

COLORADO NORTHWESTERN COMMUNITY  
COLLEGE MOFFAT COUNTY AFFILIATED  
JUNIOR COLLEGE DISTRICT REGULAR  
MEETING – November 29<sup>th</sup>, 2021  
Webex Phone/Video conference or Cedar Mountain  
Conference Room (255)  
2801 W 9<sup>th</sup> St Craig CO 81625

Board Attendees: President Kirstie McPherson, Terry Carwile, Lois Wymore, Secretary Jennifer Womack

Absent: Treasurer Derrick Webb (unexcused)

Remote Attendees: CNCC President Lisa Jones, Chief of Staff Keely Ellis, Human Resource Director Angie Miller, VP of Instruction Keith Peterson, VP of Student Services David Hardman, Director of Institutional Effectiveness Kelly Scott, Executive Director of Advancement Sue Samaniego, Carrie Olsen, Tammy Olson, Agriculture Instructor Meghan Davis

Guests: Chris Oxley, Jennifer Holloway, Denton Taylor (remote)

Audience: Cuyler Meade, Craig Daily Press; Judy Lewis, Lewis Accounting

1. Call to Order/Pledge of Allegiance/Moment of Silence/Roll
  - 1.1. President Kirstie McPherson called the meeting to order at 6 p.m.
  - 1.2. President McPherson led the Pledge of Allegiance/Moment of Silence/Roll
  - 1.3. Roll Call
    - a. Board discussion regarding Board Treasurer Derrick Webb. This meeting is noted as his third unexcused absence. President McPherson noted that all attempts to reach him have unsuccessful. She will verify his intentions and interest in remaining on the MCAJCD Board.
2. Public comment.
  - 2.1. Board member Terry Carwile welcomed the Craig Daily Press Reporter, Cuyler Meade.
3. Approve/Change Agenda for the meeting.
  - 3.1. Terry Carwile made motion to change agenda to add under New Business 2020/2021 Audit for acceptance from ColoCPA right after 4.2 Approve financials for September & October 2021 and shift all New Business agenda items down. The Motion was seconded by Lois Wymore. Motion carried.
4. New Business
  - 4.1. Approval of minutes from the regular session meeting on October 25, 2021.
    - a. Lois Wymore noted changes to minutes to reflect name change for Jane Hume, not Jane Rogers. Motion to approve change made by Terry Carwile. Lois Wymore seconded this motion. Motion carried.
  - 4.2. Approve financials for September & October 2021.
    - a. Motion to approve financials by Lois Wymore, seconded Jennifer Womack. Motion carried.
  - 4.3. Approve the 202/2021 Audit from ColoCPA
    - a. Lois Wymore made motion to accept audit from ColoCPA. Motion seconded by

Jennifer Womack. Motion carried.

#### 4.4. Interview Candidates for vacant Board seats

- a. Board members asked questions of each candidate. Candidates all had an opportunity to respond to each question.
- b. Three candidates: Jennifer Holloway, Christina Oxley, Denton Taylor (remote)
  - i. President McPherson made mention that MCAJCD may very well have a third position open if Derrick Webb, who is unexcused this meeting, does not intend to continue with MCAJCD.
  - ii. January meeting will conduct the swearing in of new Board members as there will not be a December Board meeting.
  - iii. President McPherson described interview method with each Board Member asking one question and rotation for the first candidate to answer the question.
- c. Questions:
  - i. **Jennifer Womack – Denton, Tell us about yourself**
    - a. Denton Taylor – I was born in Craig and am a MCHS 2015 graduate. I have attended the University of Wyoming for a Bachelor's in Criminal Justice and am currently in law school where I am finishing out my final year. I will be moving back to Craig in May at graduation. I have never been on a Board, and this is my first meeting such as this.
    - b. Christina Oxley – I too am a Moffat native and currently am working as Workforce Development Specialist with the Colorado Division of Employment through the Department of Labor. Previously I have served as Chamber Director and was a Craig Daily Press journalist and editor. Through all my positions I have worked with closely with the College.
    - c. Jennifer Holloway – I also was raised in Craig and am also a graduate of MCHS. Currently I am serving as Director of Chamber of Commerce and Moffat County Visitor Center. Higher education has changed my life. Everything I am is because of higher education and I am all about higher education in Colorado.
  - ii. **Lois Wymore – Jennifer, why do you want to join the Board?**
    - a. Jennifer Holloway – I was cleaning Steamboat condos when I came here to CNCC on free tuition, and it changed my career and my life. CNCC really does change lives. I want to see that opportunity maintained for others. That is why I am here.
    - b. Christina Oxley – My work experience has solidified by my understanding about what community colleges are and cultivated my engagement with CNCC. I believe our area needs the business support and workforce development. With current labor market needs changing, community colleges can be very nimble and responsive to community needs.
    - c. Denton Taylor – I believe the biggest thing is to try to bring new people into our area and grow the community. Jobs dictate our growth and college is a way to bring in new people and new revenue to supplement the losses. I have been in academia most of my life. I believe there needs to be more focus on graduating people who can get jobs and apply their degree and training.
  - iii. **Kirstie McPherson – What role do you see CNCC playing on our**

