

COLORADO NORTHWESTERN COMMUNITY COLLEGE

Moffat County Affiliated Junior College District

Meeting Minutes: April 17, 2023

1.0 Meeting Called to Order

Present: Kirstie McPherson, Jennifer Holloway, Christina Oxley, Terry Carwile, Denise Kleinschnitz

CNCC Staff: Dr. Lisa Jones (virtual), James Caldwell, Angie Miller, David Hardman (virtual), Keith Peterson (virtual), Jesse LaRose (virtual), Jessica Wollman

Also Present: Heather Exby of Colorado Mountain College, and Kathy Fagan

2.0 Public Input – There was no public input at this time.

3.0 Approve/Change Agenda for the Meeting

Motion was made by Christina Oxley to approve the Agenda. Terry Carwile seconded the motion. Vote: Unanimous

4.0 New Business

4.1 Approval of Minutes from Regular Meeting of March 20, 2023

The Board wants to correct the minutes as they were prepared. Kirstie McPherson will be taking responsibility for those changes. Christina Oxley made a motion to approve the corrected minutes. Terry seconded the motion. Vote: Unanimous

Regarding the fact that the Board has not posted signed minutes to the website, the Board will assume all responsibility for printing and signing all unsigned minutes to correct this oversight. They will then submit the signed minutes to CNCC staff to be uploaded onto the website.

4.2 Approve Financials for February, 2023 – Judy Lewis from Lewis Accounting & Tax Services had advised the Board that there would not be any financials to be presented this month as she is in the middle of tax season. Therefore, this has been tabled until the May meeting.

4.3 Sociology Student Final Project – Casey Reid of CNCC who teaches English and Humanities was present to present a project that her students had been working on to the Board. This project covered concepts in sociology along with social strategies for retention, experiences as students and high impact practices. Groups that were covered are concurrent students, Hispanic students and student athletes. The purpose of this student was to identify what is needed in the way of outreach, support, peer mentors, financial needs, language needs, and more relationship building for both

students and their families. These areas have been associated with better retention rates for students especially if they are guaranteed more transfer agreements. Needs can possibly be better identified with an incoming survey for new students.

Dr. Jones informed the Board that CNCC has just received funding for counselors, and wanted to clarify that things are being done in these areas to get better support for students.

4.4 FY23 Budget Discussion

4.4.1 Discussion and action of tuition buydown

The Board stated that they had approved the tuition buydown at the last meeting to 50% for new students beginning with the fall semester 2023. Any current/continuing students would continue to receive the 100% buydown rate for one year. More discussion is needed to decide what defines current/continuing students.

4.4.2 Discussion and action of budget priorities

Kirstie stated that another meeting is needed. It was decided that the Board would meet again on Monday, April 24, 2023 at 4:00 pm. Kirstie will be preparing an agenda for this meeting to be posted for the public.

4.5 Insurance Discussion and Action

Kirstie stated that they have someone working on this to try to find insurance for the Board that will give them \$2 million liability insurance coverage. If they are not able to do that, they may have to procure a \$1 million liability insurance coverage policy.

4.6 Legal Representation Update

The Board has contacted and received a Proposal for General Legal Services from Allison Ulmer, a partner with the law firm of Collins, Cole, Flynn, Winn and Ulmer located in Lakewood, Colorado. After discussion of same, Jennifer Holloway made a motion to replace the current legal representation for the Board with the law firm of Collins, Cole, Flynn, Winn and Ulmer, and to accept and sign the letter of engagement for that purpose. Christina Oxley seconded the motion. Vote: Unanimous

5.0 Old Business

5.1 Strategic Planning Conversation

The Board discussed the possible need for another strategic planning meeting, but nothing has been scheduled at this time.

5.2 Redistricting Steering Committee Update

A meeting was held on April 17, 2023 with approximately 20 people present. The community will be exploring opportunities with another meeting to be held in two

weeks on May 2, 2023.

5.3 Chancellor Garcia Visit

Chancellor Garcia will be here in Craig on Thursday, April 27, 2023 with a breakfast Meet and greet scheduled in the Library at the Craig Campus that morning. Invitations have been sent out at this time.

6.0 College Reports

6.1 CNCC President's Report – Lisa Jones

6.2 Vice President of Administration – James Caldwell

6.3 Vice President of Instruction Report – Keith Peterson

6.4 Vice President of Student Services – David Hardman

6.5 Executive Director of Institutional Effectiveness – Kelly Scott

6.6 Executive Director of Advancement – Sue Samaniego

6.7 Executive Director of Human Resources – Angie Miller

Each of these reports were submitted to the Board for their review. There were no comments or questions at this time.

7.0 City Council Liaison Update

No one from the City Council was present at the meeting and there were no updates at this time.

8.0 Public Input – None at this time.

9.0 Cyber Security Update – Jesse LaRose updated the Board on the progress of CNCC's Cyber Security Team and their placement in the latest competition. He stated that the students are placing in the top 10% in the nation with one student in the top 5%.

10.0 Adjourn – Meeting adjourned with next meeting to be held on Monday, May 15, 2023 at 4:30 pm.