Tutoring and Writing Centers, the renovation of the Library's Group and Individual Study Rooms, the hiring of two part-time contract employees for STEM Place, the renovation of the Science and Math classrooms, and the renovation of the computer classrooms with new computers and new software.

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

Advisory Committee Appointments:

Clovis Community College is privileged to have the services of numerous volunteers from the community who assist us in planning and providing programs and services for students through advisory committees. In some cases, we are required by the New Mexico Higher Education Department, or one of several accrediting authorities with which we are affiliated, to maintain an active program advisory committee. The College values the expertise and judgment of advisory committee members who help us keep our programs and service responsive to business, industry, and community needs. Faculty and staff members who are responsible for working with advisory committees have reviewed the committee lists and revised them to reflect proposed membership for the Fall 2023 and Spring 2024 semesters. All of those nominated for advisory committee membership have been contacted and have indicated willingness to serve.

ACTION: Martin moved to approve the Advisory Committee Appointments as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

Fees:

The Board was presented with the Spring 2024 student and academic fees list. Fees occasionally change as a result of an increased cost in supplies. Additional textbook fees for the All-In Textbook Programs were also included.

ACTION: Martin moved to approve the Spring 2024 student and academic fee list as submitted. Leal seconded and upon roll call vote the motion carried (4-0).

NEW BUSINESS Non-Instructional Matters

Annual Campus Security Report:

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 requires all institutions of higher education receiving federal aid to annually report incidents of crime occurring on campus. The Board received a copy of Clovis Community College's report for January 1, 2022 through December 31, 2022. Mr. Richard Benavidez, Director of Campus Security, reported that incidents of campus crime under Clery Act classifications was minimal with four incidents to report. The report can be reviewed online via the Clovis Community College website and in the Public Record Books located in the campus Library.

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

Blue Cross/Blue Shield of New Mexico Plans:

The Board was presented with the 2024 rate sheet for the Blue Cross/Blue Shield (BCBS) benefit package. BCBS provided the College with a 3.5% increase in the 2024 renewal rate for our grandfathered Custom PPO Plan and HDHP HSA 100 Plan. The BlueAdvantage Plan for 2024 will have a 3% increase. The renewal rates are for the contract year of January 1, 2024 through December 31, 2024. Included in the rates are the ACA taxes and fees. The listed plans will continue to provide the same benefits. In addition to the increase, the payroll deductions for medical insurance will convert to a deduction schedule of 24 pay periods instead of the current 26 pay period schedule. This change is due to the alignment of payroll processes with CHES. The provided rate sheet does reflect the new 24 pay period deduction schedule. The BlueCare Dental plan premiums are proposed to have no change. The Dental plan is no additional cost for the College. All

dental premiums are to be paid by employees electing for coverage at no cost to the College.

ACTION: Martin moved to approve the continuation of the current Blue Cross/Blue Shield of New Mexico Plans grandfathered Custom PPO Plan with a \$15/\$25/\$40 prescription program, HDHP HSA 100 Plan, BlueAdvantage Plan, and BlueCare Dental Insurance for the contract year of January 1, 2024 through December 31, 2024 as submitted. Bradburn seconded and upon roll call vote the motion carried (4-0).

Parking Lot Renovations:

Lydick Engineering was contracted to provide engineering specifications and estimated cost for three paved areas. These areas are identified as the West Parking Lot, Northeast Parking Lot, and South Parking Lot (Roadway by Automotive). This project will be a total replacement of the identified areas. Funding for this project will come from New Mexico General Obligation Bonds (\$614,711.96). Upon Board approval, this project will go to the New Mexico Higher Education Department (NMHED) for final approval. After NMHED approval, the College will then solicit for Request for Proposals (RFP).

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

Presidential Search Draft Timeline:

Chair Harlan presented the draft timeline for the Clovis Community College Presidential Search. The timeline will serve in principle as the overall process that the College will use for the search. Ms. Harlan and ACCT worked together to draft a timeline that best fits the College's calendar. A special meeting will be called the week of October 16th to approve the membership of the Search Committee. The draft Presidential Profile will be completed by the Search Committee on October 25 and will be submitted for Board approval at the regular November meeting. The proposed date for the Board to announce the next President is early April 2024. The targeted start date for the next President is July 1, 2024 or as agreed upon by the President-elect and the Board of Trustees.

ACTION: Bradburn moved to approve the Presidential Search Draft Timeline as submitted. Martin seconded and upon roll call vote the motion carried (4-0).

OTHER BUSINESS

Presidential Search Update: None

President's Remarks:

Dr. Jones shared that the New Mexico Legislative Education Committee was in Clovis. Dr. Kuykendall and Mr. Kia met with them over dinner and a tour of the Petty Theater. The College was able to build a connection with the group through our Early College High School and Dual Credit programs.

The Behavioral Health initiative is purchasing land next to PRMC and their focus will be on a 2- to 3-night stay facility rather than an in-patient type of facility.

The Lodger's Tax Board awarded Clovis Community College \$3000 for Cultural Arts costs.

October 8-13, Secretary Martin, Chair Harlan, and Dr. Jones will be in Las Vegas for the ACCT 2023 Leadership Congress.

Mr. Brashear viewed the President's House on October 2 and should have his report ready by the November Board meeting.

Dr. Jones and Nicolle Holcomb, Director of Communication and Marketing, will meet to set up a date and time to take an up-to-date photograph of the current Board of Trustees.

The Cultural Arts event, FABBA, was held last month and it was a great performance with 300 to 400 people attending.

The Calendar of Events for October was distributed to the Board to review.

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

ANNOUNCEMENTS

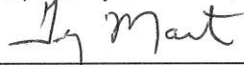
The Board will hold a Special Meeting the Week of October 16, 2023; date and time to be determined.

The next regular Board meeting is scheduled for November 1, 2023, at 8:00 a.m. in room 512.

The meeting adjourned at 8:39 a.m.

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

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved Oct. 16, 2023