**community?**

- a. Christina Oxley – The college is an economic driver and supports the growth of the economy. Denton made a good point about how education is showing in the workforce. We need people in the workforce, and I would love to see a residential opportunity for education here. I want to be part of a group of out-of-the-box thinkers to see this happen.
  - b. Denton Taylor – College can bring so much to the community. More people in Craig who want to come because of college and stay to grow here.
  - c. Jennifer Holloway – “Echo to both Chris and Denton!” I believe specifically the paleontology program can be an economic driver for our community as the Parks Services program in Rangely. In 2015 our community identified CNCC as a major economic player. CNCC is poised to bring money into our community.
- iv. **Terry Carwile** – I have worked with Christina and Jennifer Holloway, so I understand where they are coming from. I am going to direct my question to Denton who never served on a Board. This is exciting and this is what we need; more young people involved. **Denton, tell us about your work with the US Attorney?**
- a. Denton Taylor – I worked in Yellowstone for US Attorney at the National Park. It was interesting work.
- v. **Jennifer Womack – Tell us about CNCC programs you have been involved in or interested in and what excites you about them?**
- a. Christina Oxley - Cosmetology, Automotive and I believe our area needs a rebirth of the business training for these programs and other industries as well. I sat on that Advisory Board for a long time. Our extractive industry is going away, and our area needs entrepreneurial opportunities. I agree with Jennifer that paleontology is an opportunity to bring so much to our community and I am excited about moving an agricultural program to our community.
  - b. Jennifer Holloway– I agree with everything Chris just said. I believe we can expand opportunities with paleo and develop possibly geology and natural science opportunities. Ultimately, I would like to see bachelor’s degrees also offered in organizational management or business degrees. We have a shortage of bachelor-degree education in our community.
  - c. Denton Taylor – I participated on the rodeo team in high school, and at the University of Wyoming so it is exciting to hear about CNCC Rodeo Team. Most of the things involving trades, automotive, nursing, cosmetology, I would like to see programs expanded with internship opportunities to get real hands-on experience which is what I believe is important
- vi. **Lois Wymore - what is your understanding of the role the CNCC Board?**
- a. Jennifer Holloway – Property tax assessment monitoring; this Board’s job is to manage that money for the taxpayers of Moffat County. Our County voted that higher education is important to us and it is this Board’s job manage that money.
  - b. Christina Oxley– “what she said”
  - c. Denton Taylor – “me too”

