

COLORADO NORTHWESTERN COMMUNITY COLLEGE
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT
BOARD OF CONTROL MEETING – October 21st, 2019
CNCC Academic Services Building Room 255, 2801 W. 9th St. Craig, CO 81625

Board Attendees: Mike Anson, Terry Carwile, Zackary Allen, Lois Wymore and
College: Ron Granger – President, James Caldwell – Vice President of Business & Administration (via Phone), John Anderson – Vice President of Student Services/Craig Campus, Keith Peterson – Vice President of Instruction, , Sasha Nelson – Director of Community Education, Brad Wollman – Craig Facilities , Jessica Wollman- Financial Aid, Annette Burrow – Director of ABE, Kathy Powell Case – CTE Dean, Angie Miller – Director of Human Resources, Leigh Sokol – Executive Assistant to the VP of Student Services/Craig Campus, Keely Ellis – Executive Assistant to the President, Adam Cooley – Campus Life Coordinator, Angie Miller – Director of Human Resources, Amy Blake – Director of Campus Life, Reuben Talbot – Marketing Director, Leland Byers – IT, Jenny Otis – Cashier, Nick Cocozzella – Advising and Retention Specialist, Ashely Bryant – Women’s Head Volleyball Coach, Lisa Kreuger – Executive Assistant to the VP of Instruction, Carol Sharp – Administrative Assistant/Student Services, Sue Samaniego- CNCC Foundation Director

Audience: Judy Lewis, Steve Mazzuca, Jane Hume, Lisa Piering, Gary Moyer, Are King, Melany Neton, Kathy Shoa, Elise Sullivan, Jim Burrow, Tim Webber, Andy Shaffer

6:00 P.M. Regular Session

- 1.0 Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call
- 2.0 Approve/Change Agenda for the meeting
Mike Anson wanted to add as item 7.5 a letter from CPA
7.1.1.a Liability claims Professional liability Insurance claims. Terry made motion to add the above agenda items. Lois Wymore seconded. Motion carried.
- 3.0 Executive Session – Pursuant to §24-6-402(4)(b), conference with an attorney for the public entity to the purpose of receiving legal advice on specific legal questions.
Executive Session
Terry Carwile made a motion to go into executive session pertaining to 3.1 Pursuant to 24-6-402(4)(b), conference with an attorney for the public entity to the purpose of receiving legal advice on specific legal questions. Lois Wymore seconded. Motion carried.
Zack Allen motioned to adjourn from executive session. Lois Wymore seconded. Motion carried
- 4.0 Audience Comments
Carol Sharp, CNCC employee and Craig community member expressed full support for the President Ron Granger and the CNCC Administration. She also expressed concern about signatures on the petition brought in by Mr. MacKenzie at the previous meeting being obtained under false pretenses. She also expressed frustration with what she felt was negative and destructive behavior from members of the board and asked that they try to move forward positively and leave the past in the past.
Jeff Rector Rio Blanco County Commissioner, expressed support for President Ron Granger and what he has done.
Tim Webber, CNCC Foundation Board member and Rangely community member expressed

frustrations with the MCAJCD board's negative behavior and attitude toward the Rangely campus and the resulting animosity he feels it has generated between the Craig and Rangely communities. He shared that the Rangely communities is facing many of the same struggles as the Craig communities and said he hopes the both groups can work together to face this regional issue. He also expressed support for President Ron Granger, his administration and staff.

Jessica Wollman, CNCC employee and Craig community member, asked if there is anything in writing that says another entity is willing and interested in taking over this campus. She expressed concern that if someone else takes over the campus there is a chance everything could get shut down completely. She hoped that everyone could instead work together to ensure CNCC's success. She also asked if there is any chance that the mill levy might get raised or that the tax payer money might stay in Moffat County and get distributed to other campuses if the Craig campus got taken over by someone else.

Gary Moyer, Rio Blanco County Commissioner, pointed out that the Rangely community has rallied together to support the college and asked that the Craig community and the board look to do the same before they attack the Rangely campus and President Ron Granger. He asked that the board take a hard look at the facts and work to solve the problem.

Jane Hume, Craig community member, said she did not feel that anyone was attacking Rangely, she felt that in past meetings she had been to people asked for figures on what is going on at the college to see why the Craig campus now feels empty, and she felt they have not received a satisfactory answer.

