

COLORADO NORTHWESTERN COMMUNITY COLLEGE
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT

MEETING MINUTES

REGULAR MEETING – August 18, 2022

Webex Phone/Video conference or Cedar Mountain Conference Room (255)

2801 W 9th St Craig CO 81625

Board Attendees: President Kirstie McPherson, Secretary Christine Oxley, Treasurer Jennifer Holloway, Denton Taylor, Terry Carwile

CNCC Staff: CNCC President Lisa Jones, Vice President of Business & Administration James Caldwell, Executive Director of Advancement Sue Samaniego (via Webex), Executive Director of Institutional Effectiveness Kelly Scott, Dean of Arts and Sciences/CNCC Craig Campus Manager Jesse LaRose

Guests: Jessica Counts

- 1.0 Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call 1.1
Kirstie McPherson called the meeting to order at 11:44am.
- 1.2 All board members were present.
- 2.0 Public Input
 - 2.1 Dr. Jones discussed the email she sent regarding meetings with Matt Gianceschi from CMC (Colorado Mountain College). She would have liked to have been kept aware of any needs that are not being met that might have led to this meeting. If there is anything where CNCC is not meeting expectations she asks that board members contact her so concerns can be discussed.
 - 2.2 Jessica Counts introduced herself as the new CNCC Concurrent Enrollment Director.
- 3.0 Approve/Change Agenda for the meeting
 - 3.1 Terry moved to approve the agenda as presented giving the chair the option to push things as needed. Christina Oxley seconded. Motion carried.
- 4 New Business
 - 4.0 Approval of Minutes from the Regular Meeting July 21, 2022
 - 4.0.1 Denton moved to approve the minutes. Terry seconded. Minutes were approved.
 - 4.1 Approve Financials for July/August 2022
 - 4.1.1 Terry asked for any observations, James said that CNCC didn't spend all that was budgeted.
 - 4.1.2 Kirstie discussed that at a future meeting they might consider finding a more affordable legal counsel.
 - 4.1.3 Terry moved to approve the financials. Jennifer seconded. Motion passed.
 - 4.2 Clarus
 - 4.2.1 This was covered in the 10:30-11:30 presentation by Clarus prior to the meeting.
 - 4.2.2 Terry moved to strike it from the agenda. Christina Oxley seconded. Motion passed.
 - 4.3 Paleo Summit Recap
 - 4.3.1 Keith shared that the summit held on July 21st, went well and was well attended. One takeaway the recommendation that CNCC make a Paleo advisory board to recommend formal action for CNCC to take. Fundraising and partnership development was also discussed.
 - 4.4 EMT Task Force
 - 4.4.1 Keith shared that CNCC Instruction met with relevant groups. EMS is not financially sustainable as a credit program for CNCC, but they had a good conversation about doing a non-credit fast track program every two years to meet industry needs.

