



Board of Trustees

Meeting Minutes

Time: 3:00 PM

Nampa Campus Academic Building Room #122

February 8, 2024

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

INTRODUCTION OF GUESTS – NO GUESTS PRESENT

CWI MISSION STATEMENT

Trustee 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 - NONE

ATTENDANCE

TRUSTEES:

- MOLLY LENTY, CHAIR
- CHERIE BUCKNER-WEBB, VICE CHAIR
- JIM REAMES, SECRETARY/TREASURER
- NICOLE BRADSHAW, TRUSTEE
- GARY SMITH, TRUSTEE – (VIRTUAL)

ALSO PRESENT:

Gordon Jones, President

Ken Kline, Vice President Finance

Ryan Herring, Vice President Human Resources

Mark Arstein, Vice President of Advancement

Emily Tetz, Vice President, Marketing

Randi McDermott, Chief of Staff

Nic Miller, Vice President, Operations

Andrea Fontaine, General Counsel

Audrey Eldridge, Executive Director, Marketing

Chad Trisler, Dean of Students

Christi Gilchrist, Assistant Vice President, Workforce Development

Courtney Colby-Bond, Dean, Center for Teaching and Learning

Gigi Smith, Assistant Director, Writing Center

Janice McGehee, Executive Assistant to the President
Judd Constantine, Audio Video Project Manager
Kae Jensen, Dean, Science, Technology & Math
Lauren Leonard, Administrative Assistant, President's Office
Mary Jo Hayes, Comptroller
Morriah Marks, Marketing Coordinator
Stan Niccolls, Director of Safety & Security
Tyler Brown, Assistant Vice President, Enrollment and Student Services

CONSENT AGENDA

**(M/S) SECRETARY REAMES/VICE CHAIR BUCKNER-WEBB MOVED TO APPROVE THE
CONSENT AGENDA AS PRESENTED. MOTION PASSED.**

PRESIDENT'S REPORT

President Gordon Jones

- President Jones attended the NWCCU Board of Regents meeting in Seattle with Provost Denise Aberle-Cannata as well as Institutional Effectiveness Executive Director, Alexis Malepeai. President Jones stood for questions from the Board regarding their report on the NWCCU visit last fall. A formal letter will be forthcoming with their final report. Reporting so far from NWCCU has been very positive with the work being done at CWI.
- Next week is Higher Ed Week at the Legislature. President Jones will go before the Joint Finance Appropriations Committee (JFAC) as well as the House and Senate Education Committees. Secretary Reames asked if there is anything the Trustees can do to support President Jones while at the Legislature. President Jones stated the Trustees are always welcome to attend.
- President Jones has recently been at Harvard for meetings. CWI has a great relationship with Harvard and they are interested in continuing to build that relationship and help CWI in any way they can.

BOARD LIAISON REPORTS

INSTRUCTION AND STUDENT SUCCESS

Provost, Denise Aberle-Cannata

- Fall Special Course Fees (First Reading)
 - Fee increases are due to the addition of new programs and new program numbers, which appear as new. Uniform costs continue to rise along with the basic cost of living expenses that we have no control over.

Enrollment/Census Day

Assistant Vice President, Tyler Brown

- Spring Enrollment Snapshot
 - Unduplicated Headcount up 3.6% versus a year ago
 - Attempted credits up 2.3% versus a year ago
 - 3,860 students continued from Fall to Spring term, which is 151 students over last year. We are doing a better job of helping students not just come to CWI, but stay at CWI.

Chair Lentz would like to know where the majority of students are currently enrolled. Provost Cannata stated this will be reported at the next meeting as Jillana Finnegan will be reporting on Idaho Launch and this will dovetail very nicely.

Student Success

Dean of Students, Chad Trisler

- Building Early Connections
 - Drop-In Advising
 - Spring Into the Semester Events
 - New Student Welcome Calls
- Starting Off Right
 - Week of Welcome Resource Events
 - Intervention Coaching
- Get Students Connected
 - Job and Career Fairs, ClubFest and Resource Fairs

Trustee Bradshaw is impressed that CWI is doing these early interventions. This is about developing relationships and getting these students immediately connected which will keep them involved. Trustee Bradshaw asked how well the job fair was attended. Dean Trisler stated there were approximately 35 employers at the job fair. In order for the students to receive a meal, they had to speak with at least 2 employers and all 350 meals were taken.

