



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

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

***October 17, 2017***

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**CALL TO ORDER**

Vice Chair Walton called the meeting to order at 9:00 a.m.

**ATTENDANCE**

**TRUSTEES:**

Emily Walton, Vice Chair  
Stan Bastian, Secretary/Treasurer  
Mary Niland  
Skip Smyser

**ABSENT:**

Mark Dunham, Chair

**ALSO PRESENT:**

Bert Glandon, President  
Tony Meatte, Vice President, Finance and Administration  
Craig Brown, Vice President, Operations  
Mark Browning, Vice President, Communications and Government Relations  
Patrick Tanner, Assistant Vice President, Enrollment and Student Services  
Christi Rood, Assistant Vice President, Economic Development  
Mitch Minnette, Executive Director, Foundation  
Amy Vassar, President, Faculty Senate  
Mary Jo Hayes, Associate Controller, Business Office  
Steve Berenter, Attorney, Hawley Troxell  
Malcolm Diamond, Assistant Professor, Welding and Metals Fabrication  
Kristin Diggs, Senior Manager, Eide Bailly  
Stephanie Harder, Executive Assistant and Board Liaison

**NO EXECUTIVE SESSION**

## **CONSENT AGENDA**

**(M/S) WALTON/SMYSER MOVE TO APPROVE CONSENT AGENDA INCLUDING THE MEETING MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.**

**NO VISITORS**

**NO PUBLIC COMMENT**

### **BOARD COMMITTEE REPORTS:**

- **FINANCE COMMITTEE**

- **AUDIT REPORT**

- Associate Controller Hayes and Senior Manager Diggs with Eide Bailly presented the Fiscal Year 2017 audit report to the Board.
- Senior Manager Diggs noted that the audit report also contains the financial audit related to the CWI Foundation.
- Senior Manager Diggs reported that the auditor's report was a clean report containing no findings or exceptions.
- Trustee Bastian commended Associate Controller Hayes and her staff on the audit report.
- Vice President Meatte also commended the staff on their work.
- President Glandon noted that CWI has gone eight consecutive years with a clean audit record.

**(M/S) NILAND/SMYSER MOVE TO APPROVE THE FISCAL YEAR 2017 AUDIT REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.**

- **FINANCIALS**

- Vice President Meatte presented the September Financial statement to the Board.

- **FOUNDATION**

- Executive Director Minnette thanked the staff for the success of the October 4, 2017 CWI Foundation Scholarship Dinner.
- The dinner had 250 Treasure Valley community leaders in attendance and strong student support as well as Alumni.
- Executive Director Minnette noted that the next quarterly Foundation Board meeting will be held on November 9, 2017.
- President Glandon added that Doug Armstrong from KTVB news stated that the CWI Foundation Scholarship dinner was the best run fundraising event that he has attended.

- **COMMUNITY OUTREACH**

- Trustee Niland stated that the supplemental levy for the Nampa School District is on the ballot for the November 7, 2017 election.
- Trustee Niland added that the Nampa School District has distributed a brochure that highlights the facts and issues with statistical data.
- Trustee Niland added that she believes if CWI observes how the Nampa School District handles their election and information sharing, it might prove useful for the college.

- **POLICY**

- Trustee Smyser reminded the Board to review the final draft of the Trustee Handbook
- Trustee Smyser clarified that the September minutes reflect the Board approving the first reading of the Handbook and that the second reading would be included in the November meeting agenda.

- **MAIN & WHITEWATER SITE- STAGING AREA REQUEST**

- Vice President Brown presented to the Board a proposal for a lease of the Main & Whitewater Park site for construction staging and parking related to the Boise School District's Whittier Elementary School project.
- Vice President Brown noted that The Boise School District has contracted with Beniton Construction for this project.
- Vice President Brown noted that the proposal reflects CWI entering into a lease agreement with Beniton Construction who will be using the site. The proposed agreement would extend for 20 months and provide the lease at no cost based upon the mutual benefit to the Boise School District.
- Trustee Smyser inquired why CWI would enter into an agreement without any cost.
- Trustee Smyser stated he would be more comfortable if we enter into an agreement with the Boise School District versus Beniton to provide for the agreement to be between public agencies.
- The Board agreed that the agreement would need to be with the Boise School District and can reflect no lease cost based upon the mutual benefit to another public agency.

**(M/S) WALTON/ SMYSER MOVED TO APPROVE ENTERING INTO A LEASE BETWEEN CWI AND THE BOISE SCHOOL DISTRICT FOR THE MAIN & WHITEWATER SITE STAGING AREA REQUEST. MOTION PASSED UNANIMOUSLY.**

**LEGAL SERVICES RFP**

- Vice President Brown stated that the RFP is in draft mode at this time.
- Vice President Meatte stated that CWI Finance Committee member John McDevitt expressed interest in being part of the legal service RFP evaluation team.
- Vice President Brown stated that the proposed evaluation team would consist of President Glandon, Vice President Brown, Chair Dunham, Trustee Smyser, and an external person such as John McDevitt.

- Vice President Brown noted that the draft of the RFP would be sent to the evaluation committee for input prior to issuing.
- Trustee Bastian commented that the Board appreciates the current legal services. The purpose of the RFP would be to evaluate what the community offers.

#### **ACCREDITATION YEAR ONE REPORT**

- President Glandon presented the Accreditation Year One report to the Board.
- President Glandon stated that he believes CWI is making great improvement and is sustainable for the long-term.
- Trustee Niland inquired of the future for technical courses for community colleges.
- Trustee Niland stated that she has heard many voice concerns about certification expenses and that perhaps the expenses should not be embedded in community colleges and should go towards an apprenticeship program.
- President Glandon responded that CWI's apprenticeship enrollments have doubled.
- Trustee Niland stated that she believes CWI should start discussing with the other community colleges whether or not there are certain skillsets or training programs that need be regulated by the state.

#### **WORKFORCE DEVELOPMENT REPORT**

- Assistant Vice President Rood presented the Workforce Development report to the Board.
- President Glandon commended Assistant Vice President Rood and her staff on their work.
- President Glandon added that CWI's Workforce Development group is a very viable resource for moving the institution forward.
- Trustee Bastian asked for an example of businesses coming forward for training.
- Assistant Vice President Rood replied that the businesses requesting training are typically smaller businesses, and that many of the larger businesses already have their training programs established internally.

#### **NO CHAIR'S REPORT**

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

- President Glandon discussed the Micron Center name change with the Board.
- The Board noted that they believe that naming of buildings and location identification should require Board awareness, input, and approval.
- The Board requested further discussion in the next Board meeting regarding building and location naming.
- President Glandon discussed the November and December Board meetings.
- The Board decided to keep the November Board meeting as scheduled on November 21, 2017. The December Board meeting will be rescheduled from December 19 to December 5, 2017 with a 12:00 p.m. start date and a 4:00 p.m. Holiday party.
- President Glandon discussed the upcoming calendar events with the Board:

