



Board of Trustees Meeting Minutes

1:00 P.M.

ZOOM Virtual Meeting

January 14, 2021

CALL TO ORDER

Chair Lenty called the virtual meeting to order at 1:02 p.m.

PLEDGE OF ALLEGIANCE

ATTENDANCE

TRUSTEES:

- **CHAIR MOLLY LENTY**
- **VICE-CHAIR CHERIE BUCKNER-WEBB**
- **SECRETARY/TREASURER APRIL BAYLON-MENDOZA**
- **TRUSTEE ANNIE HIGHTOWER**
- **TRUSTEE SAMANTHA GUERRERO**

ALSO PRESENT:

Bert Glandon, President

Craig Brown, Executive Vice President, Operations

Mark Browning, Vice President, College Relations

Denise Aberle-Cannata, Provost

Karl Spiecker, Vice President Finance

Andrea Fontaine, General Counsel

Judd Constantine, Multimedia Coordinator III

Ross Hosking, Videographer, College Relations

Morriah Marks, Executive Assistant, College Relations

Janice McGehee, Executive Assistant to the President

Ashley Smith, Communications Representative III, Communications & Marketing

Audrey Eldridge, Executive Director, Communications & Marketing

Cathleen Currie, Dean, Health

Kae Jensen, Dean, Math & Science

Justin Vance, Dean of Arts & Humanities

Kelly Steely, Dean, Business, Communication, & Technology

Courtney Santillan, Dean of Social Science & Public Affairs

Michael Chacon, Chief Information Officer

Michael Jensen, CWI Foundation Director of Development

Pat Neal, Dean of Industry, Engineering & Trades

Stephanie Ritchie-Breach, Faculty Senate President

Patrick Tanner, Assistant Vice President, Enrollment & Student Services

Mary Jo Hayes, Comptroller

Mitch Minnette, President and CEO, Nampa Chamber of Commerce

Kim Channpraseut, Executive Director, IT Operations

Laura Brown, Executive Assistant, Finance
Gabby Minor, Administrative Assistant
Jennifer Colley, Interim Director Human Resources
Malcom Diamond, Faculty Senate Vice President
Justin Vance, Dean Arts & Humanities
Juanita Manzo, Project Manager III, Academic Affairs
Jessica Leath, CWI Student
Ryan Herring, Interim Vice President, Human Resources
Paul Belue, Assistant Professor, Math
Alexis Malepeai, Executive Director Institutional Effectiveness

CWI MISSION STATEMENT - Chair Lentz read the CWI Mission Statement.

PUBLIC COMMENT- There were no public comments.

AMENDMENTS TO AGENDA- There were no amendments to the agenda.

CONSENT AGENDA

(M/S) TRUSTEE BAYLON-MENDOZA /TRUSTEE HIGHTOWER MOVED TO APPROVE THE CONSENT AGENDA. MOTION PASSED.

HIGH PERFORMING RECOGNITION AWARDS

- Chair Lentz acknowledged Jessica Leath, Student Achievement Award, Juanita Manzo, Staff of the Month and Tim Curry as Faculty of Distinction. Jessica and Juanita were both in attendance at the meeting and thanked the Trustees for the award and the opportunities CWI has provided. Tim Curry was unable to attend in person due to his class schedule.

BOARD COMMITTEE REPORTS

- **COLLEGE RELATIONS – VICE CHAIR BUCKNER-WEBB**
 - Vice President Browning reported the CWI Foundation annual goal of \$1 million dollars was narrowly missed, as the FY20 total dollars raised were \$892,696. These funds will go to Endowments, Scholarships and greatest needs.
 - Legislative update included a review of the Legislative Committee Roster by Vice President Browning as well as a review of this year’s Legislative priorities;
 - Continuation of funding for the Enrollment Workload Adjustment.
 - Expansion of Nursing Program.
 - Restoration of 5% holdback from this current fiscal year.
 - Legislative calendar and Education Week at the Statehouse was reviewed.
 - Vice Chair Buckner-Webb asked Vice President Browning to share with the group what the term “Governor’s Budget” means, and how this may not be the final budget we have to work with. Vice President Browning explained the difference between the Governor’s recommendation and the JFAC recommendation. The Governor makes his recommendation, but it is the constitutional duty of the Legislature to appropriate the dollars.

- Vice President Browning reviewed CWI Trustee On-line Calendar and Events processes.
 - Vice President Browning shared a brand update video with the Board on the new logo and color scheme. The full brand rollout will be this fall. Work is being done aggressively to get products in the bookstore as soon as possible, taking into consideration current contracts with Follett. External signage will be included in the FY22 Budget.
 - Vice Chair Buckner-Webb asked if there was any diversity included in the brand rollout video shown. Vice President Browning stated there were men, women, people of color and Latinas represented.
- **STUDENT SUCCESS – TRUSTEE GUERRERO**
 - No report
 - **POLICY – TRUSTEE HIGHTOWER**
 - Trustee Hightower stated there are no changes to College Policy at this time.
 - Governance Policy #2 was reviewed by Trustee Hightower. It was noted for the new Trustees; President Glandon’s performance review was completed earlier in 2020.
 - Trustee Hightower explained the process in making a change to Governance Policy.