4.5 CMC Stakeholder Meeting – Next Steps

- 4.5.1 Kirstie shared the letter from CMC outlining the next steps in investigating redistricting the Craig Campus to become part of CMC rather than CNCC. They discussed doing this during the board's strategic planning session. People have been asking the board members about this, including the City, County, Hospital District, etc. The board has already carved out money to explore the opportunity. If the board supports and signs the letter it means that CMC will then do a feasibility study of adding a Craig Campus that is of no cost to MCAJCD.
- 4.5.2 Kirstie thinks this would give us some really good insight. Jennifer and Kirstie have been working on getting this part accomplished. The board would need to sign a letter and then go to other taxing districts for support.
- 4.5.3 Christina asked if the CMC feasibility study will include programmatic details. Kirstie thinks so. Christina thinks this info in the feasibility study could be used to inform the board's strategic plan.
- 4.5.4 Jennifer shared that community members came to board members asking for this possible change. Jennifer had a conversation with Joe Garcia – he does not think CMC would be interested in pursuing CNCC. Jennifer will keep Joe Garcia informed, including if this letter today is signed. Jennifer said they have support from legislators to make this change if CMC does say is it feasible. If the Board could have all the required taxing districts sign the letter by September, then they could have feasibility study by March so it could be on the ballot next year. That is when they will know whether they have legislative support.
- 4.5.5 Kirstie asked whether fellow Board members want to accept the letter to investigate redistricting for the Craig Campus to become part of CMC rather than CNCC.
- 4.5.6 Christina moved to accept the letter and sign it. Denton seconded.
 - 4.5.6.1 Terry is hopeful the feasibility study might answer some questions. He is also hopeful this solution doesn't lead to a zero-sum gain and that good relationships developed with CNCC and others will continue. His affirmative vote on this issue is more to support the young people and new views of those in the community. He thanks the other board members for stepping up to take this on. He is agnostic about how this goes, wishing only for a positive outcome for taxpayers.
 - 4.5.6.2 Kirstie thinks it is important to look at all the opportunities as Craig transitions and this is a piece of it.
 - 4.5.6.3 Christina – the community is torn. This will help us put CNCC in the forefront of the conversation.
- 4.5.7 Motion carried. The Board members need to sign the letter before they leave today.

4.6 Discussion on Bell Tower Building

- 4.6.1 Christina asked if someone on admin team was going to give an update.
- 4.6.2 Dr. Jones explained that it was approved by the state board for CNCC to sell the Bell Tower Building. The College was losing \$145K each year when occupied by community agencies who were charged little rent (the city was offered a lease of \$1 a year). These lessors requested upgrades that were cost prohibitive, so the College mothballed the building. In its current state, it still costs \$45K each year to maintain. Dr. Jones shared that before getting to this point, other possibilities were weighed including, leveraging the build back better grant to use it as an innovation center, then Sen. Bennet had an option for funding, but it fell through, then a community entity was interested, but needed us to renovate it. We do not have the money to do that.
- 4.6.3 James – Preliminary appraisal was just completed, and it appraised at \$469K. Its assessed value is just shy of \$1 million.
 - 4.6.3.1 CNCC anticipated it would appraise at about \$750K.
 - 4.6.3.2 Terry asked about who did the appraisal.
 - 4.6.3.2.1 James explained CCCS shopped it and referred to a local commercial appraiser.
 - 4.6.3.2.2 James feels the appraisal is low because comparable properties that have recently sold don't include much property. The Bell Tower property has just shy of 10 acres. James will now start the process of appealing the appraisal.

4.6.3.2.3 The biggest issue with the Bell Tower is that it is not ADA compliant. The cost pre-COVID to upgrade to become ADA compliant was about \$400K. As soon as ownership changes, the upgrades must happen – right now it is grandfathered in. Another issue is that it sits on a spring so need to pump water out of basement regularly - why some of CNCC's mothball costs are still high.

4.6.4 James will keep the MCAJCD Board updated, but feel free to reach out to him.

4.7 Board Member Reports

4.7.1 Kirstie McPherson – Combined meetings/CMC

4.7.1.1 Covered earlier. She will keep apprised of when she will be meeting with the other boards in town.

4.7.2 Denton Taylor – URA Update

4.7.2.1 Voted to approve tax financing for a whiskey distillery 4.7.2.1.1 He was the only member who voted against it.

4.7.3 Christina Oxley – OJT/Workforce tours

4.7.3.1 Visits to Trapper and Powerplant to meet with workers.

4.7.3.2 Next step is to deploy the workforce survey – within a week or two of that. That will inform future work. They are open to us coming in to talk one on one to their employees.

4.7.3.3 Dr. Jones asked about the role of Christine Wong- she is a consultant that the plant hired as part of a DOLA grant. With this grant, there were some areas they wanted to also begin talking to individual workers. Christina shared that there is already plenty of work being done in this area. Their purpose should be to develop a regional economic development strategy.

