



# Board of Trustees

Meeting Minutes

Time: 3:00 PM

Nampa Campus Academic Building Room #122

November 9, 2023

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## CALL TO ORDER

Chair Lenty called the regular meeting to order at 3:02 p.m.

## PLEDGE OF ALLEGIANCE

## GUEST INTRODUCTIONS

## CWI MISSION STATEMENT

Secretary Reames 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
- JIM REAMES, SECRETARY/TREASURER
- NICOLE BRADSHAW, TRUSTEE
- GARY SMITH, TRUSTEE (VIRTUAL)

### GUESTS:

### ALSO PRESENT:

Gordon Jones, President  
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, Vice President, Operations  
Andrea Fontaine, General Counsel  
Andrea Shoemaker, Agricultural Sciences, Department Chair  
Audrey Eldridge, Executive Director, Marketing  
Chad Trisler, Dean of Students

Christi Gilchrist, AVP, Economic Development  
Janice McGehee, Executive Assistant to the President  
Jenee Snyder, Executive Director, Financial Aid  
Jennifer Colley, Executive Director, Human Resources  
Judd Constantine, Audio Video Project Manager  
Kae Jensen, Dean, Math & Science  
Kris Smerick, Dean, Social Science & Public Affairs  
Lauren Leonard, Administrative Assistant, President's Office  
Linda Hyde, Coordinator, Scheduling  
Luis Caloca, Dean  
Mary Jo Hayes, Comptroller  
Morriah Marks, Marketing Coordinator  
Ross Hosking, Videographer  
Samantha Grapes, Sr. Coordinator, Course and Curriculum Management  
Stan Niccolls, Director of Safety & Security  
Tristan Lewis, Representative II, Communications

#### **CONSENT AGENDA**

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

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

President Jones

- NWCCU 7-year accreditation visit was highly successful last month. Faculty and Staff did a tremendous amount of work to prepare for this visit. President Jones thanked Executive Director, Alexis Malepeai and Executive Assistant of Operations, Shamika Klemetsen. The formal report will not be available until second quarter of 2024.
- A recently held Town Hall meeting was well attended. President Jones intends to hold a minimum of two Town Hall meetings per year.
- CWI has been doing an excellent job of sharing the Idaho Launch opportunity for graduating Idaho high school seniors in 2024. Governor Little's Idaho Launch initiative will help to lower the barriers of higher education in Idaho, making it even more affordable.
- CWI hosted the Executive Team from Simplot, including CEO, Garrett Lofto for a tour of the Micron Center. President Jones values meeting with business leaders from the community and working together to provide more opportunities for our students, and ensuring CWI is aligned with the needs of local industry.

#### **PROVOST REPORT**

- Enrollment Update presented by Luis Caloca, Dean
  - Fall Enrollment numbers were up 4.4% in headcount and 3.2% in credits.
  - Spring open registration began this week.
  - The majority of Dual Credit enrollments happen in the spring, so you can expect a significant increase in that area once the reporting begins for spring enrollment.

- Chair Lentz asked when the Board might see increased enrollment numbers directly related to the Idaho Launch initiative. Dean Caloca stated the Idaho Launch application does require some work, and students will need to be diligent in completing the application.
- Trustee Reames asked how will Student Services manage the application completion rates. Will that be done through the CWI website? Dean Caloca stated that the Financial Aid department will have access to that information. The application itself is through the Idaho Launch state website and Scholarship Idaho and does not have anything to do with the CWI website.
- Pres. Jones commented Dean Caloca is referencing some of the process' we do not have control over. However, the Workforce Development group will administer this and there will be ways we can optimize this process as we move forward. Dean Caloca stated that part of the recruitment team's talking points as they go into the schools, is to reiterate to the students as well as counselors, the funding is limited, and they need to complete the process earlier rather than later.

## **BOARD COMMITTEE REPORTS**

### **COLLEGE RELATIONS**

#### **MARKETING**

Vice President, Emily Tetz

- Rebooting the "Let's Get Started" campaign for Spring 2024.

