

COLORADO NORTHWESTERN COMMUNITY COLLEGE  
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT  
BOARD OF CONTROL REGULAR MEETING – March 15<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: Terry Carwile, Kirstie McPherson, Jennifer Womack, Lois Wymore

College: Keith Peterson – Vice President of Instruction, James Caldwell – Vice President of Administration, Leigh Sokol – Executive Assistant to the VP of Student Services/Craig Campus, Sasha Nelson – Director for Workforce Training and Community Programming

Audience: Heath Arnold, Jon Pfeifer

1.0 Call to Order: 6:04 pm

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 February 15<sup>th</sup> 2021.

4.1 Terry Carwile made a motion to approve the minutes from the regular session meeting on February 15<sup>th</sup> 2021 after Jennifer Womack's name is removed from the list of attendees as she was not present at that meeting. Lois Wymore seconded. Motion carried.

5.0 New Business

5.1 Reallocation of Board Funds for FY21, James Caldwell

5.1.1 James Caldwell explained that there will be a request in the coming days to discuss this reallocation request.

5.2 Strategic Transition (VP, President, Deans)- discussion with board and admin team

5.2.1 Board members discussed CNCC's plans for transition related to the Vice President of Student Services positions as well as the transition of new Deans and the upcoming Presidential transition. James Caldwell and Keith Peterson answered questions about the CNCC strategic plan moving forward. James Caldwell further provided an updated on the status of the Presidential search and shared plans for community forums with candidates in the coming weeks.

5.2.2 Keith Peterson provided an update on the situation surrounding the CTE Dean positions vacancy. Keith Peterson presented that Elizabeth Johnson will become the Associate CTE Dean reporting to the existing CTE Dean and Sasha Nelson will become the Executive Director of Workforce and Economic Development. He

also explained that some programs, where appropriate, will be moved under workforce such as Cybersecurity. The Dean's Council will now consist of Jesse LaRose, Meghan Davis, Nick Swails, Elizabeth Johnson and Sasha Nelson.

- 5.2.3 Board members and administration present discussed the future of the Vice President position on the Craig campus. The Board expressed a desire and a need to keep a Vice President level administrator on the Craig Campus.

### 5.3 Strategic Planning Meeting – Kirstie McPherson

#### 5.3.1 Community/Board Meetings

- 5.3.1.1 Kirstie McPherson has reached out to several groups to let them know about this board's interest in holding meetings. Kirstie McPherson will send out more communication on getting these meetings set.

#### 5.3.2 Document Review (Getting the most Out of University Strategic Planning)

- 5.3.2.1 Jennifer Womack and Kirstie McPherson discussed a book with useful tools for university strategic planning in higher education.

### 5.4 Special Projects – Kirstie McPherson

- 5.4.1 Kirstie McPherson discussed the idea of an innovation center and incubator space and shared that she is regularly sharing resources for these types of projects with CNCC Administration.

## 6.0 Old Business

### 6.1 Urban Renewal Authority-Kirstie McPherson

#### 6.1.1 Negotiation Update

- 6.1.1.1 Kirstie McPherson, James Caldwell, and Job Pfeifer provided an update on the negotiation process and the current plan the City of Craig is proposing. The board then discussed how they plan to counter the city's proposal in the next negotiation session and what next steps in this process will look like.

- 6.1.1.2 Jennifer Womack made a motion to authorize Kirstie McPherson to go into the negotiation with a counter to allow the URA to keep 50% and a max of 75% of incremental board tax revenues over the next 25 years. Terry Carwile seconded. Motion carried.

#### 6.1.2 Board Appointment

- 6.1.2.1 The board discussed who they would like to appoint to represent the MCAJCDB as well as the only other special district board, the fire district board on the URA.

- 6.1.2.2 Lois Wymore made a motions to authorize Kirstie McPherson to represent this board to engage other special district to engage in a URA conversation to select

representation for the Craig Urban Renewal Authority.  
Terry Carwile seconded. Motion carried.

6.2 Insurance Renewals

6.2.1 There was no discussion on this topic.

7.0 President's Report, Keith Peterson (Ron Granger on Vacation)

7.1 Keith Peterson presented on behalf of Ron Granger that they did receive the RISE Grant, they are moving forward with RFPs for this.

7.2 Cybersecurity is on track to start in the Fall.

7.3 There are new academic administrators on the Craig Campus. Sasha Nelson will be the Executive Director of Workforce and Economic Development and Elizabeth Johnson will become the Associate CTE Dean that will start on July 1, 2021.

7.4 They will be coming back from spring break and doing rapid COVID testing of many returning students.

7.5 CNCC is continuing to plan for a normal, or as close to normal as possible, start in Fall 2021

7.6 Men's and Women's soccer will have their first home game on April 10<sup>th</sup> in Craig.

8.0 Vice President of Student Service/Craig Campus, James Caldwell and Keith Peterson

8.1 There was no additional discussion.

9.0 Vice President Instruction Report, Keith Peterson

9.1 Sasha Nelson presented that the college has registered their first college sponsored apprenticeship. She further elaborated on how this came to be and CoTech and CoHelps grants that helped to make this happen and what the next step will look like with marketing and potential partners in the program.

9.2 She also presented that they are moving forward with a Recreational Vehicle Maintenance training program. They are working through agreements with the RV Training Institute to stand up this program, CNCC will be their first partner in the state and one of only a few in the region.

9.3 She is also working through solidifying costs to ask for assistance through the governor's office to help fund that program as well as looking for way to build human capacity in administration to help run these new programs in partnership with an AmeriCorps VISTA.

9.4 Sasha Nelson also presented that the Summer Paleo digs are happening again this summer and they are hoping to register 20 people for that program, but they already have 6. They are also offering a Cyber Boot Camp program for middle school and high students. The cyber program also already has registrations coming in.

10.0 Vice President Business & Administration, James Caldwell

10.1 James Caldwell had nothing additional to present.

11.0 Foundation Report, Sue Samaniego


11.1 The Foundation Dinner will be March 27<sup>th</sup>.

12.0 City Council Liaison Update

12.1 The City Council Liaison was not present.

13.0 Adjourn 7:29 pm

13.1 Terry Carwile made a motion to Adjourn. Jennifer Womack seconded.  
Motion carried.

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Board Secretary- Jennifer Womack