

COLORADO NORTHWESTERN COMMUNITY COLLEGE  
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT  
BOARD OF CONTROL REGULAR MEETING – May 18<sup>th</sup>, 2020  
WebEx Phone/Video conference

Board Attendees: Terry Carwile, Kirstie McPherson, Adrie Salcido, Lois Wymore  
College: Ron Granger – President, James Caldwell – Vice President of Business & Administration, John Anderson – Vice President of Student Services/Craig Campus, Keith Peterson – Vice President of Instruction, Leigh Sokol – Executive Assistant to the VP of Student Services/Craig Campus, Dave Olson- Diesel Tech Instructor  
Audience: Judy Lewis, Steve Mazzuca, Jennifer Womack, Rod Compton

Regular Session

- 1.0 Call to Order 6:00 p.m.
- 2.0 Opportunity for Public to Address the Board of Control
  - 2.1 There was no public comment.
- 3.0 Approve/Change Agenda for the meeting
  - 3.1 Kirstie McPherson asked to add item 5.4 Discussion on the EDA Cares Act Grant. Kirstie McPherson made a motion to approve the agenda with the added item under 5.4 Discussion on the EDA Cares Act Grant. Lois Wymore seconded. Motion carried
- 4.0 Approval of Minutes from the regular session meeting on April 20<sup>th</sup>, 2020 and the March 2020 financial reports.
  - 4.1 Kirstie McPherson made a motion to approve the minutes from the regular session meeting on April 20<sup>th</sup>, 2020 and the March 2020 financial reports. Terry Carwile seconded. Motion carried.
- 5.0 New Business
  - 5.1 New Member Letters of Interest Review and Applicant Questions
    - 5.1.1 Board members asked candidates Jennifer Womack and Rod Compton questions about their qualifications and what they wanted to contribute to the board. The candidates then left the room while the board members discussed the candidates. Terry Carwile made a motion to nominate Jennifer Womack and Rod Compton as candidates for the Moffat County Affiliated Junior College District Board and they take a public vote to select that candidate they felt would be the best choice. Kirstie McPherson seconded. Lois Wymore voted for Jennifer Womack. Kirstie McPherson voted for Jennifer Womack. Terry Carwile voted for Rod Compton. Adrie Salcido voted for Jennifer Womack.
  - 5.2 New Member Appointment
    - 5.2.1 Kirstie McPherson made a motion to appoint Jennifer Womack to the Moffat County Affiliated Junior College Board of Control. Lois Wymore seconded. Motion carried. Jennifer Womack read the oath out loud and became an official member of the Moffat County

Affiliated Junior College District Board of Control. The oath will be re-read later in front of a notary to confirm.

#### 5.2.2 Officer Reelections

##### President

5.2.2.1 Terry Carwile made a motion to elect Adrie Salcido as the board President for the Moffat County Affiliated Junior College District Board. Kirstie McPherson seconded. Motion Carried.

#### 5.2.3 Secretary

5.2.3.1 Kitrstie McPherson made a motion to elect Jennifer Womack as the board Secretary for the Moffat County Affiliated Junior College District Board. Lois Wymore seconded. Motion Carried.

#### 5.2.4 Treasurer

5.2.4.1 Terry Carwile made a motion to elect Kirstie McPherson as the board Treasurer for the Moffat County Affiliated Junior College District Board. Lois Wymore seconded. Motion Carried.

### 5.3 EDA CARES Act discussion

5.3.1 Kirstie McPherson presented information on what the CARES initiative there was \$8 billion that went to the EDA to spread out. She suggested the college could developing a partnership with the city and that the college could fit right in with the city's objectives when it comes to business retention, attraction and training program to help the workforce. She did not think they needed to make any decisions right now, but it is something they should think about. Ron Granger mentioned that the college is looking at this and how CNCC could apply and what they might be eligible for and that the college would be open to looking at partnership opportunities. John Anderson offered to act as a point of contact for the college with other groups for such a grant.

## 6.0 Old Business

### 6.1 Hospital Land Lease Money – Lois Wymore

#### 6.1.1 Paleo Video

6.1.1.1 Kirstie McPherson presented that she and Reuben Talbot, the CNCC Marketing Director, requested quotes for video production costs but had not received anything yet. They have reached out to groups in Steamboat, Craig and Rangely. She noted that cost were likely somewhere around \$7,500 but she did not receive a formal quote. She mentioned that it would be up to Reuben Talbot and Elizabeth (Liz) Johnson to make final decision on who they select and how to manage the project in accordance with CNCC's bidding process. Kirstie McPherson made a

motion to allocate a maximum of \$7,500 of the land lease money to the paleo program for the creation of a paleo video under the direction of Liz Johnson and that all communication go through Reuben Talbot and Liz Johnson. Lois Wymore Seconded. Motion carried.

#### 6.1.2 Paleo Program Summer Support

6.1.2.1 The board discussed the paleo program and the struggles being faced due to the cancellation of classes over the summer due to COVID-19. They also discussed Elizabeth (Liz) Johnson's role and the needs of the paleontology program and the repository and field museum through the summer. Lois Wymore made a motion, that MCAJCD allocate \$10,000 toward support of the repository and the paleontology program due to losses resulting from the COVID crisis. Terry Carwile seconded. Motion carried.

#### 7.0 President's Report, Ron Granger

7.1 Honors banquet and graduation ceremonies were not allowed to take place as they normally do, so they were conducted virtually, videos can be found on CNCC's YouTube channel

7.2 CNCC has adjusted their marketing to include more videos and images provided by students, as a result they have seen more engagement on their social media platforms.

7.3 They are looking at a budget loss of somewhere between \$2 million and \$3 million, but they will not know for sure until state budgets are finalized. They are working on cuts now to help their budget situation should these state level cuts happen. The governor decided to devote \$450 million from CARES to higher ed. CNCC does not know what they will get from that.

7.4 They are looking at ways to manage the budget without cutting into reserves that are required to remain at a certain level per HLC requirements.

7.5 They are hoping to be able to hold career technical class in person again over the summer that require hands on labs. They are also planning to try to come back as normal as possible in the Fall.

7.6 They do have some concerns about low enrollment but they are working on new ideas to avoid that.

#### 8.0 Vice President of Student Service/Craig Campus, John Anderson

8.1 They have wrapped up the Spring semester. The student services team did a lot of work moving to remotely while still finding ways to safely help students.

8.2 His teams focus is now on retention and enrollment and helping students get registered for classes in the Summer and for fall. They have stepped out their outreach program and enlisted help from all CNCC to make calls and contact students directly.

8.3 Concurrent has expanded offerings in Moffat County which will also help enrollment.

8.4 Since the campus has been closed they have also done work to improve facilities while students are away.

- 8.5 Staff could be back on campus at 30% however much of his team has chosen to remain remote and has proved success while working remote. There are still expectations for social distancing, masks and notification to supervisors.
- 8.6 Their goal was to resume career technical classes on June 1. Online offerings are still running as normal.
- 8.7 He also shared a flyer from Sasha Nelson Director of Workforce Training and Community Programming about a new partnership with Ed2Go that allowed them to offer non-credit online classes as well. As a promotion they offered a selection of ten classes for free.
- 8.8 They have also hired an Advising and Retention Specialist for the Craig Campus. She has been on board for some time however her first day on Campus was May 18<sup>th</sup>.
- 9.0 Vice President Instruction Report, Keith Peterson
- 9.1 CNCC faculty and staff were successfully able to shift their courses to an online format part way through the semester and finished the spring semester successfully. This was a difficult feat for both faculty and students.
- 9.2 They are still finishing out some career technical labs for the spring over the next ten days.
- 9.3 The Ed2Go partnership with workforce training created new opportunities for the college in the non-credit space for more workforce training options and opportunities for the communities CNCC serves. Since launch, the program already had 72 enrollments.
- 9.4 They have hired a full time English instructor that will be holding on campus classes on both campuses.
- 9.5 They have also hired a Director for the Cyber Security Program to Prashant Magar set to start on July 1. This will help further the credentialing process for that program.
- 10.0 Vice President Business & Administration, James Caldwell
- 10.1 His focus has been on budgets and finding ways to cut and realign budgets while facing potential cuts ahead.
- 10.2 James Caldwell elaborated on the different components of the CNCC budget and the importance of the college's relationship with this board. His focus has been to protect reserves and make decisions to take the college positively into the future.
- 11.0 Foundation Report, Sue Samaniego
- 11.1 Sue Samaniego was not present. Ron Granger noted that there is not much happening with them at the moment and that he would get in touch with Sue for a written report.
- 12.0 City Council Liaison Update
- 12.1 Steve Mazzuca presented a recap of the recent city council developments.
- 13.0 Adjourned at 7:41 p.m.

  
Board Secretary- Jennifer Womack