



# Board of Trustees

Meeting Minutes

Time: 1:00 PM

Hybrid - ZOOM Video Conference  
NADM President's Conference Room

August 12, 2021

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## CALL TO ORDER

Chair Lenty called the virtual meeting to order at 1:00 p.m.

## PLEDGE OF ALLEGIANCE

VISITOR INTRODUCTIONS - None

AMENDMENTS TO THE AGENDA - None

CWI MISSION STATEMENT – Trustee Hightower read the CWI Mission Statement.

PUBLIC COMMENT- There were no public comments.

## ATTENDANCE

### TRUSTEES:

- MOLLY LENTY, CHAIR
- CHERIE BUCKNER-WEBB, VICE CHAIR
- ANNIE HIGHTOWER, TRUSTEE

### ALSO PRESENT:

**Denise Aberle-Cannata, Interim President and Provost**  
**Craig Brown, Executive Vice President, Operations**  
**Mark Browning, Vice President, College Relations (Remote)**  
**Karl Spiecker, Vice President Finance**  
**Ryan Herring, Vice President Human Resources**  
Andrea Fontaine, General Counsel  
Judd Constantine, Audio Visual Project Manager  
Janice McGehee, Executive Assistant to the President  
Audrey Eldridge, Executive Director, Communications & Marketing  
Gabby Minor, Administrative Assistant I  
Kae Jensen, Dean, Math & Science  
Justin Vance, Dean, Arts & Humanities  
Christi Gilchrist, Assistant Vice President, Economic Development  
Patrick Tanner, Assistant Vice President, Enrollment & Student Services  
Jennifer Colley, Director Human Resources  
Laura Brown, Executive Administrative Assistant  
Gordon Hynes, Director, Budget  
La Dawn Anderst, Foundation, Data Base Coordinator  
Chad Trisler, Dean of Students

Courtney Santillan, Dean, Social Science & Public Affairs  
Jessica Downing, Senior Creative Manager  
Jordan Mendoza, Senior Research Analyst  
Brian Cuttlers, Manager III, Institutional Research  
Cathleen Currie, Dean, Health Sciences  
Mary Jo Hayes, Comptroller  
Jac Webb, Director, Basic Skills  
John Russ, Director, Work-Based Learning Center  
Maia Kelley, Associate Professor, Math  
Heidi Nash, Assistant Director, Adult Education  
Sue Heathman, Manager II, Contracts & Procurement  
Courtney Colby Bond, Dean, Center for Teaching & Learning  
Valerie Lee, Assistant Director, Tutoring Services  
Kristi Martin, Executive Assistant to the Provost  
Aubrey Plew, Assistant Director, Job Corp  
Ashley Smith, Representative III, Communications  
Brenda Fisher, Dept. Chair, Visual & Performing Arts  
Kim Channpraseut, Executive Director, IT Operations  
Kevin Platts, Director, Public Safety Programs  
Gloria Keulman, Administrative Assistant  
Mitch Minnette, President and CEO, Nampa Chamber of Commerce  
Guest, Dick Merriman, Summit Solutions  
Guest, Mike J.

#### **EXECUTIVE SESSION**

**(M/S) BUCKNER-WEBB / HIGHTOWER MOVED PURSUANT TO IDAHO CODE § 74-206 (1) (b),  
CONVENE IN EXECUTIVE SESSION:**

*(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, individual agent or public school student;*

#### **ROLL CALL VOTE:**

**CHAIR LENTY-AYE**

**VICE CHAIR BUCKNER-WEBB-AYE**

**TRUSTEE HIGHTOWER-AYE**

**TRUSTEE GUERRERO-ABSENT**

**TRUSTEE REAMES-ABSENT**

#### **MOTION PASSED**

#### **CONSENT AGENDA**

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

#### **INTERIM PRESIDENT'S REPORT**

Interim President Aberle-Cannata shared the following:

- President's Cabinet and the Executive Operations Team (EOT) held Strategic Planning days in July. Priority initiatives were established and Operational Plans set.

- The Fall Address is scheduled for August 18 and will be a virtual event. Futurist Michael Mathews will be the guest speaker. The Board of Trustees, Foundation Board and CWI Pillars, have been invited to attend.
- Fall Term begins August 23.
- The CWI Covid SEAL Team has been meeting regarding pandemic protocols. The Community College Presidents have all agreed, masks will be recommended, but not required.
- Farm to Fork Dinner is coming. More details will follow.
- Interim President Aberle-Cannata congratulated Vice Chair Cherie Buckner-Webb on the honor that was given to her by the city of Boise, by dedicating a city park in her name.