FINANCE COMMITTEE – TRUSTEE BAYLON-MENDOZA

- Vice President Karl Spiecker reviewed the board fiduciary responsibilities, what is trending and what the upcoming opportunities and challenges are, as well as the monthly financial update. Trustee Hightower appreciated the format presented and would like to have the financials monthly with a presentation pinpointing specific line items or areas of focus.

Chair Lentz appreciated the reporting of financial trends and would like to see what percent of budget goes directly to students, and how CWI compares to other institutions in the state.

- The current Emergency Expenditures Report was reviewed by Vice President Karl Spiecker.
- General Counsel Andrea Fontaine reviewed the Declaration of Emergency and the latest pandemic information from the Governor’s office. Trustee Hightower asked General Counsel Fontaine if there is a reason the Declaration of Emergency should not be renewed for two more months. General Counsel Fontaine stated there is minimal risk in continuing the Declaration, and her recommendation is to renew the Declaration of Emergency at this time.

(M/S) TRUSTEES HIGHTOWER/BAYLON-MENDOZA MOVED THE BOARD RENEW ITS DECLARATION OF EMERGENCY ADOPTED PURSUANT TO IDAHO CODE § 67-2808 AND DATED MARCH 20, 2020 AND THAT SUCH DECLARATION OF EMERGENCY REMAIN IN EFFECT UNTIL MAY 31, 2021. I FURTHER MOVE

UNLESS OTHERWISE TERMINATED, MODIFIED OR EXTENDED, THE BOARD RECONSIDER THE RENEWAL OF ITS DECLARATION OF EMERGENCY AT THE **MAY, 2021** MEETING AND EACH TWO MONTHS THEREAFTER.
Motion Passed.

PROVOST REPORT

- **ONLINE IDAHO UPDATE**

- Provost Denise Aberle-Cannata reviewed two initiatives, which CWI has been involved with for some time.

1. Online Idaho is an initiative put forward by the State to create a store-front for all institutions. This allows the student to be able to choose between institutions and programs, and eventually to be able to take courses simultaneously between the institutions. A soft launch is planned in January through the Workforce Development programs with a larger launch in the fall.
2. The second initiative is Cyber Security. CWI is collaborating with the other two-year institutions to create entry-level positions, with the four-year institutions focusing on the research components of Cyber Security.

- **INSTRUCTION 2021 FOCUS:**

- In 2020, CWI was focused on a rapid response to COVID.
- In 2021, an opportunity for CWI will be to move beyond the pandemic.
 - Areas to focus on in 2021 with intention;
 1. Compliance- NWCCU Standards, Financial Aid, and Program Development
 2. Modalities- Review to ensure we are providing the best possible education for our students and our faculty is fully supported.
 3. NCSARA – An initiative which requires any program that has licensure certification, to display publicly on a website, and to notify any out of state students entering those programs, whether or not those programs are portable. The deadline of July 1, 2020 was met to have NCSARA in place, and we will now go back and make sure all aspects are fully compliant and helpful to our students.

FY22 LEGISLATIVE REVIEW

- President Glandon reported that he and Vice President Mark Browning and Vice President Karl Spiecker have been working on the upcoming House, Senate and JFAC presentations for next week. President Glandon feels very strongly Community Colleges have good support in the House and Senate.

CHAIR'S REPORT

- Chair Lentz thanked President Glandon and Cabinet for helping with the agenda and implementing efficiencies. As a Board, all have agreed to reviewing the materials in advance, committing to transparency, and making the most of the meeting time.

PRESIDENT'S REPORT

- Real property updates will be reported on by Executive Vice President Craig Brown in the near future
- The search for the Vice President Human Resources continues and interviews are being scheduled.
- President Glandon thanked Vice President Mark Browning and his group for doing an exceptional job with the Spring In-Service this year. Excellent start to the spring semester.

EXECUTIVE SESSION

(M/S) BAYLON-MENDOZA/BUCKNER-WEBB MOVED PURSUANT TO IDAHO CODE § 74-206 (1) (b), 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;

Chair Lenty called the Roll.

Vice Chair Buckner-Webb - Aye

Trustee Baylon-Mendoza - Aye

Trustee Hightower - Aye

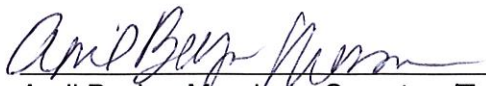
Trustee Guerrero - Aye

Motion Passed

Chair Lenty reconvened the meeting into Open Session

Chair Lenty called for the meeting to adjourn.

Meeting adjourned at 4:37 p.m.



April Baylon-Mendoza, Secretary/Treasurer



Date