

Board of Trustees SPECIAL MEETING MINUTES

July 17, 2024 • 8:00 a.m. • Room 512

The Clovis Community College Board of Trustees held a special meeting on Wednesday, July 17, 2024, at 8:00 a.m. in room 512.

MEMBERS PRESENT

Trustees Jan Bradburn, Lora Harlan, Laura Leal, Terry Martin, and Carolyn Spence were present in the Board Room.

MEETING PARTICIPANTS

Clovis Community College employees who participated in the meeting from the Board Room were Jonathan Fuentes, Bob Dart, Robin Kuykendall, Paul Boylan-Torres, Karen Burns, Nikkei Cardenas, April Chavez, Elizabeth Chavez, Dannette Ewers, Billy Garcia, Emily Glikas, Nicolle Holcomb, Julie Lopez, Nikki Lovett, Aaron Quaif, Kari Smith, Marcus Smith, and Katrina Walley. Also present in the Board Room was Kameron Barnett, CCC Legal Counsel.

VIRTUAL ATTENDANTS

Based on details from the Zoom attendance report, virtual meeting attendants were Angel Anaya, Jacob Alvarado, Joleen Borja, Natalie Daggett, Teresa Dudley, Nohemi Lara-Miller, Karen Jones, Santana Sena, Kellyann Weber, and Jessa Wood. Also, present via virtual access was Landry Widner, Eastern New Mexico News.

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 (5-0).

Approval of Minutes:

The Board approved the minutes of June 5, 2024, as submitted.

ACTION: Spence moved to approve the minutes of June 5, 2024, as submitted. Martin seconded and upon roll call vote the motion carried (5-0).

OLD BUSINESS

There was no Old Business.

NEW BUSINESS Instructional Matters

*2024-2025 Clovis
Community College Catalog
Addendum:*

An addendum to the 2024-2025 Clovis Community College catalog was presented to the Board. Approval from the Committee on Accreditation for the EMS Professions, (CoAEMSP), has been received. We can now add the Paramedic program to our course catalog, and the first cohort of students will be able to start this fall. The addendum includes the Certificate of Completion in Emergency Medical Technician – Paramedic and the EMS courses needed to complete the certificate. It was requested that the Board of Trustees approve the 2024-2025 Clovis Community College Catalog Addendum as submitted. (The addendum will be added to the webpage that the catalog resides on as a living document on our website.)

ACTION: Martin moved to approve the 2024-2025 Clovis Community College Addendum as submitted. Leal seconded and upon roll call vote the motion carried (5-0).

*Fall 2024 – Summer 2025
Academic Calendar
Revisions:*

The Fall 2024 – Summer 2025 Academic Calendars were previously approved by the Board on December 6, 2023. The Fall 2024 withdrawal deadline needed to be amended due to being originally scheduled on a campus closure day. In addition, Clovis Municipal School's Board of Education approved their Instructional Calendar on June 25th of this year, and their 2025 Spring Break is scheduled for March 17-24. This is the week before our current Board approved Spring Break. The Spring 2025 Academic Calendar has been revised to reflect the same week for Spring Break as Clovis Municipal Schools. Due to the necessary amendments to the Fall 2024 and Spring 2025 calendars, changes were also made to the Summer 2025 calendar. It was requested that the Board of Trustees approve the revised Fall 2024 – Summer 2025 Academic Calendars as submitted. (The updated calendar dates will be published in the Student Handbook and on our website.)

ACTION: Martin moved to approve the revised Fall 2024 – Summer 2025 Academic Calendar Revisions as submitted. Spence seconded and upon roll call vote the motion carried (5-0).

NEW BUSINESS Non-Instructional Matters

*Withdrawal of Contract
Award to DAVTEK for Allied
Health Expansion:*

After the Board's approval of the award of the contract to DAVTEK for the Allied Health expansion project, Clovis Community College received a letter of protest, dated May 9, 2024, from one of the bidders, EPX Construction Partners. Their primary objection was with regards to the Subcontractor Listing that DAVTEK provided in their bid; DAVTEK failed to list qualified contractors for several of the scopes of work. After reviewing with our Legal Counsel, Kameron Barnett, and with guidance from the New Mexico Municipal League, we determined to reject the EPX protest on the grounds of the timeliness of their submittal of the letter. On June 20, 2024, notification of our rejection was sent to EPX. We then determined that it was in the best interest of the college to cancel the original RFP and to proceed with a new posting. A determination letter was sent to all bidders on June 24, 2024 notifying them of the RFP cancellation and our intention to proceed with a new posting. DAVTEK was notified of the protest. They are also aware of this meeting and are prepared to bid again. It was requested the Board of Trustees approve the withdrawal of the contract award to DAVTEK in order that we may proceed with the posting of a new RFP for the project.

ACTION: Bradburn moved to approve the withdrawal of the contract award to DAVTEK as submitted. Leal seconded and upon roll call vote the motion carried (5-0).

OTHER BUSINESS

There was no Other Business.

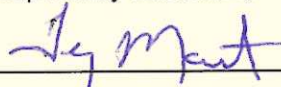
ANNOUNCEMENTS

The next regular Board meeting is scheduled for August 7, 2024, at 8:00 a.m. in room 512.

The meeting was adjourned at 8:16 a.m.

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

Respectfully submitted,



Terry Martin, Secretary
Board of Trustees

Approved

7 August 2024