



**Board of Trustees Meeting Minutes
10:00 a.m.**

**Nampa Civic Center, Banquet Room
311 3rd St. S, Nampa ID 83651**

May 21, 2019

CALL TO ORDER

Chairman Smyser called the meeting to order at 10:00 a.m.

ATTENDANCE

TRUSTEES:

Skip Smyser, Chair
Mark Dunham, Vice Chair
Mary Niland, Secretary/Treasurer
Molly Lentz
Annie Hightower

ALSO PRESENT:

Alexis Malepeai-Rhodes, Executive Director, Institutional Effectiveness
Ashely Smith, Communications Representative III, Communications & Marketing
Audrey Eldridge, Director, Marketing & Communications
Bert Glandon, President
Brian Cuttlers, Manager III, Institutional Research
Christi Rood, Assistant Vice President, Economic Development
Christian Purvis Aldrich, Associate Professor, English
Colleen Conklin, Instructor, Medical Administrative Support
Craig Brown, Executive Vice President, Operations
Denise Aberle-Cannata, Provost
Gary Thomas, Instructor, Math
Holly Paquette, Instructor, Biology
Janel Holt, Assistant Professor, Spanish
Joy Palmer, Department Chair, English
Justin Vance, Department Chair, Culture & History
Kevin Platts, Director, Public Safety Programs
Kim Scheffer, Instructor, Connecting With Ideas
Kristin Clovis, Sr. Analyst, Budget Office
Lynne Tucker, Instructor, English
Laura von Boecklin Mulkey, Executive Director, Foundation

Lillian Talley, Vice President, Human Resources
Mark Browning, Vice President, College Relations
Malcolm Diamond, Vice President, Faculty Senate
Marianne Nelson, Support Faculty, Biological Sciences
Marisa Vitek, Administrative Assistant II, Fire Service Technology
Meagan Newberry, Assistant Professor, English
Max Shue, Assistant Professor, Spanish
Ryan Randall, Librarian
Ryan Witt, Instructor, English
Susan Fujinaga, Comptroller, Business Office
Staycee Kopp, Administrative Assistant III, Instruction
Stephanie Ritchie Breach, President, Faculty Senate
Steve Berenter, In-House General Counsel
Teresa Rich, Assistant Professor, Biology
Tony Meatte, Vice President, Finance and Administration

VISITORS

Darcy Holcomb, Retired
Erin Bamer, Idaho Press
Jani Revier, Idaho Department of Labor
Mitch Minnette, Nampa Chamber of Commerce
Tina Polishchuck, Idaho Department of Labor

EXECUTIVE SESSION

Chairman Smyser recommended the Board amend the agenda as there did not appear to be a need for the Board to go into executive session.

(M/S) HIGHTOWER/NILAND MOVED THAT THE AGENDA BE AMENDED BY WAIVING THE CONVENING OF AN EXECUTIVE SESSION AND MOVING THE PRESIDENTS’S CONTRACT AGENDA ITEM TO AFTER THE CALL FOR PUBLIC COMMENT. MOTION PASSED.

PUBLIC COMMENT

- Faculty Senate President Ritchie Breach asked the Board if there was a response to the concerns set forth in the Faculty Senate’s letter presented to the Trustees in the April 23 meeting.
- Chairman Smyser acknowledged the concerns presented by Faculty Senate as well as other correspondence from faculty and staff had been considered and discussed in executive session during the Special Board meeting on May 13. The outcome would be presented during the Board meeting.

PRESIDENT’S CONTRACT

- Chairman Smyser read a statement from the Board of Trustees
 - The Board of Trustees are tasked annually to review its performance as well as the performance of the President.
 - The Board of Trustees acknowledge the growth and leadership of CWI among community colleges in the state are attributable to President Glandon’s relationships with the

business and academic communities in Idaho and deference provided to his knowledge and experience.

- The Board of Trustees has received concerns from members of the campus community about the decision making processes of the Board and CWI Administration.
- The Board of Trustees and the President are working together to create and implement a plan that would help rebuild relationships and foster a culture of inclusion.
- Chairman Smyser submitted a letter received by the Board from a group of faculty which expressed support for President Glandon and CWI Administration
- Both the Statement of the Board of Trustees and the letter of support will be added to the meeting records as requested by Chairman Smyser.