- **GOVERNMENT RELATIONS**

Nic Miller, Vice President Office of Strategic Initiatives

- Mayor Kling of Nampa issued a "Exercise is Medicine" Proclamation on campus.
- Legislative Session begins in January.
- Ashley Smith is in DC this week meeting with the national delegation, keeping them informed as to what CWI is doing at the state level.

- **ADVANCEMENT**

Mark Arstein, Vice President, Advancement

- Major Gifts and capacity building
- Operations/Donor Experience
- Strategic Planning

### **STUDENT SUCCESS**

Chad Trisler, Dean of Student Services

- Ways in which students are connecting and supporting one another:
  - Celebrating the Culture and Heritage of our students by holding several fall cultural events and celebrations on campus.
  - Connecting with the next generation of students.
  - Honoring those who have served by supporting the Veterans within the CWI family.

## **POLICY**

Ryan Herring, Vice President Human Resources

- Changes to Board Governance Policy 4.2 were reviewed.
- Trustee Smith asked what entity of the College assumes these checks and balance functions in lieu of the Board? Vice President Herring stated the Board has oversight of the overall budget. The next layer would be President Jones and President's Cabinet. As well, the annual Financial Audit would highlight any issues regarding the overall financial health of the college.
- Trustee Reames asked what was the goal in making these changes? Vice President Herring stated for simplification and consistency.

## **CONSIDER BOARD GOVERNANCE POLICY 4 CHANGES**

**(M/S) TRUSTEE BRADSHAW /VICE CHAIR BUCKNER-WEBB MOVED TO APPROVE THE CHANGES TO BOARD GOVERNANCE POLICY 4 AS PRESENTED. MOTION PASSED.**

## **FINANCE**

Ken Kline, Vice President Finance

- Monthly Treasurer's Report
  - 1<sup>st</sup> Quarter Financial Statements
  - 1<sup>st</sup> Quarter Investment Returns Update
  - Overview of Fall Tuition/Fee Revenue
- Trustee Reames asked how does the increase in revenue relate to the number of people attending? And won't expenses be chasing that number, affecting FTEs and infrastructure? Vice President Kline stated this year should be fine with infrastructure, as enrollment was down for the past few years. If anything, it will be a matter of shifting resources based on enrollment patterns.

## **CAPITAL PROJECTS**

Nic Miller, Vice President Operations

- Vice President Miller thanked those who have been a part of the CWI Visioning process over many years. Their hard work has gotten us to where we are today.
- Nampa Campus Construction has begun with utility and canal bridge work for the Agriculture and Health Science buildings.
- A groundbreaking Ceremony will happen in conjunction with the Advancement Team in 2024.
- A rendering of the Ag Science campus and Health Science building was shared. An access bridge will provide great access for the students.
- The Student Learning Hub timeline of work completed to date was shared.
- Upcoming key dates for the Boise Center Project include City of Boise Design Review submittals. At the December 9, Board of Trustee meeting, we should be bringing the Ball Ventures Ahlquist (BVA) Term Sheet and Master Development Agreement as well as a proposed Boise Center Capital Project Funding proposal to the Board. This project is not through the Department of Public Works, but CWI has entered into a Public Private Partnership with BVA, Hummel Architects and Engineered Structures, Inc. (ESI).

- The goal of opening in the Fall of 2026 will require the design review be submitted to the City of Boise by December 1, 2023. As well, this is not an arbitrary date, but is aligned to our building leases in Ada County at the Black Eagle Center, and making that timing happen by negotiating shorter leases.
- Trustee Buckner-Webb asked if consolidation could be part of the lease plan. Vice President Miller stated that is exactly what will happen as other buildings and spaces are completed.

## **BACHELOR OF APPLIED SCIENCE DEGREE UPDATE**

### **PRESIDENT GORDON JONES**

President Jones acknowledged Dean Kris Smerick and many other faculty for their work in preparation of a Bachelor of Applied Science Degree (BAS).

The national context around Community College based baccalaureate degrees:

- The affordability of Higher Education
- The need for skilled and educated individuals who can supply talent on a national level as well as locally.
- This is not a new idea, there are currently twenty-three states (24 with Idaho) where Community Colleges are offering baccalaureate degrees.

