



**Board of Trustees Meeting Minutes
9:00 a.m.**

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

February 19, 2019

CALL TO ORDER

Trustee Dunham called the meeting to order at 9:00 a.m.

ATTENDANCE

TRUSTEES:

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

Absent: Skip Smyser, Chair

ALSO PRESENT:

Ashley Smith, Communications Representative III, Marketing and Communications
Audrey Eldridge, Director, Marketing & Communications
Bert Glandon, President
Cathleen Currie, Dean, Health
Cathy Carson, Associate Professor, Math
Christi Rood, Assistant Vice President, Economic Development
Craig Brown, Vice President, Operations
Jenny Lowry, Faculty, English
John King, Interim Provost
Joy Palmer, Department Chair, English
Kae Jensen, Dean, Math & Science
Ken Manship, Instructor, Math
Laura Stavoe, Dean, Arts & Humanities
Laura von Boecklin Mulkey, Executive Director, Foundation
Lillian Talley, Executive Director, Human Resources
Malcolm Diamond, Assistant Professor, Welding & Metals Fabrication
Mark Browning, Vice President, Communications and Government Relations

Max Shue, Assistant Professor, Spanish
Morriah Marks, Executive Assistant, Marketing and Communications
Pat Neal, Dean, Industry, Engineering, & Trades
Patrick Tanner, Assistant Vice President, Enrollment and Student Services
Ryan Witt, Instructor, English
Stephanie Ritchie-Breach, President, Faculty Senate
Steve Berenter, In-House General Counsel
Teri Harbacheck, Assistant Professor, Administrative Specialist
Tim Hicks, Instructor, Automotive Technology
Tony Meatte, Vice President, Finance and Administration

VISITORS

Denise Aberle-Cannata, future Provost

PUBLIC COMMENT

- Faculty Senate President Ritchie-Breach asked that if there are seats available at the table, Faculty Senate requests to have one of them. Senate President Ritchie-Breach noted that with the current revised layout of the room that realigns tables and seating that this request does not appear to be applicable. Senate President Ritchie-Breach noted that at other institutions such as North Idaho College (NIC), it's common to have a representative from Faculty Senate, Staff Senate, and Student Government at the table at each Board meeting.

CONSENT AGENDA

(M/S) NILAND/LENTY MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

BOARD COMMITTEE REPORTS

- **FOUNDATION**
 - Trustee Lenty stated the Foundation Board met last week and there was a presentation from Ideal Savings regarding college savings accounts that was very informative.
 - Trustee Lenty stated the Foundation is looking at increasing the number of Foundation Board members as well as analyzing the current makeup of the Board and the geographic needs to fill.
 - Trustee Lenty stated there was a presentation from the Math Department related to a recent grant that was received to support new remediation model pilot project.
 - Trustee Lenty stated she will be a conduit between the Board of Trustees and the Foundation Board and if there is anything either wants championed that is mutually impactful she would like that input.

- Executive Director Mulkey stated the Memorandum of Understanding (MOU) between the Foundation and the College will be coming to the Board for review with some minor revisions to review and approve.
- Trustee Niland asked if the Foundation discussed the Health Science Building. Trustee Lenty stated the Yes campaign budget was discussed and the efforts related to that initiative.
- Trustee Lenty noted that on behalf of the CWI Trustees, she thanked the Foundation for their efforts with the campaign.

- **COMMUNITY OUTREACH**

- Trustee Dunham and Vice President Browning shared College engagement from the month of January 2019 and shared the first draft of a report.
- Trustee Niland asked to see more efforts in the extended areas such as Caldwell.
- Trustee Niland requested a recap of which individuals are involved with chambers.
- Trustee Dunham noted a focus to further reach out to the medical community to obtain input and feedback.
- Trustee Dunham asked for ideas on ways to connect with the community and asked all ideas be sent to him and/or Vice President Browning.

- **POLICY**

- Trustee Hightower met with the Policy Committee that consists of herself, Executive Director Talley, and In-House General Counsel Berenter.
- The Policy Committee established a process for Trustee Hightower to receive copies of policies at the same point as President's Cabinet to review and provide feedback.
- Trustee Hightower asked to be more involved in grievance related policies to utilize her background.

- **FINANCE COMMITTEE**

- Vice President Meatte presented the January Financials to the Board.
- Vice President Meatte explained the details of 2018 Certificate of Participation (COP) funding which is the main reason to adjust the FY19 Budget.

ACTION ITEM: APPROVE FY19 BUDGET REVISION

(M/S) NILAND/LENTY MOVED TO APPROVE THE FY19 BUDGET REVISION AS PRESENTED. MOTION PASSED UNANIMOUSLY.

FINANCIAL AID 101

- Interim Provost King shared a PowerPoint presentation created specifically for the Board as a follow up to their request from the January meeting to help Trustees understand Financial Aid.
- Trustee Niland asked how involved is CWI with high schools and counselors?