(M/S) DUNHAM/LENTY MOVED THAT (1) THE BOARD FIND THAT THE PRESIDENT HAS SATISFACTORILY DISCHARGED HIS DUTIES AS PRESIDENT IN THE CURRENT YEAR SUCH THAT THE AUTOMATIC RENEWAL OF THE PRESIDENT’S AS CONTEMPLATED BY SECTION 4 (C) OF THE AGREEMENT IS PROPER; (2) THAT DR. GLANDON BE GRANTED A STANDARD SALARY INCREASE WHICH INCLUDES A FLAT AMOUNT OF \$550 AND 2% OF HIS SALARY; AND (3) THAT THE BOARD CHAIR BE AUTHORIZED TO EXECUTE ANY DOCUMENTS NECESSARY TO EFFECTUATE THE INTENT OF THIS ACTION BY THE BOARD. MOTION PASSED.

CONSENT AGENDA

(M/S) DUNHAM/LENTY MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED.

STUDENT HIGHLIGHT VIDEO

- President Glandon shared a video of Elizabeth Carter, a Liberal Arts graduate, who served as the President of CWI’s chapter of Phi Theta Kappa Honor Society, Beta Sigma Pi.

BOARD COMMITTEE REPORTS

- **FOUNDATION**
 - Trustee Lenty stated that the Foundation Board met last week where three new Board Directors were introduced:
 1. Clint Child, VP of Operations & Chief Nursing Officer- St. Alphonsus- Nampa;
 2. Ben Chaney- SVP Regional Treasury Manager- First Interstate Bank;
 3. Connie Miller & President/ CEO- Icon Credit Union.
 - Trustee Lenty noted a fourth Board Director, Kelly Olson, President- Western States Company would also be joining the Foundation.
 - Executive Director Mulkey identified for the Board all of the current Foundation Board Directors.
 - Trustee Lenty stated that the Foundation Board is preparing for the Opening Doors scholarship dinner on October 2. The Foundation is actively reaching out to the community to make table reservations and sponsorship opportunities.

- Trusty Lenty stated that the Foundation has contracted with David Alexander to help facilitate a Foundation strategic planning session that will take place in September.

- **COMMUNITY OUTREACH**

- Trustee Dunham and Vice President Browning presented the community engagement goals, timeline, and survey results.
- Trustee Niland requested an alternative way to thoroughly capture which service groups the Trustees wish to participate in going forward.
- Trustee Lenty requested that a current inventory of service groups the Trustees are participating in be provided.
- President Glandon suggested the Trustees send Chairman Smyser a list of service groups in which each member is currently participating.
- Vice President Browning agreed to send an email to each Trustee asking for a current inventory of service club involvement.
- Trustee Niland requested faculty/staff be asked about their involvement in the community and those service clubs in which they participate.
- Chairman Smyser expressed his interest in CWI developing a robust “speakers bureau” that would call on Trustees, Administration as well as faculty that would be willing to volunteer to speak to service clubs and organizations.
- Trustee Lenty requested in addition to collecting the current inventory of involvement in the community that Vice President Browning also collect the service groups and organizations the Trustees believe would be of value to participate in going forward.

- **POLICY**

- Trustee Hightower met with the Policy Committee and reviewed several policies including the Employee Complaint policy which is in the process of being revised.
- Trustee Hightower stated that the Board Governance policy has one section that has been revised and needs Trustee approval as presented.

(M/S) LENTY/NILAND MOVED TO APPROVE THE REVISIONS TO THE BOARD GOVERNANCE POLICY AS PRESENTED. MOTION PASSED.

- **FINANCE COMMITTEE**

- Trustee Niland requested that Vice President Meatte present the Finance Committee report.
- Vice President Meatte presented the April 2019 Financials.
- Vice President Meatte presented the first reading of the FY20 Budget.
- Trustee Niland requested clarity regarding the approval process for Budget Managers.
- Vice President Meatte agreed to provide the spending policies and approval process for Budget Managers prior to the next meeting.
- Chairman Smyser requested a follow up to information about County fees.

- Vice President Meatte agreed to provide information related to County fees prior to the next meeting.
- Trustee Lenty requested a breakout of travel and meal expenses.
- Vice President Meatte agreed to provide information to the Trustees related to travel and meal expenses prior to the next meeting.
- Vice President Meatte reviewed the proposed FY20 Changes in Employee Compensation (CEC) and requested Trustee consideration of approval in advance of the second reading of the FY20 budget.