- vii. **Kirstie McPherson – final question - Are there any questions for us?**
- viii. **Christina Oxley – What are the key issues coming before this Board in the next few years?**
  - a. Terry Carwile - Mines and Power Plant closures; how are we going to replace those salaries?
  - b. Kirstie McPherson – CNCC is one of the largest economic drivers in our community. We need people training to be employers themselves.
  - c. Lois Wymore – No secret that I have had issues with leadership here, but I see positive changes. Leadership is an ongoing, evolving situation and we have so many opportunities. Let’s just do it..
  - d. Jennifer Womack – The College needs to play a critical role in in the transition in our community. Jobs we are losing are not easily replaced. The College has the opportunity and potential to help develop that in the future.
- ix. **Jennifer Holloway – Why would you recommend someone to be on this Board?**
  - a. Lois Wymore – I want our potential to be reached. It is so important. I value education too. We need to follow-through, and we can.
    - b. Terry Carwile – Our Board has a distorted composition. Only one person has been elected. I believe the Community must be involved – old fashion politics if you will. Take your positions but next time take the opportunity to circulate petitions to gather 50 signatures. Let the community know why you want to be on this Board.
- x. **Christina Oxley – To Rangely remote participants– What do you feel the best relationship with this Board is and where do you find the sense of team with this Board?**
  - a. President Lisa Jones– I view voices on this Board as voices for the residents of Moffat County. The bylaws by which this Board operates dictates how funds that are approved are to be spent. Relationships with community leaders on this Board help CNCC by giving advice and recommendations to develop opportunities for residents in the community. I hope we can gather cooperation, support, referrals, and other recommendations to strengthen our programs.
  - b. Vice President Keith Peterson - This Board’s relationship has been very good for the last 18 months. Teamwork is vitally important. We have developed a good method for workshopping on budget numbers and common priorities. We have had good years and continue to grow as we work with one another going forward.

1.5 Appoint new Board members

- a. President Kirstie indicated she needs to check a slight issue with Denton Taylor not living here in Craig until May. We need to check our by-laws. Denton replied his primary address is in Craig; also, his driver’s license. Kirstie reiterated that there may be an open position on our Board in January but, we will need to check with our attorney before we can consider you.
- b. Lois Wymore made motion to appoint Christina Oxley and Jennifer Holloway to the MCAJCD Board; Terry Carwile seconded. Motion passed.

1.5.b.1 Swearing in will be Monday, January 24<sup>th</sup> @ 6 p.m. as the Board meetings are now the 4<sup>th</sup> Monday of the month.

1.6 Resolution 2021-05

- a. Terry Carwile made motion to approve the resolution to set mill levies for Judy Lewis to certify this mill levy for her when amounts have been determined and published by assessor. Mill levy is anticipated to be 3.004. Lois Wymore seconded. Motion passed.

5. Old Business

- a. None at this time.

6. College Reports

a. President's Report

- a. CNCC President Lisa Jones introduced new member-Executive Assistant to Executive Cabinet Marlena O'Leary. She will report Chief of Staff Keely Ellis. Marlena will be assigned for MCAJCD minutes and agendas.
- b. Lisa commented she did have one thing to discuss with the Board. She would ask the Board to consider sponsorship for an event in January. Dallas Mount of Ranch Management Consultants (RMC) does a popular workshop, Ranching for Profit. He was scheduled to speak Dec 16, but this event canceled. If CNCC can sponsor this workshop we propose to reschedule this workshop on Jan 28 to be able to have more time for advertising and to encourage youth to attend as well. This workshop usually charges \$100. We would like to offer to Moffat residents free of charge to unveil the Ag Business program and its growth in the Craig community and also the Rodeo Program.
  - i. Tammy Olson stated she has had experience with this program and spoke to recommend it. Dallas Mount is very well received in person. He is knowledgeable to our area and our on-going drought situation. The Program and Dallas himself have an excellent reputation in the ranching community. He has recommendations and tools to keep ag business surviving through a drought. We are very fortunate to have an opportunity to have him in Craig.
  - ii. CNCC President Jones stated it is very important that Carrie Olson get to know our MCAJCD Board as we are expanding this program in Craig and you will be seeing her a lot working with the high schools, FFA, and members of the ranching community. We need to hear from the ranching community what types of programs we need to offer to help them be more successful and to teach their young people to attend college to help them grow and expand their businesses. This workshop will be a way to start that conversation.
  - iii. Meghan Davis commented she is very excited about this program and is looking forward to working with the Craig community. Carrie's background fits this region. Her experience locally and in Wyoming will pair well with the rodeo program and ag education in the area. We are looking forward to seeing what this does for the College, but also for the Craig community with revitalization and much needed agriculture education in the area.
  - iv. Keith Peterson expressed this workshop is part of a larger overall strategy and an opportunity to engage the current ag population and sharing between campuses. It would be a nice kick off.
  - v. President Lisa Jones stated the cost will be \$3,600. We do not want to charge Moffat County. However, the invitation will be extended to Rio Blanco and Routt as well as Moffat County and to young people for free from FFA and the High School. We may want to approach Murdoch's as a co-sponsor and/or perhaps the County Commissioners.
  - vi. Terry Carwile made motion for MCAJCD sponsorship in an amount not to exceed \$3600. Lois Wymore in agreement. President Kirstie McPherson reminded the Board this motion cannot be considered at this meeting because it

