



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

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

June 17, 2014

CALL TO ORDER AND VERIFICATION OF QUORUM

Chairman Stan Bastian 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:

Stanley Bastian – Chair
Mary "M.C." Niland – Vice Chair; excused at 2:20 p.m.
Gordon Browning – Secretary/Treasurer
Guy Hurlbutt
Mark Dunham

Also present:

Bert Glandon, President
David Shellberg, EVP Instruction and Enrollment and Student Services
Cheryl Wright, VP Finance and Administration
Craig Brown, VP Resource Development
Marilyn Griggs, Executive Director, Financial Services
Doug DePriest, Director, Institutional Effectiveness
Gerald Hunter, Chairman, Dormitory Housing Commission
Debbie Kling, Secretary/Treasurer, Dormitory Housing Commission
Denise McClure, President, Averti Solutions, LLC
Anitra Townsend, Board Liaison
Kathy Ohnsman, Executive Assistant, President's Office

PLEDGE OF ALLEGIANCE

CALL FOR PUBLIC COMMENT

- None

CONSENT AGENDA

1. (M/S) NILAND/DUNHAM: MOVE TO ACCEPT THE CONSENT AGENDA ITEMS AS PRESENTED. MOTION PASSED UNANIMOUSLY.

DORMITORY HOUSING COMMISSION

- Chairman Gerald Hunter introduced new commissioner, Debbie Kling. Ms. Kling is the president of the Nampa Chamber of Commerce.
- Chairman Bastian thanked the commissioners for their willingness to serve.

FINANCE COMMITTEE REPORT

- Internal Control Assessment: Denise McClure presented her findings to the Board. She evaluated cash receipting and p-cards.
 - Trustee Hurlbutt expressed concern that p-card limits had been exceeded so frequently
 - VP Wright will have staff thoroughly research the trends, solicit the input of the Finance Committee, and report back to the Trustees in August.
- Financials: VP Wright presented the financials.
- Investment Advisory Services Interviews: Cheryl explained that there would be 2-4 interviews of the finalists, and invited the Trustees to participate. Trustee Dunham expressed interest.
- Investment Policy & Procedures, 1st Reading: Cheryl explained the need to a board-approved policy as part of the search for investment advisory services. Chairman Bastian requested that the staff provide only the "clean copy" for the second reading.

CONTINUING BUDGET RESOLUTION

- VP Wright explained that a continuing budget resolution allows the College to continue to spend money until the budget has been approved.

2. (M/S) NILAND/BROWNING: MOVE TO APPROVE A CONTINUING BUDGET RESOLUTION FOR FISCAL YEAR 2014 THROUGH JULY 2014, OR UNTIL THE TRUSTEES FORMALLY APPROVE A FISCAL YEAR 2015 BUDGET. MOTION PASSED UNANIMOUSLY.

FISCAL YEAR 2015 BUDGET, 1ST READING

- VP Wright presented the budget to the Trustees.
- Trustee Hurlbutt asked how secure the staff feels with our projected tuition and fees revenue. Cheryl replied that we project revenue conservatively, so feel that the numbers are solid.
- Trustee Niland asked if CWI had to reduce adjunct hours to retain non-benefited status. Cheryl explained that the college has not had to do so.

3. **(M/S) HURLBUTT/DUNHAM: MOVE TO ALLOW \$1,548,400 TO BE CARRIED FORWARD FROM FISCAL YEAR 2014 BUDGET INTO FISCAL YEAR 2015, AS REQUESTED. MOTION PASSED UNANIMOUSLY.**
4. **(M/S) NILAND/BROWNING: MOVE TO ALLOW THE COLLEGE ADMINISTRATION TO PROCEED WITH SALARY CHANGES FOR EMPLOYEES AS OF JULY 1, 2014, AS PRESENTED IN THE FY 2015 PROPOSED BUDGET, 1ST READING, P. 105 OF 121, PRIOR TO FINAL ADOPTION OF THE FY 2015 OPERATING BUDGET. MOTION PASSED UNANIMOUSLY.**

STUDENT LEGAL CLINIC UPDATE

- Trustee Hurlbutt updated the Trustees. He has contacted both the Ada and Canyon County Bar Associations. He expects that the clinic will be operational by the Spring 2015 semester.

CHAIRMAN'S REPORT

- Nothing to report

5. **(M/S) NILAND/DUNHAM: MOVE TO CONSIDER THE PRESIDENT'S REPORT NEXT ON THE AGENDA, AND THE STATE BOARD OF EDUCATION AND THE CAMPUS SECURITY UPDATE AFTER THE STRATEGIC PLAN ITEM. MOTION PASSED UNANIMOUSLY.**

Explanation: This rearrangement was necessary because the meeting was running considerably ahead of schedule, several Trustees and the President needed to leave early, and the timing of the Master Plan update could not be changed.

PRESIDENT'S REPORT

- President Glandon presented the report items

STATE BOARD OF EDUCATION AND STRATEGIC PLAN

- VP Brown and Doug DePriest discussed the changes that the State Board (SBOE) requested all institutions make to develop uniformity in the plans.
- The Trustees expressed their interest in discussing with the SBOE in a collaborative spirit why the changes were made to the Trustee-approved plan, and where the Voluntary Framework of Accountability standards fit into the SBOE vision.

CAMPUS SAFETY UPDATE

- EVP Shellberg briefed the Board on the progress of the state-wide task force. He complimented the spirit of cooperation that the task force demonstrated. The CWI group has made recommendations to President's Cabinet; once these have been vetted, they will come to the Trustees.

- VP Brown presented the current CWI campus security picture. Trustee Browning asked about the criteria used to decide which locations will not have security coverage, and asked whether these decisions will still apply in the new environment. He expressed concern that an incident at one of these locations could leave the College vulnerable to lawsuits.
- Trustee Hurlbutt asked how the new concealed carry law will impact upon our presence in local high schools. President Glandon explained that K-12 institutions are governed by different statutes, and that weapons will still be prohibited at these locations.

LUNCH

- The Board broke for lunch from 12:35 to 12:57 p.m.

NAMPA CAMPUS MASTER PLAN UPDATE

- VP Brown introduced Corey Johnson of CTA Architects, Education Studio Director. Corey introduced the rest of the CTA/MHTN team, as well as Martin Santoyo, architect with the Idaho Division of Public Works.
- The team presented the current status of the master plan. Trustee Hurlbutt asked if traffic from Highway 16 might present a challenge. The team replied that it will actually be beneficial as an additional route for students.
- There will be a public meeting in mid-July to present the plan.
- Trustees would like to contact the Chambers of Commerce in Ada and Canyon Counties to get their support prior to the meeting. President Glandon asked that the Mayor of Nampa be contacted first.

Trustee Niland departed at 2:20 p.m.

At 2:21 p.m., Chairman Bastian MOVED 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:

- | | |
|----------------------|--------|
| • Stan Bastian | aye |
| • Mary "M.C." Niland | absent |
| • Gordon Browning | aye |
| • Mark Dunham | aye |
| • Guy Hurlbutt | aye |

The Board returned to public session at 3:28 p.m.

6. (M/S) DUNHAM/ BROWNING: MOVE TO APPROVE KEVIN JENSEN AS DEAN OF ENROLLMENT AND STUDENT SERVICES. MOTION PASSED UNANIMOUSLY.

7. (M/S) DUNHAM/ BROWNING: MOVE TO ADJOURN. MOTION PASSED UNANIMOUSLY.

Chairman Bastian adjourned the meeting at 3:30 p.m.


Stan Bastian, Chairman of the Board

7-15-14
Date Signed