



Board of Trustees Regular Meeting Minutes
9:00 a.m.

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

January 20, 2015

CALL TO ORDER AND VERIFICATION OF QUORUM

Chair Mary Niland called the meeting to order at 9:00 a.m. and verified that a quorum of the Board was present at the meeting.

ATTENDANCE

Trustees:

Mary "M.C." Niland – Chair
Guy Hurlbutt – Vice Chair (excused)
Stanley Bastian – Secretary/Treasurer
Mark Dunham
Emily Walton

Also present:

Bert Glandon, President
David Shellberg, EV
VP Instruction and Enrollment and Student Services
Cheryl Wright, VP Finance and Administration
Craig Brown, VP Resource Development
Lillian Talley, Executive Director, Human Resources
Jake Garcin, Communications Representative, Marketing and Advancement
Anitra Townsend, Board Liaison

PLEDGE OF ALLEGIANCE

INTRODUCTION OF VISITORS

- Chair Niland invited visitors to introduce themselves
 - New Faculty Senate President, Charles Dickinson, introduced himself

CALL FOR PUBLIC COMMENT

- Charles Dickinson explained his background to the Board and offered himself as a resource to provide the faculty perspective.

CONSENT AGENDA

- President Glandon consulted with legal counsel about ratification of employees.
- The Board would like to review our current policy about ratification, and would like to have Trustee Hurlbutt consult with attorneys about how ratifications should be handled.

1. (M/S) BASTIAN/DUNHAM. MOVE TO APPROVE THE CONSENT AGENDA, INCLUDING EMPLOYEE RATIFICATIONS, AS PRESENTED. MOTION PASSED UNANIMOUSLY.

FINANCE COMMITTEE REPORT

- Cheryl Wright presented the Quarterly Budget Report. The Board would like to get more data on Trustee travel expenses and to see a national benchmark on personnel costs.
- VP Wright briefed the current financial statements
- Cheryl explained that our internal control assessment for FY2015 will focus on cash handling, accounts payable, and payroll
- Cheryl explained to the Board that certain categories of investments will show a loss for some months, even though these investments meet the requirements of our investment policy.

2. (M/S) BASTIAN/DUNHAM. MOVE TO APPROVE THE RECOMMENDATIONS FROM PFM ASSET MANAGEMENT AND THE FINANCE COMMITTEE TO INVEST ACCORDING TO BOARD POLICY 4210, INVESTMENTS, UNDERSTANDING THE POTENTIAL FOR A NEGATIVE RETURN, AT TIMES. MOTION PASSED UNANIMOUSLY.

- VP Wright outlined the pending Requests for Proposals, and suggested that the Board of Trustees and the CWI Foundation Board consider issuing a single RFP for audit services.

3. (M/S) BASTIAN/DUNHAM. MOVE TO APPROVE THE POSTING OF A SINGLE REQUEST FOR PROPOSALS FOR AUDIT SERVICES THAT COVERS BOTH THE COLLEGE AND THE CWI FOUNDATION. MOTION PASSED UNANIMOUSLY.

- VP Wright explained funding needs for the comprehensive FY 2016-2020 strategic planning process, and proposed that CWI fund this through the strategic reserve fee in the current year's budget. Additionally, requesting to use the same reserve funds to enhance the computer system by purchasing a recruitment module. Would be in place by Fall 2016.
- Trustee Walton will be involved in the RFP process, and will involve other Trustees as she deems necessary.

4. (M/S) BASTIAN/WALTON. MOVE TO AUTHORIZE THE USE OF THE STRATEGIC RESERVE FEE TO PAY FOR DEVELOPMENT OF THE 2016-2020 COMPREHENSIVE STRATEGIC PLAN. MOTION PASSED UNANIMOUSLY.

5. (M/S) BASTIAN/DUNHAM. MOVE TO AUTHORIZE THE USE OF THE STRATEGIC RESERVE FEE TO PURCHASE SOFTWARE TO ENHANCE OUR COMPUTER SYSTEMS TO BETTER AUTOMATE ADMISSIONS PROCESSES IN TERMS OF RECRUITING STUDENTS. MOTION PASSED UNANIMOUSLY.

STRATEGIC PLAN 2016: 1ST READING

- Craig Brown reported on the strategic plan.
- The Board would like baseline data reported each semester once dashboards are ready to go, and would like a special meeting to have a work session on strategic planning.
- The Board would like some of the objectives updated to include clear metrics. These should be ready for a second reading in February.

SPECIAL COURSE FEES: 1ST READING

- EVP David Shellberg briefed the new fees to the Board.

6. (M/S) WALTON/DUNHAM. MOVE TO WAIVE THE SECOND READING AND APPROVE THE SPECIAL COURSE FEES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

PRESIDENT'S REPORT

- President Glandon presented the report items.
- Bert explained that, after careful analysis, he had decided not to participate in the Idaho Commission on Aging RFP process.

NEW MISSION STATEMENT DISCUSSION

- Trustee Walton has been spearheading the Trustee work on revising the mission statement. Work on the statement will continue in conjunction with development of the 2016-2020 Comprehensive Strategic Plan.

GOVERNANCE INSTITUTE FOR STUDENT SUCCESS

- Trustee Bastian coordinated a video teleconference with the GISS. Narcisa Polonio, Miya Simpson, and Pat Ma from GISS presented to the Board.
- Trustee Bastian would like to make a decision as a Board, then place on the agenda for an ICC meeting.
- Trustee Dunham expressed hesitation, worry that the other Community Colleges would not support.

CHAIR’S REPORT

- Chair Niland appointed the following Trustees to the following Board Committees:
 - Finance Committee—Stan Bastian
 - Foundation—Mark Dunham
 - Policy—Guy Hurlbutt
 - Community Outreach—Emily Walton

EXECUTIVE SESSION

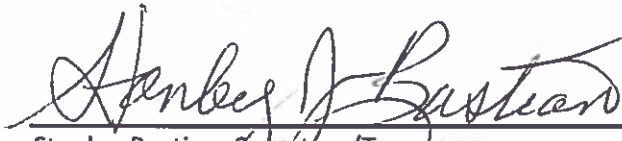
At 1:15 p.m., Chairperson Niland MOVED, AND TRUSTEE BASTIAN SECONDED, THAT THE BOARD, PURSUANT TO IDAHO CODE § 67-2345(1) (b) & (c), CONVENE IN EXECUTIVE SESSION: To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need; and to acquire an interest in real property which is not owned by a public agency AND THE VOTE TO DO SO BY ROLL CALL:

- Mary “M.C.” Niland aye
- Stan Bastian aye
- Emily Walton aye
- Mark Dunham aye
- Guy Hurlbutt absent

The Board returned to public session at 2:03 p.m.

11. (M/S) BASTIAN/WALTON: MOVE TO ADJOURN. MOTION PASSED UNANIMOUSLY.

Chair Niland adjourned the meeting at 2:04 p.m.


Stanley Bastian, Secretary/Treasurer

2/17/2015
Date Signed