



Board of Trustees

Meeting Minutes

Time: 3:00 PM

ZOOM Video Conference
NADM President's Conference Room

August 11, 2022

CALL TO ORDER

Chair Lenty called the virtual meeting to order at 3:00 p.m.

PLEDGE OF ALLEGIANCE

VISITOR

Mitch Minnette, CEO and President 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 – THERE WERE NO REQUESTS FOR PUBLIC COMMENT

ATTENDANCE

TRUSTEES:

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

OTHER GUESTS: Richard

ALSO PRESENT:

Gordon Jones, President

Denise Aberle-Cannata, Provost

Craig Brown, Executive Vice President, Operations

Bill Reuter, Interim Vice President Finance

Ryan Herring, Vice President Human Resources

Aaron Whitman, Planning and Construction Dire

Alexis Malepeai, Executive Director of Institutional Effectiveness

Ashley Smith, Government & Community Relations Director

Audrey Eldridge, Executive Director, Communications & Marketing

Brett Belden, Supervisor, Tutoring Services

Chad Trisler, Dean of Students
Christi Rood Gilchrist
Courtney Colby Bond, Dean, Center for Teaching & Learning
Erica Compton, Director, Advising
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 and Management
Jenee Snyder, Director, Financial Aid
Jennifer Colley, Executive Director, Human Resources
Jessica Downing, Manager, Sr. Creative
Juddson Constantine, Audio Video Project Manager
Kristi Martin, Executive Assistant to the Provost
La Dawn Anderst, CWI Foundation
Luis Caloca, Dean, Admissions & One Stop
Mary Jo Hayes, Comptroller
Michael Chacon, Chief Information Officer
Miguel Olivares, Dean, Business, Communications & Technology
Morriah Marks, Executive Assistant, College Relations
Nic Miller, Assistant Vice President, Strategic Projects
Patrick Tanner, Assistant Vice President, Enrollment & Student Services
Rachel Miller, Sign Language Interpreter
Ross Hosking, Videographer
Ryan Gerulf, Director Philanthropy
Stephanie Boren, Administrative Assistant, CWI Foundation
Tami DeBoer, Operations Program Manager

CONSENT AGENDA

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

PRESIDENT'S REPORT

- President Jones expressed his excitement for the start of classes and in-service meetings next week.
- The Fall State of the College Address is coming up on August 17 at Galaxy Event Center in Meridian.
- Strategic Planning work is wrapping up now and the Strategic Goals will be forthcoming.
- Ryan Gerulf is joining the Advancement and Development team to help with major gifts and long term giving strategies. Ryan joins CWI from Idaho State University where he has done significant work across multiple areas of advancement.
- President Jones was invited to speak at the recent CSG Conference. This is a large gathering of State Legislators from across the West.
- There are six new CWI Foundation Board members. Mike Pena will serve as the incoming Foundation Board President. President Jones thanked Ivan Castillo as the

outgoing President. Ivan will continue to serve on the Foundation Board as Past President.

- Executive Director, Audrey Eldridge shared the Bold Achievement recipient, Julie Wagner. Since graduating from CWI with a degree in Biology, Julie has been doing some amazing work. She was an INBRE Scholar and continued on as a Bridges to Baccalaureate Fellow at Boise State University in pursuit of Biomedical Research. Recently Julie earned a prestigious National Fellowship at the National Institute of Health. Julie will receive scholarship support, be part of a paid research training opportunity and post-graduation, she will receive paid employment and continued training through the Institute. Congratulations to Julie Wagner.

CHAIR'S REPORT

- Chair Lentz welcomed Ryan Gerluf to the CWI Team, as well as offering congratulations to Julie Wagner.
- Association of Community College Trustees (ACCT) National Conference this year is being held in New York. CWI Trustees will not be attending this year, but are looking forward to attending one of these conferences a little closer to home in the future.
- Chair Lentz stated she is looking forward to the Fall Address and kicking off the Fall Semester with the Faculty and Staff on August 17.

BOARD COMMITTEE REPORTS

COLLEGE RELATIONS

- Executive Director Audrey Eldridge reported with classes starting August 22, the Fall Recruitment Campaign is wrapping up, and the analytics will be reviewed to see what areas improvement is needed.
- Promotion will begin soon for the new 8-week session.
- Continued work with Collegis is focusing on website optimization.
- CWI has a new relationship with a local marketing agency, Against to take the CWI brand to a new level. Against will help CWI broaden the campaign scope as well as escalate strategy.
- Vice Chair Buckner Webb shared her appreciation for the Marketing Team's proactive push to get our message out there.

GOVERNMENT RELATIONS

- Ashley Smith, Government and Community Relations Director, reported on the continuation of building legislative relationships.
- Tours on Campus with different State Legislators and National Delegates are coming up this month.
- Ashley revealed the new CWI License Plates and will continue to work with the Idaho Department of Transportation to get this finalized. A communication will be rolled out letting everyone know about this option and when it is available at your local DMV.

