

COLORADO NORTHWESTERN COMMUNITY COLLEGE  
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT  
BOARD OF CONTROL MEETING  
Regular Meeting –August 19, 2019

Board Attendees: Mike Anson, Andrew Daniels, Terry Carwile, Zackary Allen, Lois Wymore and  
College: Ron Granger – President, Jessica Wollman – Financial Aid, James Caldwell – Vice President of  
Business & Administration, John Anderson – Vice President of Student Services/Craig Campus,  
Keith Peterson – Vice President of Instruction, David May – Automotive Faculty, Kathy Simpson  
– ABE Adjunct, Jan Rogers – Adjunct Instructor, , David May – Diesel Tech Faculty, Sasha Nelson  
– Director of Community Education, Brad Wollman – Craig Facilities , Jessica Wollman- Financial  
Aid, Annette Burrow – Director of ABE, Sasha Nelson- Director of Community Education, Kathy  
Powell Case – CTE Dean, Angie Miller – Director of Human Resources, Jan Rodgers- ,  
Audience: Brian Mackenzie, Judy Lewis, Steve Mazuca, Jane Hume  
6:01 PM – Regular Meeting

1.0 Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call

The meeting was called to order at 6:00pm. The Pledge of Allegiance was said, a moment of silence was observed, and roll call was taken

2.0 Approve/Change Agenda for the meeting

Andrew Daniels motioned to approve, 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.

3.1 No attorney was present, No executive session held.

4.0 Audience Comments

Brian MacKenzie wanted to thank the college for putting on the Community Networking Meetings. He asked that we include the City Council on the invite list. Ron Granger asked that Brian provide an email list. Louis shared that the Senior Social Center will be putting on a wine tasting event and she would love everyone's participation.

5.0 Old Business

5.1 Update on Housing

Lois Wymore said she was expecting call but did not get one, no further updated.

5.2 CNCC and CCCS Update

Mike Anson said there will be a meeting on Aug. 29.

5.3 Update on Upcoming Election

Leigh Sokol said both a press release and a legal notice have each printed in the newspaper. So far a total of 5 election packets have been handed out. Andrew Daniels expressed some concern that we had missed some deadlines in the process there had been some confusion about the petitions and ensuring potential candidates were receiving the correct forms. Leigh Sokol note that she had some unforeseen personal circumstances crop up that delayed her preparation for the release of the packets. She also said she further investigated the issues related to candidate concerns with the petitions. She made phone calls to the attorney, the Secretary of State's office and the Colorado Association of School Boards and was finally able to locate and editable version of the petition

which was immediately redistributed to all candidates that had already picked up a packet. Furthermore, after all of her research she found that the original petition that was distributed would have also been acceptable. Andrew Daniels asked that in light of some of the delays we to look into extending the petition deadlines to allow candidates enough time to gather signatures to make up for the delays on the front end of the process. Leigh Sokol agreed and said she would look into extending the deadline and publishing the information promptly.

#### 5.4 Update on Donation in Honor of Peggy Rector

Terry Carwile had no update.

### 6.0 New Business

#### 6.1 Changes to Community Education Scholarships

Sasha Nelson asked that we shift from age based determination for the scholarship to a need based scholarship. In the past the scholarship was based on age and not consistently applied, and she felt the system was messy and that the funds were not being fully used. Her hope is to open the scholarship up to more people by shifting to a need based model. She would like to use the federal poverty scale in line with our human service agency. She would qualify a person once each year by asking them to provide a letter that shows that that individual has financial need from a human service agency.

Andrew Daniels asked if Sasha could create a policy and procedure for this new system. Terry Carwile asked how much of the funds were used and how much was left over. This past year Sasha said we have about \$200 left over. Years prior to last year she said she was not sure how much was left over. James Caldwell said that he could obtain that information. Lois Wymore thought she remembered that they might had given the program \$13000 and they might have only used \$7000. Ron Granger remembered on 50 or 60 percent of the funds getting used in the past. Terry Carwile asked if there was an itemized way the scholarship has been applied and how it could be used in the past. Sasha Nelson explained that in the past if an individual identified as a senior citizen by ticking a box on a registration form, even though that information was never verified, that person was eligible for either a percentage off or a flat senior fee that was published. This rule was not applied uniformly. This was also applied per class and there were no limits to how many classes it was used for. Sasha Nelson felt there were many pieces missing and the accounting for the scholarship's use in the past was so messy it was difficult to get a clear picture of how those funds were used and applied in years prior. She believes that by shifting to a need based scholarship rather than age based she can reach a larger portion of the population while still serving the seniors that need the benefits.

Andrew Daniels was in favor of the idea, but he would like to see a proposal. Terry Carwile was concerned there was an absence of details and would like to learn more.

