



Board of Trustees

Meeting Minutes

Time: 3:00 PM

ZOOM Video Conference
NADM President's Conference Room

April 13, 2023

CALL TO ORDER

Chair Lenty called the virtual meeting to order at 3:00 pm

PLEDGE OF ALLEGIANCE

VISITOR INTRODUCTIONS

CWI MISSION STATEMENT

Secretary Reames 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
- NICOLE BRADSHAW, TRUSTEE

OTHER GUESTS:

- ALEXA SHOEMAKER (GRAND CANYON UNIVERSITY)

ALSO PRESENT:

Gordon Jones, President

Denise Aberle-Cannata, Provost

Craig Brown, Executive Vice President, Operations

Ken Kline, Vice President Finance

Ryan Herring, Vice President Human Resources

Alejandro Saldano, Financial Aid Officer

Alexis Malepeai, Executive Director, Institutional Effectiveness

Andrea Fontaine, General Counsel

Andrea Schumaker, Department Chair, Agricultural Sciences

Ashley Smith, Government & Community Relations Director
Audrey Eldridge, Executive Director, Communications and Marketing
Brett Belden, Supervisor, Tutoring Services
Casey Dudley, Student, Incoming ASCWI President
Chad Trisler, Dean of Students
Christi Gilchrist, Assistant Vice President, Economic Development
Cindy Dion, Faculty Services Coordinator
Courtney Colby Bond, Dean, Center for Teaching & Learning
Erica Compton, Director, Advising
Gigi Smith, Supervisor, Tutoring Services
Gordon Hynes, Director, Budget
Greg Wilson, General Education Coordinator
James Francel, Associate General Counsel
Janice McGehee, Executive Assistant to the President
Jeff Flynn, Executive Director, Facilities, Planning & Management
Jenee Snyder, Executive Director, Financial Aid
Jennifer Colley, Executive Director, HR
Jessica Downing, Manager II, Brand Marketing
Jordan Mendoza, Sr. Research Analyst
Juddson Constantine, Audio Video Project Manager
Kae Jensen, Dean, Math
Kris Smerick, Dean, Social Science & Public Affairs
Kristi Martin, Executive Assistant to the Provost
La Dawn Anderst, CWI Foundation
Lauren Leonard, Administrative Assistant, President's Office
Luis Caloca, Dean Admissions & One Stop
Maia Kelley, Associate Professor, Math
Mariah Roy, Student and ASCWI President
Mary Jo Hayes, Comptroller
Michael Chacon, Chief Information Officer
Michael Jensen, Director, Foundation
Mike Fisher, Assistant Professor
Nic Miller, Assistant Vice President, Strategic Projects
Patrick Neal, Dean, School of Industry, Engineering and Trades
Richard Soto, Dept. Chair, Business
Ryan Gerulf, Director, Philanthropy
Samantha Grapes, Sr. Coordinator, Course and Curriculum Management
Sierra Benson, Financial Aid Officer
Tami DeBoer, Operations Program Manager
Theresa Bloom, Financial Aid Officer
Tyler Brown, Interim Assistant Vice President Student 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 Jones reported on the Legislative Session and the widespread support CWI has received around the campus development plan. The Launch Grant Bill was passed, as well as a second piece of legislation called the Trailer Bill. Both of these bills allow for a significant amount of funding for high school graduates across Idaho who are intending to attend community colleges or other workforce related programs.
- From a community engagement standpoint, the new advertising campaign is in full swing. This campaign tells the story of the accessibility CWI offers through serving those individuals for whom self-doubt and challenging times are real.
- President Jones recently had lunch with the founders of Elevate Academy in Caldwell. This is a very impressive Charter High School format is effective at meeting students who are looking for alternative ways to put their skills and talents to use.
- Continued efforts to connect to the CWI community with campus visits. CWI Giving Day just wrapped up. Thank you to everyone for their support around this event. Over \$43,000 was raised.
- Executive Director of Communications and Marketing, Audrey Eldridge presented this month's Bold Achievements highlight by recognizing the Skills USA State Leadership and Skills Conference, hosted by CWI at the Micron Education Center. CWI Students from a variety of programs participated in competitions, bringing home 17 medals, including eight gold. Students receiving gold medals in their events will be competing at Nationals in Atlanta, Georgia this June.

BOARD COMMITTEE REPORTS

COLLEGE RELATIONS

- **COMMUNICATIONS & MARKETING**

Audrey Eldridge, Executive Director Marketing and Communications

- New Marketing Campaign "Let's Get Started" has fully launched. Executive Director Eldridge shared a couple of the video spots with the Trustees as well as billboards throughout the community.
- Executive Director Eldridge shared that a designer has been hired to work on the Mascot now that the new campaign has been launched. Stay tuned for more Mascot updates in the near future.
- Trustee Reames complimented the Marketing Team on keeping the spots short and to the point as well as, picking up on the emotional piece from a parental perspective is brilliant.

