



## Board of Trustees Meeting Minutes

1:00 P.M.

ZOOM Virtual Meeting

April 8, 2021

---

### CALL TO ORDER

Chair Lenty called the virtual meeting to order at 1:02 PM.

### PLEDGE OF ALLEGIANCE

**VISITOR INTRODUCTIONS:** Mitch Minnette, President/CEO Nampa Chamber of Commerce

**AMENDMENTS TO THE AGENDA** - None

**CWI MISSION STATEMENT** – Trustee Guerrero read the CWI Mission Statement.

**PUBLIC COMMENT-** There were no public comments.

### ATTENDANCE

#### TRUSTEES:

- **CHAIR MOLLY LENTY**
- **VICE-CHAIR CHERIE BUCKNER-WEBB**
- **TRUSTEE ANNIE HIGHTOWER**
- **TRUSTEE SAMANTHA GUERRERO**

#### ALSO PRESENT:

**Bert Glandon, President**

**Craig Brown, Executive Vice President, Operations**

**Mark Browning, Vice President, College Relations**

**Denise Aberle-Cannata, Provost**

**Karl Spiecker, Vice President Finance**

Andrea Fontaine, General Counsel

Judd Constantine, Multimedia Coordinator III

Ross Hosking, Videographer, College Relations

Morriah Marks, Executive Assistant, College Relations

Janice McGehee, Executive Assistant to the President

Ashley Smith, Communications Representative III, Communications & Marketing

Audrey Eldridge, Executive Director, Communications & Marketing

Cathleen Currie, Dean, Health

Kae Jensen, Dean, Math & Science

Justin Vance, Dean of Arts & Humanities

Kelly Steely, Dean, Business, Communication, & Technology

Courtney Santillan, Dean of Social Science & Public Affairs

Christi Gilchrist, Assistant Vice President, Economic Development

Michael Chacon, Chief Information Officer  
Mary Jo Hayes, Comptroller  
Pat Neal, Dean of Industry, Engineering & Trades  
Stephanie Ritchie-Breach, Faculty Senate President  
Patrick Tanner, Assistant Vice President, Enrollment & Student Services  
Jennifer Colley, Interim Director Human Resources  
Ryan Herring, Interim Vice President, Human Resources  
Alexis Malepeai, Executive Director Institutional Effectiveness  
Laura Brown, Executive Administrative Assistant, Finance  
Tami DeBoer, Executive Administrative Assistant, Operations  
Kim Channpraseut, Executive Director, IT Operations  
Kevin Platts, Director of Public Safety Programs  
John Russ, Assistant Director, Job Corps  
Kristi Martin, Executive Administrative Assistant to the Provost  
Jordan Mendoza, Sr. Research Analyst  
Ryan Randall, Librarian, Instruction Coordinator a & Faculty Outreach  
Jac Webb, Director, Basic Skills  
Pedro Arredondo, Analyst, Research  
Dick Merriman, Summit Search Solutions  
Malcolm Diamond, Assistant Professor  
Kimberly Stephen, Librarian, User Experience  
Brian Cuttlers, Manager III, Institutional Research

## **CONSENT AGENDA**

**(M/S) TRUSTEE HIGHTOWER/TRUSTEE BUCKNER-WEBB MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED.**

## **PRESIDENTS REPORT**

- President Glandon is working with Vice President Browning on putting together a letter of gratitude and a gift containing CWI swag, as recognition to the Finance Committee for their service and commitment to CWI.
- President Glandon is working with Administration to continue the work that was happening prior to the pandemic, regarding Community Roundtables in the areas of Health Care, Business, IT and Career & Technical Industry. President Glandon would like to work with Chair Lenty and the Board of Trustees in passing off this plan for future community involvement and engagement.
- President Glandon presented information on a Work Based Learning Center and provided a video explaining the plan and work model. Chair Lenty asked for the Work Based Learning Center Timeline be broke down further and provided to the Trustees.

## **HIGH PERFORMING RECOGNITION AWARDS**

- President Glandon acknowledged Faculty of Distinction, Heather Schoenherr; Staff of the Month, Hailie Martell; and the Student Achievement Award winner, Sahib Saleh. A video biography was shown for each of the recipients.

## **BOARD COMMITTEE REPORTS**

- **COMMUNITY RELATIONS**

- Vice President Browning reported for the third consecutive year, the National Council for Marketing and Public Relations (NCMPR) has awarded CWI the prestigious Paragon Award. This year the award was for the excellent work done on the Farm to Fork marketing campaign and comprehensive coverage of the event.
- President Glandon was a featured guest on the widely watched public affairs program, Viewpoint on KTVB. Topics included the future of higher education, what is next for CWI, and for President Glandon.
- Vice President Mark Browning will represent higher education and CWI as part of an Idaho Business Review forum panel, looking at the first 100 days of the Biden Administration and the impacts to higher education.

