

COLORADO NORTHWESTERN COMMUNITY COLLEGE
Moffat County Affiliated Junior College District
Meeting Minutes: October 17, 2022

- 1.0 Meeting Called to Order at 4:38pm
Present: Kirstie McPherson, Jennifer Holloway, Terry Carwile (virtual)
Absent: Christine Oxley, Denton Taylor
- 2.0 Public Input – No members of public present.
- 3.0 Approve/Change Agenda for Meeting
 - Add item 4.5 – Replacement of Denton Taylor
 - Motion: Terry Carwile
 - Second: Jennifer Holloway
 - Vote: Unanimous
- 4.0 New Business
 - 4.1 Approval of Minutes from Regular Meeting September 19, 2022
 - Motion: Jennifer Holloway
 - Second: Terry Carwile
 - Vote: Unanimous
 - 4.2 Approval Financials for July/August 2022 – Tabled to November 21, 2022 MCAJCD Meeting
 - Motion: Jennifer Holloway
 - Second: Terry Carwile
 - Vote: Unanimous
 - 4.3 Business Faculty Position – Job Description Revision: Keith Peterson
 - VP Peterson shared discussion and recommendation from CNCC Business Program Advisory meeting to change the proposed position to lead instructor in business program. Proposed and revised Job Description provided with board packet.
 - Board members agreed and determined that no vote was required to proceed.
 - 4.4 CNCC 2023-28 Strategic Priorities and Goals: Kelly Scott
 - Dr. Jones reviewed CNCC’s proposed Strategic Priorities and discussed process/timeline. Next step to develop initiatives and KPIs for each of the strategic priorities. Terry requested Dr. Jones to close the loop with the board once those initiatives and KPIs are developed.
 - Kelly Scott will join the meeting later and the board will finish this discussion at that time.
 - 4.5 Replacement of MCAJCD Board Position vacated by Denton Taylor
 - Chair McPherson discussed the process to replace the open board position. She will ensure that it is posted in the Craig Daily News and will send the posting to James Caldwell to ensure it is posted on the College’s website, Facebook page, Instagram, etc.
 - Board suggested that CNCC set up an email for MCAJCD@cncc.edu which can be used to for emailed applications.

5.0 Old Business – No old business was brought forward

6.0 College Reports

6.1 President Jones

- Dr. Jones shared that the College has hired a new rodeo coach, Garrett Uptain. Very nice to have a Moffat County native to lead CNCC's Rodeo Team at the Craig location.
- Dr. Jones also discussed the Spartan Showdown that was held for the first time at the Moffat County Fairgrounds on September 30th and October 1st.

6.2 Vice President of Business & Administration

- No updates to written report with one information item.
- VP Caldwell shared that the College has completed purchase of the STEM2GO Trucks and Trailers from the RISE Grant. We should be able to integrate them into concurrent course during the Spring 2022 Semester. James also shared that our Controller, Jennifer Barker, went above and beyond in ensuring that these purchases occurred in the required deadlines and met all grant requirements despite some very heavy obstacles blocking our success.

6.3 Vice President of Instruction

- VP Peterson shared that CNCC is launching new Travel Abroad offerings this year. There are two (2) proposed trips both are tied very closely to classroom instruction, but are also available to community members who just want to enjoy.
- Keith shared that student from CNCC's Dental Hygiene program recently provided free teeth cleanings at New Horizons Adult Center. This was our second year and a great partnership.

6.4 Vice President of Student Services

- No updates to written report.
- The CNCC Viewbook is being translated into Spanish for use in our district and especially in Craig.

6.5 Executive Director of Institutional Effectiveness

- Exec Director Scott joined the meeting after completing an HLC Data Summit Meeting with Craig location team.
- Provided an update on the coming weeks HLC Accreditation Visit. Jennifer Holloway will join the HLC Advisory Council meeting on Monday, October 24, 2022 at 12:30pm at the Rangely Campus in the Johnson Banquet Room.
- Kelly followed up on the CNCC Mission Statement, Vision Statement and Strategic Priorities discussion. The board asked a few questions and Kelly asked if they would provide their support via a vote.
- The MCAJCD Board Voted to affirm support for the CNCC Mission Statement, Vision Statement and Strategic Priorities as presented.
- Motion: Jennifer Holloway
- Second: Terry Carwile
- Vote: Unanimous

6.6 Executive Director of Advancement

- Executive Director Samaniego shared that the Alumni Giving Day went well with 2 new alumni added.
- Chair MacPherson stated that CNCC Advancement was doing very well.

6.7 Executive Director of Human Resources

- Hired new CEPA Coordinator who started today.
- Hired a Moffat County local for CNCC's new Rodeo Director.
- Actively seeking candidates for Lead Cyber Instructor and EA to the President at the Craig location.

7.0 City Council Liaison Update – No representative present.

8.0 Public Input – No members of the public present.

9.0 Adjourn

- Motion: Jennifer Holloway
- Second: Terry Carwile
- Vote: Unanimous

9.1 Next meeting: Monday, November 21, 2022, 4:30pm