

COLORADO NORTHWESTERN COMMUNITY COLLEGE
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT
MEETING MINUTES
REGULAR MEETING – September 19, 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 (via Webex), Treasurer Jennifer Holloway, Denton Taylor, Terry Carwile

CNCC Staff: CNCC President Lisa Jones, Vice President of Instruction Keith Peterson (via WebEx), Vice President of Student Services (Via Webex), Executive Director of Advancement Sue Samaniego (via Webex), Executive Director of Human Resources (via WebEx), Executive Director of Institutional Effectiveness Kelly Scott

Guests: Judy Lewis

- 1.0 Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call
 - 1.1 Kirstie McPherson called the meeting to order at 5:30 am.
 - 1.2 All board members were present.
- 2.0 Public Input
 - 2.1 Denton Taylor took a job in Grand Junction, so he needs to resign from his board position. Kirstie thanked him for his service. Terry brought up that it will be difficult to find someone with Denton’s capabilities on the board.
 - 2.2 The Board formally receives Denton Taylor’s resignation and wish him luck in his future endeavors.
- 3.0 Approve/Change Agenda for the meeting
 - 3.1 Christina moved to accept the agenda as presented, Jennifer seconded. Agenda was approved.
- 4 New Business
 - 4.1 Approval of Minutes from the Regular Meeting August 18, 2022
 - 4.1.1 Terry moved to approve the minutes. Christina seconded. Minutes were approved.
 - 4.2 Approve Financials for July 2022

4.2.1 Judy explained we have only drafts and that a billing has not been received from the college.

4.2.2 Terry moved to postpone 4.2 until next month. Jennifer seconded. Motion passed.

4.3 Review of \$92K- funding sunset for action until September 2022- post Clarus report.

4.3.1 Dr. Jones explained the MCAJCD board wished to wait until the Clarus report was received before determining what to do with the \$92,000 not yet allocated.

4.3.2 Recommendations on page 18-19 of board packet:

MCAJCD BOARD BUDGET -Sept 2022 Agreed Reallocations

Item(s)- Presented pre-Clarus Report	Cost	Source
<ol style="list-style-type: none"> 1. Repurpose Craig Bookstore to BLM repository exhibit space 2. Digital signage on CNCC corner at 9th street and Hwy 7 3. Wayfinding Signage-Working with City of Craig 	\$51,000	Reallocation of FY22 funds
For September 19, 2022 Board Discussion –Post Clarus Report 1. Update on \$100K set aside for Business development position and 2. \$92,000 FY 22 (\$51,000) and FY 23 (\$41,000) budget allocation		
Business Faculty Position	\$75,000	\$100,000 approved Business Development position
\$92,000 Reallocation- Cabinet Recommendations		
Digital/Target Marketing-Craig Programs	\$20,000	FY 22 and 23 funding for reallocation
Outdoor Rec-Paleo feasibility study and planning work	\$25,000	FY 22 and 23 funding for reallocation
Allied Health Program implementation	\$47,000	FY 22 and 23 funding for reallocation
Campus Life-Advisory Board and College staff planning budget	\$20-25,000	FY 22 and 23 funding for reallocation
Total	\$112,000-\$117,000	

4.3.5 The Business Faculty position is a different thing, but the reason this is on the table is Clarus indicated that where CNCC is falling short is in 2 year and 4 year business completions.

4.3.5.1 \$75k rather than the \$100K set aside, will cover salary and benefits for CNCC to hire a full time business faculty member.

4.3.6 Kirstie feels there are things that are worth investing in, but so far hasn't seen a large return on investment, but she could go either way.

4.3.7 Denton agrees with Terry on the prioritization. The recurring that we need to know more specifics about which programs are being targeted. A more narrow scope might be helpful.

4.3.7.1 Dr. Jones, CNCC leadership has not had time to have a retreat to dig into this Clarus report, so haven't dug in too deep on those specifics yet. The Paleo program as an academic program has not brought students.

4.3.7.2 Jennifer doesn't think the Paleo program has not been promoted as it should be.

4.3.8 Kirstie suggested tabling this until October after Cabinet has met, want to see specific strategy on the digital and targeted marketing.

4.3.8.1 Dr. Jones agrees and this feedback is helpful. This is an opportunity for the MCAJCD Board to give CNCC the direction. Looking into money to market cyber security with grant dollars to see if it works before we ask for more money to invest in a consulting product. We hope to be able to give the board a more tangible outcome and results as well. This discussion today helps guide CNCC with further conversation.