- **LEGISLATIVE UPDATE**

- Vice President Browning reported the Legislature recessed Friday, March 19, until Tuesday, April 6 due to a COVID outbreak within the Capitol.
  - Governor Little signed H0138 into law on March 23, 2021. The FY22 Appropriation for the Idaho Community Colleges passed the House on 3/15 (sponsor: Horman) 53-14-3. The 14 nays were Barbieri, Christensen, Crane, Dixon, Ferch, Giddings, Hanks, Kingsley, Moon, Nate, Nichols, Scott, von Ehlinger, and Wisniewski. It passed the Senate on 3/18, (sponsor: Lent) 33-2-0. The nays were Bayer and Zito.
  - Highlights of the appropriation include a restoration of the 5% holdback from FY21, CEC (Change in Employee Compensation), just under \$800,000 in EWA (Enrollment Workload Adjustment) and \$200,000 in nursing expansion dollars.
  - Policy bills are still in limbo awaiting any possible action once the Legislature returns.

- **FOUNDATION UPDATE**

- Vice President Browning stated the CWI Foundation Board met on Tuesday, April 6, with work done on the strategic plan, as well as potential donor expansion.

- **STUDENT SUCCESS – TRUSTEE GUERRERO**

- Trustee Guerrero shared a student success story regarding a CWI Student, who was struggling with his courses and studies. Thanks to his Advisor, use of Tutoring Services and creative solutions to his course scheduling, this student is on track for a very successful GPA for the spring semester.

- **POLICY – TRUSTEE HIGHTOWER**

- **COLLEGE POLICY CHANGES**

The President's Office sent a college wide communication today regarding a "Return to Campus" operational plan. Embedded in the email was a link to HR

Policy 320. This policy, amended last month, was primarily to update definitions and general policy statements. It is important to note, President's Cabinet wants the college to continue to be flexible and accommodating, while implementing this amended policy. Vice President Herring added a big positive coming out of COVID 19 is the increase in technology usage across campus. This is going to allow for a more flexible environment for all employees long-term.

President Glandon stated there is an expectation within the Governor's office, that state buildings would be full again. Meaning everyone would be back in-person to work. CWI is looking at what is appropriate for the different positions and what makes sense for a high quality delivery to our students. President Glandon would like the Trustees to know the Administrative team is working hard to ensure we are doing what is right for our employees, students and faculty in regards to the timing of coming back on campus.

▪ **BOARD GOVERNANCE POLICY #5**

- Trustee Hightower reviewed Board Governance Policy #5 Human Resources. Trustee Hightower reminded the Trustees, as a board, there are certain responsibilities around hiring the President or Vice President positions. One item to note, we are required to provide interim succession programs for all key employees including the position of President. Trustee Hightower stated the board should make sure this is in place.
- Trustee Hightower would like to re-visit, at a future work session, Section 5.04, Emeritus Status. President Glandon stated emeritus status was granted to Cheryl Wright upon her retirement. This is not something CWI has done a lot of in the past. General Counsel, Andrea Fontaine will research and review what peer colleges are doing and what the purpose and intent is of granting emeritus status.
- Trustee Buckner-Webb commented about another board she serves on, who had a very liberal policy on granting this status. Trustee Buckner-Webb's advice would be to have good qualifications and guidelines as to who is eligible to be granted emeritus status. This will help to alleviate any difficult situations in the future for determining emeritus status.

● **FINANCE— VICE PRESIDENT SPIECKER**

▪ **FINANCE COMMITTEE RECOMMENDATION**

Chair Lentz asked each board member if there were any other questions surrounding the dissolving of the Finance Committee. Trustee Hightower appreciated the additional information provided, and she had no further questions.

**(M/S) TRUSTEE BUCKNER-WEBB /TRUSTEE GUERRERO MOVED TO DISSOLVE THE FINANCE COMMITTEE PER THE RECOMMENDATIONS PRESENTED.**

Executive Assistant McGehee called the vote.

**ROLL CALL**

- CHAIR MOLLY LENTY.....AYE
- VICE-CHAIR CHERIE BUCKNER-WEBB.....AYE
- TRUSTEE ANNIE HIGHTOWER.....AYE
- TRUSTEE SAMANTHA GUERRERO.....AYE

**MOTION PASSED**

Trustee Hightower noted the Finance Committee Policy will be reviewed at the May board meeting.

**MALLARD LEASE**

- Executive Vice President Brown shared the negotiated Proposed Lease terms for the Mallard property;

**(M/S) TRUSTEE GUERRERO /TRUSTEE BUCKNER-WEBB MOVED TO APPROVE THE EXTENSION OF THE MALLARD BUILDING LEASE AS PRESENTED.**

Executive Assistant McGehee called the vote.

