

COLORADO NORTHWESTERN COMMUNITY COLLEGE
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT
BOARD OF CONTROL REGULAR MEETING – September 21st, 2020
WebEx Phone/Video conference | 2801 W 9th St. Craig CO; Room 255

Board Attendees: Terry Carwile, Kirstie McPherson, Jennifer Womack, Lois Wymore
College: Ron Granger – President, John Anderson – Vice President of Student Services/Craig Campus, Keith Peterson – Vice President of Instruction, James Caldwell – Vice President of Administration, Leigh Sokol – Executive Assistant to the VP of Student Services/Craig Campus,
Audience: Judy Lewis, Steve Mazzuca

- 1.0 Call to Order: 6PM
- 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 Terry Carwile made a motion to approve the agenda. Lois Wymore seconded.
Motion carried
- 4.0 Approval of Minutes from the regular session meeting on June 15, 2020 and the May and June 2020 financial reports
 - 4.1 Terry Carwile made a motion to approve the minutes from the regular session meeting on June 15, 2020 and the May and June 2020 financial reports. Lois Wymore seconded. Motion carried.
- 5.0 New Business
 - 5.1 Strategic Planning Session Discussion
 - 5.1.1 Kirstie McPherson suggested that this board look at holding a strategic planning session. She felt it would be beneficial to make sure the session is in-person and a meeting that both board members and CNCC Administration can attend. Adrie Salcido suggested holding the session sometime in October. Leigh Sokol agreed to communicate with CNCC Administration and coordinate schedules for potential dates for the meeting.
- 6.0 Old Business
- 7.0 President's Report, Ron Granger
 - 7.1 Ron Granger presented that total enrollment numbers are down about 1.2%. Regular non-concurrent students are down about 6% which has an effect on the tuition revenue. They are up about 17% in concurrent enrolment. They will have a better idea of how much money they will actually need to use from the board in the spring. They had originally budgeted to have a 20% enrollment deficit.
 - 7.2 They are 4 weeks into school and things are going well even under the challenging circumstances surrounding the pandemic.
 - 7.3 He also noted that both Rio Blanco and Moffat Counties have moved into the "Protect You Neighbor" phase which will not make any major changes to college operation except under this phase they are now allowed to have larger

outdoor gatherings. They are hopeful that the spring semester will be closer to normal however they are prepared should the situation require them to go completely remote again.

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

8.1 John Anderson presented admissions is preparing for the spring semester and are attending virtual fairs to connect to high schools. They are working to arrange visits to high schools in-person as the high schools open up and allow people into their buildings. They are also meeting virtually with high school counselors and encouraging students to take advantage of in-person and virtual tours. Student Ambassadors are also being tasked with revamping the virtual tour to provide a tour from the student perspective.

8.2 Financial Aid has released money to students.

8.3 Advising has done 3 week grade checks.

8.4 They are doing new marketing using high school senior influencers on Instagram and have received good feedback on the initial round of posts. They are still continuing existing campaigns.

9.0 Vice President Instruction Report, Keith Peterson

9.1 Keith Peterson noted that they are doing targeted marketing to improve low performing programs which has been successful in the past.

9.2 Since Nick Cocozzella has taken over the Concurrent Enrollment Department they have rethought the model they have been using for that program. They transitioned a former Community Education Coordinator in Meeker to a devoted Concurrent Enrollment Coordinator as well as devoting part of Bryant Cox's time to focus on concurrent efforts at Moffat County High School. Both of these transitions have paid off positively. They are expecting to see further growth in that department going into next year.

9.3 They will also be looking at putting in an application for a RISE Grant that will wrap around the expansion of concurrent enrollment. They would be asking for funding to allow them to put technology into the rural high schools they serve so that they can offer a wider range of course options to those students using remote delivery modalities taught by CNCC instructors.

9.4 CNCC will also be offering a specialized beta course using remote delivery technology and making it available to other rural colleges that would otherwise not have access to such a course.

9.5 They are holding second round interviews with a candidate for the Cyber Security Program Director. He hopes to have a hire in place sometime in the next couple weeks. They still plan to offer the program in Fall 2021.

9.6 They have also approved a proposal from Sasha Nelson the Director of Workforce Training and Community Programming to involve CNCC in the Colorado Helps and Colorado Tech programs to bring apprenticeship programs to CNCC's service areas.

9.7 Ron Granger also noted that they recently had interviews to fill the Campus Security Coordinator position and the hope to be making an offer soon.

10.0 Vice President Business & Administration, James Caldwell

- 10.1 James Caldwell presented that they are seeing better than predicted enrollment so they will start to reconcile the budget to match the actual numbers and get a clearer picture of where the school stands in terms of revenue. They will not spend board funds until they know for sure that they are needed. To this point they have not made any requests for funds from the board.
- 10.2 From the marketing stand point, James Caldwell commented that they have seen positive feedback and return on investment specifically on video marketing campaigns. As a result, they are working to provide more video content. They have also shifted current marketing efforts on programs that will be accepting new enrollments in the spring.
- 11.0 Foundation Report, Sue Samaniego
- 11.1 Sue Samaniego presented that the Foundation was granted a \$100,000 endowment that will go toward the CNCC aviation and flight program, and they have already received the first \$80,000 of that endowment.
- 11.2 They have added over \$100,000 this year to endowed scholarships.
- 11.3 They are \$16,000 down on their COSI matching funds, about \$8,000 of that is set aside for Moffat County students, the other half is in part for Rio Blanco students and in part for students anywhere in Colorado. They need to make up those matching funds by November.
- 11.4 They also had their first mention in an estate plan, they are working to formularize that process.
- 11.5 The Employee Giving Drive will take place on the Rangely Campus October 5 and in Craig on October 6. They had roughly 47% of employees donating last year, they are hoping to do that or better this year.
- 11.6 The Alumni Giving Drive will be in October and November.
- 11.7 The Foundation Dinner will be on March 27, and they are looking to hold some sort of event in Craig but they are not sure what that will look like just yet.
- 12.0 City Council Liaison Update
- 12.1 Steve Mazzuca presented an update on the latest activity happening with the Craig City Council. They are working through budgets and they are working to finish up various projects and working through COVID relief grants.
- 13.0 Adjourn 6:48 p.m.



Board Secretary- Jennifer Womack