Why Community College baccalaureate degrees are important:

- Serve as a gateway to advanced career opportunities and economic mobility.
- Allow students to pursue an accessible and affordable path.
- Provide a culturally and socially inclusive environment that fosters a student's growth and honors their personal stories.
- Connect to community workforce needs.

A Tuition/Fee Comparison chart was shared comparing CWI, Idaho Public, Private and Online Universities. At \$19,000, CWI tuition would be 12% of the cost of a Private University, 40% of an Idaho Public four-year institution and a range of 30-60% online.

### Accessibility

- Designed with CWI students and graduates in mind.
  - No need to navigate a new system.
  - All AAS/AA/AS degree concentrations are accepted toward the Applied Business Degree including all Career=Technical (CTE) programs.
  - Over 9,000 CTE graduates will be eligible.
- Cohorts offered in eight-week blocks, with multiple start times throughout the year.
- Full or part-time scheduling allows students to choose their own pace.
- Program will be flexible-with online, face-to-face and hybrid delivery options – to meet the needs of students who may be working full-time.

### Employability

- Designed to help those who need more education to advance in the workplace.
- Designed to provide students with a well-rounded education that includes:
  - Organizational leadership

- Human resources
- Financial and managerial accounting
- Marketing and business law
- Ethics
- Performance evaluation
- IT problems and solutions
- Customer Service
- Focused on connecting academics with real-life opportunities.  
Over 18,000\* job postings seeking business-related skillsets and requiring a bachelor's degree in the last year in this region. (\*Source: Lightcast Job Posting analytics)

Trustee Bradshaw asked how well do credits transfer from a 4 year or 2 year/other school. President Jones assured Trustee Bradshaw that CWI is very sensitive to helping students not lose time and progress, and this is top of mind for our faculty and administration.

Vice Chair Buckner-Webb stated it would be very meaningful for our veteran community to be able to return and complete a degree in their area of expertise.

Secretary Reames asked if there would be a need for a delineation between in-state and out of state tuition. President Jones responded 98% of our current student body is from Idaho. Dean Smerick stated currently, CWI has "In-District" (\$139 per credit hour), "Out of District, but still an Idaho resident" (\$189 per credit hour) and "Nonresident Tuition" (\$306 per credit hour).

Secretary Reames asked if on-line colleges are required to have a physical presence in our state? President Jones asked that follow up information be provided to Secretary Reames regarding this question.

Dean Smerick commented when given the option, adult learners do prefer to be in person. Trustee Bradshaw asked if there will be more opportunity for hands on internships. Dean Smerick stated to the credit of her business department, this is an area that we do quite well in currently, providing internships for the AA business program. One benefit of the BAS is CTE courses count and not just academic courses.

**CHAIR'S REPORT**

- Chair Lentz read aloud Resolution No. 2023-1 Bachelor of Applied Science Degree. (Attachment A)

**CONSIDER BACHELOR OF APPLIED SCIENCE DEGREE RESOLUTION NO. 2023-1 (M/S) VICE CHAIR BUCKNER-WEBB /TRUSTEE BRADSHAW MOVED TO ADOPT RESOLUTION NO. 2023-1 AS PRESENTED AS WE GO FORWARD TO ENDOW THE FUTURE OF THE PEOPLE'S STATE OF IDAHO. MOTION PASSED**

**ROLL CALL**


Trustee Smith – Aye  
Secretary Reames – Aye  
Vice Chair Buckner-Webb – Aye

Trustee Bradshaw – Aye  
Chair Lentz - Aye

- Chair Committee Assignments
  - There is much work being done around the Campus Expansion and Visioning as well as growth within the Advancement Team right now. It will be extremely helpful to have a Trustee directly mapped to the efforts of the Advancement Team. Anytime there is a naming opportunity, that always needs to come to the Board of Trustees. Also, any of those major gifts that are part of larger conversations, and critical moments that are taking place in Campus Visioning should be communicated so the Board is both informed and in support of what is happening and not slowing down any progress.
  - Chair Lentz asked Trustee Smith to accept the Committee Assignment for Campus Expansion and Visioning as well as CWI Advancement work. Trustee Smith accepted. Chair Lentz noted that future Board agendas will include this restructured format.
  - Chair Lentz shared the unfortunate news that one of the very first employees of CWI, Shirl Boyce has passed away.