- **GOVERNMENT RELATIONS**

Ashley Smith, Government & Community Relations Director

- Acknowledged the Legislator's tremendous support for the Nampa Campus development projects.
- Preparations for the next Legislative Session begin now. Vice Chair Buckner-Webb thanked Ashley for not waiting; but to start working now on the next Legislative session. There is a lot of work to do!

FOUNDATION

Michael Jensen, Foundation Director

- CWI Gives Day resulted in donations of \$43,347, with 182 donors participating. Director Jensen acknowledged the two major sponsors, Albertson's Foundation and Optum Idaho for their support. Also acknowledged were the Marketing and Communications Team, Ryan Gerulf and the Foundation Staff.
- Trustee Bradshaw asked what went well and what might the team change in the future. Director Jensen stated the area of sponsorships would be one of the biggest areas for improvement and getting larger donors up front.
- President Jones added the entire CWI Gives Day Team will meet to address what went well and what needs improvement.

STUDENT SUCCESS

Dean of Students, Chad Trisler

- Building Welcoming Environments
- Serving The Community
- Engaging in Critical Discussions

Vice Chair Buckner Webb stated it is always great to see President Jones engaging with students at these gatherings. It reinforces what we talk about and shows we are practicing what we preach.

POLICY

- Board Governance Policy #9
 - Ryan Herring, Vice President Human Resources reviewed Governance Policy #9, Evaluation of the Board and President.
 - No College Policy changes to review.

FINANCE

KEN KLINE, VICE PRESIDENT FINANCE

- The Monthly Treasurer's Report was reviewed.
- FY24 Tuition and Fees
 - No Changes to per credit hour Tuition & Fees proposed for FY24. Tuition & Fees have not changed since fall 2016.
 - In-District Idaho Resident pays \$139 per credit hour.
 - Replace the Online and Hybrid Course Fees with a new fee charged to all students. Trustee Bradshaw asked if the revenue would be affected by this change. Vice President Kline stated it would be an equivalent amount.
 - Jenee Snyder, Executive Director Financial Aid clarified students enrolled in six or more credit hours qualify for more kinds of Federal Financial Aid, however there is Federal Aid eligibility for less than six credits as well.
 - Chair Lentz asked if there has been any initial reaction to this change. VP Kline stated no, because the change has not been implemented. The students can

now take as many online and hybrid courses as they want and they will not be charged additionally for them. It will be important to communicate this information appropriately.

- Dean, Kae Jensen commented she chaired the Cross Functional Work Group who has been meeting since October to discuss this. This is a much more equitable distribution of these fees for our students because the fees are not based on their enrollment choices. The average cost to our student previously was \$85 for online and hybrid fees, so \$55 is definitely a reduction to those students.
- Luis Caloca, Dean, Admissions & One Stop, stated the tuition assistance for active military does not cover these sorts of fees; it only pays for tuition. Therefore, this directly affects our active military.

CONSIDER FY24 TUITION AND FEES

(M/S) SECRETARY REAMES/VICE CHAIR BUCKNER-WEBB MOVED TO ELIMINATE ONLINE AND HYBRID COURSE FEES AND TO APPROVE THE PROPOSED FY24 TUITION AND FEE STRUCTURE AS PRESENTED IN SLIDES 4 AND 6 (Addendum A). MOTION PASSED.

CAMPUS EXPANSION – CAPITAL PROJECTS

CRAIG BROWN, EXECUTIVE VICE PRESIDENT OPERATIONS

- Strategic Direction Recap
 - Consolidate into two primary campuses in Nampa & Boise
- Capital Projects Cost Estimates & Funding Sources
 - Approve a capital expenditure budget of \$29.0 million
 - \$21.0 million for the Student Learning Hub Building and \$8.0 million for the Phase 2 Horticulture/Ag Science project.

CONSIDER APPROVAL OF CAPITAL PROJECTS BUDGETS

(M/S) VICE CHAIR BUCKNER-WEBB/TRUSTEE BRADSHAW MOVED TO APPROVE THE CAPITAL PROJECTS BUDGETS AS PRESENTED. MOTION PASSED.

CONSIDER AMENDMENT TO THE DEVELOPMENT AGREEMENT AND DELEGATION OF AUTHORITY.

(M/S) SECRETARY REAMES/ VICE CHAIR BUCKNER-WEBB MOVED TO APPROVE THE AMENDMENT TO THE DEVELOPMENT AGREEMENT WITH THE DIVISION OF PUBLIC WORKS AS PRESENTED, AND TO DELEGATE TO EXECUTIVE VICE PRESIDENT CRAIG BROWN AUTHORITY TO SIGN AND ENTER INTO THE AMENDMENT TO THE DEVELOPMENT AGREEMENT AND ANY OTHER RELATED AGREEMENTS FACILITATING PLANNING AND CONSTRUCTION ON THE CAPITAL PROJECTS. MOTION PASSED.

