



# Board of Trustees

Meeting Minutes

Time: 1:00 PM

Hybrid - ZOOM Video Conference  
NADM President's Conference Room

September 9, 2021

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## CALL TO ORDER

Chair Lenty called the virtual meeting to order at 1:01p.m.

## PLEDGE OF ALLEGIANCE

VISITOR INTRODUCTIONS - None

**AMENDMENTS TO THE AGENDA** – The following amendments to the agenda will be moved to the Sept. 22 Special Board of Trustees meeting:

- Provost Report
  - a. Horticulture Program Presentation – Andrea Schumaker
- Work Session
  - a. Campus Development Visioning & Planning
    - 1. Horticulture & Ag Sciences Visioning - *presented by Cushing Terrell*
    - 2. Overall Planning & Visioning Process Update - *presented by Craig Brown*
- Executive Session- IDAHO CODE § 74-206 (1)(f)

**CWI MISSION STATEMENT** – Trustee Reames 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**
- **JIM REAMES, TRUSTEE**
- **SAMANTHA GUERRERO, TRUSTEE**

### ALSO PRESENT:

**Denise Aberle-Cannata, Interim President and Provost**  
**Craig Brown, Executive Vice President, Operations**  
**Karl Spiecker, Vice President Finance**  
**Ryan Herring, Vice President Human Resources**  
Andrea Fontaine, General Counsel  
Morriah Marks, Executive Assistant, College Relations  
Judd Constantine, Audio Visual Project Manager  
Janice McGehee, Executive Assistant to the President

Audrey Eldridge, Executive Director, Communications & Marketing  
Ashley Smith, Representative III, Communications  
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  
Laura Brown, Executive Administrative Assistant  
Gordon Hynes, Director, Budget  
Chad Trisler, Dean of Students  
Aaron Whitman, Facilities Planning Manager  
Kimberly Stephen, Librarian, User Experience  
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  
Maia Kelley, Associate Professor, Math  
Courtney Colby Bond, Dean, Center for Teaching & Learning  
Valerie Lee, Assistant Director, Tutoring Services  
Kristi Martin, Executive Assistant to the Provost  
Gloria Keulman, Administrative Assistant  
Gabby Minor, Administrative Assistant I  
Michael Jensen, Director, Foundation  
Joy Palmer, English Department Chair  
Kelly Steely, Dean, Business, Communications & Technology  
Tami DeBoer, Executive Assistant, Operations  
Pat Neal, Dean Industry, Engineering & Trades  
Brian Dunaway, Manager III, Facilities  
Michael Chacon, Chief Information Officer  
Ross Hosking, Videographer  
Laura Williams, Business Development Manager, Andersen Construction

## **CONSENT AGENDA**

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

## **INTERIM PRESIDENT'S REPORT**

Interim President Aberle-Cannata reported on the following:

- Fall Semester kicked off with the College Address and presentation of "A Bold New Future" video.
- Cyber Security certification has been elevated to Tier 2, and is awaiting approval.
- New Industry Partnership with Modern Machinery for the Heavy Equipment Program.
- Currently exploring an opportunity to collaborate with Micron and St. Alphonsus to offer locations for vaccinations and COVID testing. More details will be forthcoming.
- In light of Mark Browning's departure as Vice President of College Relations, Audrey Eldridge will continue as Executive Director of Marketing and Communications. Ashley Smith will continue to serve in his Community and Government Relations role, reporting

directly to the Executive Director. The Foundation will now report to Christi Gilchrist in Workforce Development. A communication will be sent outlining these changes, and will be included in the CWI Newsletter.

## **BOARD COMMITTEE REPORTS**

### **COLLEGE RELATIONS**

#### **▪ COMMUNITY ENGAGEMENT:**

Executive Director, Audrey Eldridge reported on the following areas of Community Engagement:

- CWI is once again collaborating with Leadership Nampa and the Nampa Chamber of Commerce for the speaker series, "Ideas to Chew On". Andrea Schumaker will kick off this event in October for Ag day.
- CWI is a part of the Business Review Breakfast Series headed up by CWI Assistant Vice President Christi Gilchrist and the Workforce Development Team.

Other community events CWI is part of;

- Deaf Awareness Day
- Taste of Idaho, Nampa
- Festival of Arts
- Storyfort
- Recruitment materials for Treasure Valley Counselor Days

#### **▪ BRAND UPDATE**

Executive Director Audrey Eldridge gave a brand update.

- Fall Recruitment Campaign has concluded. Results are being compiled and will be shared in a future meeting.
- Through a partnership with Valley Rapid Transit, a transit bus has been wrapped with a Career and Technical Education focused message.
- A car within the CWI fleet used primarily for the Admissions and Recruitment team has been wrapped also. One side being a Spanish message and the other side is in English.
- Exterior signage for the Nampa Campus buildings should be complete next week and signage for the Boise Campus is in the permitting process now.
- On-going production and release of materials internally to help departments across the institution transition to the new brand.

#### **▪ GOVERNMENT RELATIONS REPORT**

Communications Representative, Ashley Smith gave an update on Government Relations.

