

	BOARD OF TRUSTEES REGULAR MEETING November 13, 2025 Minutes	Board of Trustees Jim Reames, Chair Nicole Bradshaw, Vice Chair Molly Lenty, Sec/Treas Cherie Buckner-Webb David Bishop
CWI MISSION 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		

**CWI Nampa Campus Academic Building
Room 122
3:00PM**

ATTENDANCE:

Jim Reames, Chair
Molly Lenty, Secretary/Treasurer
Cherie Buckner-Webb, Trustee
David Bishop, Trustee

I. CALL TO ORDER

Chair Reames called the meeting to order. The Pledge of Allegiance was recited. Secretary/Treasurer Lenty recited the CWI mission statement. No visitor introductions were made, and no public comments were received.

- II. CONSENT AGENDA (Chair Reames) – ACTION ITEM**
- a. *October 13, 2025 Minutes,*
 - b. *October 22, 2025 Minutes,*
 - c. *Treasurer’s Report,*
 - d. *Capital Projects Budget to Actuals Report*

MS (Bishop / Lenty): To approve the consent agenda as presented. The motion carried.

III. PRESIDENT’S REPORT

President Jones highlighted the Fall semester activities, including meetings he attended and notable achievements by CWI and partner organizations. These accomplishments reflect continued growth, affordability, and academic quality for students. Recently, he engaged with faculty and staff at a CWI Town Hall and held discussions with Faculty Senate leadership regarding current issues and priorities.

President Jones emphasized CWI’s commitment to increasing awareness and creating valuable student experiences through high-quality education. He recently met with representatives from INBRE, an external advisory committee supporting hands-on research opportunities for students. He stressed the



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importance of integrating employment and research experiences to help students pursue undergraduate and graduate degrees and expressed pride in CWI's offerings that support these areas.

Additionally, President Jones noted that CWI's Surgical First Assist program has earned national recognition as one of only 14 accredited programs in the country. The Surgical Technician program continues to maintain a 100% employment rate for graduates through partnerships with St. Alphonsus and St. Luke's.

Chair Reames - Question: When you talk about growth, are there any particular programs or disciplines that stand out more than others?

President Jones - Answer: Our Career Technical Fields are currently experiencing significant wait lists in most of our programs.

IV. PROGRAM FEES – GOVERNING POLICY REVISION

Vice President Kline presented a request to amend Board policy regarding program fees. He explained that certain programs, such as Nursing, require consumable instructional materials for student practice prior to graduation. Program fees are commonly used by colleges and universities to offset the cost of these materials, and students typically pay these fees each semester. The proposed change would allow CWI to request program fees in the future to cover such costs.


Secretary/Treasurer Lentz - Question: By making this amendment does this provide easier access for our students to grants and student loans being able to cover some of those hard costs?

Vice President Kline - Answer: Yes, the cost factors into the cost of attendance for the students, and that is what determines how much aid they're eligible for.

President Jones commented on CWI's affordability and financial aid eligibility, noting that CWI operates at approximately 40% lower cost than traditional four-year institutions. Trustee Bishop emphasized the importance of regularly updating training equipment to ensure students receive the skills required by the community.

MS (Bishop / Lentz) To approve the changes to Governance Policy IV. Fiscal Responsibility related to professional fees as presented. The motion carried.

V. FINANCIAL UPDATE

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Vice President Kline presented the Financial Update, including the 2026 budget outlook and a review of CWI’s prior-year financial performance. He reported that CWI will receive a 3% reduction in state appropriation for 2026, totaling approximately \$1 million. To offset this reduction, leadership plans to utilize salary savings, which totaled \$2.5 million last year.

Chair Reames - Question: Is the salary savings you are referencing budgeted year over year? Do we always have that in the back of our minds when we're budgeting wages?

Vice President Kline - Answer: We fully budget the annual salary and benefits for every position. Those savings, then, typically feed our reserves at the end of the year. This is a traditional governmental funding model.

Chair Reames - Question: This approach won't have an impact to the staff?

Vice President Kline - Answer: Correct.

Vice President Kline presented the Fall tuition revenue report, noting a year-over-year increase of \$1.45 million. Of this amount, \$750,000 resulted from tuition fee increases and \$675,000 from enrollment growth. Enrollment projections indicate tuition revenue will meet budget expectations.

He also reviewed budget-to-actual adjustments reflecting state budget cuts in both revenues and expenditures. Additionally, VP Kline discussed FY24 reserves and financial ratios using the Composite Financial Index (CFI), an industry standard adopted by the State Board of Education (SBOE) to evaluate financial performance. The CFI incorporates four ratios: Primary Reserve, Viability, Return on Net Position, and Net Operating Revenues.

Secretary/Treasurer Lentz - Question: So, the other community colleges are not using these ratios or this methodology, just the SBOE with universities?

Vice President Kline - Answer: Correct, all four-year institutions must report this to the SBOE in December.

He then discussed CWI’s key financial metric, Net Operating Revenue, which measures whether operations are sustainable. The target range is 2–4%, allocated to reserves annually to address potential revenue reductions, significant expenses, or unforeseen opportunities.

