



Board of Trustees Meeting Minutes

9:00 a.m. Executive Session

10:00 a.m. Meeting

Micron Center for Professional Technical Education

5725 E Franklin Road

Classroom 1701AB

Nampa, Idaho

September 18, 2012

Call to Order and Verification of Quorum

Chair Stanley Bastian called the meeting to order at 9:10 a.m. and verified that a quorum of the board was present at the meeting.

Attendance

Trustees: Stanley Bastian - Chair
Mary M.C. Niland - Vice Chair
Guy Hurlbutt
Gordon Browning
Mark Dunham – Secretary/Treasurer (excused)

Also present: Bert Glandon, President
Craig Brown, VP Resource Development
David Shellberg, VP Instruction and Student Services
Cheryl Wright, VP Finance and Administration
Terry Blom, AVP Student Services
Denise Kohtz, Executive Director Human Resources
Donna Robinson, Executive Assistant

(M) Bastian: At 9:15 a.m. go into executive session under Idaho Code Sections Idaho Code Sections 67-2345 Idaho Code Section 67-2345(a)(b)(c) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; (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 conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.

Stanley Bastian aye
Guy Hurlbutt aye
Mary (M.C.) Niland aye
Gordon Browning aye

Return to open session at 10:32 a.m.

(M) NILAND: THE FOLLOWING SENTENCES TO BE ADDED TO PRESIDENT'S CONTRACT UNDER ITEM #6ii "VACATION AND SICK LEAVE IN ACCORDANCE WITH THE BOARD'S REGULAR POLICIES." THE PRESIDENT SHALL EARN A MAXIMUM OF 30 DAYS OF VACATION PER YEAR. TOTAL ACCUMULATION ON JUNE 30TH OF EACH YEAR SHALL BE LIMITED TO A MAXIMUM OF 40 DAYS CARRYOVER. THE MOTION CARRIED UNANIMOUSLY.

(M) NILAND: CWI ESTABLISH A SUPPLEMENTAL RETIREMENT ACCOUNT FOR THE CWI PRESIDENT WITH AN INITIAL DEPOSIT OF FIVE THOUSAND DOLLARS. THE MOTION CARRIED UNANIMOUSLY.

CALL FOR PUBLIC COMMENT

- Mitch Kiester, Southwest District Health, addressed the Board regarding smoke free campus policies and procedures.

FOLLETT CORPORATION INTRODUCTION

Vice President Cheryl Wright introduced: Jay Zalewski, Regional Vice President; John Parish, Regional Manager; and Jason Stokes, Bookstore Manager.

Chairman Stanley Bastian and President Bert Glandon publicly thanked Jay, John, and Jason for Follett's outstanding service to our students and excellent working relationship with the College of Western Idaho.

EDUCATION PROGRAM PRESENTATION

- Dean Brenda Pettinger introduced: Education Chair Carol Billings, Faculty Kae Hamilton, and President of the Education Club Tyler Murphy.
- Handouts provided and discussed.
- The Trustees publicly thanked Carol, Kae, and Tyler for the important work they provide for our community.

CONSENT AGENDA

(M) HURLBUTT: APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED IN THE TRUSTEE PACKET. THE MOTION CARRIED UNANIMOUSLY.

FINANCE COMMITTEE UPDATE

- Vice President Cheryl Wright discussed the packet of documents.

(M) NILAND: APPROVE THE FINANCE COMMITTEE RECOMMENDATION TO EXTEND THE CURRENT AUDIT CONTRACT WITH EIDE BAILLY FOR AN ADDITIONAL TWO YEARS. THE MOTION CARRIED UNANIMOUSLY.

(M) BASTIAN: BY MATTER OF UNANIMOUS CONSENT, INSTRUCT THE CWI STAFF TO SECURE TWO ADDITIONAL QUOTES FOR FRAUD ASSESSMENT SERVICES. THE MOTION CARRIED UNANIMOUSLY.


POLICY 1ST READING

- BP4040 RESIDENT AND NONRESIDENT TUITION (MINOR REVISION)
- BP4210 INVESTMENTS (NEW)
- BP4340 SAFETY (REVISIONS)
- BP4350 TOBACCO-FREE CAMPUS (NEW)
- BP4500 TRAVEL EXPENSES (MINOR REVISIONS)
- BP4520 VEHICLE USE (MINOR REVISIONS)
- BP5200 EMPLOYEE BENEFITS (MINOR REVISIONS-FMLA)
- BP5250 VOLUNTEERING AT CWI (MINOR REVISIONS)

PRESIDENT'S REPORT

- President Glandon reviewed the report items.

Chair Bastian adjourned the meeting at 1:45 p.m.



Mark Dunham, Board of Trustees Secretary