



Board of Trustees Regular Meeting Minutes

9:00 a.m.

CWI Ada Campus

Quail Court Building

1450 s Eagle Flight Way

Room 2210

Boise, Idaho

May 17, 2016

CALL TO ORDER AND VERIFICATION OF QUORUM

Chair Mary Niland called the meeting to order at 9:00 a.m. and verified that a quorum of the Board was present.

ATTENDANCE

TRUSTEES:

Mary Niland – Chair
Guy Hurlbutt – Vice Chair
Stanley Bastian – Secretary/Treasurer
Mark Dunham
Emily Walton

Also present:

Bert Glandon, President
David Shellberg, Executive Vice President
Cheryl Wright, VP Finance and Administration
Craig Brown, VP Resource Development
Jennifer Couch, Executive Director, Marketing
Tony Meatte, Comptroller
Nick Miller, Attorney, Hawley Troxell
Elizabeth Conner, Executive Assistant

PLEDGE OF ALLEGIANCE

INTRODUCTION OF VISITORS

Alx George, Idaho Press Tribune
Bob Vanarnem, public

Public Comment

Vice Chair Hurlbutt congratulated Chair Niland on her Nampa Chamber Award recognizing her leadership at WITCO and for CWI.

Trustee Dunham spoke of Hatch Barrett, one of the original CWI Trustees and his contribution to Seland College and to the College of Western Idaho. Mr. Barrett passed away recently.

Consent agenda

The Board reviewed the consent agenda items.

(M/S) DUNHAM/WALTON MOVE TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

Board Committee Reports

Finance Committee – Trustee Bastian/Cheryl Wright

Trustee Bastian and Vice President Wright reviewed the financials. Trustee Hurlbutt asked for additional Information regarding the Information Technology line item. Vice President Wright answered that the IT line item has been impacted by the increase in math labs needed for students; student use of technology and replacement of a server.

Vice President Wright and Tony Meatte, Comptroller, reviewed the proposed salary changes and revenue projections for fiscal year 2018. Wright stated that the Finance Committee unanimously recommended that the Board approve the proposal.

Trustee Bastian requested that Lillian Talley attend the June board meeting and give an update on employee retention.

(M/S) BASTIAN/WALTON MOVE TO APPROVE THE FOLLOWING RECOMMENDATIONS FOR FY 2017 PAY AND BENEFITS AS PART OF THE FY 2017 CWI OPERATING BUDGET. ALL OF THESE RECOMMENDATIONS WILL BE EFFECTIVE JULY 1, 2016, UNLESS OTHERWISE NOTED, AND WITH THE UNDERSTANDING THAT SPENDING THE APPROVED BUDGET DOLLARS WILL OCCUR ONLY IF A BALANCED BUDGET IS APPROVED BY THE TRUSTEES:

- **A BUDGET INCREASE TO COVER THE 3% INCREASE IN EMPLOYEE COMPENSATION AS RECOMMENDED BY THE GOVERNOR.**
- **A BUDGET INCREASE TO COVER THE ADDITIONAL COSTS FOR HEALTH INSURANCE.**
- **A BUDGET INCREASE IN THE AMOUNT NEEDED TO IMPLEMENT THE F17 FACULTY RANK PROMOTIONS THAT ARE APPROVED PER CWI POLICY.**
- **A BUDGET INCREASE IN THE AMOUNT NEEDED FOR THE RECLASSIFICATIONS AND MARKET INCREASES**
- **A BUDGET INCREASE TO COVER THE 11 NEW STATE FUNDED POSITIONS.**

MOTION PASSED UNANIMOUSLY.

Vice President Wright proposed changes in the Tuition and Fee schedule for Academic Year 2017.

M/S WALTON/BASTIAN MOVE TO WAIVE THE SECOND READING OF FY 2017 TUITION AND FEES AND APPROVE THE FY 2017 TUITION AND FEES AS PRESENTED; RESULTING IN AN INCREASE TO THE IN-STATE TUITION AND FEES BY \$3 TO \$139 PER CREDIT HOUR AND INCREASING THE OUT OF STATE/FOREIGN BY \$6 TO \$306 PER CREDIT HOUR. MOTION PASSED UNANIMOUSLY.

Foundation – Trustee Dunham/Craig Brown

- Foundation board members have attended numerous community events including: Boys and Girls Club of Ada County, Nampa Chamber, Downtown Boise Association, and Nampa Boys & Girls Club
- Friday May 20th is the Foundation Board planning session and Board of Trustees is invited
- Full board meeting during May 5th Idaho Gives. To date has raised \$45000.
- New board members include: Ivan Castillo, Jayson Ronk. New Board members to attend Foundation Planning session include: Dan Bernert (Idaho Trucking) and Hart Gilchrist (Intermountain Gas)
- Hatch Barrett. The former CWI Board member passed away and in lieu of flowers, it is requested to make donations to the CWI Foundation. To date, CWI has received \$900. The intent is to create a namesake scholarship.

Community Outreach – Emily Walton/Jennifer Couch

A PowerPoint presentation was given by Trustee Walton and Jennifer Couch that will be unrolled this summer to engage and educate the community more about CWI. There are also links on the CWI webpage that gives people access to the CWI “message” about the community, workforce and involvement efforts that are going on. Trustee Walton encouraged the Board to share the information from the website:

<http://cwidaho.cc/info/cwi-difference>

Policy – Guy Hurlbutt

Trustee Hurlbutt and David Shellberg have finalized a board policy covering how new programs are and ending programs.

(M/S) HURLBUTT/BASTIAN: MOVE TO APPROVE BOARD POLICY AS PRESENTED. MOTION PASSED UNANIMOUSLY.

Trustee Zone Discussion

Vice President Wright, Bryan Krouse and Nick Miller presented the final Trustee Zone map. There were small changes proposed by Ada and Canyon County Elections Offices from the original map presented at the May meeting. Wright stated that both County Clerks and County Elections Directors and other county staff were very helpful in the process. A packet of information from Fox Land Surveys was handed out that “certified” each Trustee Zone with legal descriptions. The definition of “certification” is unclear and the Ada County Clerk may ask for change in Idaho Code to clarify this issue next Legislative session. There were four public comments given on the proposed map.

(M/S) Bastion/Walton Move to approve the Trustee Zones, established in accordance with HB 512, as presented. And direct staff to forward the zones and other pertinent information on to the State Board of Education. MOTION PASSED UNANIMOUSLY.

Chair Niland thanked Bryan Krouse for all of his work on this project.

Chair Report

- Chair Niland read into the record a letter received from the Cherry Lane Meadows HOA that stated the HOA was having problems with noxious weeds and gophers coming from the CWI property. Vice Presidents Wright and Brown will address this problem and contact the HOA.
- Chair Niland showed a flyer from the upcoming Caldwell School District Bond election. The format could be useful for future education efforts.
- President Glandon's evaluations must be turned in to Kathy Ohnsman immediately.
- Chair Niland proposed a special Board meeting to conduct Board and President evaluations on June 1, 2016. This meeting will take place at the office of Nick Miller, Hawley Troxell following the Boise Metro Chamber's noon event featuring Governor Butch Otter. Vice President Wright and staff will follow up with an appointment for this meeting. The Board agreed to this special meeting on June 1.

President's Report

- Review of Action items from April
- Review of upcoming calendar events

Lunch Break

Comprehensive Strategic Plan Update – Craig Brown

Craig Brown introduced the Long Range Financial Plan; Trustee Bastian said that this has been reviewed by the Finance Committee in detail.

Cheryl Wright reviewed the document and highlighted the need to increase revenue from the state and property tax. Also, this portion is just part of the comprehensive strategic plan.

Trustee Bastian asked if a bond election was held and was successful, how long it would before new buildings come on-line. Brown answered that the health-science building could be completed in 2019; the Boise campus by 2020, and the Student Success building by 2021.

President Glandon requested to be on the record stating: "Trustees should be assured that we are doing things that no other community college is doing and that CWI's faculty is committed to delivering new ways of instruction; staff are committed to innovative ways to mainstream students and the Trustees have a team of people that are doing phenomenal things. CWI is doing things that more established schools can't even imagine." Chair Niland asked that the minutes reflect that the CWI Board of Trustees is also part of the equation in supporting CWI staff and faculty.

No further action needed at this time.

Follow up on Opinion Survey

President Glandon discussed the results of the Moore survey which indicate strong support for a bond. He asked how much more data and discussion the board would like to have on this issue. Nick Miller said any ballot measure language must be submitted to the county by September 9. Mr. Miller recommended the Board review financial information and get it updated to determine the proper amount of bond, the time frame of the bond and identifying specifically what the bond is for.

All members verbally agreed to look at scenarios for a \$180 million bond measure; Ms. Wright will talk to Zion's Bank representatives and prepare updated financial information to present at the June meeting. Trustee Dunham asked Mr. Brown to provide a "menu of items" for Trustees to look at in regards to buildings and infrastructure that different financial scenarios allow. Also requested was a timeline and sequence of how events would unfold if a bond passed. Also requested was information on the goal that the CWI Foundation capital campaign as well as information on the timeline for the Boise Urban Renewal District that could also impact the Boise campus. Trustee Bastian is concerned about landscaping and appearance of the proposed building in Ada County. Trustee Dunham suggested to revisit the "community conversations" that took place shortly before the property was purchased and review this information at the June board meeting.

Student Success Measures

Doug Depriest presented information on student success measures. This information was only from the current spring semester and that the fall measures will add additional information.

Executive Session

At 1:45 p.m., CHAIR NILAND MOVED, AND TRUSTEE BASTIAN SECONDED, THAT THE BOARD, PURSUANT TO IDAHO CODE § 74-206 (1) (b) & (c), 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 or individual agent, or public school student;
- (c) To acquire an interest in real property which is not owned by a public agency;

THE VOTE TO DO SO BY ROLL CALL:

- Chair Niland aye
- Guy Hurlbutt aye
- Mark Dunham aye
- Stan Bastian aye
- Emily Walton aye

The Board returned to public session at 2:33 p.m.

No further business.

(M/S) DUNHAM/WALTON MOVED TO ADJOURN. MOTION PASSED UNANIMOUSLY.

Stanley J. Bastian

6/21/16

Stanley Bastian, Secretary/Treasurer

Date Signed