Lisa Piering, Rangely Town Manager, expressed appreciation and support for President Ron Granger. She also felt that when any one disparages CNCC it disparages Rangely as well.

Annette Burrow, CNCC employee and Craig community member, pointed out that it is difficult to bring new accredited programs into the college and it is not President Ron Granger's fault. She also felt that it does not feel like the Rangely campus is the favorite campus, she said as a director on the Craig campus she has always felt supported. She expressed support for President Ron Granger, the administration and CNCC as a whole and that she did not want to break off from CNCC.

Kelly Scott, CNCC employee and Rangely community member, said she believes figures have been shared because she published the instruction fact book that includes enrollment figures that are directly tied to CNCC's financial situation. This book is published online and is emailed all CNCC employees. She also pointed out that tax revenues are down because property values have gone down and this is another source of CNCC's revenue, she does not feel CNCC is hiding anything. She stated that ultimately CNCC needs to save more money than they spend. She believed that the previous administration took a risk and invested money hoping that enrollment would come and it has not.

Angie Miller, CNCC employee and Rangely community member, shared that Craig is the first place she has ever seen such a dramatic culture shift. Over the past year the building is more staffed than it ever has been and that is intentional to remedy a need. She has watched the culture shift to more positive and the board meeting feels exactly the opposite.

5.0 Old Business

5.1 Update on housing

Lois Wymore had no updates.

5.2 CNCC and CCCS Update

Mike Anson said Chancellor Garcia did reach back out to the community with a

letter stating that there are things getting worked on and subcommittees are being made. On December 11 they will be addressing the Moffat County and City of Craig request to form a standalone campus. March 1, 2020 there will be priorities set and the progress of priorities.

President Ron Granger said Joe Garcia is going to send something out to addressing some of the other things that were brought up in the August 29th meeting, but he does not know when. He does not it will be addressed at the state board meeting.

5.3 Update on Donation in Honor of Peggy Rector

Terry Carwile said according to legal counsel they are allowed to make a donation in honor of Peggy Rector.

5.4 Update to changes of Community Education Scholarships

Sasha Nelson presented update on the new draft on non-credit financial assistance policy. This would use the annual funds to be divided to use to support senior citizens and the remainder to give need-based financial assistance based primarily on poverty. This will allow the program to support seniors as well as those in the community that might not otherwise have access to programs. She felt there has been a need in the community and this is one way she believes that need can be addressed. Lois Wymore asked about seniors and the paper work involved to receive that discount. Sasha Nelson explained that seniors will self-identify at registration by ticking a box on the form and can be verified by checking Identification, and she has changed the age for eligibility to 55 or older to align with the age the Senior Social Center uses for membership. Seniors will not also need to apply for need-based assistance.

6.0 New Business

6.1 Build a Pool for Craig Committee Presentation

Melanie Neton, Northwest Colorado Recreation Foundation, presented that they are working to build a recreation center and a recreation district. They currently have 400 people that have pledged money, they have 655 Facebook followers, 30 people on their steering committee and 7 people on their board.

They are applying for a DOLA grant, the city is going to help them write and manage the grant. The grant will help with plans for a building, the financial planning for a unified rec district and public policy to work to define what voters want through a property tax. Local grown architect Anthony Lockran from Perkins and Well has donated hours of time to the project but there is still a \$10,400 for his services. They also will need to pay a recreation planning consultant, Ken Ballard, \$22,000. For public policy to be determined they estimate it will cost will be \$15,000. The total cost is expected to be \$47,400, DOLA is only \$23,700 so they need to find matching funds. The Local Marketing district has provided \$10,400, the city has agreed to give \$6,650 if they can obtain those funds from someone else as well. The county said no. The Northwest Colorado Recreation Foundations will cover the estimated \$5,000 in costs above this grant. The Memorial Hospital will provide pro bono grant writing services. She outlined the benefits of a recreation center and recreation district to both the community and the college. Someone pointed out that more people would need

The Northwest Colorado Recreation Foundation is asking for \$6,650 to help match that DOLA grant. Terry Carwile said in the past this idea has a long and unproductive

history, however he said he is in favor if they can find money and feels it does align with the mission.

