



Board of Trustees

Meeting Minutes

Time: 3:00 PM

Nampa Campus Academic Building, Room #122

June 13, 2024

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

GUESTS

Sydney Kidd, Boise Dev Reporter

CWI MISSION STATEMENT

Chair Lenty 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
- NICOLE BRADSHAW, TRUSTEE
- GARY SMITH, TRUSTEE
- JIM REAMES, SECRETARY/TREASURER - ABSENT

ALSO PRESENT:

Gordon Jones, President
Denise Aberle-Cannata, Provost
Ken Kline, Vice President Finance
Ryan Herring, Chief Human Resources Officer
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
Courtney Boles, IT Tech Support Specialist II
Gordon Hynes, Budget
Janice McGehee, Executive Assistant to the President
Jenee Snyder, Executive Director Financial Aid

Lauren Leonard, Administrative Assistant, President's Office
Mary Jo Hayes, Comptroller
Richard Goldsberry, IT Tech Support Specialist, Lead

CONSENT AGENDA

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

PRESIDENT'S REPORT

President Gordon Jones

- Commencement was held May 10, with 1400 students receiving degrees. First annual faculty appreciation dinner was held prior to commencement and was a success.
- The leadership team including President Peter Nwosu of SUNY Oswego in New York, were on campus to learn more about CWI/Micron partnership. The group toured the Advanced Mechatronics Lab and were impressed with the state-of-the-art equipment available to CWI students.
- JFAC tour and luncheon was held June 5, at the CWI Canyon County Center and the Academic building. President Jones thanked JFAC for their past investments in CWI and illustrated the need for their continued support.

BOARD LIAISON REPORTS

INSTRUCTION AND STUDENT SUCCESS

Provost, Denise Aberle-Cannata

Enrollment Update

- 2024 Summer Semester Enrollment Snapshot
 - This is the sixth consecutive semester to have achieved growth.
 - Up 9.1% in credit hours
 - Up 9% in student head countVice Chair Buckner-Webb asked if these are students from all over or a specific area?
Provost Cannata will follow up with the enrollment demographics.
- CWI is hosting the Micron CHiPs Camp – Micron provided a \$27K Grant for this program and enrollment is up from last year.

COLLEGE RELATIONS

Marketing

Vice President Marketing, Emily Tetz

- Vice President Tetz reviewed the different CWI sponsorship types, strategy, and upcoming sponsorship schedule.
- Community Sponsorship Types are Signature Events, Partner Engagements and Community Support.
- The intent of these types of strategies are for Community Engagement, Visibility, Representation and Validation.

GOVERNMENT RELATIONS

Vice President Operations, Nic Miller

- Media highlights:
 - Idaho Matters/Boise State Public Radio – President Jones previewed commencement ceremony.
 - Idaho Press – Interfaith Sanctuary and CWI partner on Idaho Workforce Development Council grant for construction careers.
 - KTVB – SUNY-Oswego and Micron visit; CWI will highlight Micron’s partnership with CWI.
- JFAC Tour and Lunch – The group toured all Nampa locations and it was a very successful visit.
- Integrated Calendar Review

Chair Lentz asked if there is the opportunity to have access to the integrated calendar and to be kept in the loop for upcoming opportunities this fall. Vice President Nic Miller stated the integrated calendar is being built out now as a Sharepoint site and is currently under construction. This will be shared with the Trustees as soon as it is complete.

Vice Chair Buckner-Webb asked if students have easy access to go from campus to campus? Is there a shuttle between the Boise campus and Nampa campus? Vice President Miller stated we do our best to concentrate programs in one building or campus, but inevitably it does require some students to make this transition between campuses. If you have a CWI student ID Card, you can utilize the VRT bus system for free.

Advancement

Vice President Advancement, Mark Arstein

- Goal is \$300K by the end of this month for Opening Doors event.
- There have been 141 meaningful interactions.
- Planning – June/July Strategic Planning & Goal Setting for FY25. With Mike Pena and Allison Pratt’s leadership, some reorganizing will be taking place. Foundation Board Meetings will be held quarterly now.
- Fundraising results were reviewed and are at \$1.8 million through April 2024, ahead of last year and racing for the \$2 million mark. President Jones added this is an important component both in structure and strategy to bring people in relationship with CWI.

Trustee Bradshaw is impressed with the work being done. As a reminder, the Opening Doors Event has 26 tables sold. There are 42 tables available, this is a challenge to board members. Also, the Foundation is looking to fill two vacancies on the Foundation Board.

Nicole Criner will be joining the team on July 8, as the Director of Strategic Communications.

Chair Lentz reminded the board when there is a social component posted on social media, the board can help to promote these events through their own social media accounts.

