

COLORADO NORTHWESTERN COMMUNITY COLLEGE  
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT  
BOARD OF CONTROL MEETING  
Regular Meeting May 21, 2018

Board Attendees: Mike Anson, Zack Allen, Terry Carwile, Andy Daniels, and Lois Wymore

College: Ron Granger-CNCC President, Janell Oberlander-VP SS & Craig Campus, Denise Mosher, Sue Samaniego – Foundation & Alumni Relations, Brian MacKenzie – Marketing Director, John Anderson – Registrar/Director of Admissions, Beverly Lyne – Nursing Director, Kathy Fagan, Julie Alkema – Faculty, and Karen Stillion – Adjunct

Audience: Sasha Nelson (Craig Daily Press), Judy Lewis (Lewis Accounting), Brad (Trapper Fitness Center), Jane Hume, Will Montgomery, Neil Folks, Derik Duran, and Ben (last name unknown)

**1.0 Call to Order/Pledge of Allegiance/Moment of Silence/Roll Call**

The Meeting was called to order at 6:00 p.m. The Pledge of Allegiance was said, a moment of silence was observed, and roll call was taken.

**2.0 Executive Session** – pursuant to §24-6-402(4)(a), C.R.S.), the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; pursuant to §24-6-402(4)(b), C.R.S.), conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions

2.1 Ms. Wymore made a motion to adjourn to executive session pursuant to §24-6-402(4)(a), C.R.S.), the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest then amended to include pursuant to §24-6-402(4)(b), C.R.S.), conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions. Mr. Carwile seconded the motion. Motion carried unanimously.

2.2 Mr. Daniels made a motion to come out of executive session with a second from Mr. Allen. Motion carried unanimously. No action was taken.

**3.0 Approve/Change Agenda for the meeting**

Mr. Allen requested the following changes to the agenda: Change 6.2.1 from Floor Repair to Sale of Facility. Mr. Carwile seconded the motion. Motion carried unanimously.

**4.0 Audience Comments**

There were no audience comments.

**5.0 Budget Discussions**

Mr. Daniels handed out a proposed MCAJCD Budget effective 7-1-18 thru 6-30-19, which after the board operation expenses, debt services, men's and women's soccer would fund a student

tuition buy-down and scholarships. Mr. Daniels stated that without programmatic information or the ability to discuss direction, the taxpayer's monies are better spent on the tuition buy-down with the hope that these discounts would drive enrollment at the Craig campus.

At this time, Mr. Daniels made a motion to approve the proposed MCAJCD budget for the FY 2018-2019. Ms. Wymore seconded the motion. A roll call vote was requested. Mr. Daniels voted yes to utilizing the new proposed MCAJCD Budget. Ms. Wymore voted yes. Mr. Allen voted no because he wanted to review the potential impact to the college should the funding be utilized for tuition and scholarships instead of what CNCC has designated. Mr. Carwile voted yes. Mr. Anson voted no. The motion carried with a 3-2 vote.

## **6.0 Action Items**

### **6.1 Approval of Minutes, Regular Meeting, April 16, 2018, Special meeting, May 3, 2018 Minutes and Treasurer's Report(s)**

6.1.1 Mr. Daniels made a motion to approve the April 16, 2018, and the May 3, 2018, minutes as presented. Mr. Carwile seconded the motion. Motion carried unanimously.

6.1.2 Mr. Carwile made a motion to postpone the vote on the Treasurer's Report since there was no consolidated report. Mr. Daniels seconded the motion. Motion carried unanimously.

### **6.2 Trapper Facilities**

#### **6.2.1 Sale of Facility**

Mr. Daniels made a motion to sell the Trapper Fitness facility to the current Lessees (Seeley's) for market value. Mr. Allen seconded the motion. Mr. Anson, Mr. Allen, Mr. Carwile, and Mr. Daniels voted yes, and Ms. Wymore voted no. Motion carried with a 4-1 vote.

## **7.0 Vice President Instruction Report, Michelle Landa**

Dr. Landa was not present at the meeting. Mr. Granger reported that Julie Alkema is the interim Nursing Director. What he also mentioned was that the BSN program is moving along. The plan is that the program will be up fall 2019; however, the System is unsure of the exact timing.