Vice Chair Buckner-Webb thanked Dean Trisler for the work being done and for making a point to welcome the adult students. If they are made to feel welcome, they are much more likely to stay and be successful.

COLLEGE RELATIONS

Vice President Marketing, Emily Tetz

Marketing

- Campus Branding - Canyon County Center update
 - Branding logo and design updates will bring cohesion to the Canyon County Center Campus. This will create an engaging and energizing environment for students as well as enhance the prospective student and industry tour experience.
- Display Designs and locations were reviewed.

Trustee Bradshaw asked how many people would see these? Vice President Tetz stated that she has no idea how many people would be in that space, but considering that Health education, Fire, EMT, Law Enforcement, HVAC, Plumbing programs are all housed there, it is a lot of people.

Trustee Bradshaw asked what the longevity of these are and how often would they be replaced? Vice President Tetz stated these displays will stay in place until there is more capital investment to upgrade lab spaces. The partnership with Workforce Development and Facilities to bring us in on this opportunity is greatly appreciated.

Government Relations

Vice President Operations, Nic Miller

- CEC Recommendation of 3% was just adopted by JFAC.
- There are many changes to the JFAC hearings this year. Legislative Services Office will present the numbers to JFAC for each Community College and the committee will have an opportunity to ask questions of the respective presidents. This is a very abbreviated process compared to how it has been done in years past.
- CWI has approx. 600 students that have registered through Idaho Launch to date.
- Governor Little has recommended \$1.5 M expansion to the CWI Welding Lab.

Trustee Reames asked what could derail the Idaho Launch program. Vice President Miller stated that this could come down to prioritization of funds.

Trustee Bradshaw asked if there are particular topics that the Trustees should be informed of and can be speaking to on behalf of CWI. Also, if it would be helpful for the Trustees to be present at some of the legislative sessions, we would need to know about these in advance and get these dates on our schedules. Vice President Miller stated the Trustees will be provided with talking points so that if the opportunity to engage with folks in the community, the Board will have the same information.

Chair Lentz asked for an update on specific bills, similar to what Ashley has provided in the past. Vice President Miller stated there is a "Weekly Bill Tracker" that can be shared with Trustees.

Advancement

Vice President Advancement, Mark Arstein

- Sept. 13, 2024 is the new date for the Opening Doors Event. It will be held on Campus in tents on the lawn at NCAB, and adjacent to all of the construction going on.
- Last year we raised \$1.2M for the entire year of fundraising. And this year we have raised over \$1M in the first 6 months. Trustee Bradshaw stated how amazing the fundraising numbers are, and is very excited about having the Opening Doors Event on Campus.

FINANCE

Vice President Finance, Ken Kline

- Second Quarter Financial Review
- Treasurer's Monthly Report
- Review of Summary of Funds Invested

CAMPUS VISIONING

Vice President, Nic Miller

Capital Campaign

Vice President, Mark Arstein

- Advancement Draft Timeline for 2024 and 2025 was shared.
- Actively recruiting for the 8-12 member Campaign Cabinet.

- In March we are hoping to have a ground-breaking event on the bridge.
- Planning to have Cottage events in people's homes to build relationship and inform them about the campaign.
- VIP event prior to Opening doors in June or July.
- Opening Doors Fundraiser in September.
- Fall of 2024 will include an internal soft launch for Faculty and Staff.

Capital Projects

Vice President, Nic Miller

- Vice President Miller reviewed the Nampa Campus updates including photos of the earth moving and bridge work being done. In addition, the Horticulture site work has begun.

Chair Lentz asked Vice President Miller to expand on the intent of the bridge signing event. Vice President Miller will be meeting with Advancement, Facilities and ESI next week to work on the details of this event.