- Senator Crapo's Staff visited CWI campus.
- Attending Boise and Nampa Chamber Events
- Working with Vice Chair Buckner-Webb for upcoming meetings with local and state leaders ahead of the Legislative session.
- Developing a Quarterly Government Relations Strategic Plan

- **FOUNDATION**

Foundation Director Michael Jensen updated the board on recent Foundation business.

- A Foundation Board of Directors meeting was held and a new Board member, Shawn Dammarell was welcomed. Shawn is the Director of Finance at Saint Alphonsus Medical Center in Nampa.
- Planning continues for the Oct. 6 Opening Doors Scholarship Event. This will be held virtually again this year and the livestream will be from 7:00-8:00p.m. on YouTube and Facebook. The online auction will be open from Sept. 24 thru Oct. 6 at 10:00 p.m.
- Grant and scholarships in progress;
  - Bank of America
  - Brandt Foundation
  - Idaho Central Credit Union
  - Idaho Power
  - Laura Moore Cunningham Foundation
  - Micron Foundation
  - Saint Alphonsus Medical Center
  - US Bank (Support AMP Program)

Trustee Reames asked if CWI receives funds from the Murdoch Foundation. Director Jensen was not familiar with this foundation, but thanked Trustee Reames and will look into the Murdoch Foundation as a possible contributor.

Trustee Hightower expressed her appreciation to the Foundation for continuing to be agile and pivoting to a virtual format very quickly. It is very important that community safety is considered. Also, Trustee Hightower stated she has attended a lot of virtual events over the last year and the Opening Doors Event was the best.

### **STUDENT SUCCESS**

Assistant Vice President Patrick Tanner reviewed the Scholarship Universe platform

- Over 10,000 vetted scholarships and a very user-friendly platform and Student Dashboard.
- Five applications available per student.
- There has been very positive student feedback.
- Vice Chair Buckner-Webb asked if scholarships are available to incarcerated individuals who have started school while being incarcerated. Assistant Vice President Tanner stated this may not be the issue that would prohibit them, so every student needs to inquire.

### **POLICY**

Trustee Hightower reported on policy updates and reviewed Board Governance Policy #1.

- One new student policy was created this month to align with federal regulations, CWI's policy around the readmission process for service members.
- Trustee Hightower reviewed the Board Governance Policy #1 (Vision & Mission)

Vice Chair Buckner-Webb asked what inclusive excellence means. Trustee Hightower would like to have this defined at a future meeting for the Trustees.

- Chair Lentz would like to ensure the board that the “Core Themes” will be taken into consideration when compiling the meeting agendas.
- Executive Vice President Brown stated the “Core Themes” tie back to our current comprehensive strategic plan. With the new Strategic Plan in the works, there has been discussion about our vision and mission statement and how the current mission statement does not effectively help us as it relates to the NWCCU accreditation standards. There will be more discussion on how the NWCCU is looking at the terminology of “Core Themes”, which will probably go away and reappear as “Objectives”.

#### **FINANCE**

General Counsel Andrea Fontaine reviewed the Declaration of Emergency.

#### **CONSIDER DECLARATION OF EMERGENCY**

**(M/S) TRUSTEE HIGHTOWER/VICE CHAIR BUCKNER-WEBB MOVED *that the Board renew its declaration of emergency adopted pursuant to Idaho Code § 67-2808 and that such declaration remain in effect until January 21, 2022. I further move that unless otherwise, terminated, modified or extended, the Board shall reconsider the declaration of emergency at the January 2022 regular board meeting. MOTION PASSED.***

#### **PRESIDENTIAL SEARCH UPDATE**

- Chair Lentz reported we are on track with our Timeline. There is a deep candidate pool. Applications will be accepted through Sept. 12 with the Search Committee meeting on the 14<sup>th</sup> to begin the selection process.
- Vice Chair Buckner-Webb commented with the housing situation the way it is, bringing someone in from out of the area could prove to be difficult.

#### **CONSIDER SPRING SPECIAL COURSE FEES**

Dean Justin Vance stated that there were no changes from the first reading.

**(M/S) TRUSTEE GUERRERO/TRUSTEE REAMES MOVED *to approve the Spring Special Course Fees as presented. MOTION PASSED.***

#### **ANNUAL SBOE PERFORMANCE MEASURE REPORT**

Sr. Research Analyst, Jordan Mendoza presented the annual Division of Financial Management (DFM) Performance Measures Report. Chair Lentz requested the Trustees receive a copy of the final report, as well as the reports from the other institutions when they are available.


#### **CHAIR’S REPORT**

Chair Lentz stated there is exceptional work still getting done even with the increase in COVID cases and the need to be flexible and pivot around these challenges. Chair Lentz also thanked those whose presentations were bumped to the Sept. 22 meeting for their flexibility.

**PROVOST REPORT**

Interim President Cannata reported new student fall enrollment was up, however the continuing student enrollment was decreased. Our Institutional Research group has begun a deep dive by using some Artificial Intelligence to determine what the commonalities are. The Admissions and Enrollment Student Services and Instruction areas will begin a reach out campaign to address our Spring Term. COVID has had yet another strong impact on our Student population.

Chair Lentz adjourned the meeting at 1:58 p.m.



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Jim Reames, Secretary/Treasurer  
Board of Trustees

10-14-2021  
Date