



Board of Trustees Meeting Minutes

9:00 A.M.

CWI Nampa Micron Education Center

Room 1701 A/B

5725 E Franklin Rd, Nampa ID 83687

February 18, 2020

CALL TO ORDER

Chair Smyser called the meeting to order at 9:00 am

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

AMENDMENTS TO AGENDA

ATTENDANCE

TRUSTEES:

Skip Smyser, Chair
Mark Dunham, Vice Chair
Molly Lentz, Trustee
Annie Hightower, Trustee

ALSO PRESENT:

Dr. Bert Glandon, President
Craig Brown, Executive Vice President, Operations
Mark Browning, Vice President, College Relations
Lillian Talley, Vice President, Human Resources
Denise Aberle-Cannata, Provost
Tony Meatte, Vice President, Finance and Administration
Steve Berenter, General Counsel
Janice McGehee, Executive Assistant to the President
Zac Ricketts, Marketing Representative III, Communications & Marketing
Ross Hosking, Sr. Specialist, Multimedia Tech
Judd Constantine, Multimedia Coordinator III
Goran Fazil, Faculty
Christi Gilchrist, Assistant Vice President Economic Development
Ashley Smith, Communications Representative III, Communications & Marketing
Audrey Eldridge, Director, Communications & Marketing
Sarah Strickley, Instructor
Kae Jensen, Dean, Math & Science
Patrick Tanner, Assistant Vice President, Enrollment & Student Services
Stephanie Ritchie Breach, Faculty Senate President
Justin Vance, Dean of Arts & Humanities

Malcolm Diamond, Vice President Faculty Senate
Michael Jensen, Director of Development Foundation
Kelly Steely, Dean, Business, Communication, & Technology
Terah Crews, Senior Partner Entangled Solutions
Grace Fowler, Case Team Leader Entangled Solutions
Ryan Herring, Director Human Resources
Jennifer Colley, HR Business Partner L & D
Courtney Santillan, Dean of Social Science & Public Affairs
Cathleen Curry, Dean of Health
Carla Cordova, Administrative Assistant, Health
Linda Hyde, Coordinator, Curriculum Management
Leslie Quantie, Compensation Analyst
Pat Neal, Dean of Industry, Engineering & Trades
Ayana Pattison, ASCWI Treasurer
Ashton Syed, ASCWI Vice President
Jovannie Fajardo, ASCWI President
Alexis Malapeai – Executive Director, Institutional Effectiveness

VISITORS: NONE

CALL FOR PUBLIC COMMENT- NONE

CWI MISSION STATEMENT

- Chair Smyser read the CWI Mission Statement;
The College of Western Idaho expands learning and life opportunities, encourages individual advancement, contributes to Idaho's economic growth, strengthens community prosperity, and develops leaders.

EXECUTIVE SESSION

PURSUANT TO IDAHO CODE § 74-206 (1) (b), (d) and (f), 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, individual agent or public school student; (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code; and (f) to communicate with legal counsel to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

Roll Call:

Chair Smyser – Aye

Trustee Dunham – Aye

Trustee Niland – Absent

Trustee Lentz – Aye

Trustee Hightower – Aye

(M/S) TRUSTEES HIGHTOWER/LENTZ MOVED TO CONVENE EXECUTIVE SESSION. MOTION PASSED.

OPEN SESSION RESUMED

CONSENT AGENDA

(M/S) TRUSTEES DUNHAM/HIGHTOWER MOVED TO APPROVE THE CONSENT AGENDA. MOTION PASSED.

BOARD OF TRUSTEES HIGH PERFORMING RECOGNITION AWARDS

The Trustees provided a certificate to each of the individuals signed and presented by the Board Chair, recognizing them for their service and accomplishments.

- **Faculty of the Month – Goran Fazil**
- **Staff of the Month – Anelise Krause**
- **Student Achievement Award – John Hardesty**

BOARD COMMITTEE REPORTS

- **FOUNDATION**
 - Trustee Lenty reported that the Foundation Board met last week and are considering moving their meetings to every other month instead of quarterly. Also, the Foundation Board requested that the Board of Trustees agenda be sent to the Foundation Board President Ed Barrett as well as the Director of Development, Mike Jensen as soon as it is set.
 - Chair Smyser asked that Trustee Lenty let the Foundation Board know how much we appreciate their efforts in raising funds for scholarships.
 - Vice President Browning added that a revised College/Foundation MOU will be presented to the Trustees for their consideration at the March meeting.
- **COMMUNITY OUTREACH**
 - Vice President Browning highlighted a program called “Ideas to Chew On”, which is a speaker’s bureau of sorts. By collaborating with the Nampa Chamber of Commerce leadership group, we are providing content-expert speakers to address different topics throughout the year. This has been a very successful program and is just finishing up. We are now working with the Idaho Business Review to replicate this program with them.
 - Trustee Dunham met with a member of the Caldwell City Council regarding CWI programs and the Canyon County Center. President Glandon and Trustee Dunham met with the new Boise Chamber of Commerce Lobbyist, Mat Erpelding who has a stake in CWI programs.

- **POLICY**
 - Trustee Hightower reviewed Board Policy, Section 4. Chair Smyser asked the Trustees to read Section 4.02.
- **FINANCE COMMITTEE**
 - Vice President Meatte reviewed the Financials. Tuition and Out of State Tuition is up significantly. Dual Credit is just beginning to come in. Under other revenue, we have earned almost \$900,000 in interest and investment income. We are anticipating \$823,000 this year in Enrollment Workload Adjustment (EWA). For the last five years, we have received \$3.2 million in EWA. Overall, revenue looks good and we seem to be spending under budgets.
 - Trustee Lenty asked if there is a plan to address the Grants and Sponsored Projects shortfall. Vice President Meatte stated that in the recent past, there has been an issue with spending some of the money in that area and it does not make sense to bring in more money if we are not spending what is already there. More of a timing issue at this point.
 - Trustee Dunham commented that he really appreciates the new Dashboard reporting format.
 - Chair Smyser asked Vice President Meatte if he has a recommendation for the open position on the Finance Committee. Vice President Meatte stated that Trustee Niland and he would like to recommend Cheryl Wright as one of the members on the Finance Committee.

