



MINUTES
College of Western Idaho Board of Trustees
December 11, 2008
Main Campus Academic Building
Room 119
Nampa, Idaho

A meeting of the Trustees for the College of Western Idaho (CWI) was held December 11, 2008 at the Boise State University Campus Building in Nampa, Idaho.

Present:

Jerry Hess, Chairman
Mark Dunham, Vice Chairman
Mary (M.C.) Niland, Secretary
Guy Hurlbutt

Absent:

Hatch Barrett (Excused)

Call to Order and Introductions

Chairman Hess called the meeting to order at 9:00 a.m. and asked for introductions.

M (Dunham): to approve the agenda as presented with the addition of an Executive Session. Motion carried unanimously.

Canvas the Elections.

M (Niland): to certify election results as presented. Motion carried unanimously.

Chairman Hess thanked the Trustees, staff and Rich Stover, Attorney, for the herculean effort put into the startup of the community college. Chairman Hess referred to the Vision Statement and stressed the importance of carrying the vision of CWI to its fullest potential. In eighteen months a phenomenal amount of progress has been made, but keep the vision and remember to focus on the population that needs the community college the most. "A rising tide raises all boats."

Oath of Office.

Cheryl Wright, Election Official, administered the Oath of Office to the five Trustees and presented each Trustee with a Certificate of Office.

Election of Officers.

Vice Chairman Dunham asked for nominations for the office of Chairman.

M/S (Niland/Bastian): to appoint Guy Hurlbutt as Chairman. Motion carried unanimously.

M/S (Dunham/Ray): to appoint Mary (M.C.) Niland to Vice Chair. Motion carried unanimously.

M/S (Niland/Bastian): to appoint Mark Dunham as Secretary/Treasurer. Motion carried unanimously.

Chairman Hurlbutt accepted the nomination. Chairman Hurlbutt thanked Jerry Hess and expressed great appreciation for his service. "Jerry Hess is truly a treasure of the Treasure Valley."

Chairman Hurlbutt welcomed Stanley J. Bastian and Tammy W. Ray to the Board and asked each of them to give a summary of why they ran for election.

Tammy W. Ray indicated she has a strong desire to serve, is passionate about education and is proud to serve on the Board of Trustees for the College of Western Idaho.

Stanley J. Bastian indicated the following: The Treasure Valley has hundreds of thousands of people who have not been served by a community college. Being raised in a family with a single parent and having worked at an early age to help support the family, I was one of those students who squeaked by high school, but did not realize my full potential. There was a community college nearby. This community college can be a huge asset that can bless people's lives.

Minutes.

The minutes for June 12, October 21st, November 5th and November 25th, 2008 were presented.

M/S (Dunham/Niland): to approve all presented minutes with minor typographical corrections. Motion carried unanimously.

Financial Report.

Cheryl Wright reviewed the financial reports and answered various questions from the Trustees.

The holdbacks from the Governor's office were discussed. Cheryl informed the Board that the Idaho State Division of Financial Management, Idaho Legislative Services and the SBOE have requested a memo be issued by the college discussing the impact of those holdbacks, due next Wednesday, December 17.

President's Report.

Chairman Hurlbutt thanked Dr. Griffin and the staff for the effort put forth by everyone. President Griffin welcomed the new officers and members of the Board, thanked Cheryl Wright for all of her work and expertise and reported on the following:

- Selland College Meeting.

Selland College members are anxious about the transfer, and are looking forward to being a part of CWI. President Griffin and Vera McCrink plan to meet regularly to review and address questions.

Monthly Summit meetings will continue with representatives from Boise State University (BSU), the College of Southern Idaho (CSI), SDPTE, State Board of Education (SBOE) Office, and Governor Otter's office.

We are moving ahead on the inventory of Selland.

- Audit Firm.

The audit firm has started the annual audit. Their report will be presented in the January regular meeting.

- JFAC.

I met with CSI leadership to discuss presentations to JFAC. We want to maintain a cooperative effort. We will probably want to request supplemental funding for FY2011.

- Hiring faculty.

Highly qualified candidates have been hired for both full time and part time faculty. Secretary Dunham expressed concern that the Adjunct faculty position has the same required qualifications as the full time faculty. Dr. Watson, EVPI, responded there are different qualifications for professional technical education faculty than there are for academic transfer faculty. According to the accreditation partnership with CSI, CWI is required to maintain the same qualifications that CSI has set.

Secretary Dunham stated that the requirement for adjunct faculty to have a Master's degree is short-sighted. Vice Chairman Niland expressed agreement with Dunham.

President Griffin responded the standards were set by CSI in their accreditation process. Trustee Bastian asked if CWI will be allowed to adjust the standards for adjunct faculty after CWI reaches candidacy status. President Griffin stated yes and further stated that he agrees with Trustees Dunham and Niland.

- Grand Opening.

The grand opening for the college will be held the week of Jan 12. Faculty will start, and the President will address the faculty. Grand Opening ceremonies will be held January 13th where the Governor has agreed to speak and other dignitaries have been invited as well.

- Bookstore.

CSI offered to run CWI's Bookstore for two years.

- Branding.

Secretary Dunham held a discussion on the branding document and the current marketing campaign. Several trustees stated that they have received some negative feedback. President Griffin stated the ads are not directed towards any one University, and we are in a highly competitive market. Vice Chairman Niland stated she has heard both sides, and the students have responded favorably. Chairman Hurlbutt asked President Griffin to keep in mind to remain collaborative and cooperative with the other institutions. Secretary Dunham has received negative

feedback from several people including Legislators. He struggles to find the offense, but we have to recognize that it is there.

- Signage for Main Campus.

There was a consensus on the dark background for the main entrance sign. Rich Stover stated the SBOE's concern of signage has not been resolved and suggested the sign be structured to accommodate a sign for BSU.