## **BOARD COMMITTEE REPORTS**

- **COLLEGE RELATIONS**
  - **COMMUNITY RELATIONS**

Vice President Browning reported on Community Relations.

- Ashley Smith named NCMPR District 7 Director
- CWI was well represented at the Canyon County Fair
- Upcoming:
  1. Governor's Address to the Business Community
  2. Leadership Nampa- "Ideas to Chew On" renewal
  3. Nampa Festival of Arts
  4. Western Idaho Fair

- **BRAND UPDATE**

Executive Director, Audrey Eldridge reported on the new Branding launch.

- Lumens launch
- Blackboard launch
- Mobile App launch
- cwi.edu launches 8/12/21
- Campus signage

- **LEGISLATIVE UPDATE**

Vice President Browning informed the Trustees of Ashley Smith's trip to Washington DC to meet with the Idaho delegation.

- **FOUNDATION**

Vice President Browning reported on the Foundation fundraising activities.

- CWI Night at Hawks Stadium
- Opening Doors Update
  - Latest Sponsors:
    - First Interstate Bank \$10,000
    - Cushing Terrell \$3,500
    - Allied Business Solutions \$3,500
    - Hawley Troxell \$1,200
    - ESI \$500

- **STUDENT SUCCESS**

Trustee Samantha Guerrero

- Assistant Vice President Patrick Tanner reviewed the Latinx Scholars Program Highlights and Average retention rates.

Chair Lenty asked if there are any specific goals tied to Latinx scholarships. Assistant Vice President Tanner responded in the last few years CWI has been intentional on where the scholarship funds go, with race and ethnicity being considered. There are no set numbers or goals specific to the Latinx scholarships. Chair Lenty asked for a future presentation for the board to understand how many Latinx scholarships are being awarded, versus the interest or the need. Are there other student populations that are targeted with goals around the number of scholarships we award and how that speaks to retention and student success.

- **POLICY**

- General Counsel Fontaine reviewed Board Governance Policy 5.04 and explained the proposed changes will make this policy consistent with the newly adopted HR220, pertaining to granting Emeritus Status.

**(M/S) HIGHTOWER /BUCKNER-WEBB MOVED TO APPROVE THE CHANGES TO BOARD GOVERNANCE POLICY 5.04 AS PRESENTED, WITH THE EXCEPTION OF THE WORD “FACULTY” BEING ADDED TO THE SECOND SENTENCE, AND SHALL READ; EMERITUS STATUS IS RESERVED FOR FORMER TRUSTEES, FACULTY AND LONG-TERM EMPLOYEES WHO HAVE DEMONSTRATED OUTSTANDING SERVICE AND HAVE SIGNIFICANTLY CONTRIBUTED TO FURTHERING THE MISSION OF CWI. MOTION PASSED.**

- **FINANCE**

- Vice President Karl Spiecker reviewed the Summary of Funds Invested. A total of \$82 million in reserves is invested in two different funds;
  1. Long Term Investments – Managed by PFM Investments
  2. Short Term Investments – Managed by the Local Government Investment Pool (LGIP), State Treasurer’s Office

**PRESIDENTIAL SEARCH UPDATE**

- Chair Lenty reported that Interim Vice President Denise Aberle-Cannata, Co-Chair of the Search Committee has resigned as Co-Chair, with the intent to pursue the President Position.
- Dick Merriman of Summit Search Solutions reviewed where the search is currently.
  1. Search formally launched on July 20.
  2. Applications are being accepted through Sept. 12.Dick stated that he feels the process is moving along well and the candidate response has been good.

Chair Lentz asked what the target date range is to have the three finalists identified. Dick reviewed the time line:

- Sept. 24 – Selection of 6-8 semi-finalists
- Oct. 11 & 12 – Interviews
- Oct. 15 – 3 finalists selected
- Late October - Campus Visits
- Late Nov. - Final decision

#### **PROVOST REPORT**

- Dean, Justin Vance reviewed the “CIO Views” Magazine and “Beyond” Magazine articles about the Fall Address speaker, Michael Mathews. Trustee Lentz asked Dean Vance if the links to the articles by Michael Mathews, could be sent to all of the Trustees.
  