PROVOST REPORT – PROVOST DENISE ABERLE-CANNATA

- Enrollment Update - presented by Interim Assistant Vice President (AVP) Enrollment and Student Services, Tyler Brown.
 - Spring Registration ended March 10, Summer Registration and Fall Registration begins April 10.

- Spring Enrollment is up 4% over last year.
- Eighty Two percent of the 2022 Fall First-Time Full-Time students enrolled in Spring 2023 or were awarded a credential.
- 1,330 Students registered for 6,558 summer credits. Recruiting about 41 students per day.
- Shout out to Audrey and her team for the great marketing push. Makes recruiting much easier.

ASCWI, FACULTY AND STAFF SENATE UPDATES

- Faculty Senate Update presented by Andrea Schumaker, Department Chair, Agricultural Sciences
 - Trustee Bradshaw commented on the group's work around gathering feedback and satisfaction for the staff who are so important to what CWI does.
 - Chair Lentz stated how great it is to see we are creating space around Faculty and their needs in a qualitative and quantitative approach.
- Staff Senate Update – presented by Mike Jensen, Foundation Director
 - Recognition – Staff of the Month
 - Successful elections
 - Collaborated with HR to create a Substitute Policy
 - Developing a new format/different ways to connect with staff.
 - Staff Senate Vice President, soon to be President, Samantha Grapes.
- ASCWI Update – presented by Mariah Roy, ASCWI President
 - Personal & Team Goals including support of clubs and organizations. Creating community, a legacy and a strong team going forward. Be Inclusive and making sure there is representation of the entire student body.
 - High growth and engagement with Clubs
 - Successful election
 - Lower GPA requirement from 3.5 to 2.5, trying to be inclusive and making sure everyone's voice is heard.
 - Remainder of the Semester will include transition to incoming officers, continue to support our many Clubs and final meetings and fall preparations.
 - Casey Dudley, incoming ASCWI President reviewed the future of ASCWI, goal setting, student surveys, and the importance of student body communication and involvement.

SBOE STRATEGIC PLAN

ALEXIS MALEPEAI, EXECUTIVE DIRECTOR, INSTITUTIONAL EFFECTIVENESS

- Division of Financial Management (DFM) Strategic Plan is a rolling 5-year plan submitted annually each year in March.
- A DFM requirement is to submit a redline version (included in Trustee packets) showing any edits or changes from the previous year's plan.
- Trustee Bradshaw has an appreciation for Strategic Planning and all that goes into it and thanked Alexis and her team for their work.

- Chair Lenty appreciates the additional dialogue around the benchmark and clarifying comments around this plan.

CHAIR'S REPORT

- Chair Lenty thanked the entire team for a successful Giving Day event and stated her excitement for more information around the announcement of the Mascot. Many thanks also for all of the hard work and success achieved at the Legislature this past legislative session.

EXECUTIVE SESSION

(M/S) TRUSTEE REAMES/TRUSTEE BRADSHAW MOVED *PURSUANT TO IDAHO CODE § 74-206(1)* CONVENE IN EXECUTIVE SESSION;

(b): To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, individual agent or public school student;

ROLL CALL

VICE CHAIR BUCKNER-WEBB - AYE

SECRETARY REAMES- AYE

TRUSTEE HIGHTOWER –NOT AVAILABLE FOR THE VOTE

TRUSTEE BRADSHAW-AYE

CHAIR LENTY-AYE

MOTION PASSED

ADJOURNMENT

Chair Lenty adjourned the meeting at 5:39 pm

Addendum A Attached

TUITION & FEES

- No changes to per credit hour Tuition & Fees proposed for FY24
- Tuition & Fees have not changed since Fall 2016

	Tuition & Fees Per Credit Hour
In-District Idaho Resident	\$139*
Out-of-District Idaho Resident	\$189 up to 10 credit hours, \$139 thereafter*
Non-Resident / International:	\$306*
Idaho Dual Credit (High School):	\$75

* Includes \$39 in mandatory fees (Facility Fee = \$3, Lab Fee = \$3, Technology Fee = \$8, Library Fee = \$2, and Enrollment/Student Services Fee = \$23)



PROPOSED CHANGES: ONLINE AND HYBRID COURSE FEES

- Replace the Online and Hybrid course fees with a new fee charged to all students

Credit Hours Enrolled	Instructional Support Services Fee
6 or more credit hours (half-time) enrolled	\$55 per semester
1 to 5 credit hours enrolled	\$25 per semester
Non-credit enrollment	No fee

- Students enrolled in 6 or more credit hours qualify for Federal Financial Aid



Jim Reames

Jim Reames (May 23, 2023 08:41 MDT)

Jim Reames, Secretary/Treasurer
Board of Trustees

May 23, 2023

Date






4_13_23_BOT Meeting Minutes_FINAL

Final Audit Report

2023-05-23

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