



MINUTES
College of Western Idaho Board of Trustee
December 18, 2007
Boise State University West Campus Building, Room 119
Nampa, Idaho

A meeting of the Trustees for the College of Western Idaho was held December 18, 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
Hatch Barrett
Guy Hurlbutt

Absent:

None

Trustee Work:

The meeting was called to order at 9:00 a.m. and introductions were made by Chairman Hess.

1. Minutes.

M (Hurlbutt): to accept with addition of the ratification of the contract with Kathy Hagler and Associates. *Motion carried unanimously.*

2. Financial Report.

M (Dunham): to accept financial reports as presented. *Motion carried unanimously.*

Cheryl Wright reported the receipt of the balance of the \$4,400,000 state appropriation. The current balance of cash and investments is \$4,745,600.

3. Selland Presentation.

Dr. Vera McCrink gave a presentation detailing the current functions of the Larry G. Selland College of Applied Technology (Selland College). The presentation included opportunity for the Trustees to ask questions.

The following information was requested to be bookmarked:

- Adult Basic Education (ABE) currently only meets 6% of the need. The ABE programs are 100% funded by state and federal grants. The federal grant

stipulates that no fees can be charged for any of the ABE services. In order to be in compliance with the federal grant, the number of students ABE is able to serve is limited. Chairman Hess would like CWI to explore how to meet more of the needs of the communities in this area.

- The College of Extended Studies within BSU currently offers training for professionals and the Seland College is limited to offering only professional technical training. Vice Chairman Dunham would like CWI to explore opportunities for extending the current Center for Workforce Training offerings, once Seland is transferred to CWI.

Mark Westcott demonstrated some of the technical capabilities available through Seland College.

4. President's Report.

M (Hurlbutt): to approve Dr Griffin to sign the Memorandums of Understanding with BSU for CWI to offer non-credit short term workforce training classes and adult basic education classes starting January 1, 2008. *Motion carried unanimously.*

M (Dunham): to approve Dr Griffin to sign the document from State Division of Professional Technical Education to designate CWI as the provider of professional technical education for Region III in the State of Idaho. *Motion carried unanimously*

CWI has contracted with Stephanie Worrel of Worrel Communications for six months with the option to renew for an additional 6 months to work with Shirl Boyce on marketing. Shirl is planning on a grand opening/inaugural event on January 30, 2008.

Jerry Gee has completed the first draft of Policies & Procedures. Chairman Hess requested Dr. Griffin develop a sequence of steps required for submitting policies for approval.

Brian Currin will be fulltime as of January 1, 2008.

The response to the BSU proposal has been submitted to BSU. BSU will respond by December 28, 2007.

5. Enterprise Resource Planning

M (Barrett): to contract with DATATEL and purchase the ERP system as presented.

Brian Currin gave a power point presentation outlining the process staff used to determine the best ERP for the college.

6. RFP for Legal Services

Chairman Hess appointed a committee consisting of Trustees Hurlbutt and Barrett plus Dr. Griffin to develop and recommend a broad process for issuing an RFP for legal services and for choosing the best firm.

7. Advisory Committee

Trustee Barrett presented the list of nominees for the Advisory Council and requested Debbie contact the nominated committee members to ask for acceptance. Trustee Barrett suggested the new members be introduced to the Trustees at the January meeting.

Vice Chairman Dunham suggested that the new Advisory Council members need to be given some timelines. Vice Chairman Dunham also suggested that the Trustees invite the advisory council to hear the JFAC presentation. Trustee Dunham has guidelines of expectations for the members.

8. Community Focus Group

Kathy Hagler outlined her plans for Community Focus groups. Chairman Hess requested that we reschedule Kathy Hagler at a Special Meeting for January 10th at 10:00 am.

9. Other Business

The January meeting will be held on Tuesday January 15, 2008 in coordination with the JFAC presentation and meeting with the Board of Trustees for North Idaho College.

NIC submitted a proposal to Chairman Hess that would enable CWI to offer distance learning classes. NIC board would like to meet with CWI board. Chairman Hess will email the NIC trustees.

10. Adjourn

Chairman Hess adjourned the meeting at 2:40 pm.



M.C. Niland, Secretary



Date