



Board of Trustees

Meeting Minutes

Time: 1:00 PM

ZOOM Video Conference
NADM President's Conference Room

February 10, 2022

CALL TO ORDER

Chair Lenty called the virtual meeting to order at 1:00 p.m.

PLEDGE OF ALLEGIANCE

VISITOR INTRODUCTIONS

Cory Johnson, Cushing Terrell
Charlie Deese, Cushing Terrell
Mitch Minnette, Nampa Chamber of Commerce

CWI MISSION STATEMENT

Trustee Hightower read the CWI Mission Statement.

THE COLLEGE OF WESTERN IDAHO IS COMMITTED TO EMPOWERING STUDENTS TO SUCCEED BY PROVIDING AFFORDABLE AND ACCESSIBLE EDUCATION TO ADVANCE THE LOCAL AND GLOBAL WORKFORCE.

CALL FOR PUBLIC COMMENT

ATTENDANCE

TRUSTEES:

- MOLLY LENTY, CHAIR
- CHERIE BUCKNER-WEBB, VICE CHAIR
- JIM REAMES, SECRETARY/TREASURER
- ANNIE HIGHTOWER, TRUSTEE
- SAMANTHA GUERRERO, TRUSTEE

ALSO PRESENT:

Gordon Jones, President
Denise Aberle-Cannata, Provost
Craig Brown, Executive Vice President, Operations
Karl Spiecker, Vice President Finance
Ryan Herring, Vice President Human Resources
Aaron Whitman, Facilities Planning Manager
Alexis Malepeai, Executive Director, Institutional Effectiveness
Andrea Fontaine, General Counsel
Ashley Smith, Representative III, Communications

Audrey Eldridge, Executive Director, Communications & Marketing
Chad Trisler, Dean of Students
Christi Gilchrist, AVP, Economic Development
Connie Black, Registrar
Courtney Colby Bond, Dean, Center for Teaching & Learning
Courtney Santillan, Dean, Social Sciences & Public Affairs
Danielle Persinger, Librarian, Collection Management
Erica Compton, Director, Advising
Gabby Minor, Administrative Assistant
Gloria Keulman, Administrative Assistant
Gordon Hynes, Director, Budget
Janice McGehee, Executive Assistant to the President
Jeff Flynn, Executive Director - Facilities Planning and Management
Jenee Snyder, Director, Financial Aid
Jennifer Colley, Executive Director-Human Resources
Jessica Downing, Manager, Sr. Creative
Jordan Mendoza, Sr. Research Analyst
Judd Constantine, Audio Visual Project Manager
Justin Vance, Dean, Arts & Humanities
Kae Jensen, Dean, Math
Katie Driever, CWI Budget Analyst
Kelly Steely, Dean, Business, Communications & Technology
Kristi Martin, Executive Assistant to the Provost
La Dawn Anderst, CWI Foundation
Laura Brown, Executive Administrative Assistant
Maia Kelley, Associate Professor, Math
Malcolm Diamond, Assistant Professor, Welding & Metals Fabrication
Mark Westcott, Director, User Services
Mary Jo Hayes, Comptroller
Michael Chacon, Chief Information Officer
Michael Jensen, Director, Foundation
Michelle Haviland, Assistant Director, Financial Aid
Morriah Marks, Executive Assistant, College Relations
Patrick Tanner, Assistant Vice President, Enrollment & Student Services
Ross Hosking, Videographer
Stan Niccolls (Guest)
Stephanie Boren, CWI Foundation
Tami DeBoer, Program Manager
Valerie Lee, Assistant Director, Tutoring Services

CONSENT AGENDA

**(M/S) VICE CHAIR BUCKNER-WEBB/SECRETARY REAMES MOVED TO APPROVE THE
CONSENT AGENDA AS PRESENTED. MOTION PASSED**

PRESIDENT'S REPORT

President Gordon Jones reviewed his first 30 days as President of CWI. Much time has been spent with Legislators as well as meeting with many of the various stakeholders in the community.

President Jones stated he is looking forward to cultivating the current CWI culture through advocacy opportunities as well as strategic partnerships, such as the partnership with Harvard Business School coming in May.