4.3.9 Terry, post pandemic there is an issue with those with breathing problems. Respiratory therapist potential could be great.

4.3.10 Kirstie would like to be able to have a more formal answer on how the money would be spent.

4.3.11 Kirstie and Jennifer would cut campus life. Jennifer asks about student activity fee distribution across the campuses but the other board members don't think there is a leg to stand on there.

4.3.11.1 Dr. Jones – Clarus recommendation is to resurrect the outdoor experience the way it used to be – will be different in both communities but need to fit. Campus life – need to look at how CNCC can leverage the dollars that they have to make sure it is utilized the best.

4.3.12 Christina feels like this is a small pot of money that we need to focus on only one or two things, not try to scattershot it. 4.3.12.1 Kirstie agrees, where will we get the most bang for the buck – if admin can help identify the most important priorities.

4.3.13 Dr. Jones will bring back an A and B option at the October meeting. Will likely exclude campus life from this discussion given it is clearly not the priority for this spend.

5 Old Business – none.

6 College Reports

6.1 CNCC President's Report, Lisa Jones

6.1.1 Terry asked about Grand Junction trip – good debates.

6.1.2 Dr. Jones will be going to Indiana to talk about policy and equity with the Lumina Foundation meeting later this month. Will be making recommendations as pertains to workforce, economic mobility of recommendations.

6.2 Vice President of Administration, James Caldwell

6.2.1 In Alaska on vacation.

6.3 Vice President Instruction Report, Keith Peterson

6.3.1 Jennifer would like to have an update on the scammers.

6.3.1.1 Kelly explained this is an ongoing battle and over 160 courses were dropped today so will see those affect enrollment tomorrow.

6.3.2 Kirstie asked about the Cyber Security Grant extension update. Keith explained they have asked for the AG to fund the program for another 3-5 years. CNCC feels good about this opportunity, but likely will not hear until after the election.

6.4 Vice President of Student Services, David Hardman – no questions.

6.5 Executive Director of Institutional Effectiveness, Kelly Scott

6.5.1 Enrollment update – looking really good.

6.5.1.1 FTE is up 11.7% and headcount is up 15%.

6.5.1.2 Dr. Jones asked if would like to know the enrollment of programs assigned financially to Craig?

6.5.1.2.1 Terry would like to know how many are in the physical building.

6.5.1.2.2 Dr. Jones brought up our efforts to bring people on campus

6.5.1.2.3 Board brought up there used to be a brochure of art walk, instructional sheet with photos of each piece and its story.

6.5.1.2.4 Dr. Jones shared Sasha would like to bring in a master artist to teach specific techniques. A community children's art contact.

6.5.1.3 Next report will include the activities on the campus

6.5.1.4 Kirstie asked that CNCC use the board as a resource.

6.5.1.5 Christina would like to see an outdoor space on campus.

6.5.1.6 Jennifer brought up the community BBQ as part of orientation that the board used to sponsor.

6.6 Executive Director of Advancement, Sue Samaniego

6.6.1 Terry asked to share the new Foundation Board member that recently joined – David Rice. Mr. Rice is a graduate of the inaugural CNCC class, his wife is a dental hygiene graduate.

6.7 Executive Director of Human Resources, Angie Miller

- 6.7.1 Board is glad to see the list of open positions is getting smaller –great work.
- 6.7.2 Got to offer stage for the executive assistant to the president but didn't want to move as far away from family.
- 6.7.3 Looking at interviews for head rodeo coach early next week.
- 6.7.4 CEPA coordinator interviews the end of this week.
- 7 City Council Liaison Update - Jesse Jackson
- 7.1 Working on budget. Housing needs are still present, and they are working on.
- 7.2 Terry asked when the budget workshop is – gone through 2 and the next is in the 2nd week of October at the City Hall.
- 7.3 Kirstie updated Jesse about the letter to CMC requesting a feasibility study.
- 8 Public Input – None
- 8.1 Kristie shared that Kristina Oxley has a time conflict so asked if meeting could be moved to 4:30? All agreed. Jesse can come at 5:00
- 8.2 Next meeting on Monday, October 27th at 4:30pm.
- 9 Adjourn
- 9.1 Terry moved to adjourn, and Jennifer seconded. The meeting was adjourned at 6:26.
- 10 Next meeting Monday, October 17, 2022, at 4:30pm.