Vice Chairman Niland stated it is critically important to engage the community and continue to give opportunities to local businesses and not automatically go to a governmental entity.

Secretary Dunham requested getting a proposal from a local sign company before going with BSU Print Shop.

- Candidacy.

President Griffin met with CSI Leadership. The plan is to apply for Accreditation Candidacy in June (candidacy potentially in summer 2010). This is faster than usual, but according to CSI President Beck it is possible.

- SBOE meeting last week.

President Griffin, as host, gave a report that was well received. The SBOE was very complimentary.

- The Teach Out Agreement with BSU was approved.

- Land Transfer.

A Special Meeting will be held tomorrow, December 12, at 3:00 pm, with the SBOE to address remaining issues. BSU President Kustra and BSU graciously presented President Griffin and CWI with a large aerial photo of the Nampa campus.

Chairman Hurlbutt is planning a second meeting with the CSI Board and noted the need to meet with the NIC Board as well. If the NIC Board comes to the Treasure Valley the CWI Trustees would like to meet with them.

Facilities Relocation Plan.

Dave Teater, Consultant, presented the Facilities Relocation Plan. Vice Chairman Niland asked if there was any planning for new programs and growth. Dave Teater replied the plan was for the existing programs within Selland College in order to meet the deadlines for moving the programs off the BSU campus.

Trustee Bastian asked how the transition plan will fit into the Campus Master Plan. The Board has given us direction to have a major presence in Ada County/Boise, plus we committed to freeing up 31,000 square feet on the Boise State University campus. Bastian stated we need to be cautious about making temporary decisions that we might be stuck with for many years.

Mr. Teater stated CWI has some contractual obligations that are affecting the timing of some of the decisions. Secretary Dunham stated the Board put the Campus Master Plan on hold for many reasons; one was that we did not have a strategic plan finalized as the SBOE had not

approved the transfer of the property; and the instructional plan needs to be finalized prior to moving forward on the Campus Master Plan.

Executive Session pursuant to Idaho Code 67-2345 (1) (c)

M (Chairman Hurlbutt): to move to Executive Session pursuant to Idaho Code 67-2345(1)(c) to conduct deliberations . . . to acquire an interest in real property which is not owned by a public agency. Motion carried by roll call vote at 10:45 a.m.

M (Hurlbutt): to move to regular session. Motion carried unanimously at 1:15 p.m.

Secretary Dunham authorized President Griffin to move forward with the negotiations on the potential lease property.

Advisory Council.

Vacated until January meeting

Presidential Search.

Chairman Hurlbutt indicated some of the candidates appear to have no community college experience, and suggested a reference check be made before a final decision is made.

M/S (Dunham/Bastian): to contract with ACCT to conduct the Presidential Search for CWI pending a reference check. Motion withdrawn.

Vice Chairman Niland suggested a conference call be scheduled in one week. Staff was asked to send a list of questions to Trustees.

Student Enrollment Update.

Dr. Watson stated Dean Terry Blom has been doing the work of three jobs: Dean of Admissions for Selland College, CWI, and Dean of Student Services. Dean Blom's staff is also to be commended.

Dean Blom presented the latest Funnel Report for Spring 2009. Though the numbers do not look that impressive, the process is cumbersome due to dual entry requirements with CSI and the Financial Aid at CSI uses a third system. There are approximately 30 students registered in the CSI system that are transferring to CWI in spring, but the system does not show those students as CWI enrollees yet. There is a backlog due to the Datatel system requiring manual processing at this point rather than automatic download.

The One-Stop student service center is open every Tuesday evening and Saturday in addition to the regular work week. We are continuing with Selland registration and communicating how the transition affects the students. CWI is hosting meetings with the Selland students to explain the teach-out agreement with BSU and how that will affect them. A new student welcome and orientation is scheduled the week of Jan 12th. The Bookstore will be open, plus they will be able to participate in the Grand Opening.

Though the current marketing campaign has not had blanket approval, it does resonate with the students. Most students are jumping over being a prospect to the application process. They have been waiting for us! We have a lot of students with a great deal of interest and we are working hard to process them.

Vice Chairman Niland asked for a projection on the number of registered students. Dean Blom stated that based on a flat line the number would be 1200 to 1500 students. Niland asked what the maximum capacity for January would be, Dr. Watson stated for anything over 2,000 we would have to "hustle".

Policies.

Chairman Hurlbutt stated the Board decided in an earlier meeting to have as few policies as possible. The policies were categorized into four broad categories: Board Policies, Employee Policies, Faculty Policies and the catalog. The policies in the Board packet are the first category of Board Policies. There are some policies with minor typographical errors that Hurlbutt asked Rich Stover and Cathy Hampton to correct and bring back to the Board in January.

M (Bastian): to approve the Board policies of the second reading with changes, with the exception of those that were tabled. Motion carried unanimously.

Old Business.

Regularly scheduled meeting time was discussed. It was agreed by consensus to keep the third Tuesday of each month starting at 9:00 a.m., and to hold some of the meetings in Ada County. The Ada County meetings will be scheduled at the next Board meeting.

Campus Master Plan discussion.

Chairman Hurlbutt voiced concern about reaching a state of urgency in keeping our commitment to move the Selland programs.

M (Bastian): to instruct and authorize staff to continue the Campus Master Plan to its conclusion. Motion carried unanimously.

Chairman Hurlbutt instructed the original committee, which includes himself and Trustee Niland, to review the RFQ responses, narrow the candidates down and present three finalists to the Board as soon as possible.

New Business.

No new business.

Adjourn.

Chairman Hurlbutt adjourned the meeting at 3:55 p.m.



Mark Dunham, Secretary

2-17-09

Date