Chair Lentz asked about the Opening Doors event in September, and what will the building site look like for that event? Vice President Miller stated that there should be some walls and floors up by that time, which will add to the excitement.

Vice President Miller stated the Master Development Agreement and Primary Ground Lease are not ready to be brought to the board yet. Vice President Miller is hopeful to have them at the March Trustee meeting.

Vice President Miller reviewed the Boise campus budget.

- Initial Plans included a 65,000 square foot (SF) facility with a \$26M budget.
- Updated Capital Project Plan funding request will be brought to the board in March. This updated plan includes increasing the square footage to 73,230 with a budget of \$29.3M.

Vice President Miller reviewed the Ada County Campus lease extensions.

- Sundance Buildings:
 - Pintail: 3.1% increase, term ends 7/31/27
 - Lynx: 3.1% increase, term ends 12/31/26
 - Mallard: 3.3% increase, term ends 5/31/26
- PPHC/OMN Eagle Flight Building
 - Quail Court: 2% increase, term ends 12/31/25

These leases total \$1.3 million dollars a year. Note the term end dates, this is a really phased out approach.

Trustee Reames asked if an in-kind donation from the Foundation might be possible to offset the increases for those periods and leave us flat. Vice President Miller felt they were pretty firm, but it is certainly a question to ask.

Trustee Bradshaw asked if the percent increases are from our current rate to the end date or is that a 3.1% increase from now until 2027 per year. Vice President Miller stated the increase is from our current rate to the new rate that will begin August 1, 2024.

Trustee Bradshaw asked that we hold on making a motion at today's meeting, as Vice President Miller has stated there is time for more negotiation. Secretary Reames stated the rate increases are very favorable and is aware of much higher leases in the same area. General Counsel Andrea Fontaine confirmed just because there is an action item on the agenda, it does not mean you must vote on it. The motion can be brought back at a later time. A motion could be devised today to read as suggested on the agenda, with the understanding that further negotiation for a reduction may occur, but that it may not be more than the amounts stated in the proposed amendments.

CONSIDER ADA COUNTY CAMPUS LEASE EXTENSIONS

(M/S) SECRETARY REAMES/VICE CHAIR BUCKNER-WEBB MOVED TO APPROVE THE ADA COUNTY CAMPUS LEASE EXTENSIONS AS PRESENTED, NAMELY THE SECOND AMENDMENT TO THE PINTAIL BUILDING LEASE, THE THIRD AMENDMENT TO THE QUAIL COURT BUILDING LEASE, THE SECOND AMENDMENT TO THE LYNX BUILDING LEASE, AND THE SECOND AMENDMENT TO THE MALLARD BUILDING LEASE, WITH THE UNDERSTANDING THAT FURTHER NEGOTIATIONS MAY OCCUR TO REDUCE RENT, BUT TO NO EVENT WILL THE AMENDMENTS REFLECT A HIGHER RENT.

ROLL CALL

TRUSTEE REAMES – AYE

VICE CHAIR BUCKNER-WEBB - AYE

TRUSTEE BRADSHAW-AYE

TRUSTEE SMITH - AYE

CHAIR LENTY-AYE

MOTION PASSED.

POLICY REVIEW

Vice President, Ryan Herring

Board Governance Policy #7 (Campus Safety) was reviewed.

CHAIR'S REPORT

Trustee Lenty commented the CWI night at the Steelheads was another great event, thanking everyone for the hard work that goes on behind the scenes.

It is a point of appreciation and pride that CWI is visible and active in the community. Especially as we know, many of our business leaders and policy makers are at those same events.

Appreciation goes to this board and their ability to attend multiple meetings and work with different lines of business' in the community. This is a special board who is engaged, cares and really wants to know the details. But also, as a board, we don't want to create any barriers or hurdles in getting things done.

Thank you to Vice President Tetz and your team for all that has been accomplished around the ad campaigns and the culmination of work that has gone into the billboards, commercials and web content.

ADJOURNMENT

Chair Lentz adjourned the meeting at 4:30 pm.



Jim Reames, Secretary/Treasurer
Board of Trustees

3-14-24

Date