



Board of Trustees

Meeting Minutes

Time: 3:00 PM

ZOOM Video Conference

NADM President's Conference Room

September 8, 2022

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

VISITORS

Mitch Minnette, CEO and President Nampa Chamber of Commerce

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 – 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 (UNKNOWN)

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

Adam Christenson, Hawley Troxell

Alexis Malepeai, Executive Director of Institutional Effectiveness

Andrea Fontaine, General Counsel

Andrea Schumaker, Department Chair, Agricultural Sciences

Ashley Smith, Government & Community Relations Director
Audrey Eldridge, Executive Director, Communications & Marketing
Billy Shanaberger, Budget Analyst
Brett Belden, Supervisor, Tutoring Services
Chad Trisler, Dean of Students
Courtney Colby Bond, Dean, Center for Teaching & Learning
Courtney Santillan, Dean, Social Science & Public Affairs
Gordon Hynes, Director, Budget
Greg Wilson, General Education Coordinator
Janice McGehee, Executive Assistant to the President
Jeff Flynn, Executive Director, Facilities Planning and Management
Jenee Snyder, Director, Financial Aid
Jessica Argyle, Web Content Strategist UX
Juddson Constantine, Audio Video Project Manager
Justin Vance, Dean, Arts & Humanities
Kae Jensen, Dean, Math & Science
Kimberly Stephen, Librarian, User Experience
Kristi Martin, Executive Assistant to the Provost
La Dawn Anderst, CWI Foundation
Maia Kelley, Associate Professor, Math
Mary Jo Hayes, Comptroller
Michael Jensen, CWI Foundation Director
Michael Keith, ZIONS Bank
Miguel Olivares, Dean, Business, Communications & Technology
Mike Pena, CWI Foundation President
Mike Wheeler, Department Chair, Manufacturing & Welding
Nic Miller, Assistant Vice President, Strategic Projects
Pat Neal, Dean, Industry, Engineering & Trades
Patrick Tanner, Assistant Vice President, Enrollment & Student Services
Shamika Klemetsen, Executive Assistant
Stephanie Boren, Administrative Assistant, CWI Foundation
Tami DeBoer, Operations Program Manager
Tristan Lewis, Representative II, Communications
Valerie Lee, Assistant Director, Tutoring Services

CONSENT AGENDA

(M/S) TRUSTEE HIGHTOWER/SECRETARY REAMES MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED.

PRESIDENT'S REPORT

- President Jones reviewed the Micron Expansion announcement and naming CWI as Micron's core educational partner. This announcement reached 90 Million people through various media channels.
- There are over 20 active clubs on campus made up of current CWI students. This allows for friendships, connectivity and deeper interests going beyond the classroom.

- September is Hispanic Heritage Month and a proclamation will be coming from Governor Little's office.
- Executive Director, Audrey Eldridge shared the Bold Achievements for September. The Career & Technical Education (CTE) Mechatronics and Welding Programs were awarded more than \$750,000 in grants from the Idaho Division of Career & Technical Education. The funding for the grants were made possible by Idaho Governor, Brad Little's Leading Idaho Initiative.
- Secretary Reames congratulated President Jones and Team on the Micron Partnership opportunity as well as the CTE grants.

CHAIR'S REPORT

- Chair Lentz thanked President Jones, and all of faculty and staff regarding the announcement of the Micron Partnership. This speaks to the level of leadership in the President's Cabinet as well as CWI faculty and staff. Thank you and congratulations to everyone for all the hard work.
- Chair Lentz recommended since the election is only two months away, and with two candidates now for the vacant seat, it was suggested to let the voters decide instead of making an appointment today. Trustee Hightower agreed, with only two meetings before the election, it would make sense to leave the seat vacant until filled after the November election. Trustee Reames agreed.

M/S TRUSTEE HIGHTOWER/VICE CHAIR BUCKNER-WEBB MOVED TO DECLINE REVIEW OF THE APPLICATIONS AND LEAVE THE ZONE 1 TRUSTEE SEAT VACANT UNTIL FILLED BY THE ELECTORS IN THE NOVEMBER ELECTION. MOTION PASSED.

BOARD COMMITTEE REPORTS

COLLEGE RELATIONS

- Executive Director Audrey Eldridge reported the marketing focus continues to be on enrollment.
 - The 8-Week Session Pilot Program has great momentum so far.
 - Practical Nursing enrollment is open until the end of October.
- Work with strategic partners continues around student experience and a deeper dive into website optimization and data enablement.
- Work is being done to develop out the new brand and escalate it to the next level. Currently, a research phase is happening which includes focus groups internally as well as externally. The initial mascot work will be integrated with all of the brand work to make sure it is in alignment and everything rolls out consistently and strong. This work is expected to continue over the next sixty days.
- CWI branded signage is coming very soon to the Boise/Whitewater site.

