



**Board of Trustees Meeting Minutes
8:30 a.m.**

***Nampa Campus Administrative Building
President's Conference Room
6056 Birch Lane, Nampa, Idaho***

September 18, 2017

CALL TO ORDER

Chair Dunham called the meeting to order at 8:30 a.m.

ATTENDANCE

TRUSTEES:

Mark Dunham, Chair
Emily Walton, Vice Chair
Stan Bastian, Secretary/Treasurer
Mary Niland
Skip Smyser

ALSO PRESENT:

Bert Glandon, President
Tony Meatte, Vice President, Finance and Administration
Craig Brown, Vice President, Operations
Mark Browning, Vice President, Communications and Government Relations
Patrick Tanner, Assistant Vice President, Enrollment and Student Services
Brenda Pettinger, Assistant Vice President, Academic Affairs
Christi Rood, Assistant Vice President, Economic Development
Mitch Minnette, Executive Director, Foundation
Amy Vassar, President, Faculty Senate
Alexis Malepeai-Rhodes, Director, Institutional Effectiveness
Bill Laude, Assistant Director, Institutional Effectiveness
Nick Miller, Attorney, Hawley Troxell
Christian Anderson, Vice President, Zion's Public Finance, Inc.
Stephanie Harder, Executive Assistant and Board Liaison

EXECUTIVE SESSION:

PURSUANT TO IDAHO CODE

THE BOARD, PURSUANT TO IDAHO CODE § 74-206 (1) (a), AGREED TO CONVENE IN EXECUTIVE SESSION:

(a) To consider hiring a public officer employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated to fill a particular vacancy or need, unless a vacancy in an elective office is being filled;

THE VOTE TO DO SO BY ROLL CALL:

(M/S) SMYSER/WALTON MOVED TO GO INTO EXECUTIVE SESSION. MOTION PASSED UNANIMOUSLY.

- Chair Mark Dunham aye
- Trustee Emily Walton aye
- Trustee Stan Bastian absent at time of roll-call
- Trustee Mary Niland absent at time of roll-call
- Trustee Skip Smyser aye

The Board returned to public session at 8:37 a.m.

CONSENT AGENDA

(M/S) SMYSER/WALTON MOVE TO APPROVE CONSENT AGENDA INCLUDING THE MEETING MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

NO VISITORS

NO PUBLIC COMMENT

CAPITAL PROJECTS WORK SESSION

- Vice President Brown presented the Capital Projects Work session to the Board which included an overview analysis of future space requirements based on enrollment forecasts, strategies & considerations which included 2 capital scenarios and potential timing for funding and projects.
- Chair Dunham inquired if students use the on-site library or primarily access the library services online.
- Assistant Vice President Pettinger replied that she believes the majority of CWI's students need a little more face-to-face interaction with our library services. A large number of CWI's students utilize the library facilities.
- Vice President Anderson of Zion's Public Finance, Inc. presented the Financing options that are available to CWI.
- Attorney Miller stated that there are a lot of tools available to CWI for financing options.
- Chair Dunham suggested that Vice President Brown create a one page summary of the Capital Projects options.

- Trustee Niland suggested that CWI focus on the funding for the Health Sciences building first.
- Trustee Bastian stated that he is opposed to CWI only focusing on the funding for the Health Sciences building.
- By consensus of the Board of Trustees, Chair Dunham directed Vice President Brown to move forward with the scenario 1 that was presented and pursue private/public partnerships and any other alternative funding for scenario 2.
- Vice President Brown clarified that he will work with Vice President Anderson and Attorney Miller to bring a two-step approach back to the Board. They will also bring an option of just going for a single bond or levy for a future campaign strategy.
- Trustee Bastian requested that the two-step approach not go over \$8.00.

BOARD COMMITTEE REPORTS:

- **FINANCE COMMITTEE**

- **JUNE 30, 2017 FINANCIALS**

- Vice President Meatte stated that CWI did not have a Finance Committee meeting this past month.
- Vice President Meatte added that the auditors will discuss the audit's findings at the October Board meeting.

- **FOUNDATION**

- Executive Director Minnette reminded the Board that the Foundation Scholarship dinner will be held on October 4, 2017.

- **COMMUNITY OUTREACH**

- Trustee Niland stated that she did not have a new report on Community Outreach.

- **POLICY- BOARD OF TRUSTEE HANDBOOK- FIRST READING**

- Trustee Smyser presented the first reading of the revised Board of Trustee Handbook.

(M/S) WALTON/ NILAND MOVED TO APPROVE THE FIRST READING OF THE BOARD OF TRUSTEE HANDBOOK. MOTION PASSED UNANIMOUSLY.

SBOE PERFORMANCE MEASURE REPORT FY17

- Vice President Brown introduced Director Malepeai-Rhodes and Assistant Director Laude to the Board.
- Assistant Director Laude presented the SBOE Performance Measure report to the Board.
- Trustee Bastian asked about remedial enrollments. Assistant Director Laude advised that he would need to do some research and would follow back up with an answer to the Board.

(M/S) SMYSER/ NILAND MOVED TO APPROVE THE FIRST READING OF THE FY17 SBOE PERFORMANCE MEASURE REPORT. MOTION PASSED UNANIMOUSLY.

SPECIAL COURSE FEES- FIRST READING

- Assistant Vice President Pettinger presented the Special Course Fees to the Board.
- Trustee Niland requested an explanation of the new clinical exam fees.
- Assistant Vice President Pettinger responded that it is a physical therapist Consortium item.
- Trustee Walton inquired why the horticulture fees have decreased.
- Assistant Vice President Pettinger responded that the horticulture fees were realigned to be closer to what the college needs to spend.
- Trustee Bastian inquired if the mobile hydraulics and preventative maintenance and HVAC fees were paid half of the amount in one semester and half in the next semester.
- Assistant Vice President Pettinger responded that the preventative maintenance and HVAC fees were reduced for the Fall semester and confirmed that the fees are the second half of what the students will be paying for the program.

(M/S) BASTIAN/ WALTON MOVED TO WAIVE THE FIRST READING AND APPROVE THE SPECIAL COURSE FEES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

CHAIR'S REPORT

- Chair Dunham reviewed the recent Idaho Community College Consortium (ICCC) meeting with the Board.
- Chair Dunham noted discussion occurred regarding; a joint pre-legislative session meeting, dual credit financial impact, potential changes to Eastern Idaho Trustee zones and a diversion program with community colleges for correctional inmates.
- Chair Dunham stated that CWI recommended changes to Consultant Jerry Gee. When CWI receives the changes, Chair Dunham will notify the Board.
- Chair Dunham stated that every two years the Idaho Counties Risk Management Program (ICRMP) sets up training for the community colleges. The training will be scheduled for April 2018 which now will include the four community colleges. Chair Dunham added that he will keep the Board posted when the date for training has been scheduled.

PRESIDENT'S REPORT:

- The Board came to a consensus that Trustee Niland would be the Board attendee for Mayor Bieter's State of the City Address that will be held on November 1, 2017.
- President Glandon discussed the Governor's Higher Education Taskforce Meeting that was held on September 15, 2017.
- President Glandon also discussed the Higher Education Taskforce final reports that were also distributed to the Board electronically. The Board will review the reports and will discuss them at the October Board meeting.
- President Glandon stated that he will be reviewing the Higher Education Taskforce final reports in detail with CWI's Deans and Department Chairs.