**ROLL CALL**

- CHAIR MOLLY LENTY.....AYE
- VICE-CHAIR CHERIE BUCKNER-WEBB.....AYE
- TRUSTEE ANNIE HIGHTOWER.....AYE
- TRUSTEE SAMANTHA GUERRERO.....AYE

**MOTION PASSED**

**CHAIR’S REPORT**

- Chair Lenty thanked everyone, and especially the search committee for the work done on the hiring of Vice President Ryan Herring.
- Chair Lenty thanked Executive Vice President Brown for the work on the Mallard Lease negotiation. Whitewater & Main property work continues. Executive Vice President Brown will be overseeing a visioning process and environmental scan, which will include a gap analysis to consider forming a work group. The environmental scan would include surveys of both current and future students, faculty, staff, community, business and industry leaders. A market and labor analysis would also be included in this scan.
- Executive Vice President Brown commented at the last Trustee meeting, it was agreed CWI needs to keep a presence in Boise. President’s Cabinet will assess what our needs and priorities are going to look like moving forward, before we start bringing other people into the conversation. The Pandemic has changed things, and what was once “normal” may not be the same “normal” now. PC recommends slowing down, doing some internal work, and defining what our priorities are. There could be a need to consult with folks who think outside of the box and have a more futuristic view.
- Vice-Chair Buckner-Webb cautioned three years will go by quickly and we need to make sure we aren’t still in the same spot. It is important we be nimble and responsive to the information gathered.
- Chair Lenty stated we are engaged with the Summit Search Firm for the Presidential Search and by next board meeting hope to have a timeline for engaging the Focus Groups both internal and external in the community. Presidential Search Committee Co-

chairs are Chair Lenty and Provost, Denise Aberle-Cannata. The committee is being formed now and will be made public soon.

- Zone 3 Trustee application deadline has been extended to April 30, allowing more time for information gathering and to make a decision at the May Trustee meeting.

**EXECUTIVE SESSION**

**(M/S) TRUSTEE HIGHTOWER/TRUSTEE GUERRERO MOVED PURSUANT TO IDAHO CODE § 74-206 (1)(a), CONVENE IN EXECUTIVE SESSION: (a) 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.**

Executive Assistant McGehee called the vote.

**ROLL CALL**

- CHAIR MOLLY LENTY.....**AYE**
- VICE-CHAIR CHERIE BUCKNER-WEBB.....**AYE**
- TRUSTEE ANNIE HIGHTOWER.....**AYE**
- TRUSTEE SAMANTHA GUERRERO.....**AYE**

**MOTION PASSED.**

**OPEN SESSION**

- Chair Lenty reconvened the meeting into open session.

**WORK SESSION**

- **3 YEAR SBOE (STATE BOARD OF EDUCATION) PROGRAM PLAN**
  - Provost Aberle-Cannata reviewed the following new programs to be added to the Fall of 2021 through the Fall of 2023;

<b>Program Title</b>	<b>Degree Level/Certificate</b>	<b>Anticipated Delivery Date</b>
Occupational Therapy Assist.	AAS	Fall 2021
Anthropology	AA	Fall 2021
Network/Systems Administration	Advanced AAS	Fall 2022
RN to BSN	BSN	Fall 2023
Data Analytics	BTC	Fall 2023
Wildland Fire	AS	Fall 2023

- **ACCREDITATION OVERVIEW**
  - Executive Director, Alexis Malepeai presented a high-level overview of Federal, State and Northwest Commission on Colleges & Universities (NWCCU) accreditation mandates and required reports that affect CWI.
  - Chair Lenty encouraged the Trustees to reach out to Alexis for any questions they may have or to take a deeper dive around the NWCCU Accreditation Standards.

- **SBOE STRATEGIC PLAN**

- Brian Cuttlers, Manager III, Institutional Research reviewed the 2022-2026 Idaho State Board of Education (SBOE) Strategic Plan. This plan is developed in accordance with NWCCU and SBOE standards, established in Idaho Code Sections 33-2101, 33-2103, to 33-2115.

- **SPRING STUDENT SUCCESS MEASURES**

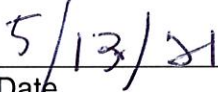
- Brian Cuttlers, Manager III, Institutional Research reviewed the spring 2021 Student Success Measures Report. The spring report primarily is focused on the Spring Student Enrollment Headcount and credits generated. It was noted, dual credit enrollment has not been finalized for the spring term. This is due to the High Schools operating on a quarter system. There will be approximately 12,000 more credits reported for dual credit in addition to the 41,000 reported.

Executive Vice President Brown added the decline in spring enrollment numbers is directly related to COVID fatigue.

Chair Lenty called for the meeting to adjourn.

Meeting adjourned at 3:40 p.m.

  
\_\_\_\_\_  
Molly Lenty, Chairperson

  
\_\_\_\_\_  
Date