GOVERNMENT RELATIONS

- Ashley Smith, Government and Community Relations Director

- In the Sept. 1 special session of the Idaho Legislature, House Bill (HB1) passed which included an allocation of \$80 Million for Higher Education.
- CWI continues to host individual Legislators for tours of the Micron Education Center. Most recently, there was a tour provided to Representative Mike Moyle.
- Sept. 1 was the filing deadline for candidates to be included on the November ballot. There are nine total candidates across four zones, which includes three incumbent Trustees, Hightower, Lentz and Reames. The candidate names can be found on the CWI website.

FOUNDATION

- Mike Jensen Foundation Director, on behalf of new Foundation President Mike Peña thanked and congratulated the Trustees, CWI Leadership and Faculty regarding the exciting news of the Micron partnership.
- Adam Minic, CEO of SEO Idaho and Thrive Web designs, as well as George Iliff, with Colliers have joined the CWI Foundation Board of Directors.
- Swing for the Green Dinner, Live Auction and Golf Tournament will be held Sept. 15 & 16. This event is sponsored by Bank of Idaho and the Golf Tournament is sold out!
- Opening Doors – Sponsorships are sold out. This is a live, in-person event at the Galaxy Event Center October 5, 2022 from 6-9:00pm. The online Auction will take place from Sept. 28- Oct. 9.

POLICY

- Trustee Hightower reviewed Board Governance Policy #3
- Trustee Hightower proposed a revision to Governance Policy 7.1 bringing it more in line with the CWI Emergency Policy OP160. Trustee Hightower suggested additional language be added to the end of Governance Policy 7.1 making clear the delegation of authority to the college president in case of emergency. This revision will be sent to the board prior to the October meeting for review, and will be included as an action item on the October agenda.

FINANCE

- Interim Vice President Bill Reuter reviewed the Monthly Treasurer’s Report as of July 31, 2022.
- COP Financing Overview
 - Current Interest Rate Environment
 - Summary of Financing
 - Financing Calendar
- Michael Keith of ZIONS Bank reviewed the current interest rate trends as well as next steps in execution of the COP Financing.
- Adam Christenson of Hawley Troxell reviewed the resolution document, declaration of delegated officers and the closing process and timeline.

PROVOST REPORT

- Enrollment Update
 - President Jones appreciates the extra efforts being made to give the Trustees a deeper insight into this enrollment journey.
 - Assistant Vice President Patrick Tanner reviewed the fall enrollment numbers.
 - Trustee Reames asked if there has been any outside collaborations at local high schools? Assistant Vice President Tanner mentioned ongoing efforts to connect high school students with the Work Based Learning Center.
 - Trustee Reames provided an example of his children's teacher advocating for them to attend an out of state university. How does CWI overcome this type of advocacy? Assistant Vice President Tanner suggested with the Micron announcement, new brand recognition, and increasing the number of advisors in the area of dual credit, all of these actions should bring awareness.
 - Trustee Hightower stated the recruitment efforts seem to be going very well, however it is important to thoroughly understand the challenges before we look for solutions. Trustee Hightower is looking forward to hearing more on this topic from Assistant Vice President Tanner in the future.
- Open Education Resources (OER) update was presented by Dean, Justin Vance.
 - OER are books that are free and can be shared between institutions. Specific funding was provided for Community Colleges of \$1 Million (\$250K to each Community College) to implement and publish new OER. The key goal is to create Z degrees, which are free or extremely inexpensive text books for a degree.
- Trustee Hightower sincerely thanked everyone who is involved with this process and the benefit it is providing to CWI Students.
- President Jones appreciates the work being done in this area, and thanked Dean Vance and his team.

ANNUAL SBOE PERFORMANCE MEASURE REPORT

Alexis Malepeai, Executive Director, Institutional Effectiveness reviewed the annual SBOE Performance Measure Report.

- Trustee Hightower asked for an explanation of Performance Measure #6. Executive Director Malepeai explained Measure #6 looks at the percent of students that took a remedial English course and within one year passed a subsequent credit-bearing course with a C or better. Director Malepeai confirmed to Trustee Hightower, there has been a significant drop in this area, which provides an opportunity for improvement related to CWI's performance measures.
- Chair Lentz reminded the Trustees, Executive Director Malepeai is more than willing to sit down individually and answer any questions the Trustees may have around this report.

ADJOURNMENT

Chair Lenty adjourned the meeting at **4:34pm**



[Jim Reames \(Oct 13, 2022 20:18 MDT\)](#)

Jim Reames, Secretary/Treasurer
Board of Trustees

Oct 13, 2022

Date