

COLORADO NORTHWESTERN COMMUNITY COLLEGE  
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT  
BOARD OF CONTROL REGULAR MEETING – September 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: Terry Carwile, Kirstie McPherson, Jennifer Womack (on WebEx), Lois Wymore

College: Lisa Jones –President, Keely Ellis – Chief of Staff, Keith Peterson – Vice President of Instruction, James Caldwell – Vice President of Administration, David Hardman – Vice President of Student Services, Angie Miller – Human Resources Director, Kelly Scott – Interim VP of Student Services, Sue Samaniego – Director of Foundation

Audience: Judy Lewis, Ryn Deitz, Eliza Noe (Craig Daily Press), Steve Mazzuca, Jessica Wollman, Nick Cocozzella

1.0 Call to Order

1.1 Kirstie McPherson called the meeting to order at 6:00pm

2.0 Pledge of Allegiance/Moment of Silence/Roll Call

3.0 Public Input

3.1 Ryn Deitz presented an award to Lois Wymore for all the wonderful things she has done for the Craig Campus. She has served many ways in Moffat County, been a student at CNCC, and more. Some folks in Craig got together and purchased a plaque with a fossil imprint on it for the footprint she has left in this community.

4.0 Approve/Change Agenda for the meeting

4.1 Terry made a motion to approve the agenda as presented, seconded by Lois Wymore. Motion carried.

5.0 New Business

5.1 Approval of minutes from the regular session meeting on August 16, 2021

5.1.1 Terry Carwile made a motion to approve the minutes with the amendments of Derrick Ward being changed to Derrick Webb, seconded by Lois Wymore. Motion carried.

5.2 Approval of FY2020 audit

5.2.1 Lois made a motion to approve the FY2020 Audit, seconded by Jennifer Womack. Motion carried.

5.3 Approval of financials through July 31, 2021, and August 31, 2021

5.3.1 Terry made a motion to approve the financials for July 31, 2021, and August 31, 2021, Lois seconded. Motion carried.

6.0 Insurance (Draper)

- 6.1 Lois has been speaking with Casey regarding our insurance costs. She was looking into modifying the coverage or changing the policy to reduce the cost for the insurance.
- 6.2 Lois stated the only coverage needed is for the board and not any coverage for the buildings.
- 6.3 Lois feels that it should be something the new board should pursue and investigate, since that is when the insurance is up for renewal.
- 6.4 Kirstie delegated that Jennifer Womack work on and manage the insurance. We should look at and speak with Draper and State Farm.

## 7.0 Old Business

### 7.1 Election Status Update

- 7.1.1 As far as Lois knows there were no packets turned into Heath. Heath notified the clerks office that we didn't receive any packets. We are now in the position of having to find people to serve on the board. The board is now in the position to appoint and letters of intent.
  - 7.1.1.1 Lois recommends soliciting for letters of intent in December.
- 7.1.2 Heath is on a leave of absence and Judy Lewis is back. She is now the point of contact.

### 7.2 Board strategic plan regroup

- 7.2.1 Kirstie wants this to be on everyone's radar to have a strategic plan retreat in January. Since we have been transitions with administration at CNCC as well as the new board members.
- 7.2.2 Start gathering documents and any supporting information for the retreat.

## 8.0 College Reports

### 8.1 President's Report, Lisa Jones

- 8.1.1 Strategic initiatives
  - 8.1.1.1 Lisa will be sharing a PowerPoint presentation with the six strategic priorities for 2021-2022 from Convocation.
- 8.1.2 COVID Update
  - 8.1.2.1 We have been escaping mandates due to the variant affecting the urban areas.
  - 8.1.2.2 We are also looking at K-12 and that they are not mandating masks or vaccinations.
  - 8.1.2.3 There was a large discussion as the CCCS President's retreat this week about mandating vaccines in students and staff/faculty or go on-line. CNCC has stood their ground with not mandating and instead continuing with the protocol and proactive efforts we are making to keep COVID at bay.
  - 8.1.2.4 We are looking at student and employee retention and respecting their civil rights.

- 8.1.3 AGNC held an ED Summit and Club20 held their annual Fall Conference.
  - 8.1.3.1 Several follow-up meetings will be taking place following those summits specifically based around aerospace and aeronautics.
  - 8.1.3.2 They also informed up regarding academic programs that we might consider or investigate.
  - 8.1.3.3 Region 10 is a writing a build back better grant with partners in Craig, Meeker, and Rangely. Focus has been on Broadband, innovation center, advanced manufacturing, coal to product.
- 8.1.4 Building Better Colorado is focusing on K-12 education. Lisa is a sponsor of this groups. The focus of Lisa and Moffat County's superintendent is the "forgotten student," the student that doesn't move on to higher education for traditional education. Additional efforts in this group will be to assist these students with move on to a certification program
- 8.1.5 Lisa is hosting a group of lady leaders in the community on Friday October 1 at the 518 Wine Bar.
  - 8.1.5.1 This will be looking at how we support women that are looking to return to the workplace as well as create a networking a support system for women leaders in the community.
- 8.1.6 October 19<sup>th</sup> – Lisa will be meeting with a manager at Tri-State and tour the facility to find out the plans for the plant and opportunities.
- 8.1.7 October 20<sup>th</sup> –a Virtual Adult Education Summit that will have a platform and room set up where the meeting can be attended on the Craig Campus. Community members are welcome to attend from 1-4pm.
- 8.1.8 CNCC will be looking to hire a consulting company to research and speak with the communities, programs, campuses and provided recommendations for the programs, college, and opportunities and how best to make decisions at CNCC.
- 8.1.9 Kirstie brought up the concerns about the decision to move Soccer from Craig to Rangely.
  - 8.1.9.1 Lisa stated that this was an operational decision. This decision was based on student health and wellness. This decision was not made lightly or without doing the necessary or appropriate research.
  - 8.1.9.2 Kirstie is asking for better communication to the board from CNCC. The board members are the first point of contact for the public. The public sees the board as the first ones to contact when they have a concern.