was not on published agenda. CNCC President Lisa Jones stated CNCC can pay upfront the needed money so the Board can vote to reimburse in January. Terry Carwile stated you have tacit approval.

- vii. Terry Carwile questioned CNCC President Lisa Jones regarding her report. Are you working with the State to get FTE expansion for adult learners and non-credit courses? Lisa Jones stated noncredit is approached very differently in this State than other places she has been. Certification/Licensure has not been viewed as the same in community colleges as it is with rural universities which are given additional funding which CNCC is not. These programs are impacting our ability to pay for workforce and non-credit education because it is considered an auxiliary service and is not funded.
  - c. Vice President Instruction Report Keith Peterson.
    - i. Keith Peterson expressed a request of the MCAJCD Board to reallocate funds that have been given for the Business Development position which has not been able to be filled and is now currently being wound into the Build Back Better Grant. Could the money be reallocated for a consultant's fee to review a program that the Memorial Hospital proposed regarding developing Allied Health noncredit programs. He is requesting to bring someone onboard to help sort through Health Program regulations. This consultant's fee would be asking no more than \$20,000. This is not a full-time position.
    - ii. President Jones stated it is proper workforce support for the Memorial Hospital but also others in this industry are probably in need as well.
    - iii. Board President McPherson stated as this item also was not on the agenda. We can consider this request in January.
    - iv. Lois Wymore questioned why we have not been able to fill this position. Keith Peterson stated Board President Kirstie McPherson is also on this committee but, we have had no local people apply.
  - d. Vice President Business & Administration James Caldwell is on vacation.
    - i. Question for James Caldwell from Terry Carwile regarding how close to the ½ million in tuition support are we since enrollments are down. President Jones will respond to Terry Carwile on the budget when she can speak with James Caldwell.
  - e. Vice President of Student Services David Hardman stated he has no additional comments if there are no questions in his report.
  - f. Executive Director of Institutional Effectiveness Kelly Scott stated she has no additional comments to her report if there are no questions.
  - g. Executive Director of Foundation & Advancement Sue Samaniego stated she has no additional comments to her report if there are no questions.
  - h. Executive Director of Human Resources Angie Miller
    - i. Angie when questioned regarding which campus the HR Assistant was located, she stated it was originally purposed in Rangely, but she is open to consider Craig campus.
    - ii. HR Angie Miller reminded the Board it is posted on website which campus each position is located and encouraged Board members to identify people for positions.
7. City Council Liaison Update – none tonight.
8. Other Business:
- a. Christina Oxley asked about onboarding for new Board members. She would like the Board

bylaws and budget. Keely Ellis stated she could get the Board by-laws for Christine. As soon as James gets back, she can get the budget to her as well as a Board book that is provided all new Board members when they on-board. Please send Keely an email.

- b. Lois Wyman asked to expound on the POST certifications for Criminal Justice Program in his report. Keith Peterson stated he is continuing with conversations with Regional Director of POST. He has also met with Rio Blanco Sheriff who is on the POST Board. The reality is that POST must approve CNCC and our program. Is our region viable for an academy? We are inquiring.

- a. Lois Wymore reminded the Board that when the program was ended at CNCC, we averaged 45 FTE.
- b. Keith stated POST is an exhaustive approval process. If it is possible, CNCC would consider this no sooner than Fall 2023

9. Adjourn

- a. Lois Wymore motioned to adjourn; Terry Carwile seconded. Motion passed.