

**RANGELY JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES**

Regular Session  
Johnson Banquet Room  
Monday, January 9, 2017  
12 noon

**PRESENT**

Board of Trustees: Teri Wilczek, Ann Brady, Ken Parsons, and Sam Tolley

Board Members Absent: Peggy Rector

President's Cabinet Members: Ron Granger and Holly Boomer

Others Present: Jeff Grubbs, Rangely Dean of Instruction; Roger Ficken, Facilities Director; Michael Melneck, Grant Writer; Linda Gordon, RJCD Budget Officer; and Becky Dubbert, Recorder

**1.0 Call Meeting to Order:**

Regular Session was called to order by Teri Wilczek at 12:18 p.m.

1.1 Changes to the Agenda—No changes

**2.0 Consideration of Previous Minutes**

2.1 Approval of the Monday, December 12, 2016 RJCD Regular Board Meeting Minutes. Ken Parsons brought up a typo on page 1 of the December 12<sup>th</sup> minutes. *“Granger convinced Better City that CNCC would grow the aviation program at its own pace and not based on the Better City plan.”* The word “on” was inserted as a correction to this sentence. A motion was made by Sam Tolley and seconded by Ann Brady that the RJCD Board of Trustees approve the December 12, 2016 meeting minutes with the corrected typo. Motion carried.

**3.0 Action/Discussion Items**

3.1 Old Business

a. Better City Discussion—Michael Melneck mentioned that although it was not a survey about Better City, there was a survey distributed regarding what the community wanted with a new grocery store. Consensus at the meeting was that it was a poor survey and many were not sure if it would result with any helpful solutions.

3.2 New Business

a. Resolution 2017-01 to set 2017 Board meeting Date, Time and Place. Presentation: 2<sup>nd</sup> Monday of every month, Noon at Johnson Banquet Room at CNCC, 500 Kennedy Drive, Rangely, Colorado. This procedure is to be done the first meeting of each calendar year. A motion was made by Ann Brady and seconded by Ken Parsons that the Board approve Resolution 2017-01 to set Board meeting Date, Time and Place. Motion carried.

b. Resolution 2017-02 to set Board's 2017 Agenda Posting Place. Presentation: Bulletin Board in lobby of Town Hall, Front Door CNCC Johnson Building and outside Becky Dubbert's Office in the CNCC McLaughlin Building. Notice and agendas of Special Meeting or Emergency Meetings will be posted on Bulletin board in Lobby of Town Hall. A motion was made by Ann Brady and seconded by Ken Parsons that the Board approve Resolution 2017-02 to set Board's Agenda Posting Place. Motion carried.

**4.0 CNCC President's Report**

- Ron Granger reported that he asked Kelly Scott for an enrollment report and it appeared that CNCC enrollment was down 5% and not up. He explained that for budget purposes they

needed to be sure not to over-budget on the revenue side. They needed to assume that the enrollment numbers would probably not jump up.

- If the state contribution keeps dropping and enrollment continues to be down, budget-wise it may appear that items have been cut, but CNCC just needs to be much more efficient.
- Granger said that Cabinet was actually meeting on the budget later today and that they would begin meeting once a week. Even though it may seem like they're starting earlier than usual they need to set up the budget to be sure it is accurate as a working document.
- Granger reported that he and Roger Ficken would be meeting today to decide on the policy and procedure if the electricity went out on campus.
- Greg Bush, the CCCS Emergency Management Director met with Ron Granger and Cabinet to to work on how everyone on both campuses would be contacted in case of an emergency. It needs to be and "opt out" procedure so that everyone will be notified.
- Bush loved being on our campus and explained how he understood the hardware and software capabilities on both campuses. He also discussed how the Sheriff and police departments would be notified of any campus emergency.
- Holly Boomer said that she would like to brainstorm with Ann Brady about loosening up the criteria for the Steidle Scholarship for NPS so there is a solid plan set for the current class of 23 NPS students. Brady said there was a Foundation meeting scheduled for Friday, so the Steidle Scholarship could be added to the agenda.
- Boomer reported that faculty had some training coming up in February and faculty evaluations in Denver. She said that faculty also did some planning for faculty development as an in-service last week and Dr. Grubbs has further information.
- Jeff Grubbs explained that Holly had developed a great vision for faculty for teaching and having a plan on how to improve themselves. Faculty did a PolyCom meeting by skyping in a national HLC accredited faculty member to be a guest speaker on January 5th.
- All faculty members were on PolyCom in Rangely and Craig and they broke out for team-building activities by working with instructional techniques. Setting up a whole plan for faculty development. Dialoguing as faculty to teach each other—they liked it so much they will continue with more meetings in February.
- Michael Melneck stated that he and Ron Granger were working on getting an employee fundraising campaign started. If they were successful in getting something started, they could set up mini-grants through the Foundation.

## **5.0 Payment of RJCD Bills**

Linda Gordon presented the following checks for payment—one to CNCC \$244,658.60 for November 2016 operating, one to CNCC \$41,443.28 for November 2016 Capital/Maintenance and one to Linda Gordon \$1,600.00 December 2016 contact and one to Linda Gordon to reimburse for Board lunch for \$47.93. A motion was made by Sam Tolley and seconded by Ann Brady that the Board approve the checks presented by Linda Gordon as written. Motion carried.

## **6.0 Other**

## **7.0 Adjournment**

A motion was made by Teri Wilczek to adjourn the meeting at 12:43 p.m. Motion carried.