6.2 New Member Swear-In Update for November

Leigh Sokol presented that at the next meeting all current board members as well as the newly elected members will be invited to the November meeting. We will want members present for this meeting to approve the minutes of this meeting, then the new members will take their oaths. We plan to have a notary present to administer oaths, or Mike Anson is able to do that as the board chair. Once the new members have completed their oaths the non-returning members of the board will end their term and the newly elected members will take over. Lois Wymore said she has a call into Judge O'Hara to come and facilitate the oaths if possible.

7.0 Action Items

7.1 Approval of Minutes from September 16th, 2019 meeting and Treasurer's report form September 2019

Zack made motion to approve the minutes and the treasures report. Lois Wymore seconded. Motion carries.

7.1.1 Liability claims Professional Liability Insurance

Mike Anson presented that he had received a quote for professional liability insurance, the term runs from October 29, 2019 to October 29, 2020. He said this is something they purchase every year. Ron Granger added that he believes it is something they are required to have. Terry Carwile made a motion to move forward with renewing liability insurance as per quote from Mountain West Insurance.

Lois Wymore seconded. Motion carries.

7.2 Review Draft of financial Statements and Independent Auditor's Report

Mike Anson presented that Andy Daniels had some questions regarding the auditor's report, the auditors answered, those answers are included in the packets. Zack Allen made a motion to accept the independent auditor's report for 2018. Lois Wymore seconded. Motion carries. Terry Carwile felt the new board will have work to do relative to responses to the questions to the auditor's report.

7.3 Vote on Changes to Community Education Scholarships

Terry Carwile made a motion to approve the proposed changes to the Community Education financial assistance policy. Lois Wymore seconded. Motion carries.

7.4 Build a Pool for Craig Committee Support

Terry Carwile made a motion to approve the amount of \$6,650 assuming we can find it in the budget. Lois Wymore seconded with the same condition. Elise Sullivan clarified that it is an administrative grant once submitted they will have a 30 day approval. Mike Anson felt the community would benefit but he was not sure as representatives of the tax payers of Moffat County he is not sure if it would be appropriate to spend money. He felt the presentation would be better suited to address CNCC as a whole. Zack Allen was concerned about where that money would come from in the budget. He felt support of this foundation feels is with in new program support but it is a bit of a gray area. Lois Wymore suggested the election budget that was not used because the election was canceled.

James Caldwell recommended that the board wait to vote on allocating funds for the Norwest Colorado Recreation Foundations until they can ensure it fits within the

parameters of what the board is legally allowed to do with their funds. Terry Carwile withdrew the motion. The board will reach out to legal counsel.

7.5 Colorado CPA Engagement letter –

Mike Anson said this is the group that did their audit last year and it cost \$3,700. Zack Allen asked about the last time the audit services were put out to bid. Mike Anson said they have asked that several times but Colorado CPA seems to be the only group with the proper credentials to provide the audit services the board needs. Zack Allen asked if there is a way to get the audits back faster in the future than they did this year. Judy Lewis mentioned that the delay this year was not due to the audit company buy instead due to a delay when material was delivered to the college and got misplaced. James Caldwell mentioned agreed and has helped to facilitate the delivery of material. He also said he and Judy had looked into other companies to provide audit services and agreed that Colorado CPA is the only one that meets requirements they need. Mike Anson asked what would be a reasonable expectation for a time frame to expect something back from them, he suggested 3 months. James Caldwell and Judy Lewis agreed 3 months would be adequate. Terry Carwile made a motion to retain Colorado CPA services for their yearly audits with submission back to them within 3 months with the submission of appropriate material. Zack Allen seconded. Motion carries.

8.0 President's Report, Ron Granger

Ron Granger presented that CNCC is over half way through the fall semester. There have 120 eligible students for Phi Theta Kapa (PTK) or the National Honors society for community colleges, the most he has ever seen in his current position and he believes it is a testament to everyone's hard work. He also said they are putting out a weekly update emails about what is going on with CNCC and the communities as well as more communication about people traveling between campuses. This will help coordinate logistics and as well as set up face to face meetings.