**(M/S) TRUSTEES DUNHAM/LENTY MOVED TO APPROVE HAVING CHERYL WRIGHT BE ON THE FINANCE COMMITTEE.
MOTION PASSED.**

- Vice President Meatte stated that the next Finance Committee meeting is scheduled for March 13, and the Trustees are always welcome to attend.

ENTANGLED SOLUTIONS UPDATE

- Terah Crews of Entangled Solutions introduced Grace Fowler, who will be working along-side Terah. An update was given on the interview process for the Board of Trustees and President Glandon that has begun, as well as the on-campus Focus Groups for all Faculty, Staff and Students which will occur the following week. Work has already begun on phase II, which will be a deep dive into what is happening with the Idaho landscape and how it relates to higher education. In May, Entangled Solutions will host a Board Retreat to help guide and form the Board's plan moving forward. Trustee Smyser asked that the Board Retreat dates be decided upon as soon as possible as calendars are filling up for May.

PROVOST REPORT

- Provost Aberle-Cannata asked if there were any questions regarding a second reading of the Special Course Fee Schedule for the Fall of 2020. There were none.
- Provost Aberle-Cannata reviewed the Comprehensive Local Needs Assessment (CLNA) results and will have the report sent out to the Board. Trustee Lenty thanked the Provost for her team's work on this and is looking forward to hearing more in the future.

INSTRUCTIONAL DEAN PROGRAM HIGHLIGHT

- Project Onramp Update - Dean Kelly Steely introduced Sarah Strickley, who is piloting the Apple Applications and Computer Fundamentals Course. Dean Steely shared that Apple sought out Idaho to have a partnership here because we are the number one location in the country for App Development, primarily due to all of the start-up businesses. A video was shown highlighting the Apple equipment and the opportunities within the classroom.

INCLUSIVE EXCELLENCE PROGRAM

- Vice President Lillian Talley and Assistant Vice President Patrick Tanner reviewed the CWI Strategic Plan for Inclusive activities and Strategic Metrics.
- Annie Hightower reminded the Trustees that she had asked for this presentation because Inclusive Excellence is one of the Four Core Themes that we have approved and it is important that we receive updates on what the College is doing towards those themes.
- Inclusivity video was shown.
- Trustee Dunham would like to have a conversation at some point with Vice President Talley and Assistant Vice President Tanner regarding unconscious bias.
- Chair Smyser thanked Trustee Hightower for asking that this topic be presented, and thanked Vice President Talley and Assistant Vice President Tanner for their excellent work.
- Trustee Hightower also thanked Vice President Talley and Assistant Vice President Tanner for the work they are doing and for meeting with her and answering her questions.

EMPLOYEE SURVEY RESULTS

- Kyla Holcombe with New Measures joined the meeting at 11:30 by ZOOM Conferencing to update and share with the Board of Trustees the Employee Survey results.

HIGH PERFORMING CULTURE ACTION PLAN UPDATE

- Vice President Talley reviewed the High Performing Culture Action Plan.
- Trustee Dunham asked if there was any mention of isolation happening due to the different locations across counties. Vice President Talley responded that the demographic of location is not asked, however maybe that is something to take into account in the future.
- Trustee Dunham asked when people do not answer the survey are reminders sent out to encourage participation. Vice President Talley stated that there are 2-3 reminders sent out on behalf of Bert, over the course of a couple of weeks.

- Chair Smyser asked about an action item related to creating a CWI Purpose Statement and where the Purpose Statement would show up? Vice President Talley said that there currently is not a Purpose Statement, however College Council has been asked to come up with some ideas of what that might look like. Ideas will be shared back to the Executive Operations Team (EOPT) and Presidents Cabinet (PC).
- Chair Smyser asked that the Trustees receive the meeting schedules for the Governance groups including the Academic Enterprise Tactical Advisory Council (AETAC), College Council, Executive Operations Team (EOT) as well as the Team Sprint Reviews.
- Chair Smyser would like to see a future Board of Trustee agenda item to provide an update as well as demonstrate the Agile methodology and Version One Tool.
- Chair Smyser asked that the Presidents' Vlog link be sent to the Trustees.
- Chair Smyser thanked Vice President Talley for keeping this plan fluid and moving forward.

CHAIR'S REPORT

- Today's agenda is a great example of all of the hard work to help the Trustees be more informed and to lead this institution into the future. Thanks to President Glandon and to all who were a part of putting today's meeting together.

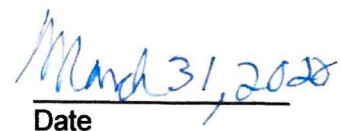
PRESIDENT'S REPORT

- We are the only institution in the state who's enrollment numbers are up.
- Phi Theta Kappa just achieved five star status.
- Speech and Debate again recently completed back to back honors.
- The "Shakesperience" visiting artist series will be on the CWI campus this evening.
- Speaking to the CWI Criminal Justice Program will be Dr. Greg Hampikian, founder and director of the Idaho Innocence Project on Feb. 26.
- New Dean of Students was hired, Chad Trisler.
- Willows Buildings are up and fully functioning.
- The CWI PTK Officers will be acknowledged by the Governor, on March 4, in his ceremonial office.

ADJOURNMENT



 Mary Niland, Secretary



 Date