**ADJOURNMENT**

Chair Lentz adjourned the meeting at 4:39 pm.

  
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Jim Reames, Secretary/Treasurer  
Board of Trustees

12-14-23  
Date

**ATTACHMENT - A**

**COLLEGE OF WESTERN IDAHO**

**RESOLUTION NO. 2023-1**

Board of Trustees

**RESOLUTION RE: BACHELOR OF APPLIED SCIENCE DEGREES**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COLLEGE OF WESTERN IDAHO DECLARING ITS OFFICIAL INTENT TO DIRECT THE PRESIDENT TO PURSUE APPROVAL OF BACHELOR OF APPLIED SCIENCE DEGREES.

WHEREAS, the College of Western Idaho (CWI) Board of Trustees are locally elected representatives of the over 750,000 residents and taxpayers of Ada and Canyon County, Idaho; and

WHEREAS, the CWI Board of Trustees is responsible to, among other things, establish, review and revise the vision and mission of the College; to consider and approve curricular offerings; and to monitor College effectiveness; and

WHEREAS, the mission for CWI's is empowering students to succeed by providing affordable and accessible education to advance the local and global workforce; and

WHEREAS, the vision for CWI is to be a best-in-class community college that provides quality, affordable, and accessible education by delivering innovative and cost-effective programming that empowers students, leads to economic and social mobility, and meets evolving community needs; and

WHEREAS, we know that any investment that lowers the cost of college for students is an investment in the future economic vitality of the state of Idaho, and

WHEREAS, Idaho data shows that less than 30% of residents over the age of 25 hold a bachelor's degree, that our current going-to-college rate is 42%, and that our current median household income is less than \$64,000; and



WHEREAS, we believe that low-cost degree options will create new opportunities for current career-technical graduates (including over 9,000 from CWI), adult learners who need more flexible options, and people who are choosing not to go to college at all due to cost, and

WHEREAS, Lightcast Job Posting analytics found over 18,000 business-related jobs requiring a bachelor's degree posted within a 100-mile radius of CWI last year; and

WHEREAS, the Treasure Valley especially stands to benefit from this offering since 80% of CWI students are from Ada and Canyon County (98% are from Idaho) and are likely to stay here upon graduation; and

WHEREAS, affordable access to baccalaureate degrees is a means of closing racial, ethnic and economic gaps in our community, and

WHEREAS, 23 other states already look to community colleges to offer baccalaureate degrees across a variety of disciplines, one-third of which offer 20 or more and Washington and Florida each offering 100-plus, and

WHEREAS, 21 community colleges in the neighboring states of Utah, Washington, Oregon, Colorado, Wyoming and Nevada specifically offer a business-related BAS degree, and

WHEREAS, the College of Western Idaho has developed a solid plan to offer a financially sustainable, quality, low-cost, flexible Bachelor of Applied Science degree for less than \$20,000; and

WHEREAS, CWI has qualified, Masters and Doctoral-trained faculty in place, per accreditation standards, to deliver the program.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the College of Western Idaho, that we fully support and endorse the offering of Bachelor of Applied Science degrees in areas that meet workforce needs at the College of Western Idaho.

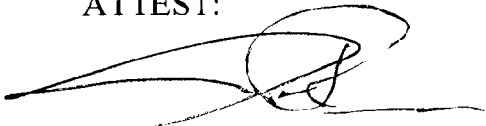
Be it further resolved that we specifically support, endorse and direct the president to pursue approval of a Bachelor of Applied Science degree in Business Administration to be offered in Fall 2024.

PASSED AND APPROVED BY THE BOARD OF TRUSTEES OF THE COLLEGE  
OF WESTERN IDAHO THIS 9<sup>th</sup> day of November, 2023.

COLLEGE OF WESTERN IDAHO

By:   
Chair, Board of Trustees

ATTEST:

  
Secretary, Board of Trustees