- Jac Webb, Director Basic Skills Education (BSE) and John Russ, Director, Work-Based Learning presented an update. Director Webb highlighted Welding Program students, Ben Still and Colton Cook. Vice Chair Buckner-Webb asked if there are any instructors or staff of color at CWI. Director Russ responded that there currently are not within Job Corp. Jac Webb stated that the Basic Skills area does currently have people of color, but there is room for improvement in this area for teachers and staff.
  
- Vice Chair Buckner-Webb asked if there is any training for teachers in the area of cross-cultural awareness. Director Webb stated there is annual cultural training provided for teachers and staff, as well as training geared around trauma and the refugee population. Director Russ stated that two of the case managers are Latino. The student population at Job Corp is very diverse, so we are always trying to recruit diverse teachers to match.

#### **SPRING SPECIAL COURSE FEES –FIRST READING**

- Dean, Justin Vance presented the Spring Special Course Fees-first reading. Chair Lentz asked about the student using these fees as course fees versus an additional student expense. Dean Vance stated that it does not change the Financial Aid package, but does allow them to use Financial Aid for these purchases, and have the materials immediately.

Trustee Hightower, asked about the move from Nursing-103 to Nursing-105. Dean Cathleen Currie answered this a fall change and you may have already seen it. The Nursing 103 to 105 are changes coming for spring.

#### **EMERITUS STATUS RECOMMENDATION**

Interim President Cannata reviewed the candidate names for Emeritus Status consideration. They are, Leslie Blackburn, Bert Glandon and Joan Smith.

Chair Lentz asked if the nominees are aware that they are being considered for this status, and how will they be notified. Interim President Aberle-Cannata stated the candidates are all aware of their nominations and if approved today, a congratulatory letter will be mailed to each

nominee. We are working with the Communications team to see that the announcement is added to the President's Newsletter and the website.

**(M/S) HIGHTOWER/BUCKNER-WEBB MOVED TO APPROVE THE EMERITUS STATUS RECOMMENDATIONS AS PRESENTED. MOTION PASSED.**

#### **RAPID TRACE SOLE SOURCE EXPENDITURE**

General Counsel Fontaine recommended that Rapid Trace is the only vendor for the purchase of contact tracing services and authorizes CWI to enter into an agreement with Rapid Trace pursuant to Idaho Code § 67-2808 (2)(a)(viii).

**(M/S) HIGHTOWER/BUCKNER-WEBB MOVED TO DECLARE THAT RAPID TRACE IS THE SOLE VENDOR FOR THE PURCHASE OF CONTACT TRACING SERVICES AT CWI AND FURTHER MOVED TO AUTHORIZE CWI TO ENTER INTO AN AGREEMENT WITH RAPID TRACE PURSUANT TO IDAHO CODE § 67-2808 (2)(a)(viii). MOTION PASSED.**

#### **STRATEGIC PLAN REVIEW**

**EXECUTIVE VICE PRESIDENT BROWN REVIEWED THE PLANNING PROCESS AND INTRODUCED SENIOR ANALYST, JORDAN MENDOZA AND BRIAN CUTTLERS, MANAGER III, INSTITUTIONAL RESEARCH.**

Areas of the Strategic Plan reviewed were:

- CWI Assessment Alignment
- CWI 5-Year Strategic Plan Performance Measures Update

Institutional Priorities reviewed:

- FY21 Institutional Priorities & SMART Goals Update
- FY21 & FY22 Institutional Priorities & SMART Goals Comparison
- FY23 Institutional Priorities

Chair Lentz asked what the timeline is for the Strategic Plan. Executive Vice President Brown stated there will be another update for the board in November or December.

#### **CHAIR'S REPORT**

Idaho Coalition of Community College (ICCC) Presidents put together a Trustee training meeting with Trustees from all four of the Community Colleges in attendance. CWI provided the meeting space in the Micron building. Chair Lentz thanked the Trustees for making the time to attend. There was good synergy between the institutions, and Chair Lentz felt it was time well spent.

Chair Lentz mentioned that the Association of Community College Trustees (ACCT) Conference is scheduled for October 13, in San Diego. Due to the uptick in COVID-19 cases and with the Variant, Chair Lentz and Vice Chair Buckner-Webb will not be attending.

Chair Lentz congratulated Vice Chair Buckner-Webb on the City of Boise Park dedication in her name.

Chair Lenty noted this is Vice President Browning's last Trustee meeting and thanked Mark for his time and dedication to CWI and wished him the very best in his new position as President with Blue Mountain Community College.

Chair Lenty adjourned the meeting at 4:01 p.m.



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Molly Lenty, Chair  
Board of Trustees

10-20-2021  
Date