

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

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

***March 15, 2016***

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**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  
Lillian Talley, Executive Director, Human Resources  
Jennifer Couch, Executive Director, Marketing  
Tony Meatte, Comptroller  
Marilyn Griggs, Director, Financial Analysis  
Nick Miller, Attorney, Hawley Troxell  
Kathy Ohnsman, Board Liaison

**PLEDGE OF ALLEGIANCE**

**INTRODUCTION OF VISITORS**

**CONSENT AGENDA**

The Board reviewed the consent agenda items.

**(M/S) DUNHAM/WALTON MOVE TO AMEND THE AGENDA FOR PRESIDENT GLANDON TO DISCUSS THE PRESIDENT'S REPORT IMMEDIATELY FOLLOWING THE CONSENT AGENDA DUE TO HIS REQUESTED ATTENDANCE AT A LEGISLATION HEARING AT 1:00 PM. MOTION PASSED UNANIMOUSLY.**

**MINUTES REVIEW**

**(M/S) HURLBUTT/WALTON MOVE TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOVE TO APPROVE THE MINUTES DATED FEBRUARY 16, 2016 AND MARCH 7, 2016. TRUSTEE BASTIAN REQUESTED THAT THE MINUTES OF FEBRUARY 12, 2016, REGARDING THE MOTION TO SUPPORT THE DRAFT BILL RS24521C1, BE MODIFIED TO REFLECT HIS THOUGHTS REGARDING SUPPORT FOR THE PROPOSED LEGISLATION. MOTION PASSED UNANIMOUSLY.**

**PRESIDENT'S REPORT**

- President Glandon gave updates on:
  - ICCC meeting update – discussion regarding having regional trustee meetings for all three Community Colleges, a decision has not been made yet.
  - Hispanic Initiative update
  - Annual Employee Survey – move to this fall and then every other year.
  - Faculty Contract Policy Date Change from May 15<sup>th</sup> to June 30<sup>th</sup>. Trustees approve the change.
  - Legislative Update Memo distributed.
- Review of Action items from February
- Review of upcoming calendar events and travel schedule

**BOARD COMMITTEE REPORTS**

**Finance Committee – Tony Meatte discussed state funding levels for the three Community Colleges.**

- Marilyn discussed the Cost per Student report she prepared for the Finance Committee. Information for this report was gathered from all community colleges nationally, analyzing trends in college spending for 3 years.
- Finance Committee Minutes were presented as information only.

**Foundation:**

- May 5<sup>th</sup> is Idaho Gives.

**Community Outreach:**

- Trustee Walton and Trustee Dunham presented to Rotary Clubs this past month.

**Policy:**

- Reminder for Trustee Bastian and Kathy Ohnsman to send out calendar reminders regarding performance reviews.

**COMPREHENSIVE STRATEGIC PLAN UPDATE – CRAIG BROWN PRESENTED**

- There will be another planning session in April with Eva Klein and the final presentation will be in May.
- Trustees requested the link to the CWI website be sent to them via e-mail.
- Trustees requested information from Nick Miller regarding a supplemental levy.

**FIVE YEAR ACADEMIC PLAN – DAVID SHELLBERG AND WILL FANNING PRESENTED**

- A five year road map was presented to the Trustees, listing of only new programs.
- The Instruction Team continues to developing a policy to bring forward to the Trustees on how to efficiently communicate this to the Trustees monthly or at the appropriate time.
- Chair Niland requested a work session for Trustees to meet regarding Teach for America.
- Professional Technical Education (PTE) has officially been changed to Career & Technical Education (CTE).

**NEW PROGRAM UPDATE:**

- Will Fanning discussed the proposal of Construction Technology and Perioperative Nursing. The Board approved, via consensus, to move forward with submitting both Construction Technology and Perioperative Nursing to the State Board of Education.

**CHAIR REPORT**

- Educational Marketing Campaign – important to get campaign started and determine funding.

**(M/S) HURLBUTT/BASTIAN MOVE TO APPROVE AN EDUCATION AND AWARENESS MARKETING BUDGET OF \$370,000 TO BE FUNDED BY THE STRATEGIC RESERVE FUND. MOTION PASSED UNANIMOUSLY.**

**LUNCH BREAK**

**HOUSE BILL 512 – TRUSTEE REGIONAL ZONE DISCUSSION - MATT FREEMAN, SBOE DIRECTOR**

- President Glandon indicated that we have a faculty member, with GIS access, who is willing to work on the zone boundaries. All three Community Colleges need to be consistent in their process. Each zone will have approximately 150,000 people. SBOE will approve the final plan agreed on by the Trustees. Our plan needs to be submitted to SBOE by their June 16, 2016 regular meeting and will be approved by July 1, 2016.
- Cheryl Wright will contact the Ada and Canyon County Elections Offices for help.
- Cheryl Wright will find out what NIC and CSI are doing and report back to the Board.
- Cheryl Wright will prepare a timeframe for the Board.

**(M/S) BASTIAN/DUNHAM MOVE TO COMMISSION CWI ELECTIONS OFFICER TO MEET WITH ADA AND CANYON COUNTIES ELECTIONS OFFICES TO ESTABLISH SOME PRELIMINARY PLANS ON CREATING THE ZONES REQUIRED BY HB512. MOTION PASSED.**

**LEGISLATION UPDATE – MATT FREEMAN**

- Matt gave a brief review of how SBOE works with other school boards regarding budget, program review and approval.
- Matt explained the role between the Governor's office, SBOE and Community Colleges.
- Matt suggested that the President and Board Chair meet quarterly with DFM Administrator to discuss expectations.
- Matt also suggested the Board meet with David Hahn and Janie Revier.

**EXECUTIVE SESSION**

At 1:45 p.m., CHAIR NILAND MOVED, AND TRUSTEE DUNHAM 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;

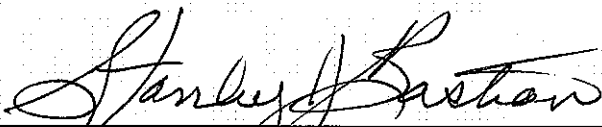
**THE VOTE TO DO SO BY ROLL CALL:**

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

The Board returned to public session at 1:55 p.m.

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

Chair Mary Niland adjourned the meeting at 1:57 p.m.



Stanley Bastian, Secretary/Treasurer

April 19, 2016  
Date Signed