Executive Director, Audrey Eldridge reported two CWI students, Alex Mitchell and Cameron White joined Tatum Jones of BSU, to take first place and a cash prize of \$12,000 in the first year Cyber Entrepreneur Challenge.

BOARD COMMITTEE REPORTS

a. COLLEGE RELATIONS

Communications & Marketing - Presented by Executive Director, Audrey Eldridge

- New Mission Statement is being implemented throughout the website and updating print collateral as well.
- Planning for Summer and Fall Registration
- CWI night at the Steelheads was very successful with over 500 CWI tickets sold and (2) \$2,000 scholarships awarded.

Government Relations/Legislative Session Overview presented by Ashley Smith.

- State/Local media interviews.
- Sharing CWI's Community and Government Relations Strategy through meetings with Legislators and Community Stakeholders.
- Helped prepare the JFAC and the Germaine Community presentations.
- Events attend were the Boise Chamber Legislative Forum, as well as the Idaho Black Community Alliance launch.
- Upcoming events include;
 - Nampa Chamber Ag Forum at the Idaho Center
 - Senate Congressional Forum, February 24
 - CWI Tour with Idaho Power CEO Lisa Grow, in March.

Foundation Update presented by Director, Michael Jensen

- Scholarship Update
 - A \$25,000 Micron Foundation Scholarship was received
- Teens for Trades Tour of CWI Apprenticeship Programs
 - Potential partnership/collaboration with Thomas Alquist.

- Amazon Tour
 - Amazon toured CWI Apprenticeship programs
 - Interest in Scholarships and Adult Basic Education
 - CWI Student Food Panty Donation
- Economic Development and New Contact Dashboard
 - 105 new contacts made this month.
 - Met with Star Mayor, Trevor Chadwick
 - Next Steps Idaho
 - Met with several IT companies and agencies.
- CWI Night at the Steelheads
 - Fantastic Success with over 500 Tickets sold, with a portion of those sales going back to the Scholarship Program.
 - Awarded two scholarships of \$2,000 each.

b. STUDENT SUCCESS

- Chad Trisler, Dean of Students and Title IX Coordinator, reviewed programs the Student Affairs Department encompasses; Counseling & Wellness Services, Student Support Services, Student Engagement, Respectful Community, Title IX, and CARE Team.
- Welcoming the newest Otters to CWI
 - One in three are parents of children under 18.
 - 50% are first-generation students.
 - 97% want to be engaged beyond the classroom.
- Making College Accessible and Supportive
 - Over 600 students are served by Student Disability Services (SDS).
 - Veteran and Military families make up 5% of the student population.
 - Half of incoming students noted at least one factor affecting progression.
 - Provide mental health support, housing and basic needs support as well as providing them access to community resources.
- Making College Transformative and Engaging
 - Students are looking for a mentor, want to network with faculty and staff and have requested information about support for an aspect of the demographic identity.
 - Students want to be connected, and those who are engaged are more successful and have higher GPA's.
 - Title IX Resource Conference for Student Support.
 - Trustee Reames thanked Dean Trisler for the energy and focus going into a mentorship program.
 - Vice Chair Buckner-Webb asked what are the demographics of the current student body?

- Vice Chair Buckner-Webb asked when you are looking for mentors for diverse students, are you looking only for someone who is part of the college environment or someone from the community, or both? Dean Trisler stated the program being set up currently would engage students to become peer mentors, because we can get a cohort of them trained.
- Chair Lentz stated several years back that there was a formal mentoring program with leaders from the business community. Perhaps some of those original mentors might be willing to lend their support again by working with students.

c. POLICY

Presented by Trustee Hightower

- There were no College Policy updates this month.
- Trustee Hightower reviewed HR Policy #6 – Suggesting in the future possibly adding and expanding language to Policy #6 to be more descriptive of what is currently being done in Student Services.
- Board Governance Policy #3 revision is to update the language from “Five” Year Program Plan to a “Three” Year Program Plan. The SBOE changed their program plan from five to three years several years ago, and this policy revision is bringing our policy in line with the SBOE’s plan. An action item will be brought to the board for a vote at the March Meeting.
- Trustee Hightower asked for feedback from the board regarding having a timeline of when items need to be reviewed by the Trustees. EVP Brown will send an electronic document (Recurring Agenda Items list) to the Trustees to help in understanding the meeting agenda cadence.

