

COLORADO NORTHWESTERN COMMUNITY COLLEGE
MOFFAT COUNTY AFFILIATED JUNIOR COLLEGE DISTRICT
BOARD OF CONTROL MEETING
Regular Meeting – April 15, 2019

Board Attendees: Mike Anson, Andrew Daniels, Terry Carwile, Zachary Allen and Lois Wymore
College: Keith Peterson – Vice President of Instruction, Ron Granger – President, Keely Winger – Exec. Assist to the President, Jessica Wollman – Financial Aid, James Caldwell – Vice President of Business & Administration, Annette Burrow – ABE/ESL Director, John Anderson – Vice President of Student Services/Craig Campus, David May – Automotive Faculty, Karen Stillion – Cosmetology Instructor, Jan Rogers – Adjunct Instructor, Christy Bugay – Cosmetology Adjunct, Kathy Powell-Case – CTE Dean, Carla Anderson – Cosmetology Adjunct, Angie Miller – Director of Human Resources
Audience: Brian Mackenzie, Barbara May, Neil Folks, 7 cosmetology students
6:00 PM – Regular Meeting

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

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

2.0 Approve/Change Agenda for the meeting

Mike Anson wants to add under section 7.2 regarding the ground squirrel problem at the Bell Tower property

Andrew Daniels made a motion to approve the agenda with the addition of section 7.2, Terry Carwile seconded. Motion carried.

3.0 Executive Session

Andrew Daniels made a motion to go into executive session pertaining to 3.1 Pursuant to §24-6-402(4)(a), the purchase, acquisition, lease, transfer, or sale of any real, personal or other property interest and 3.2 Discussion pertaining to the Memorandum of Understanding State of Colorado Department of Higher Education, State Board of Community Colleges and Occupational Education for the use and benefit of Colorado Northwestern Community College and Moffat County Affiliated Junior College District, Terry Carwile seconded. Motion carried.

Zachary Allen motioned to adjourn from executive session. Andrew Daniels seconded. Motion carried

4.0 Audience Comments

No audience comments

5.0 Old Business

5.1 Lease Purchase Agreement with Memorial Regional Hospital

Jon Pfifer provided a few things regarding the lease. Zachary Allen motioned to approve the lease agreement with Memorial Regional Health. Lois Wymore seconded. Terry Carwile and Andrew Daniels abstained. Motion carried.

5.2 Update on housing

Lois Wymore provided an update regarding the proposal from Kevin following some comments/questions. He has provided additional information regarding how the "cabins" were connected and provide a great room feature. Kevin provided a video link to Lois and she is going to forward to the Board when able. Lois received several comments from cosmetology students even though issues were addressed regarding how parents would feel about concept. Mike asked if the Housing committee would be bringing a recommendation back to the Board regarding the proposal. Terry inquired about anything back from the System. Ron had sent an email over to Lois this morning.

5.3 By-laws Review and Approval

Mike Anson presented the By-laws that were reviewed and presented by Council. Andrew Daniels made a motion to approve the By-laws noted by the council, Zachary Allen seconded. Motion carries.

Andrew Daniels motions to appoint the chairman to sign the by-laws. Lois Wymore seconded. Zachary Allen abstained. Motion carried.

6.0 Action Items

6.1 Lois Wymore made a motion to approve the minutes from the March 25, 2019 and the Treasurer's Report, seconded by Terry Carwile.

6.2 Andrew Daniels made a motion to accept both Memorandum of Understanding State of Colorado Department of Higher Education, State Board of Community Colleges and Occupational Education for the use and benefit of Colorado Northwestern Community College and Moffat County Affiliated Junior College District, with the Chairman's authority to sign on behalf of the Board. Zachary Allen seconded. Motion carried. Council has made some changes to the MOU. Jon Pfiffer stated that changes that he advised to the Board. He also stated that he was comfortable with the board moving forward with the changes.

7.0 New Business

7.1 Cosmetology Presentation

Karen Stillion talked about why Cosmetology is here. Cosmetology has 12 total students right now. Most students are within 100 mile radius. The program has 60 credits that run a full year.

7.2 Ground squirrel issue on the Bell Tower property

Mike inquired regarding what the college did last year pertaining to the issue. A local resident called Mike and complimented how the ground squirrels were the best they have ever been. She recommended that we continue to do annual mitigation to make sure the issue does not get bad again. This information has been passed along to our Facilities Director.