(M/S) NILAND/DUNHAM MOVED TO APPROVE THE PROPOSED CHANGE IN EMPLOYEE COMPENSATION (CEC) FOR FY20 AS PRESENTED. MOTION PASSED.

- Vice President Meatte reviewed the Intent to Renew Certificate of Participation (COP) and requested Trustee consideration for approval.
- Discussion:
 - Renewing the Certificate of Participation is required annually.
 - Executive Vice President Brown clarified that COP purchased properties include: Aspen Creek Administrative Building, Aspen Creek Classroom Building, Multipurpose Building and the land/parking lots associated with the properties.
 - Trustee Lenty recused herself from this vote due to a possible conflict of interest.

(M/S) NILAND/DUNHAM MOVED TO APPROVE THE PROPOSED RENEWAL OF THE CERTIFICATE OF PARTICIPATION (COP) AS PRESENTED. MOTION PASSED.

- Vice President Meatte reviewed the proposed FY20 Tuition & Fees and requested Trustee consideration for approval.
- Trustee Dunham suggested at some point student fees will need to be re-evaluated and possibly raised to continue to support new and existing facility costs.
- Trustee Niland requested a report that details the history of tuition and fees and how facility fees if any are spent.
- Chairman Smyser suggested that the Board of Trustees may need to set up a conference call to discuss student fees further.
- Vice President Meatte agreed to send the Trustees a report showing the various fees from the past and present.
- No motion was made nor was a vote taken at this time with a request for further discussion at the June meeting.

JOB CORPS PILOT PROJECT: REVIEW STATEMENT OF INTENT (SOI) BETWEEN CWI AND THE IDAHO DEPARTMENT OF LABOR (IDOL)

- IDOL Program Manager, Tina Polishchuk gave a presentation regarding the transition of the program from the Federal Government to the State of Idaho and the proposed partnership between Idaho Job Corps and CWI.

- Executive Vice President Brown presented the Statement of Intent (SOI) between CWI and IDOL and requested Trustee approval of the Statement of Intent (SOI).

(M/S) LENTY/HIGHTOWER MOVED TO APPROVE THE PROPOSED JOB CORPS PILOT PROJECT STATEMENT OF INTENT (SOI) BETWEEN THE COLLEGE OF WESTERN IDAHO AND THE IDAHO DEPARTMENT OF LABOR. MOTION PASSED.

UPDATE ON STRATEGIC PLAN

- Executive Vice President Brown and Executive Director Malepeai –Rhodes presented Strategic Plan information to the Trustees for review.
- Chairman Smyser noted that the information provided required time for the Trustees to review and a follow up discussion will be scheduled in the June meeting.

FOR YOUR INFORMATION: PROPOSED STATE LIQUOR STORE REQUEST ON FRANKLIN ROAD

- President Glandon advised the Trustees of a proposed State Liquor Store location for Franklin Road.
- The Trustees did not express concern or objection to the proposed use and location.

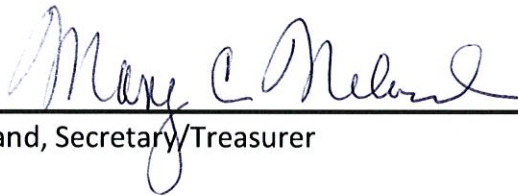
CHAIR'S REPORT

- Chairman Smyser expressed on behalf of the Board of Trustees the Board wishes to see relationships heal, develop, and expanded. Future Town Hall meetings will be considered to help facilitate the development of those relationships.
- Chairman Smyser expressed his sincere appreciation to faculty, staff and administration for their efforts in pursuit of our student success. In addition, Chairman Smyser expressed appreciation for the behind-the-scenes effort given to the commencement ceremony that honored CWI graduates.
- Chairman Smyser has requested that any materials that will be discussed or voted on by the Board of Trustees be given to the Trustees 30 days in advance.

PRESIDENT'S REPORT

- President Glandon presented information to the Board of Trustees in advance of his one-on-one meetings with each Trustee.

Chairman Smyser adjourned the meeting at 1:38 p.m.



Mary Niland, Secretary/Treasurer



Date Signed