



**Board of Trustees Meeting Minutes  
8:00 a.m.**

***Nampa Campus Administrative Building  
President's Conference Room  
6056 Birch Lane, Nampa, Idaho***

***April 4, 2019***

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**CALL TO ORDER**

Trustee Smyser called the meeting to order at 8:00 a.m.

**ATTENDANCE**

**TRUSTEES:**

Skip Smyser, Chair  
Mark Dunham, Vice Chair  
Mary Niland, Secretary/Treasurer  
Molly Lentz  
Annie Hightower

**ALSO PRESENT:**

Bert Glandon, President  
Cathleen Currie, Dean, Health  
Craig Brown, Vice President, Operations  
John King, Interim Provost  
Kae Jensen, Dean, Math & Science  
Kelly Steely, Dean, School of Business, Communication, and Technology  
Lillian Talley, Executive Director, Human Resources  
Mark Browning, Vice President, Communications and Government Relations  
Morriah Marks, Executive Assistant, Marketing and Communications  
Patrick Tanner, Assistant Vice President, Enrollment and Student Services  
Stephanie Ritchie-Breach, President, Faculty Senate  
Steve Berenter, In-House General Counsel  
Tony Meatte, Vice President, Finance and Administration

**VISITORS**

Brandi Sweet, CWI student

## GOVERNANCE – BOAR ROLES & RESPONSIBILITIES

- The Board reviewed the current Board Governance Policies.
- Discussions:
  - Evolution of the Board being less involved in the day-to-day operations of the College and not being involved in the administrative functions and processes.
  - Trustee Hightower suggested modifying the verbiage from **2. Search Committee Responsibilities** bullet a. (will be added to future agenda).
  - Trustee Hightower would like to know what is happening with Inclusive Excellence in HR and Student Services and how they're impacting and supporting students, faculty, and staff.
  - Creating a calendar of annual processes related to the Governance Policies.
  - Trustee Lenty would like a better understanding of how we measure success of our Core Themes in our Strategic Plan.

## INSTRUCTION

- Interim Provost King presented a PowerPoint presentation that covered ABC (Adaptive, Blended/Online, and Competency-Based) Learning, Eight-Week Terms, and PREP (Preparation for Education & Employment).
- Discussions:
  - President Glandon stated that staff and faculty have been challenged to research and educate themselves about what is happening in the Nation with community colleges and universities and offer ideas and feedback.
  - Trustee Hightower asked Interim Provost King to modify the commentary verbiage of the non-traditional, underserved students to be more aligned toward inclusive excellence.
  - Trustee Dunham stated the need to look into surveying employers in the future to find out what are their needs and wants from our students.
  - Further conversations, information, and data are needed prior to implementing these proposed changes.

## PROGRAM EVALUATION PROCESS

- Interim Provost King presented the program evaluation process that is being created and implemented. The process is new and the goal is to evaluate all the programs at CWI as well as a plan to continue periodic evaluations.
- Discussions:
  - The Trustees asked to be a part of the evaluation process by including a step in the process to educate the Board about possible changes to programs so there is time to ask questions and understand the need for program changes prior to the changes being added as action items to the Board's agendas.

- Interim Provost King asked the Trustees to inform the Administrative Staff if they hear anything in the community about our programs.
- Need more information and feedback from industry on starting Cyber Security and/or Artificial Intelligence programs.

#### **FISCAL RESPONSIBILITY**

- Vice President Meatte presented reports from the newer budget software, Axiom, and displayed how the software can help with budget predictions based on previous year's numbers and predicted future numbers.
- Vice President Meatte asked for feedback from the Trustees on what kind of budget predictions they'd like to see.
- Executive Vice President Brown presented a report of the current properties and details of what land we own and lease.

#### Discussions:

- The Trustees asked Executive Vice President Brown to put together concepts of expanding NCAB by moving the Bookstore, Library, and Student Services there and consolidating the Healthcare and Manufacturing programs to NMEC and bring options back to the Trustees for the April 16 meeting

#### **COMMUNITY OUTREACH**

- Vice President Browning stated the Division of College Relations is working on a Brand Refresh Initiative and is currently in the research phase of asking the community, students, faculty, and staff what the College means to them to find out what people say the College is.
- Vice President Browning stressed the need to establish our brand and then create strategic plans of reaching out to the community for help.

#### Discussions:

- There were several comments and questions about what events the Trustees needed to attend and what would be their purpose of attending. Vice President Browning and Trustee Dunham asked to revisit the list of events and purposes after more research related to the brand is complete.

**CHAIR SKIP SMYSER ADJOURNED THE MEETING AT 2:48 P.M.**

  
Mary Niland, Secretary/Treasurer

  
Date Signed