9.0 Vice President of Student Service/Craig Campus, John Anderson

John Anderson presented that the semester has had a lot of success. He recognized all of his staff and faculty for their hard work. Navigate has helped to generate early grade check and progress reports and has helped to create much more intrusive tutoring and advising schedules. Soccer is on the road they are finishing final games, it was a winning season but both teams have seen significant improvement. Coaches have also encouraged athletes to peruse academics. CNCC will participate in Trick or Treat Street on October 31. CNCC is also partnering with the Craig Chamber of Commerce and The Network to put on a chamber mixer Nov. 14 hosted at the college.

10.0 Vice President Instruction Report, Keith Peterson

Keith Peterson presented that he and Kathy Powel are touring the Arapahoe Community College and Red Rocks Community College to tour their cyber security programs, they hope to try to mimic that program and see what it would take to bring that here. The school is about to apply for an Open Educational Resources (OER) Grant. The state did a pilot on this program at two school with just one class the total cost savings was \$150,000 for the students. He is working with faculty to get volunteers to use the open education model. They will not hear back on the grant until February. Keith Peterson also expressed support for President Ron Granger. CNCC has proposed to assemble with the support of President Granger, the Rural College Consortia. Within CCCS there are 5 schools rural and are not on

the Front Range and they face challenges that the other schools do not face. This will be a way for the rural voice and the associated challenges to be heard and will help advocate to the state for what rural communities need. The consortium has been formed and they will address the state about programing and improving crumbling infrastructure.

Terry Carwile asked for more information on the open education resources. Keith Peterson explained more on what Open education resources are and what the possible benefits include. Ron Granger further elaborated that there are several different resources of OER and that there are several different resources that maintain these resources. Zack Allen expressed support of OER and further elaborated on what OER is and the free components of it. Keith Peterson expressed that faculty are interested in using OER despite the grant, and CNCC is also excited about the data that can be gained. He also expressed potential plans for moving this model into the concurrent enrollment programs.

11.0 Vice President Business & Administration, James Caldwell

James Caldwell expressed support for a unified CNCC and President Ron Granger. He also presented that budget data book was submitted on time to the state. Budgets have been adjusted due to some unforeseen revenue misses. AC compressors were repaired at Ross and Bell Tower. He also expressed apologies for those effected while the compressors were out. The Bell Tower has leases or agreements with all occupants of the Bell Tower with the exception of one and they are in the processes of completing.

12.0 Foundation Liaison Report, Terry Carwile

Terry Carwile has resigned from the foundation board and Sue Samaniego plans to present the foundation updates. Sue Samaniego presented that Scholarship foundation awarded \$65,297 for scholarships this semester, putting them over \$125,000 awarded for the year. \$35,000 in matching grants for the Colorado Opportunity Scholarship Initiative and Panicle scholarships and have funded \$10,000 in scholarships for nursing and aviation maintenance. They are also participating in Colorado Gives Day on December 10, but donations can scheduled ahead of time Nov. 1.

13.0 City Council Liaison Update

Steve Mazzuca presented that both city and county are looking to fund the Library and Museum, and voting ballots are out. Several people were in disagreement with the petition Mr. MacKenzie presented at the last meeting and they expressed their disagreement at the last city council meeting. Mr. Mackenzie has submitted his resignation and they have accepted it, and they are accepting letters of interest to fill his position. They will be working with legal counsel to learn all options to fill that position. He also said he had a student working to complete a doctorate and is working on a research project on retaining gifted individuals in communities and he is seeking help to partner with that.

14.0 Other Business

Jan Rogers, CNCC employee and Craig community member, shed insight into OER from experience in the Gateway Center and expressed support for the idea. Zack Allen further elaborated on costs related to printed products for OER. Jan Rogers also requested to see on the agenda next month that the board look into getting water bottle fill stations. She also asked about stated that Liz Johnson had requested they review CNCC's hiring procedures. Mike Anson clarified that the personnel of CNCC is not something under the board's preview, and that the water bottle fill stations are also something that would need to be addressed to CNCC directly. Lois Wymore requested that signs on the road to the parking lot on the south side of be added designate all of it as handicap parking. John Anderson said they are starting that process and that they have added an additional handicap parking spot

to that lot. Brad Wolman clarified that not all of the parking spots in that lot can be designated as handicap because some of the spots sit at too steep of an angle.

15.0 Adjourn at 7:55

Terry Carwile made motion to adjourn. Lois Wymore seconded. Motion carries.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'Zachary Allen', written over a horizontal line.

Zachary Allen, Board Secretary