8.0 President's Report, Ron Granger

Ron presented regarding that last week in Denver there were two banquets to recognize our Rising Star recipients and our Annual Employees who received awards. Karen Stillion, Dana Armstrong and Carol Sharp received their awards today during a small presentation. Ron also presented that Karen is planning on retiring at the end of this year. We are going to miss her following her retirement. Ron also provided information regarding some dates that are significant in the month of April and May. Ron specifically mentioned the ALICE training on the Craig Campus Friday, he also mentioned the athletic banquet on the 23rd, the nursing pinning on the 3rd at the High School auditorium, and we also have our Faculty luncheon on May 4th prior to graduation. Ron also provided information regarding legislatures, the legislators have sent the long bill to the joint budget committee because the Senate and House didn't agree. The disagreement is \$100 million they wanted to give to transportation and we didn't know where that money was going to come from and the fear was it was going to come from Education. The money will not come from Education but six or so other areas. This will help us out as far as the money we will receive from the State, we should see a 13% increase. Lois Wymore requested more notice regarding upcoming events.

9.0 Vice President of Student Services/Craig Campus

John presented that this campus saw grow in Spring and we are looking to keep growing for Fall. We have hired a few new employees has started middle of March through first part of May. Jennifer Businger, Advisor, Bryant Cox, Recruiter, Sasha Nelson, Community Education, Remington Sokol, Exec Assist to VPSS. John also stated that we have posted for a Campus Life Coordinator on the Craig campus that will also provide coverage at the front desk after hours. John also talked about the luncheon last Friday and how several employees were recognized for all of their hard work during the time without an Administrator on campus. Zachary Allen inquired if more programs could present regularly which helps him as a Board member provide more information and spread the word throughout the community. Lois Wymore commended John on stepping up with regards to the Bell Tower. Mike also asked that John keep the Board up to date on things happening on the Campus.

10.0 Vice President Instruction Report, Keith Peterson

Keith presented that he attended the Higher Learning Commission Annual meeting in Chicago last week. We are halfway through our assurance and compliance process. The next few years are data collection. He also addressed the Concurrent Enrollment position and that the Board could have a notice as soon as tomorrow and as late as end of week. They are working through additional job/position details prior to the formal notice going out. Keith also complimented Karen and Dana with regards to their awards at the college and also proud of Carol. He also recognized Liz Johnson who is our lead Science Faculty who was recognized and honored as the Colorado State University Faculty of the Year. Liz will be going down to receive the award in person on the 3rd and then buzz back for graduation on the 4th. Terry Carwile inquired about a press release recognizing Liz, because it is a big deal.

11.0 Vice President Business & Administration, James Caldwell

James presented that IPEDS were completed last month as well as the HLC annual reporting. He has received the budget book and the first round is due on May 10th. Controller update, we expect to extend an offer this week to a candidate. James also provided a draft budget. Mike mentioned the Trapper Property Insurance and the General Liability Trapper & Vacant Land, that we don't need those line items or they need modified. Broadband also went away, and maybe increase the Election Expense line item. James intends to work with Judy Lewis on some final numbers. Terry Carwile would like to schedule a budget workshop an hour or two hours before the next board meeting. Andrew Daniels inquired about sports allocation as well as the tuition buy-down. Andrew Daniels would like to see the tuition buy-down to remain the same as he feels that the numbers have proved to be beneficial to the Craig Campus. Andrew also inquired about the need for the ECE program. James provided an update regarding the loss of faculty lead and we are looking at "relaunching" the program in hopes of it growing. Keith provided additional information pertaining to the program. Mike inquired about the large Science/Paleo line items. It is pertaining to the additional salary for an additional faculty member in science as well as help Liz to focus on the Paleo program growth. Zachary Allen inquired about seeing a whole college budget from a high level.

12.0 Foundation Liaison Report, Terry Carwile

Terry deferred to the Foundation Director, Sue Samaniego. Sue spoke about the Annual Foundation Dinner, with final numbers of over \$72,000 net. This was the 15th year this was held. The event cost \$4500 total to run which is what allows us to collect as much as we do. The scholarships are for primarily retention purposes to keep students who might not have been able to return but with the scholarship can. Sue also spoke regarding a Craig Golf Tournament as a large fundraising event.

13.0 City Council Liaison Update

Mike asked Brian Mackenzie to ask the council when he is sworn in to have a liaison

present.

14.0 Other Business

15.0 Adjourn

Andy Daniels made a motion to adjourn the meeting at 7:27. Zachary Allen seconded.
Motion carried.

Respectfully submitted by:

Zachary Allen, Board Secretary