



Board of Trustees

Meeting Minutes

Time: 3:00 PM

ZOOM Video Conference
NADM President's Conference Room

October 12, 2023

CALL TO ORDER

Chair Lenty called the virtual meeting to order at 3:00 p.m.

PLEDGE OF ALLEGIANCE

GUEST INTRODUCTIONS

CWI MISSION STATEMENT

Trustee Bradshaw read the CWI Mission Statement.

THE COLLEGE OF WESTERN IDAHO IS COMMITTED TO EMPOWERING STUDENTS TO SUCCEED BY PROVIDING AFFORDABLE AND ACCESSIBLE EDUCATION TO ADVANCE THE LOCAL AND GLOBAL WORKFORCE.

CALL FOR PUBLIC COMMENT

ATTENDANCE

TRUSTEES:

- MOLLY LENTY, CHAIR
- CHERIE BUCKNER-WEBB, VICE CHAIR - ABSENT
- JIM REAMES, SECRETARY/TREASURER - ABSENT
- NICOLE BRADSHAW, TRUSTEE
- GARY SMITH, TRUSTEE

GUESTS:

JASON FRY, DBD GROUP
JODI DAUGHERTY, EIDE BAILLY, LLP
MITCH MINNETTE, PRESIDENT, NAMPA CHAMBER OF COMMERCE

ALSO PRESENT:

Gordon Jones, President
Denise Aberle-Cannata, Provost
Craig Brown, Executive Vice President, Operations
Ken Kline, Vice President Finance
Ryan Herring, Vice President Human Resources
Mark Arstein, Vice President of Advancement
Emily Tetz, Vice President, Marketing
Randi McDermott, Chief of Staff
Nic Miller, Assistant Vice President, Strategic Projects

Aaron von Lindern, Dean, Health
Alicia Dart-Clegg, Analyst, Grants and Sponsored Projects
Andrea Fontaine, General Counsel
Ashley Smith, Government & Community Relations Director
Audrey Eldridge, Executive Director, Marketing
Autumn Braase, Executive Director, Employer Education
Billy Shanaberger, Budget Analyst
Brett Belden, Supervisor, Tutoring Services
Chad Trisler, Dean of Students
Christi Gilchrist, AVP, Economic Development
Cindy Dion, Faculty Services Coordinator
Courtney Colby Bond, Dean, Center for Teaching & Learning
Erica Compton, Director, Advisor, Student Services
Gecko McDowell, Scholarship Coordinator, FA
Gigi Smith, Assistant Director, Writing Center
Gordon Hynes, Director, Budget
Janice McGehee, Executive Assistant to the President
James Francel, Associate General Council
Jason Roach, Librarian, Instruction
Jenee Snyder, Executive Director, Financial Aid
Jennifer Colley, Executive Director, Human Resources
Jessica Argyle, Web Content Strategist UX
Jessica Downing, Manager II, Brand Marketing
Jillana Finnegan, Strategic Projects Executive Director
Jordan Mendoza, Sr. Research Analyst
Judd Constantine, Audio Video Project Manager
Julia Kaufmann, Manager II, Accounting
Justin Shaw, Financial Aid Systems Analyst
Justin Vance, Dean, Arts & Humanities
Kae Jensen, Dean, Math & Science
Kris Smerick, Dean, Social Science & Public Affairs
Kristi Martin, Executive Assistant to the Provost
La Dawn Anderst, Foundation Operations & Database Coordinator
Liz Fleshman, Supervisor, Tutoring Services
Mary Jo Hayes, Comptroller
Morriah Marks, Marketing Coordinator
Patrick Neal, Dean, School of Industry, Engineering and Trades
Richard Sotto, Department Chair, Business
Ryan Gerulf, Assistant Chief Development Officer, Philanthropy Planning
Stephanie Boren, Administrative Assistant III
Tami DeBoer, Operations Program Manager
Theresa Bloom, Financial Aid Officer
Tyler Brown, Assistant Vice President Enrollment and Student Services
Valerie Lee, Assistant Director, Tutoring Services
Yvonne Petain, Executive Assistant, Finance

CONSENT AGENDA

(M/S) TRUSTEE BRADSHAW/TRUSTEE SMITH MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED.

PRESIDENT'S REPORT

President Jones

- Governor's Launch Initiative includes up to \$8,000 to help students pursue in-demand careers. CWI Marketing Team has made sure CWI's web and digital presence around the Launch program is front and center. Governor Little came to campus for a media event at the Nampa Micron Education Center. Thank you to everyone that made this event happen.
- President Jones commented CWI is coming out of a season of successful fundraising events, with the recent Opening Doors Event raising over \$220K.
- President Jones thanked the Trustees who participated in the Bank of Idaho Swing for the Green fundraising golf tournament.
- Recently, the Farm to Fork Fundraising dinner demonstrated the connection we have to locally sourced food. President Jones thanked Andrea Shumaker and her students for the opportunity to bring visibility to the CWI Horticulture and Agriculture programs through this fundraising event. Proceeds help fund the CWI Campus Garden, which in turn creates access to healthy food for CWI students.
- Ball Ventures Ahlquist CEO, Tommy Ahlquist and his team hosted a Teens to Trades fundraising event. Teens to Trades supports high school graduates interested in pursuing the trade programs offered at CWI.
- President Jones had an opportunity to travel to Onondaga Community College in Syracuse, NY to speak on the importance of community colleges developing pathways to semiconductor careers.
- President Jones recently met with the ASCWI President Case Dudley and ASCWI Advisor, Sitaly Hernandez, as well as attended the ASCWI monthly meeting. President Jones also met with the Honors Program students led by faculty member, Michal Yadlin.
- Bold Achievements
Emily Tetz, Vice President, Marketing and Communications
 - Vice President Tetz highlighted the CWI Speech and Debate Team as the Bold Achievements highlight. The Speech and Debate Team just returned from the Fran Tanner Tournament in Twin Falls. The competition was at a very high level this year; however, CWI came home with 11 individual awards, 4 of those being gold. In the Team Sweepstakes, the entire team brought home gold in the Team Sweepstakes. Special thanks to Assistant Professor, Luke Yates for his continued work with the Speech and Debate Team.