4.7.4 Jennifer Holloway - CMC Meetings

4.7.4.1 No additional update, but if anyone has any questions please ask.

5 Old Business

5.1 Innovation Center

5.1.1 The City of Craig is working on funding an innovation center through the Office of Just Transitions. Keith shared CNCC is aware and has been part of the conversation. Jesse met with Shannon Scott and discussed the SBDC (Small Business Development Center) gap in Craig.

5.1.1.1 Jennifer shared that two Chamber of Commerce staff have completed the consultant training and have a space identified.

5.1.2 Kirstie would like to meet with the different groups to pull together to investigate funding opportunities as part of her job with Just Transitions.

5.1.3 There was discussion about economic development players and the role of each.

6 College Reports

6.1 CNCC President's Report, Lisa Jones

6.1.1 CNCC Corner article picked up by Craig Press

6.1.2 Reappointed Advisory Council Members

6.1.2.1 Todd Hagenbuch – at large

6.1.2.2 Ann Brady – Rangely

6.1.3 New Advisory Council Member

6.1.3.1 Tim Osborn – Craig

6.1.4 Classes start next week. Enrollment is steady. We are laying foundation to be able to grow from.

6.1.5 Denton asked how many are on the rodeo team

6.1.5.1 Seven rodeo athletes enrolled and have LOIs at this point – could keep changing 6.1.5.2

Jennifer asked to confirm that they are on the Craig campus.

6.2 Vice President of Administration, James Caldwell

6.2.1 Craig Academic Building roof repair from April windstorm.

6.3 Vice President Instruction Report, Keith Peterson

6.3.1 Next Thursday the Attorney General will be in Craig for Cybersecurity Ribbon Cutting

6.3.2 Allied Health Site tours will be happening in the coming months

6.3.3 Allied Health Student Scholarships \$122K

6.3.4 Nursing Guaranteed Admission Program - 17 students enrolled

6.4 Vice President of Student Services, David Hardman

6.4.1 Dr. Jones reported that VP Hardman is checking in new students in the residence halls so he is not present.

6.4.2 Kirstie stated that she reviewed his report and wanted to know, because she didn't see it in his report, a communication/marketing plan for the college, incorporating the outcomes of the Clarus report.

6.4.2.1 Dr. Jones shared that communications and marketing are Advancement Division responsibilities and fall under Sue Samaniego and Rueben Talbot but they both and David are currently working on a marketing and communication calendar with a plan a new marketing plan to come after a follow up meeting (September 26th) with Clarus Principle, Kathi Swanson, hearing her target recommendations. Additionally, we as a Cabinet will be discussing what we intend to pursue first in both programs and marketing strategies at its fall retreat. Clarus recommendations will find their way in the CNCC strategic plan and the strategic enrollment management plan which David Hardman leads.

6.5 Executive Director of Institutional Effectiveness, Kelly Scott

6.5.1 Enrollment is even at this point.

6.5.2 Jennifer asked if we have been hit by scammers registering for classes. Yes, and at this point the Admissions and Registration Team have done some verification to have them removed if not legitimate. Instructional leadership is also watching these course enrollments to address as needed.

6.6 Executive Director of Advancement, Sue Samaniego

6.6.1 Sue is hosting an alumni meet and greet in Grand Junction this evening.

6.7 Executive Director of Human Resources, Angie Miller

6.7.1 The Board is excited to have a Craig English instructor and Craig recruiter hired. 7

City Council Liaison Update

7.1 None

8 Public Input – None

8.1 Kristie asked about changing the meeting days and times back to evening. Denton shared that Jesse Jackson can't attend these meetings because they are in the middle of the day. Kirstie shared she as also heard from community members that they also cannot make the middle of the day. It was decided to change meeting times back to the 3rd Monday of each month and move the time up to 5:30pm, so the next meeting will be September 19 at 5:30.

9.1 Adjourn

9.1 Jennifer moved to adjourn, and Terry seconded. The meeting was adjourned at 1:02.

9.1 Next meeting Monday, September 19, 2022 at 5:30pm.