James Caldwell offered to work with Sasha Nelson to work together a proposal along with a policy. Zack Allen asked to clarify if it would be a CNCC policy or a board policy. Ron Granger said it would be more a description of use than a legal policy. Andrew Daniels commented that the board could create a policy to clarify how these funds would be expected to be spent. Sasha Nelson said she would like to have all of the guidelines and policies in place before rolling the changes out to the community for hold both the community and the program accountable to clear and defined expectations. Zack Allen asked if Andrew Daniels wanted this to be a board policy, Andrew Daniels said it does not necessarily need to be a board policy, just that it could be, he would just like to see defined guidelines around how the funds are expected to be spent.

Zack Allen said he had similar questions as to how the Moffat County Tuition Buy Down is used and

applied, and that if the board is going to create a specific policy related to Community Education funds the same should also be applied to the buy down.

Ron Granger explained that we do have specific guidelines on how the tuition buy down is treated and that John Anderson could provide more information as to how those funds are used.

Sasha Nelson explained her first plan was to see if the board was on board with changing the direction of the use of fund, because there would be a great deal of work involved in implementing this changed she wanted to first find out if the board was even open to the idea first. Zack Allen asked if there would need to be a change in the name of the item on the budget. Ron Granger felt we did not need to change it, is would not change the budget itself.

Andrew Daniels asked for a policy to be presented for the next meeting.

## 7.0 Action Items

### 7.1 Approval of Minutes from July 17, 2019 and Treasurer's Report from May and June 2019

Lois asked that we remove the word "somewhat" from the minutes of James Caldwell's report related to the Bell Tower tenants being ignored. Lois Wymore made a motion to approve the minutes with that change. Terry Carwile Seconded. Motion Carries.

Terry Carwile asked what was anticipated as expenditures related to some categories.

Keith Peterson said he had more to talk about that in his report. He had items expected to be spent in Paleo as well as other expenditures he anticipates later in the year.

Mike Anson asked if CNCC is behind on billing or is there a reason why some money was not spent on the 2018-2019 budget. He said we took in more money than was spent, our expenditures were \$430,000 short of what we had budgeted.

James Caldwell said that he put together an analysis of this, he did not bring that report with him. He will be happy to provide that report at the next meeting. Andrew Daniels and James Caldwell agreed that at least half of that was for tuition buy down that was not used.

Andrew Daniels made a motion to approve the May and June 2019 treasures report. Terry Carwile seconded. Motion carried.

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

Andrew Daniels made a motion to accept to accept the draft statements. Lois Wymore seconded. Motion carried.

### 7.3 Vote to retain or change legal counsel

Mike stated that Jon Pfeifer sent out a letter that he is moving to Salt Lake. He was still willing to work for us from where he will be. Jon Pfeifer did reach out to Sherman Romney to see if he was interested in taking over. Lois Wymore expressed concern that it is difficult to find a good attorney, she would like to not make a change.

### 7.4 Vote on Changes to Community Education Scholarships

No action needs taken until policy proposal is made.

## 8.0 President's Report, Ron Granger

Ron Granger said the Men's and Women's soccer teams are up and going. The Women's team has a scrimmage against the Moffat County high School men's team. The first home game will be on Aug 24. There are 18 or 19 plyers on the men's team pending an injury, the women's team has 16, and the most either team has ever had. Kyle Kazemi and Doug Seigle have done a great job recruiting.

We had convocation last week, a large team training all together.

On Aug 29 Chancellor Garcia will be her along with 3 of his staff and 3 board members and 3 or 4 people from the governor's cabinet. Chancellor Garcia wants to talk about some of the things we can do as a

college and a community to improve economic growth.

Today is the first day of school and students are back on campus.

We are also starting a booster club for athletics for all programs as a way to raise funds. Sue Samaniego is working on creating an academic booster as well to help support academic programs. Ron Granger explained that this will give people an opportunity to support different programs. We hope to really encourage people's involvement in everything happening at the college.

Lois Wymore said that she spoke to the owner of the KS Kreations who said that a mother of one of the new women's soccer players was really impressed with the staff and community at CNCC.

#### 9.0 Vice President of Student Services/Craig Campus

John Anderson presented that enrollment is still coming in. We have 8, 2 bedroom apartments at Ridge View that are completely full. We also rented a 9<sup>th</sup> at apartment at Timberglen for none athletic students which is also full. We have 32 total students in Ridge View and 4 at Timberglen. We have also partnered with All Around Taxi to provide transportation to campus from the apartments to campus at no cost to students. First soccer game is Aug 24. Sept. 11 will be a college fair, we will host about 40 different 2 year and 4 year colleges on our campus. We have invited all of our 13 regional schools and there are bus grants available to all of those schools.