CNCC is currently looking for a Medical Assistant instructor, with the intent that MA classes will run this fall.

Mr. Granger also expressed that the Instructional Department has not slowed down as they are busy cleaning up a variety of things.

## **8.0 Vice President Craig Campus/Student Services Report, Janell Oberlander**

Ms. Oberlander expressed her appreciation to the Graduation team that put on a lovely ceremony. She went on to thank John Anderson, the new Registrar/Director of Admissions, who came to CNCC just prior to graduation and was able to pull all the last minute details together for the ceremony.

Navigate, the new online advising program is coming along and looks to be a valuable tool for students. New CNCC students will utilize the program starting this fall and then rolled out to all students.

Ms. Oberlander mentioned that she had started a Compliance Committee, which will act as oversight of the Clery Act reporting. The Clery Act requires certain campus crime statistics that are reported, are then compiled into a report and published.

It was indicated that Merrie Byers, Financial Aid Director, has started the Financial Aid compliance renewal. The HLC Compliance report is also being completed.

Ms. Oberlander also indicated that she was working on personnel evaluations and her timeline to finish is by the end of May.

At this time, one of the Board members asked about the safety of the campus safety as the campuses lack safety personnel. They are concerned in light of the school shootings and the local threat at the high school. Ms. Oberlander reported that Greg Busch, Director of Emergency Management at the System, had visited the campuses to review safety procedures. The College will receive a report about his findings. A new emergency notification system will be implemented soon.

#### **9.0 President's Report - Ron Granger**

Mr. Granger reported that there was a total of 298 certificates and diplomas handed out during graduation. The Nurse Pinning and the Dental Hygiene graduation went very well. The Flight students had their pinning early because they would be at Nationals.

He also indicated that he would be presenting the budgets at the President's meetings June 13<sup>th</sup>. Mr. Granger reported that enrollments are up about 2% for fall. The Admissions department were going to start making phone calls to connect with students.

Mr. Granger stated that Scott Rust, VP of Business, has given notice with his last day of May 31<sup>st</sup>. Mr. Rust, however, will work with CNCC until someone can be hired.

It was reported that Mr. Granger and Ms. Samaniego would be attending the State Foundation Retreat. The SWAK Conference will be holding their meetings that will include reviewing the schedules. There will be some discussions about playing 6-7 fewer times to help save on expenses.

#### **10.0 Foundation Liaison Report - Terry Carwile**

There will be a Foundation meeting in Meeker on June 8<sup>th</sup>. There will not be an Advisory Council meeting. The next meeting will be September 7<sup>th</sup>, which will be the yearly retreat. The strategic plan will be addressed at that time.

#### **11.0 City Council Liaison Update**

Mr. Duran indicated SGI was searching for a new City manager. There were 46 applicants, which will be narrowed down to twelve. Two of the candidates are local.

The Craig clean-up day was held this past weekend. There was about 500lbs of trash collected at Lowdy-Simpson Park.

Mr. Duran reported that the first budget workshop for FY2018-2019 would start. It is anticipated that a final budget will be finalized in August or September.

The City has posted a survey on Facebook to garner responses to the proposed Master Plan.

## **12.0 Other Business**

### **12.1 Dr. McCallin visit – May 29th**

It was reported that the findings of the Focus Group Summary Report would be the main topic of discussion besides talking about a plan of where we are going. Mr. Daniels indicated that he would supply lunch. No action was taken.

### **12.2 Student Housing**

There will be a Housing Committee meeting on May 30<sup>th</sup>. The architect from Denver will attend and will present information on housing options. He will also talk about a site visit.

It was asked if the Clarion agreements have been signed. Mr. Granger indicated that they were sent out last week. No action was taken.

### **12.3 CNCC Website**

Mr. MacKenzie indicated that the CNCC website is now being hosted at off-site. He is currently transferring information from the old site to the new.

He also reported that he is gathering new content for the admissions materials and is readying marketing materials, which will be ready by mid-summer. Old forms are being switched to the new Formstack platform. No action was taken.

## **13.0 Adjourn**

With no further business, Mr. Allen made a motion to adjourn the meeting. Ms. Wymore seconded. Motion carried unanimously. The meeting adjourned at 7:06 p.m.

Respectfully submitted by:

  
Zack Allen, Board of Control Secretary