PROVOST REPORT

Denise Aberle-Cannata, Provost

- Enrollment Update presented by Assistant Vice President Enrollment and Student Services, Tyler Brown.

- Fall Enrollment numbers were reviewed.
 - Unduplicated Headcount is up 4.1% and Attempted Credits are up 2.9% over a year ago.
- Late-8 Enrollment is growing; Unduplicated Headcount numbers doubled, and the Enrolled Credit numbers tripled over the first year of the program, Fall 2022.
- Dual Credit Enrollment numbers are currently at 14,309 credits.
- Spring registration begins October 30, 2023.

BOARD COMMITTEE REPORTS

COLLEGE RELATIONS

Trustee Bradshaw stated how impressed she is with the work being done by the volunteers that make up the Foundation Board.

- **MARKETING**

Vice President, Emily Tetz

- Community Engagement opportunities were reviewed.
 - Idaho Power and Power Engineers hosted CWI at Swan Falls Dam
 - Boise Entrepreneur Week – Youth Innovation Challenge
 - Leadership Nampa Speaker Series – Ideas to Chew On
 - Farm To Fork

- **GOVERNMENT RELATIONS**

Nic Miller, Vice President Office of Strategic Initiatives

- Idaho Launch program was officially kicked off with Governor Little and several legislators attending a news conference hosted by CWI at the Micron Education Center.
 - Vice President Miller commended the Financial Aid and Business Office on the work that has been done in collaboration with the Idaho Workforce Development Council. Assistant Vice President, Christi Gilchrist is the liaison to the Workforce Development Council and has done a great job ensuring CWI is in lockstep with the Workforce Development Council.
- Weekly media updates are being sent to the Trustees by Ashley Smith on a weekly basis. The intent is to make sure the Trustees have visibility to all of the good publicity happening around CWI.
- Construction is starting soon on the Health and Science building as well as the Horticulture and Ag Science buildings on the Nampa campus. Campus outreach will begin soon with the increase in construction activity. January is the target to have the City of Nampa issue the permit, with construction to begin in February.

- **ADVANCEMENT**

Mark Arstein, Vice President, Advancement

- Advancement presentation was incorporated into the Campus Visioning presentation later in the meeting.

STUDENT SUCCESS

Chad Trisler, Dean of Student Services

- Engaging and Connecting Students with Campus and Community Resource Fairs.
- Partnered with the Work Based Learning Center to provide on-campus Job and Career Fairs.
- Providing a community of one-on-one support to students that is on-going.

POLICY

Ryan Herring, Vice President Human Resources

- Board Governance Policy #4 was reviewed.

FINANCE

Ken Kline, Vice President Finance

- The Annual Financial Audit Report was presented by Eide Bailly, LLP.

CONSIDER ANNUAL FINANCIAL AUDIT REPORT

(M/S) TRUSTEE SMITH/TRUSTEE BRADSHAW MOVED TO APPROVE THE ANNUAL FINANCIAL AUDIT REPORT AS PRESENTED BY EIDE BAILLY, LLP. MOTION PASSED.

- PFM Investment Advisor contract extension was reviewed.

CONSIDER PFM ASSET MANAGEMENT LLC ONE-YEAR CONTRACT EXTENSION RENEWAL.

(M/S) TRUSTEE SMITH/TRUSTEE BRADSHAW MOVED TO APPROVE A ONE-YEAR EXTENSION OF THE PFM ASSET MANAGEMENT LLC CONTRACT THROUGH OCTOBER 9, 2024. MOTION PASSED.

- Monthly Treasurer's Report
- Carry-Forward Funding – Previously approved.
- Debt and Use of Reserves for Capital Projects
 - Assessing Debt Capacity
 - Assessing Reserves
 - Sustainability Reserve Target

CAMPUS VISIONING – CAPITAL CAMPAIGN

Presented by Vice President, Mark Arstein

- The Feasibility Study results were presented by Jason Fry of the DBD Group.
- Capital Campaign Goals: The initial working goal is \$20M of which \$10M will be received through Capital Projects and \$10M through planned giving.

Chair Lentz thanked Jason Fry (DBD Group) for his work on this and for working so closely with the Foundation team.

Trustee Bradshaw also thanked the DBD Group and Mark Arstein for all of the hard work completed to this point. This is important work, and we can feel good about this information to help us move forward.

Chair Lenty asked Trustee Bradshaw how has this been received by the Foundation Board? Trustee Bradshaw felt it has been very helpful and well received by the Foundation Board and the group is ready for more direction from the Trustees. The Foundation Board is excited to get started out in the Community.

Trustee Smith reminded the Trustees, it is going to take the entirety of both boards to get this accomplished.

CHAIR'S REPORT

Chair Lenty wants to ensure the Committee assignments are being mapped in a way that best supports faculty and staff as well as the broader community and stake holders.

Chair Lenty hopes to come to next month's meeting with a new committee structure to support the momentum and help ensure excellent communication so there are no surprises down the road.

The Trustees have provided unanimous feedback regarding the idea of meeting in person once again. A location will be determined and communicated to the Trustees.

NWCCU on-site accreditation visit is next week. Thanks to everyone for all of their hard work going into this visit.

ADJOURNMENT

Chair Lenty adjourned the meeting at 4:42 pm.



Jim Reames, Secretary/Treasurer
Board of Trustees

11-9-23
Date