

**RANGELY JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES**

Weiss Conference Room
Tuesday, August 18, 2020
12:00pm

PRESENT:

Board of Trustees: Ann Brady, Bart Nielson, Jennifer Barker, Davin Boydston and Sam Tolley

Others Present: Linda Gordon Budget Officer; Ron Granger President; James Caldwell Vice President of Business; Keith Peterson Vice President of Instruction, Keely Ellis Exec. Assist to President; Lindsey Blake Facilities Director, John Anderson VP of Student Service.

1.0 Call Meeting to Order:

Regular meeting was called to order by Sam Tolley at 12:00 p.m.

2.0 Roll Call

See those present above.

3.0 Pledge of Allegiance

4.0 Approval of Minutes

A motion was made by Ann Brady and seconded by Jennifer Barker that the RJCD Board of Trustees approve the July 21, 2020, board meeting minutes. Motion carried.

5.0 Changes to Agenda

6.0 Public Input

7.0 New Business

7.1 Approval of CCITF Grant Request

- 7.1.1 Linda provided a copy of what Lindsey filled out and Linda filled out. Linda will copy to the new grant application if there is one.
- 7.1.2 Bart Nielson made a motion to approve the application of the CCITF Grant, second by Davin Boydston. Motion carried.

8.0 Old Business

9.0 CNCC Reports

9.1 Ron Granger presented to the board

- 9.1.1 We have our Convocation today and normally we have it on our Rangely Campus but because we had to keep our distance we split things between campuses.

- 9.1.2 A big thanks to Leigh Sokol, Lisa Krueger and Keely Ellis for all their work on Convocation
- 9.1.3 It has been a good meeting so far. We have had employees who joined us in person as well as joined us from home or their office via WebEx.
- 9.1.4 We have students already arriving. NPS, Volleyball.
- 9.1.5 The rest of our students will have arrived by Monday August 24th. We are excited to have them back on campus. We have a wide variety of plans in place to accommodate any issues that we might face.
- 9.1.6 We are one of the largest school is the State of Colorado and right now we have many schools in the state reaching out to us to determine what we are doing because we are leading the pack in what we doing for classes and providing accommodations to bring students back.
- 9.1.7 Ron is really proud of what we have done at CNCC. He feels we have done the right things in order to keep our students, staff/faculty and communities safe.
- 9.1.8 The State System Board asked last week why enrollment numbers are down right now. Ron stated that some parents just really aren't comfortable with allowing their kids to return or go to college. Our numbers are down right now, but we started a week sooner last year and so we are hoping that our numbers start to rise again when classes start.
- 9.1.9 We have continued to make phone calls to students and that has made a big different to those students who received those calls.
- 9.1.10 We will continue those efforts for spring as well.
- 9.1.11 Ron is very proud of the group we have at CNCC right now.
- 9.1.12 Ron also stated that he has reached out to all the board members with regards to this being his last year at CNCC. He is retiring at the end of this academic year.
- 9.1.13 Ron and Alisa are in a contract right now to buy a house in Rangely and they do plan on staying in Rangely and continuing to be a part of the community.

9.2 James Caldwell

- 9.2.1 We had a procurement review from the System office and the State of Colorado. They review all our purchases made at CNCC. There have been concerns in the past and following this review it has turned into praise for our Purchasing department and processes.
- 9.2.2 We just completed out FY audit. We currently have no findings to respond to. This is the first time that this has happened as far as Scott Rust can remember.
- 9.2.3 After almost 4-5 years of not having a P-card (purchasing card) on campus we have received our first P-card again and hope to increase that to 5-6 in the near future.
- 9.2.4 James also presented an award to Lindsey Blake for our Administrator/APT of the year for FY 2019-2020. James wanted to recognize her to the board since she couldn't be recognized in Convocation. She has been working to fix things on campus all morning.
- 9.2.5 James stated she is by far the best Facilities Director he has ever worked with.
- 9.2.6 Lindsey still ships out October 26th and will return at the end of March.

9.2.7 James provided information about the modifications that we have made for the cafeteria etc.

9.3 Keith Peterson

9.3.1 He added that we are starting.

9.3.2 We will get an invite out to everyone but we are having a Fall Kick-off event for the community. This will be on August 29th from 10am to whenever at the Softball Field on Campus. This will be to welcome to students back and to also being engaging with our community and build that relationship.

9.3.3 This is part of a larger project we are working on called Spartan Olympics. Since we don't have fall sports we will be putting together multiple events that will provide opportunity to engage with our community throughout the fall.

9.3.4 This will all be free to the community.

9.3.5 Keith added some additional information about the protocol that is now in place for Dental Hygiene.

9.3.6 Keith also added that we have worked through some difficulties for the nursing program and clinical this year.

9.4 John Anderson

9.4.1 Student Services update. They are extremely busy right now with NPS arriving last weekend and classes starting this week.

9.4.2 Today is the first official day of move in for our students.

9.4.3 New Student Orientation is Thursday and Friday this week, with the lake day at Kenney Reservoir for fun and BBQ's.

9.4.4 Returning students move in on Saturday and Sunday.

9.4.5 New Student perspective is to apply to CNCC, fill out the application, acceptance letter is now automated within 24 hours (the letter includes all the information for their next steps), then they register and or take a tour at any point, if living on campus they fill out the housing application and pay their deposit.

9.4.6 Some of our nursing students and athletes are still going to be tested, but all students are not being tested just screened right now.

9.4.7 We have set up self-monitoring stations in each dorm as well as the Johnson Building and also clinic hours. We are also working on telehealth capabilities. Each student can download an app on their phones that will take their temperature.

9.4.8 Dorms have all been single rooms unless we reach capacity and then we have had to double up some rooms upon request.

9.4.9 We set up remote offices at the dorms as well to allow the students to use the room to set up virtual meetings with our staff if necessary or they don't want to walk over to the Johnson Building.

9.4.10 Student ambassadors are working on a virtual walking tour this year.

10.0 Other

10.1 Follow-up From Last Meeting

10.1.1 Cybersecurity Instructor position – Keith is working on getting that committee together again.

- 10.1.1.1 The advisory committee for this is also working on moving forward while they can. The advisory group is large spread with a large group of experts from the Front Range.
- 10.1.1.2 We have 8 applications in the pool right now.
- 10.1.2 MSU Aviation Partnership
 - 10.1.2.1 Had a good conversation with Dr. Forrest on Friday and that was a great conversation and that relationship just continues to strengthen.
 - 10.1.2.2 No update on the Utah Valley State partnership, but we most likely won't see anything until later this semester.
- 10.2 Next Meeting – September 15th at Noon in the Weiss Conference Room

11.0 Payment of Bills

- 11.1 No new bills were presented. But the check to CNCC was \$143,000 not \$145,000
 - 11.1.1 A motion was made by Ann Brady to pay the bills as presented, seconded by Davin Boydston. Motion carried.

12.0 Adjournment

- 12.1 Meeting was adjourned at 1:09 p.m.