The golf tournament for the foundation will be Sept. 14.

Mike Anson asked if we have 14 other residents that are staying elsewhere. John Anderson said he did not have an exact number of students living elsewhere, but we have been working with the local Remax agent and Sari Cobb to help students find housing options in town.

Zack Allen wanted to thank CNCC for allowing MCSD to use facilities for training.

#### 10.0 Vice President Instruction Report, Keith Peterson

Keith Peterson said last week was all about getting faculty back into the swing of things. This week is all about students. The end of last week we had orientations to help students get set up. Craig campus had 74 students attend orientation last Saturday. He also wanted to mention that he is really excited about the first soccer game on Saturday and that he had a great chat with the coaches. He feels there is a really good philosophy with both coaches and players with "student athlete" with "student" being first.

The Paleo items on the budget will start seeing expenditures, we have hires new science faculty, Daniel Snyder is our resident "ologist." We also hope to showcase more of the great work the program is doing up stairs. We have been working with Elizabeth Johnson to create some display pieces. We just signed purchase orders to get cast of some of the larger specimens created so we can get replicas on display. BLM rules do not allow us to display actual bones however we hope to get cast out soon. We are looking into pricing out display cases that meet BLM standards for some smaller specimens.

We are also working on bringing back the CNCC faculty lecture series. The plan is to rotate the series month on one campus then the other. We are also looking at creating a live link to watch the lecture live from anywhere. This is still in the early stages. As soon as we know dates and topics we will keep you informed.

Terry Carwile commented that with the constraints the BLM has with specimens, we should look at using some sort of digital outlet to display paleo work such as live streaming what is happening in the lab.

Keith Peterson said he hope to be digital media will be incorporated in the displays and create historical pieces. He also wanted to dedicate some attention to the amazing women scientists that have been big drivers of this program. We also would like to come up with paleo baseball trading cards to help the community get excited about the program. These cards would be a good way to send something home with people. The cards would feature specimens or scientists.

Andrew Daniels said he really like the idea of the live stream, he thinks people will for sure watch.

Lois Wymore mentioned that she had not yet met Reuben Talbot or Daniel Snyder and she would like to meet them.

Zack Allen mentioned that it would be great to get a photo gallery or something of the sort near that hall way to help tell the story we already have. Lois Wymore offered to help identify photos that we already have on file. Keith Peterson would like to pay a digital animation artist to create a life story about Walter. Andrew Daniels asked if our art students would be willing to help create a children's book. Lois Wymore felt we need to do more with the art program.

#### 11.0 Vice President Business & Administration, James Caldwell

James Caldwell said that 5 of his 9 grandchildren have met Walter and one of his granddaughters was deeply inspired by Elizabeth Johnson and she now wants to be a paleologist.

Our budget was distributed to budget owners on July 26, the earliest they have been out in some time. It will also be up in Banner soon. We have changed some of our approaches to ensure people are more accountable and careful with their spending. Pikes Peak Community College provided us with 100 PCs that are about 3 years old to update some of our older machines. This will take place specifically in room 110 as well as in Rangely. We just submitted an annual financial report related to the Higher Learning Commission. We continue to work with Bell Tower and we are going through the effort to make sure leases are executed and the building and its tenants are not being ignored.

Terry Carwile mentioned that the donation of PC's is interesting. James Caldwell stated that they are great units, we lost 3 in transit. About half were delivered without hard drives so we are working to get that part ready.

#### 12.0 Foundation Liaison Report, Terry Carwile

Terry Carwile presented that golf tournament is coming up September 13 and 14. There are still many of spots left for participants and sponsors and if anyone knows someone please encourage them to participate. The tournament is being held at a great venue. The Foundation had \$30,000 in matching funds we only have matched \$7,000 so far. Sue Samaniego will be attending the Leaders in Development program through Denver University. Only 13 people are accepted into the program and she will be the only rural western slope representative in the program.

#### 13.0 City Council Liaison Update

Steve Mazuca presented that they moved to the elections for city council and the mayor to a more normal election calendar saving the city almost \$20,000. We are working on the Marijuana ordinances, which should be on the November ballot. They are looking at budgets, the library and the museum have provided numbers that they need to continue operating and we are looking to join with the county to help those entities. They are also looking into two grants and partnerships with local entities to get a solar array.

#### 14.0 Other Business

#### 15.0 Adjourn 7:01 pm

Mike Anson asked for board members to entertain a motion to adjourn, Andrew Daniels motioned to adjourn. Motion carried.

Respectfully submitted by:

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

Zachary Allen, Board Secretary