FOUNDATION

- Assistant Vice President Christi Gilchrist reported (for Director, Mike Jensen) on the new faces of the CWI Foundation Board.
- A donation from Delta Dental was received in the amount of \$7,500 for the CWI Dental Program Scholarships.
- Opening Doors sponsorships are over \$100K for the October 5 event.

POLICY

- Trustee Annie Hightower stated a new Emergency Management Policy is currently under review and updates will be shared with the Trustees at a future meeting.
- Trustee Hightower reviewed Board Governance Policy #2 and thanked Chair Lenty for the way in which the Team works together to compose the agendas, ensuring the meetings are both meaningful and efficient.
 - Changes to Board Governance Policy #5 were reviewed.

CONSIDER BOARD GOVERNANCE POLICY #5 CHANGES

(M/S) VICE CHAIR BUCKNER-WEBB/TRUSTEE HIGHTOWER MOVED TO APPROVE THE CHANGES TO BOARD GOVERNANCE POLICY #5 AS PRESENTED. MOTION PASSED.

FINANCE

- Interim Vice President Bill Reuter reviewed the Monthly Treasurer's Report and the Summary of Funds Invested.

PROVOST REPORT

- Assistant Vice President Patrick Tanner reviewed the fall semester enrollment numbers.
- Financial Aid Director, Jenee Snyder reviewed the Latinx Scholarship Student Count as it relates to disbursed aid.
- Luis Caloca, Dean of Student Access reported on the Latinx Scholars Program, highlighting the Cohort programs, retention rates and how the Scholars Program creates a sense of community and support for Latinx students.
- Trustee Hightower asked Assistant Vice President Tanner why the retention rates are where they are this fall.
 - Assistant Vice President Tanner stated his team is looking hard at current processes. In doing that, gaps are being discovered. For example, the lengthy application process has been scaled down and simplified, so we will not be losing people in this important first phase.
 - Provost Cannata addressed the question from the instructional perspective. Through CWI's work with Collegis, it was discovered there are several break points in the student life cycle. For example, a Student Success Coaching Program is very different from a Student Advising Program. We have an aggressive timeline to be able to report back to this group on the improvements with a ROI for our spring semester.
 - President Jones thanked Trustee Hightower for her question and stated we currently have expertise coming alongside us to help identify where change is

needed. President Jones shared that macro events have kept our enrollment levels down, as well as now knowing Community Colleges on a national level have taken a dip.

- Vice Chair Buckner-Webb commented one of the things we fail to do, is ask the questions before someone is ready to leave. We need to ask the important questions earlier in the process.
- Chair Lentz appreciates the additional dialogue and being thoughtful around the current environment and evolving impacts.

CWI VISION AND FY2024-FY2026 STRATEGIC PLAN GOALS

Alexis Malepeai, Executive Director Institutional Effectiveness reviewed the following;

- Current CWI Mission Statement
- CWI Vision
- 2024-2026 CWI Strategic Plan Goals
- 2024-2026 CWI Strategic Plan Timeline
- CWI Strategic Plan Next Steps with Board of Trustees

Regarding the Vision Statement, Trustee Hightower asked what “a” Best in Class Community College is versus “the” Best in Class Community College. President Jones shared that “a” Best in class is a category of multiples and “the” Best in Class sounded singular to him. CWI’s goal is to be a Best in Class Community College.

CONSIDER CWI VISION AND FY2024-2026 CWI STRATEGIC PLAN GOALS

(M/S) VICE CHAIR BUCKNER-WEBB/TRUSTEE HIGHTOWER MOVED TO APPROVE THE VISION AND FY2024-2026 STRATEGIC GOALS AS PRESENTED. MOTION PASSED.

LEGAL SERVICES, LETTER OF ENGAGEMENT

- Executive Vice President Brown reviewed the Hawley Troxell Letter of Engagement for legal representation for the development of the Boise Center/White Water Campus.
- Trustee Hightower asked if General Counsel has reviewed this letter of engagement and if it is a standard engagement letter. General Counsel Fontaine stated there is nothing out of the ordinary and it is very high level of engagement.

CONSIDER LEGAL SERVICES, LETTER OF ENGAGEMENT

(M/S) VICE CHAIR BUCKNER-WEBB/TRUSTEE HIGHTOWER MOVED TO APPROVE THE LETTER OF ENGAGEMENT WITH HAWLEY TROXELL FOR LEGAL SERVICES RELATED TO CWI’S DEVELOPMENT OF THE BOISE CAMPUS. MOTION PASSED.

PROVOST REPORT

- Learning Commons Director, Kim Reed presented on the Learning Commons Role within the institution.

CONSIDER EXECUTIVE SESSION

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;

(M/S) TRUSTEE HIGHTOWER /TRUSTEE REAMES MOVED TO CONVENE IN EXECUTIVE SESSION.

ROLL CALL

- Trustee Hightower- Aye
- Secretary Reames - Aye
- Vice Chair Buckner-Webb - Aye
- Chair Lentz - Aye

MOTION PASSED.

ADJOURNMENT

Chair Lentz adjourned the meeting at 5:08 pm

DocuSigned by:



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Jim Reames, Secretary/Treasurer
Board of Trustees

9/13/2022 | 10:21 AM MDT

Date