Chair Lentz asked about the Foundation Board Strategy Meeting, and if there is a role the rest of the board can support or be involved with, to please let them know.

CAMPUS VISIONING

Capital Projects Update

Vice President, Nic Miller

- Photos of the Horticulture & Ag Science and the Health & Science Building were shared.
- State Board of Education Occupancy Costs and SBOE policy was reviewed. CWI must have Trustee approval to request these funds.
- Total Occupancy Costs request is \$1.1M

Trustee Bradshaw asked what formula is used to arrive at this amount. Vice President Miller stated the formula is set by the State Board of Education and is a combination of per square footage as well as a percent of the overall cost.

CONSIDER REQUEST TO SBOE FOR OCCUPANCY COSTS

(M/S) TRUSTEE SMITH/ TRUSTEE BRADSHAW MOVED TO APPROVE THE REQUEST TO SBOE FOR OCCUPANCY COSTS AS PRESENTED. MOTION PASSED.

Capital Campaign Update

Vice President, Mark Arstein

- Vice President Arstein reviewed and explained the Visioning Room Tours.
- Campaign Leadership pre-launch meeting was held with good participation.
- A significant gift has been secured and the hope is to finalize details with that donor in the next month or two.

Trustee Bradshaw would like the opportunity to tour the Visioning Room.

FINANCE

Vice President Finance, Ken Kline

- Treasurer's Monthly Report
- Notice of Intent to Renew Certificates of Participation (COP)

CONSIDER CERTIFICATE OF PARTICIPATION (COP) - 2018 AND 2022 SERIES RENEWAL

**(M/S) TRUSTEE SMITH/TRUSTEE BRADSHAW MOVED TO APPROVE THE CERTIFICATE OF PARTICIPATION 2018 SERIES AND THE 2022 SERIES AS PRESENTED.
*MOTION PASSED.***

PROPOSED FY25 BUDGET

Vice President Finance, Ken Kline

- Second Reading was reviewed with two changes made since the last meeting in the areas of “Other Revenue” and “Grants & Sponsored Projects”.
- Property tax rates will be going down slightly but final numbers will not be available for a few months. Trustee Bradshaw asked about what that decrease would look like. Has the estimated reduction been included in the budget? Vice President Kline stated this will be an increase in property tax revenues for us to spend, but it is spread over a higher tax base.

CONSIDER APPROVAL OF PROPOSED FY25 BUDGET

(M/S) TRUSTEE BRADSHAW/VICE CHAIR BUCKNER-WEBB MOVED TO APPROVE THE PROPOSED FY25 BUDGET AS PRESENTED. MOTION CARRIED.

CHAIR’S REPORT

- Chair, Lenty recently heard a positive story of a young person who is thriving at CWI as well as a community leaders’ son who did not have the grades initially upon graduating high school to go to BSU. He came over to CWI and was able to really get himself on track and has finished out this year with straight A's and has been accepted into Boise state.
- Chair, Lenty thanked the Marketing and Communications team for their efforts in matching up our engagements in the community to our areas of practice and subject matter expertise. It is one of the best returns on investment with sponsorships to highlight and leverage our own skills and expertise.
- Looking forward to the Boise Hawk’s night and appreciate the extra effort that goes into this sponsorship.
- Kudos to Vice President Arstein for the team he has built in just under a year of being on board and the relationship building that has taken place. Great job.
- If there are any topics the board would like to have covered in the future, Chair Lenty will work with Randi and President Jones to determine where the topic might fall in the reporting calendar.

CONSIDER EXECUTIVE SESSION

(M/S) VICE CHAIR BUCKNER-WEBB/TRUSTEE SMITH MOVED TO CONVENE IN EXECUTIVE SESSION PURSUANT TO IDAHO CODE § 74-206(1)

(b) TO CONSIDER THE EVALUATION, DISMISSAL, OR DISCIPLINE OF, OR TO HEAR COMPLAINTS OF CHARGES BROUGHT AGAINST A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER, INDIVIDUAL AGENT OR PUBLIC SCHOOL STUDENT.

ROLL CALL

VICE CHAIR BUCKNER-WEBB - AYE

TRUSTEE BRADSHAW-AYE

TRUSTEE SMITH - AYE

CHAIR LENTY-AYE

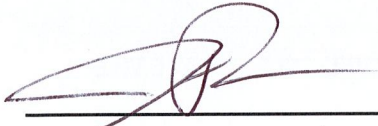
TRUSTEE REAMES – ABSENT

MOTION PASSED.

ADJOURNMENT

Chair Lentz adjourned the meeting into Executive Session at 4:00 PM.

Executive Session adjourned at: 6:00 PM.



Jim Reames, Secretary/Treasurer
Board of Trustees

7-11-24
Date