

COLORADO NORTHWESTERN COMMUNITY COLLEGE
Moffat County Affiliated Junior College District
Meeting Minutes: January 16, 2023

1.0 Meeting Called to Order at 4:38 pm

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

CNCC Staff: Dr. Lisa Jones, Angie Miller, James Caldwell, Jesse LaRose, David
Hardman, Keith Peterson (virtual), Sue Samaniego (virtual), and Cindy Eilken

2.0 Public Input – No members of the public were present for this meeting.

3.0 Approve/Change Agenda for Meeting

- No changes were made to the agenda
- Motion: Terry Carwile, Second: Christina Oxley, Vote: Unanimous

4.0 New Business

4.1 Approval of Minutes from Regular Meeting of November 21, 2022

- Motion: Terry Carwile, Second: Christina Oxley, Vote: Unanimous

4.2 Approve Financials for October/November, 2022 –

Board voted to accept the reports.

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

4.3 Update on CMC Feasibility Study Request

Kirstie reported that the CMC Feasibility Study had been approved and that there are approximately 25 people from the community who have formed a committee to be involved with this process. While there have not been any actual updates to report since November, they do expect the process to move forward. Hopefully we will know something further in June or July with this item being placed on the ballot for the November election.

4.4 Board strategic planning meeting

Kirstie reported that the Board will work on putting together a Strategic Planning Meeting for sometime in either February or March and that everyone should plan for this meeting to last an entire day. Christina requested anything that CNCC has that might be useful in this process to be submitted. Dr. Jones stated that CNCC looks at action steps with budget implications.

5.0 **Old Business**

5.1 **\$92,000 FY 22 and 23 funding for reallocation**

Keith Peterson with CNCC reiterated that this money would enable CNCC to form a Radiologic Tech Program. These funds would cover the cost of hiring a director for the program and purchase a piece of needed equipment. He stated that it would take approximately 18 months to develop the program and get it through the approval process.

- Motion: Terry Carwile moved to approve the reallocation of the \$92,000 for this purpose. Second: Denise Kleinschnitz, Vote: Unanimous

5.2 **Board liability insurance**

Kirstie stated that it was time to renew the Board's liability insurance policy, and she asked whether there were any board members who were willing to take on this task of contacting insurance companies to get cost quotes. No one was willing to do this, so Kirstie will be doing this and will report back to the Board with her findings.

6.0 **College Reports**

6.1 President Jones stated that in addition to her written report, she wanted to encourage the MCAJCD board members to let her know if they have anything they would like to see added to the JOLT (Joint Organizations Leading Transition) meeting that is being held on June 2, 2023.

6.2 James Caldwell submitted his report to the Board, and gave an outline of the upcoming budget process.

6.3 Keith Peterson submitted his report to the Board. He also stated that there really were no new updates from December and January, and that we are just in the process of getting students enrolled and school starting for this semester.

6.4 David Hardman submitted his report to the Board. He did not have anything further to add to it at this time.

6.5 Kelly Scott submitted her report to the Board which includes enrollment percentages and the 2023-2028 CNCC Strategic Plan. There was also a separate handout of the CNCC Strategic Plan available for the MCAJCD board members to pick up which provides the actual strategies and priorities of the college. Kelly also reported on the actual enrollment numbers stating that the percentages are better than previously reflected in her report.

Dr. Jones stated that CNCC is in the process of developing a Strategic Enrollment Management Plan to help assess the following:

Where we are losing students
Students who are not able to pay their bills
Ways to reduce costs
Help students find the classes they need
Bring in more degree seeking students

Christina asked whether the college does exit interviews with students. Kelly reported that the college does have a form for that, and all data is collected and analyzed. Terry stated that Wyoming and New Mexico had set aside larger amounts of money for higher education than Colorado which has in turn enabled them to keep their costs lower. James reported that we are in the bottom five for receiving funds, and that we had moved up from 49th to the 46th position in line.

6.6 Sue Samaniego submitted her report to the Board. She stated that the next installment of funds for the Thunderhead Cybersecurity Endowment have been received in the amount of \$120,000-\$130,000. Everyone congratulated Sue on her work in raising these much needed funds.

6.7 Angie Miller submitted her report to the Board. She presented an update on new employees who have recently started working for CNCC, and where the college is in the hiring process on other employees. There will be a virtual job fair coming up for some faculty positions, and she will present an update on this at the February meeting.

7.0 **City Council Liaison Update**

There was no update as no one from the City Council was present at the meeting.

8.0 **Public Input**

Jesse LaRose updated the Board on the holiday event held at CNCC during December. He stated that this was definitely a success with approximately 200 community members present with their children. He wanted to commend all of the CNCC staff who took part in planning and presenting this event and spending money out of their own pockets. Therefore, there was no actual cost to the college. He stated that we would like to plan more of these events, having about three big ticket items per year, and doing this as a way to connect with the community.

9.0 **Adjournment** – 5:30 pm

- Motion: Christina Oxley, Second: Denise Kleinschnitz, Vote: Unanimous

9.1 Next meeting: Monday, February 20, 2023 at 4:30 pm

Christina Oxley
Secretary 3-20-23

Kristie Hefner
President