- 8.1.9.3 Kirstie is in support of the decision to move soccer based on the demographic of the students that are in the soccer program it makes more sense to be in Rangely and they have better services.
- 8.1.9.4 Jennifer is also in support of the decision to move soccer based on the information and rationale that Dr. Jones provided to the board.
- 8.1.9.5 Kirstie brought up some positives that we will potentially be seeing over the course of time that will be beneficial to Craig Campus.
- 8.1.9.6 Terry stated that this board feels they are stakeholders due to the original investment and the continued investment they have made each year.
- 8.1.10 Lisa addressed the concern of the VP of Student Services being “removed” from the Craig Campus.
  - 8.1.10.1 Lisa stated that the role that was on this campus was never intended to do what it was doing.
  - 8.1.10.2 Lisa has since asked all Cabinet members to be on the Craig Campus once a week.
- 8.1.11 Lois stated that a President’s Meet and Greet needs to be hosted on this campus to meet Dr. Jones.
  - 8.1.11.1 Sponsor a Chamber Mixer
- 8.2 Interim Admin of Craig Campus, Jesse LaRose
  - 8.2.1 Not present
  - 8.2.2 Angie provided an update that the position is listed. Angie will now work on forming a committee to bring interviews.
- 8.3 Vice President Instruction Report, Keith Peterson
  - 8.3.1 Concurrent enrollment is up 25% this year. Praise to Nick Cocozzella.
    - 8.3.1.1 Terry requested a report with the breakdowns by school district. Kelly will be working on that.
  - 8.3.2 MCAJCD agreed to fund a Business Development Lead Instructor. We have conducted a search for this position, and we have not received any qualified candidates. We will continue to search for the right person to fill this position.
- 8.4 Vice President Business & Administration, James Caldwell
  - 8.4.1 Controller position has been filled and the employee will start on October 11<sup>th</sup>, with an email being sent tomorrow making the announcement.
  - 8.4.2 Two positions to fill and could use the board’s assistance in filling these positions – Facilities Director and Senior IT Professional
  - 8.4.3 As of this week we have had two consecutive weeks with no positive COVID cases.
  - 8.4.4 RISE Grant progress – we delivered 27 Promethium boards across the region.

8.5 Vice President of Student Services, David Hardman

- 8.5.1 Recruiting hard, day-night fair circuit going into middle of November.
- 8.5.2 Working on virtual Junior/Senior days – October 22<sup>nd</sup> and October 29<sup>th</sup>.
- 8.5.3 Working with Marketing to get recruiting materials ready to take on the road.
- 8.5.4 Looking at admissions process from the backend to sure things up.

8.6 Executive Director of Institutional Effectiveness, Kelly Scott

- 8.6.1 HLC Confirmation Visit – anytime we are offering more than 50% of a financial aid eligible degree or program on a location we must apply for designation of additional locations. ON September 20<sup>th</sup> and 21<sup>st</sup> they visited Meeker and Soroco High Schools, we are no waiting to hear back from them on their decision.
- 8.6.2 Enrollment update
  - 8.6.2.1 College overall FTE is up 7% FTE and 16%headcount
  - 8.6.2.2 Concurrent enrollment FTE is up 25% and headcount 38%
  - 8.6.2.3 Craig Campus FTE is down 11% and headcount 14%
  - 8.6.2.4 247 students enrolled on the Craig Campus

8.7 Executive Director of Foundation & Advancement, Sue Samaniego

- 8.7.1 Scholarships are being award. \$85,000 being awarded this semester.
- 8.7.2 October is employee giving month with open houses in Craig on Friday's and Rangely on Monday's
- 8.7.3 Spartan's Give Day will be on October 13<sup>th</sup> which was named by Hickenlooper as CNCC Day
- 8.7.4 Alumni contact is growing. Sue and Lisa will be doing a live stream with Alumni at the end of October to provide updates on the College and how to get involved.

9.0 City Council Liaison Update

- 9.1 Steve Mazzuca presented that the City is finishing up projects prior to snowfall as well as working on budget for 2022. The Colorado Redistricting map was voted on last night. There is a URA meeting on October 13<sup>th</sup> with a business coming forward to utilize the functions of the URA of TIFF financing.

10.0 Adjourn at 7:30pm

- 10.1 Lois made a motion to adjourn the meeting, seconded by Terry Carwile. Motion carried.

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