d. FINANCE

Presented by Vice President Finance, Karl Spiecker

- Secretary Reames did some homework on how student enrollment is related to, and affected by, unemployment rates. Secretary Reames reminded the Board to ask the question, how can CWI position ourselves to get more students enrolled than should technically be possible, given the current economic and unemployment environment?
- Second Quarter Financials
 - Short-term investments have increased by \$11.8 million.
 - Assets grew by \$14 million.
 - Lease Capitalization was reviewed.
- Second Quarter Investment Returns
 - \$96 Million invested.
 - Vice President Spiecker provided a summary of long-term and short-term investments.

- Currently, there is not a great return on long-term investments and a future recommendation may be to spend some of these funds on capital assets through the visioning process.
- General Council, Andrea Fontaine, notified Vice President Spiecker per State Statute 57-135 (1921), a Treasurer's Report should be included with the monthly board materials packet. A one-page report will be included beginning in March.
- Spring Tuition & Fees Revenue were down -9.4% over last year (excluding Dual Credit).
 - Dual Credit Revenue is up by 13.0%
- Potential Changes to the Budget – There were none.
- Secretary Reames asked, what is the probability CWI would make more on investments than inflation, or will our investment funds always be worth less year over year because CWI is not earning enough interest to keep up with inflation? Vice President Spiecker stated the way it is currently structured; CWI will always be a little bit behind the market. However, this is not due to our investment policy, but state law.

PROVOST REPORT

It was brought to Provost Aberle-Cannata's attention by General Counsel Andrea Fontaine, per Idaho State Code 6311-A; prior to the reading of any fee increase which exceeds 5% of the amount charged last year, a Public Legal Notice must be posted in advance of the first reading. Provost Aberle-Cannata reviewed the increases. There were no questions from the Board.

CHAIRS REPORT

- Chair Lentz thanked President Jones for the speedy and effective transition he is making.
- Chair Lentz confirmed she has taken a new position with Boise State University as an Assistant Athletic Director and stated there is no potential conflict of interest in this new role. She is eager to continue her work as the CWI Board Chair.

WORK SESSION

Executive Vice President Craig Brown, Corey Johnson of Cushing Terrell and Charlie Deese of Cushing Terrell presented the Campus Visioning and Planning update to the Trustees.


- Corey Johnson reviewed the top guiding principles and goals, as well as the top action items.
- Charlie Deese reviewed the Space Needs Forecast in 3 phases and various funding sources.
- Corey Johnson reviewed the optimum facility usage and additional planning assumptions as well as phasing increments and triggers for the Nampa Campus.
- Charlie Deese updated the Trustees on the concept options and evaluations for the

CWI Boise Center property.

- Next steps include the final March 10 Board presentation with the objective to provide a recommendation to the Board for approval of a strategic direction and priorities.
- Vice Chair Buckner-Webb asked if there is one county over the other where the Medical Programs would be better located in regards to transportation options and travel time. Cory Johnson stated there has been much discussion around this, and one consideration is science labs. It would be very expensive to duplicate these resources at the Boise Center property.
- Vice Chair Buckner-Webb asked, since the students do much of their training in a hospital setting, is transportation going to be difficult for them? Cory Johnson stated student access is an important guiding principle and the intention would be to have the campus experience and comfortability of having all classes for a specific program at one campus.
- Chair Lentz asked Executive Vice President Brown what the timeline looks like going forward. Executive Vice President Brown stated at the March meeting, a forecasted timeline of the delivery of these projects will be provided. If the Trustees have more questions, please email Craig.
- Trustee Hightower thanked the Visioning Team for providing this information. It has been very helpful.

ADJOURNMENT

Chair Molly Lentz adjourned the meeting at 3:19 p.m.

DocuSigned by:

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Jim Reames, Secretary/Treasurer
Board of Trustees

3/16/2022 | 12:47 PM MDT

Date