



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

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

***November 27, 2018***

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**CALL TO ORDER**

Chair Dunham called the meeting to order at 9:09 a.m.

**ATTENDANCE**

**TRUSTEES:**

Skip Smyser, Chair  
Mark Dunham, Vice Chair  
Emily Walton, Former Trustee  
Stan Bastian, Former Trustee  
Mary Niland, Secretary/Treasurer  
Molly Lentz, Newly Elected Trustee for Zone 2  
Annie Pelletier Hightower, Newly Elected Trustee for Zone 4

**ALSO PRESENT:**

Bert Glandon, President  
Craig Brown, Vice President, Operations  
Mark Browning, Vice President, Communications and Government Relations  
Tony Meatte, Vice President, Finance and Administration  
Steve Berenter, In-House General Counsel  
Alexis Malepeai-Rhodes, Executive Director, Institutional Effectiveness  
Laura Mulkey, Executive Director, Foundation  
Lillian Talley, Executive Director, Human Resources  
Patrick Tanner, Assistant Vice President, Enrollment and Student Services  
Kae Jensen, Dean, Math and Science  
Cathleen Currie, Dean, Health  
Audrey Eldridge, Director, Marketing and Communications  
Ashley Smith, Communications Representative III, Marketing and Communications  
Brian Cuttlers, Research Analyst, Institutional Effectiveness  
Stephanie Ritchie-Breach, President, Faculty Senate  
Stephanie Harder, Executive Assistant and Board Liaison

Morriah Marks, Executive Assistant, Marketing and Communications  
Kandace Williams, Executive Assistant, Finance and Administration

#### **VISITORS**

Mitch Minnette, President, Nampa Chamber of Commerce  
Mike Pena, Board Chair, Nampa Chamber of Commerce  
Ray Stark, Sr. VP. Boise Metro Chamber  
Rob Dixon  
Corey Surber, Director, Community Health Initiatives & Governmental Affairs, St. Alphonsus  
Cheryl Wright, Former CWI Vice President of Finance and Administration

#### **PUBLIC COMMENT**

- Cheryl Wright, Former CWI Vice President of Finance and Administration, thanked Trustee Walton and Trustee Bastian for their hard work at CWI.

#### **SWEARING IN OF TRUSTEES/ OATHS OF OFFICE/ CERTIFICATES OF ELECTION**

- Vice President Meatte swore in both Molly Lenty for Zone 2 and Annie Hightower for Zone 4.

#### **TRUSTEE OFFICER ELECTIONS**

**(M/S) NILAND/LENTY MOVED TO NOMINATE TRUSTEE SMYSER AS THE CWI CHAIRMAN OF THE BOARD. MOTION PASSED UNANIMOUSLY.**

**(M/S) NILAND/SMYSER MOVED TO NOMINATE TRUSTEE DUNHAM AS VICE CHAIRMAN OF THE BOARD. MOTION PASSED UNANIMOUSLY.**

**(M/S) DUNHAM/LENTY MOVED TO NOMINATE TRUSTEE NILAND AS THE SECRETARY/TREASURER OF THE BOARD. MOTION PASSED UNANIMOUSLY.**

#### **RECOGNITION OF OUTGOING TRUSTEES**

- President Glandon and former Board Chairman Mark Dunham thanked Trustee Walton and Trustee Bastian for their service at CWI.
- Chair Smyser stated that he appreciated Trustee Bastian's effort and dedication. Chair Smyser stated that he appreciated Trustee Walton's tireless work for CWI.
- Trustee Bastian thanked President Glandon for making student success the number one priority of the College of Western Idaho. Trustee Bastian stated that he enjoyed working with all of the current and past Trustees and is proud of all that they've accomplished. He highlighted the work that he, past Trustee Hurlbutt and Executive Director Talley accomplished related to redefining and writing Trustee Policies.
- Trustee Walton stated that she enjoyed her time at CWI and wished the best of luck to the new Trustees.
- Trustee Niland requested that former Trustees Walton and Bastian forward any useful input to the Board.

**EXECUTIVE SESSION**

**PURSUANT TO IDAHO CODE**

**THE BOARD, PURSUANT TO IDAHO CODE § 74-206 (1)(f)(c), AGREED TO CONVENE IN EXECUTIVE SESSION:**

**(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated;**

**(c) To acquire an interest in real property which is not owned by a public agency.**

**THE VOTE TO DO SO BY ROLL CALL:**

**(M/S) NILAND/DUNHAM MOVED PURSUANT TO IDAHO CODE § 74-206 (1) (f)(c), AGREED TO CONVENE IN EXECUTIVE SESSION. MOTION PASSED UNANIMOUSLY.**

- Chair Skip Smyser aye
- Trustee Mark Dunham aye
- Trustee Mary Niland aye
- Trustee Molly Lentz aye
- Trustee Annie Hightower aye

The Board returned to public session at 10:45 a.m.

**ACTION ITEM: APPROVE SUBLEASE FOR TEMPORARY STORAGE OF HISTORICAL HOUSES**

**(M/S) HIGHTOWER/LENTZ MOVED TO APPROVE A SUBLEASE BETWEEN CWI & RECLAIMED STRUCTURES AT CWI HORTICULTURE PROPERTY FOR TEMPORARY STORAGE OF RELOCATED HISTORICAL HOMES. MOTION PASSED UNANIMOUSLY.**

**CONSENT AGENDA**

**(M/S) DUNHAM/NILAND MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.**

**BOARD COMMITTEE REPORTS**

- **FINANCE COMMITTEE**
  - Chair Dunham nominated Trustee Niland as the new member on the Finance Committee in place of former Trustee Bastian. Trustee Niland approved the nomination.
  - Vice President Meatte presented the October Financials to the Board.
  - Chair Smyser suggested that the new Trustees review the Financial report and address questions with Vice President Meatte.
  - Trustee Niland inquired if the Deans are involved in the Financial budget meetings.

