

## Trustees for the College of Western Idaho

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**College of Western Idaho  
Board of Trustees  
July 30, 2007  
Boise State University West Campus Building, Room 116  
Nampa, Idaho**

A meeting of the Trustees for the College of Western Idaho was held July 30, 2007 at the Boise State University Campus Building in Nampa, Idaho. Chairman Jerry Hess presided.

**Present:**

Jerry Hess, Chairman  
Mark Dunham, Vice Chairman  
Mary Carol (M.C.) Niland, Secretary/Treasurer  
Hatch Barrett  
Guy Hurlbutt

**Absent:**

None

### TRUSTEE WORK

State Board of Education President, Milford Terrell, began the meeting by swearing in the Trustees. The Trustees repeated the Oath of Office administered by President Terrell and officially took the helm of the College of Western Idaho.

1. Adoption of Policies

**M/S (Hess/Barrett): To adopt policies governing the operating procedures of the College of Western Idaho.** *Motion carried unanimously.*

Mark Dunham opened the meeting by explaining that he drafted some initial policies that he felt would be a good beginning to govern the operating procedures for CWI.

2. Election of Chairman

**M/S (Hurlbutt/Niland): To elect Jerry Hess as Chairman of the Board of Trustees of the College of Western Idaho.** *Motion carried 4-1 with Hess abstaining.*

3. Election of Vice Chairman

**M/S (Niland/Hurlbutt): To elect Mark Dunham as Vice Chairman of the Board of Trustees of the College of Western Idaho.** *Motion carried 4-1 with Dunham abstaining.*

4. Election of Secretary/Treasurer

**M/S (Barrett/Dunham): To elect M.C. Niland as the Interim Secretary/Treasurer of the Board of Trustees of the College of Western Idaho.** *Motion carried 4-1 with Niland abstaining.*

Trustee Hurlbutt felt the Trustees would be better served by having an external Secretary/Treasurer, thus the need for electing Trustee Niland on an interim basis. Trustee Barrett agreed with this analysis and was hopeful that the position for Trustee Niland would be short lived.

#### 5. Introduction of the Trustees

At Chairman Hess' request, each Trustee gave a short biography of themselves and their wishes and desires for the College of Western Idaho.

#### 6. Budget and Legislative Deadline Presentation

Matt Freeman from Legislative Services Office (LSO) and Jane McClaran from the Division of Financial Management (DFM) discussed the budget process and deadlines for the benefit of the Trustees. Mr. Freeman outlined what would be expected from the Trustees this year. He explained that a budget needed to be submitted to the DFM by September 1, 2007 and that the budget would need to be approved by the State Board of Education prior to that submission. Trustee Barrett asked for clarification on time frames. Karen Echeverria, representing the State Board of Education, explained that the SBOE would need to conduct a special teleconference meeting to approve the budget. Jane McClaran agreed to grant an extension to the Trustees for submission of the budget. No specific deadline was discussed.

#### 7. Appointment of Committee to Research Transition Needs

Chairman Hess appointed Trustees Hurlbutt and Niland to research all the needs necessary for a smooth beginning and transition for CWI. Chairman Hess also discussed his desire to begin classes in January of 2008 and the need for more long-term planning. He further discussed that all the documentation reviewed thus far presupposed a \$10 million grant from the Albertsons Foundation. Finally, Chairman Hess discussed his desire to immediately employ staff to begin working for CWI and the Trustees.

Trustee Barrett explained that he thought this topic would need further discussion. He reminded the Trustees that the proposal drawn up by Boise State University (BSU) was done so prior to the approval of the community college district. Trustee Barrett further explained that there may be a need to redraft the proposal.

Vice Chairman Dunham explained that time is of the essence and that BSU could aid in accreditation issues, the ability for students to receive financial aid, and interagency agreements.

Trustee Hurlbutt suggested that contacting the Northwest Commission on Colleges and Universities might be a good starting point.

Chairman Hess indicated that while CWI would need the assistance of BSU, he wanted to make sure that CWI remained a separate institution.

#### 8. Appointment of Committee to Establish a Community Advisory Committee

Chairman Hess appointed Trustees Dunham and Hatch to make recommendations on a Community Advisory Committee. He explained that he felt the Trustees needed broader and more diversified representation. Chairman Hess expressed his desire to receive input from stakeholders on policies and procedures that will govern CWI.

Trustee Niland indicated that CWI would need support from several entities such as the SBOE, BSU, and the community as a whole.

9. Approval of Regularly Scheduled Monthly Meetings

**M/S (Dunham/Niland): To approve the third Tuesday of each month and 9:00 a.m. Mountain Time as the location and time for the regularly scheduled meeting of the Trustees of the College of Western Idaho. Motion carried unanimously.**

10. Approval of the Next Meeting

**M/S (Niland/Dunham): To approve Tuesday, August 7, 2007 and 9:00 a.m. Mountain Time as the location and time for the next meeting of the Trustees of the College of Western Idaho. Motion carried unanimously.**

Trustee Hurlbutt suggested that some of the Trustee meetings be held in the evening to accommodate citizens who work during the day.

11. Executive Session

**M/S (Niland/Dunham): To move into Executive Session pursuant to Section 67-2345(1), Idaho Code, on July 30, 2007 at 3:30 p.m. A roll call vote was taken and the motion carried unanimously.**


**M/S (Hurlbutt/Dunham): To move out of Executive Session at 4:00 p.m. and move back into Open Session. Motion carried unanimously.**

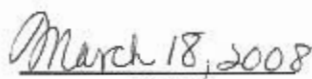
12. Employment Issues

**M/S (Niland/Barrett): To appoint Trustees Hurlbutt and Dunham to begin negotiations for hiring or contracting personnel for CWI. Motion carried unanimously.**

Trustee Dunham discussed the need to immediately identify support staff that are knowledgeable in education policy, the legislative budget process, and administration of an office. He also suggested that he and Trustee Hurlbutt approach the SBOE office and discuss hiring or contracting personnel from them.

Chairman Hess adjourned the meeting at 4:15 p.m. on July 30, 2007.

  
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M.C. Niland, Secretary

  
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Date