

COLORADO NORTHWESTERN COMMUNITY COLLEGE  
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT  
BOARD OF CONTROL REGULAR MEETING – January 18, 2021  
WebEx Phone/Video conference

Board Attendees: Terry Carwile, Kirstie McPherson, Jennifer Womack, Lois Wymore, Adrie Salcido

College: Ron Granger – President, John Anderson – Vice President of Student Services/Craig Campus, Keith Peterson – Vice President of Instruction, James Caldwell – Vice President of Administration, Leigh Sokol – Executive Assistant to the VP of Student Services/Craig Campus, Sue Samaniego – Foundation Director

Audience: Steve Mazzuca, Judy Lewis, Melanie Kilpatrick, Heath Arnold, Heidy Dineen, Heather Cannon, Caroline White, Peter Brixius, Frank Moe, Jane Hume

1.0 Call to Order 6 p.m.

2.0 Opportunity for Public to Address the Board of Control

2.1 Judy Lewis introduced Heath Arnold, the new manager of Lewis Accounting's office in Craig, he may occasionally be attending meetings. Heath Arnold introduced himself.

3.0 Approve/Change Agenda for the meeting

3.1 Terry Carwile made a motion to approve the agenda. Jennifer Womack seconded. Motion carried.

4.0 Approval of minutes from the regular session meeting on November 16<sup>th</sup> and the minutes from the email meeting on December 14<sup>th</sup> and the November Financials

4.1 Terry Carwile made a motion to approve minutes from the regular session meeting on November 16<sup>th</sup>, 2020 and the minutes from the email meeting on December 14<sup>th</sup>, 2020 and the November 2020 Financials. Jennifer Womack seconded. Motion carried.

5.0 New Business

5.1 Urban Renewal Authority – City of Craig

5.1.1 Caroline White, Peter Brixius, and Melanie Kilpatrick presented information on the Urban Renewal Project the City of Craig is working through and the progress they have made so far and discussed the future potential role this board could play in this project.

5.2 Quit Claim Deed – James Caldwell and Heidi Dineen

5.2.1 James Caldwell provided background on the Quit Claim Deeds and why that documentation is needed. James Caldwell, Ron Granger, and Heidi Dineen answered questions related to the Quit Claims Deed.

5.3 Insurance Renewals – Adrie Salcido

5.3.1 Adrie Salcido asked for clarification on professional liability insurance and why the board needs water and sewer liability

insurance on lands that do not have any water or sewer lines. James Caldwell noted that it seems the board has had the same insurance paperwork for a number of years and noted that after they have completed the Quit Claim Deed they could further review the policy with the insurance company.

## 6.0 Old Business

### 6.1 Strategic Planning Session Discussion

- 6.1.1 Because COVID cases in the community seem to be falling, Adrie Salcido said she would like to hold an in person planning session in February, even if CNCC administration is not available. Leigh Sokol will coordinate with CNCC Administration and the board to set potential dates for this planning session.

## 7.0 President's Report, Ron Granger

- 7.1 Ron Granger presented that in fall CNCC was down about 3% in total in enrollment. Their spring numbers are down about 11% in enrollment; however, they are only down about 5% in non-concurrent enrollment. They had originally budgeted to be down about 20% over all. They continue to hope they will not need to request funds from the boards.
- 7.2 Spring semester has started. They did COVID testing of housing students on both campuses prior to the start of the semester and took appropriate actions to protect all students after receiving results of those tests.
- 7.3 They are in the process of preparing for an HLC report for their visit in Fall of 2022.
- 7.4 A news outlet recently reported that CNCC among the top ten community colleges in the country for graduates getting higher paying jobs.

## 8.0 Vice President of Student Service/Craig Campus, John Anderson

- 8.1 John Anderson presented that they do expect enrollment numbers to improve. Because MCSD has shifted to a quarter system this year that the start of their 3<sup>rd</sup> quarter is a bit delayed, they anticipate a significant number of concurrent enrolments to still come in. Due to COVID enrollment and some aspects to the of the start of the semester have been delayed. He anticipates they will still be down slightly but in better shape than most community colleges across the state.
- 8.2 Check in for the spring semester went relatively smooth.
- 8.3 There are several student events planned on both campuses including a sledding event.
- 8.4 Some of the spaces on campus have been rearranged over the winter break. The Soccer coaches' offices were moved to the main building. The soccer space was moved to make space for a weight and physical training space for the soccer program. They have also relocated the student lounge to room 141, a more central location on campus.
- 8.5 None of the housing or nursing students tested for COVID upon arrival to campus on the Craig campus came back positive.

## 9.0 Vice President Instruction Report, Keith Peterson

- 9.1 Keith Peterson presented that the start to the spring has been relatively smooth especially on the Craig campus where there have not been as many issues related to COVID.
- 9.2 They are working on getting the Cyber Security range set up. They will be sending their final approval application to HLC to get the Cyber Security program accredited. They remain on schedule for that program to begin next fall.
- 9.3 The Workforce Program is continuing to do well. They recently have set up their first health care apprenticeship with the help of the CO Helps grant they received. They have also begun creating a Workforce Advisory Board to help advise the college with what they should be doing as it relates to workforce development. They hope to assemble in March.
- 10.0 Vice President Business & Administration, James Caldwell
- 10.1 James Caldwell presented that Lindsay Blake, the Facilities Director for the college is away until March and Tony Aldrich from the Craig campus retired at the end of December so James Caldwell is now temporarily managing the facility operations on both campuses.
- 10.2 FY 21-22 budget process is about to begin. The first report to the system office is due February 1.
- 10.3 In the first week of February James Caldwell and the IT Director will be appearing before the state legislature to present their request for capital funds for IT upgrades and infrastructure support for \$1.6 million. CNCC's request is still ranked second among all IT requests that were submitted to that committee.
- 11.0 Foundation Report, Sue Samaniego
- 11.1 Sue Samaniego presented that they are going to be holding a Chair Affair, a fundraising event focused on the Craig Campus. It will be held in April. They are tentatively holding a kickoff event on April 19, but the auction will be held online. She will provide additional information on the event via email.
- 12.0 City Council Liaison Update
- 12.1 Steve Mazzucca presented they had a presentation from CDOT to look at reducing lanes in downtown Craig to add a bike lane.
- 12.2 They had a presentation from Hannah Wood and individuals from the Homeward Bound Homeless Shelter about a grant that would help establish a homeless shelter in Craig.
- 12.3 They have filled the open City Council seat. Bruce Cummings is the new City Council member.
- 13.0 Adjourn 7:28pm

  
Board Secretary- Jennifer Womack