- Vice President Meatte replied that the Deans have been involved in the Finance budget meetings.
  - Chair Dunham thanked Dean Jensen and Dean Currie for attending the Board meeting.
  - President Glandon discussed the status of the Truck Driving Program.
  - Chair Smyser stated he doesn't believe discontinuing the Truck Driving Program would be useful for CWI.
  - President Glandon and Vice President Browning stated there are critical conversations scheduled to discuss the program.
  - Chair Smyser requested that the Board be updated on the future plans for the Truck Driving program.
- **FOUNDATION**
    - Chair Smyser recommended Trustee Lenty as the new Foundation Board Liaison. Trustee Lenty accepted the nomination.
    - Executive Director Mulkey welcomed Trustee Hightower and Trustee Lenty to the Board.
    - Executive Director Mulkey stated that the next Foundation Board meeting will be held on February 14, 2019.
    - Chair Smyser inquired how many members were on the Foundation Board.
    - Executive Director Mulkey replied that the Foundation Board has nine Directors, President Glandon, and Trustee Lenty as Board Liaison for the Foundation Board.
    - Trustee Lenty thanked Executive Director Mulkey and the Foundation Board for their efforts on the levy campaign.
  - **COMMUNITY OUTREACH**
    - Trustee Niland stated that she did not have a Community Outreach report for this month.
    - Trustee Niland commended the Faculty and staff on their work in the classrooms.
  - **POLICY**
    - Chair Smyser stated that he did not have a new report for Policy this month.
    - Chair Smyser suggested that Trustee Hightower take on the role of handling CWI Board Policy. Trustee Hightower accepted the role of handling Policies.

#### **FALL STUDENT SUCCESS MEASURES**

- Executive Director Malepeai-Rhodes presented the Fall Student Success Measures report to the Board.
- Trustee Lenty inquired if the Student Success Math Measures capture how many students that take math remediation that are unsuccessful opt for a Workforce Development certificate.
- Dean Jensen replied that number of students are not captured but could be generated.

- Trustee Lenty suggested that a section of state comparisons to the other community college institutions are added to the Student Success Measures report.
- President Glandon agreed the comparisons would be helpful.
- Executive Director Malepeai-Rhodes stated that she can add the math remediation and peer comparison data to the future reports.
- Chair Smyser commended Executive Director Malepeai-Rhodes on the report.

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

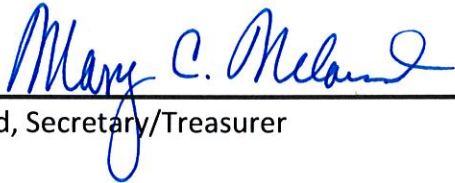
- Chair Smyser reminded the Board that the December Regular Board Meeting was cancelled.
- Chair Smyser briefly discussed the levy bond efforts regarding the Health and Sciences building.
- Chair Smyser suggested that the new Board members contact President Glandon with questions.
- Trustee Dunham reminded Chair Smyser that the Idaho Consortium of Community Colleges (ICCC) meeting will be held on December 3, 2018.

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

- President Glandon provided Trustee Hightower and Trustee Lenty and the other Trustees a copy of the New Trustee Onboarding outline which covers a number of helpful tasks including:
  - Take a campus-wide tour of CWI.
  - Meet individually with the President's Cabinet to get up to speed on Board activities.
  - Provide contact information to Executive Assistant Harder for input into President Glandon's contacts.
- President Glandon discussed the NWCCU Annual Conference that was held on November 13-15, 2018.
- President Glandon stated that he will review the Oracle, Microsoft, & WGU presentations that were presented at the NWCCU and HERDI Fall Conferences at the January Board meeting.
- Assistant Vice President Tanner discussed the resolution on the audit process findings within Financial Aid.
- President Glandon discussed having a student video presented at each Board meeting as a reoccurring agenda item.
- An alumni video of Luke Yeates was presented to the Board.
- President Glandon reminded the Board of the upcoming calendar events:
  - The Idaho Consortium of Community Colleges (ICCC) meeting will be held at the Idaho Counties Risk Management Program (ICRMP) building on December 3, 2018.
  - The State Board of Education meeting will be hosted at Boise State University on behalf of CWI on December 19-20, 2018.
  - Vice President Browning stated that CWI will not be hosting a dinner for the State Board of Education meeting in December.

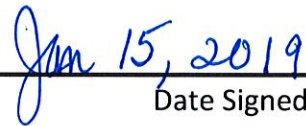
- Vice President Brown discussed property developments that are planned adjacent to the Nampa Campus with the Board.
- Trustee Lentz inquired if there are active communications with the Board regarding affordable housing for students.
- Vice President Brown replied that high development costs have been a challenge for student housing.
- Trustee Dunham noted that he is on several other housing Boards that have met with the City of Nampa about affordable housing and noted a number of challenges related to addressing that type of housing in the area.
- Chair Smyser stated that the Board meeting schedule will be strictly adhered to and asked that each Board member do their best to attend.

**(M/S) DUNHAM/HIGHTOWER MOVED TO ADJOURN THE MEETING AT 12:15 P.M. MOTION PASSED UNANIMOUSLY.**



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Mary Niland, Secretary/Treasurer



Date Signed