Chair Reames - Question: Do you think, moving forward, we'll start bumping back up into that 3-4% range again?

Vice President Kline - Answer: From a sustainable perspective, that's what we'll work towards.



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Vice President Kline provided an update on reserves at year-end, which totaled \$113 million in cash. After excluding committed amounts—\$6 million for capital projects and a debt service reserve for COPs—working capital and other reserves total \$54.6 million, equivalent to approximately 7.5 months of operating expenses. The institutional target is 6 months, which was met last year after adjusting for timing differences in June payments.

He explained that the sustainability reserve, calculated during budget preparation, covers worst-case scenarios and includes one semester’s tuition, 25% of state appropriation, and half of other revenues (excluding property tax). These reserves ensure stability in the event of significant revenue disruptions.

Kline noted that CWI’s reserve targets are conservative compared to most institutions, which typically maintain around 3 months of operating reserves. Benchmarks were developed by KPMG, and CWI’s current position reflects strong financial health relative to peers, many of which do not maintain sustainability reserves or extended operating coverage.

Chair Reames - Question: Are any of our foundation dollars represented in these numbers?

Vice President Kline - Answer: Yes, our foundation dollars are included.

VI. NAMING CONSIDERATIONS

a. Greenhouse


Vice President Arstein presented current fundraising opportunities, including naming rights for campus facilities. The Borbonus Family Foundation has committed \$450,000 (\$150,000 annually for three years) to support the Agricultural Complex. In recognition of this gift, the administration proposes naming the greenhouse the Borbonus Family Foundation Greenhouse for a term of 25 years.

MS (Lenty / Buckner-Webb) I move to approve the naming of the Greenhouse in the Ag Complex to the Borbonus Family Foundation Greenhouse. The motion carried.

b. CWI Boise / Micron Education Center

Vice President Arstein presented a naming opportunity associated with the new Boise location and a potential update to the Nampa Micron Education Center. Micron has committed \$5.5 million, with \$3 million designated for the Boise facility and \$2.5 million to support mechatronics. The proposed naming duration is 50 years. This funding will enable completion of the third floor at the Boise location and facilitate relocation of remaining programs from the Mallard site.

Trustee Bishop - Question: What kind of cost savings are you looking at moving out of Mallard?

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Vice President Miller - Answer: We have multiple buildings that are under lease right now that are coming to an end at our Black Eagle Center. The largest is Pintail, which is approximately \$800,000 per year. All the buildings together are about \$1.1 million per year.

Vice President Arstein proposed updating the name of the Micron Education Center to better reflect its primary use for career technical programs. The recommended name is “Micron Technical Education Building,” with implementation planned for Fall 2027.

Secretary/Treasurer Lentz - Question: Would having two buildings that have the name “academic” in the title confuse students?

Vice President Arstein - Answer: The naming of the Boise location fits our naming conventions.

Secretary/Treasurer Lentz - Question: In the future, will we always consider NCAB as the academic location?

President Jones - Answer: I believe as time goes on, we will have future donors that will evolve the naming of our buildings.

MS (Lentz / Bishop) I move to approve the naming of the first building at CWI Boise the Micron Academic Center. The motion carried.

MS (Bishop / Lentz) I move to approve the re-naming of the Micron Education Center in Nampa to the Micron Technical Education Building, effective fall 2027. The motion carried.


VII. CWI BOISE – BUDGET AMENDMENT

Vice President Miller reported on secured funding and requested an amendment to the previously approved budget, increasing it by \$4 million to a total of \$42.7 million. The increase is necessary to cover additional costs for building out the third floor of the Boise location to 25,000 square feet.

Secretary/Treasurer Lentz - Question: Even though we're increasing the budget, will this also open up additional opportunities for funding?

Vice President Miller - Answer: That is correct, it will open up more opportunities for recognition.

MS (Lentz / Bishop) I move to approve the increase in project cost for the Boise Campus to \$42.7 million as presented. The motion carried.

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VIII. FORD IDAHO CENTER

President Jones provided an update on the Ford Idaho Center, noting that the decision currently rests with the City of Nampa. He summarized last month's meeting, which covered procedural matters, planning rationale, agreement provisions, the operating agreement with Oakview Group, and a contingency plan should CWI assume ownership.

On October 6, the City of Nampa voted to convey the property to CWI. Before the confirming vote could occur, allegations of an open meeting law violation were raised. The Magic Valley prosecutor reviewed the matter and found no clear violation. The City will hold a final hearing to consider conveying the property on December 1.

Chair Reames - Question: Is there a chance that the vote could get pushed to the new year?

President Jones - Answer: This is pure speculation, but I believe this topic will be resolved before January 1st. There are always variables that sit outside the standard procedure, and there is always a chance that legal action or a delay could occur.

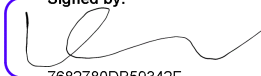
In closing President Jones requested that the Board be prepared to meet should the city vote to convey on December 1.

IX. CHAIR'S REPORT

Chair Reames spoke about the upcoming end of the year and reminded all to stop and reflect on your "why" and be sure to take time to love and appreciate your family.

X. ADJOURNMENT

The meeting adjourned at 4:13pm.

Signed by:

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Molly Lenty

Board Secretary