- Assistant Vice President Tanner responded that CWI works very closely with high schools.
- Trustee Niland will work with Assistant Vice President Tanner and Assistant Vice President Rood to organize some tours of the Micron Center for potential students she knows.
- Trustee Lenty requested a follow up conversation with Executive Director Mulkey regarding possible grant funding ideas.
- Trustee Dunham asked about work-study student positions?
- Assistant Vice President Tanner responded that we have a large number of positions available throughout the College that offer real-world experiences at entry-level positions. President Glandon added that we have work-study students that are paid via the Federal program and we also have student workers the College hires.
- Vice President Browning stated the K-12 budget was set by the Legislature on Monday and the Community Colleges budget is scheduled for March 5, the Opportunity Scholarship budget is set for March 8.
- President Glandon asked the Trustees to continue to be advocates for the Opportunity Scholarship funding.
- Trusty Lenty requested Legislative talking points for the Trustees including points about the Opportunity Scholarship.
- Trusty Lenty requested a snapshot of how our students (outside of Dual Credit) are utilizing different avenues to pay for tuition including workplace reimbursements.

SPECIAL COURSE FEES SECOND READING

- Interim Provost King presented a breakdown of all the course fees that are set to change in the Fall semester.
- Trustee Hightower asked for details. Dean Jensen, Dean Neal, Dean Currie, and Dean Stavoe explained the reason for each course fee that was \$150 and above. The main reasons for the increases stemmed from vendor increases, new supplies/tools to meet industry standards, and bundling books with supplies as an up-front cost for the students which ensures that students have the required material at the start of the semester, are able to use financial aid where appropriate, and also to get materials at a lower cost. Nursing courses had several increases with bundling being the leading cause that would ultimately save students money and efforts.

ACTION ITEM: SPECIAL COURSE FEES

(M/S) LENTY/NILAND MOVED TO APPROVE THE SECOND READING OF THE SPECIAL COURSE FEES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

JOB CORPS. PILOT PROJECT

- Assistant Vice President Rood provided an overview of the current Centennial Job Corp project which is being run by the U.S. Forest Service and will continue to run it until June 30 and on July 1 the alignment will turn over to the U.S. Department of Labor.

- Assistant Vice President Rood stated that at this time CWI is not able to get direct information from the U.S. Forest Service but will continue to ask questions through the Idaho Department of Labor. Once the U.S. Department of Labor takes over the Job Corp Project more information will be available and we can proceed with a more detailed plan.
- Trustee Lenty requested that Assistant Vice President Rood provide the Trustees with a recap of the parties and agencies involved in the pilot project.
- Assistant Vice President Rood is planning to bring updates to each Board meeting and is asking the Board for approval of the Memorandum provided in the Board package which would support CWI's involvement and ability to continue to proceed with discussions and planning of the Job Corp Pilot Program.

(M/S) LENTY/NILAND MOVED TO APPROVE CWI'S CONTINUATION OF EFFORTS TOWARDS IMPLEMENTATION OF THE JOB CORP PILOT PROGRAM. MOTION PASSED UNANIMOUSLY.

FUTURE OF HIGHER EDUCATION & THE STRATEGIC PLAN

- Interim Provost King presented a PowerPoint presentation, *What is the Future of Education...and how do we get there successfully.*
- Interim Provost King noted that he has presented this PowerPoint to faculty and staff and asks for feedback and ideas.
- Several questions were asked during the presentation and Interim Provost King stated that his presentation is data and other relevant information that he's researched about current trends and how education is evolving and changing. His recommendations will have an impact on the current strategic plan and therefor need to be supported by the majority before moving forward.
- Interim Provost King stated that his recommendations will not be put in to place during his interim time at CWI as it will take time to plan and implement them.
- Interim Provost King requested Trustee support of the proposed direction presented.
- The Trustees agreed that they support the proposed direction recognizing that more work and involvement across the college is needed.

CHAIR'S REPORT

- Trustee Dunham stated Chair Smyser is working to plan a Board retreat this year and that a part of the retreat would likely need to address the future direction of the college based upon Interim Provost King's recommendations.

PRESIDENT'S REPORT

- President Glandon stated yesterday Idaho Governor Brad Little signed a Proclamation for Idaho's Phi Theta Kappa All-State Academic Team Day and five of the nine students that were honored yesterday were CWI students. CWI may be the largest five-star-rated Phi Theta Kappa club in Idaho with more than 700 students.
- President Glandon stated Executive Assistant Stephanie Harder is on maternity leave and Executive Assistant Marks will be covering the Board while she is on leave.

- President Glandon stated CWI presented to the Joint Finance and Appropriations Committee (JFAC) on January 21, attended the State Board of Education (SBOE) Meeting on February 13 & 14 & co-hosted the Legislative Community College Luncheon on February 18 (yesterday).
- President Glandon welcomed future Provost Denise Aberle-Cannata and shared her start date of April 15, 2019.
- President Glandon shared a student spotlight video of Emily Kominek, Welding & Metal Fabrications.

(M/S) LENTY/NILAND MOVED TO ADJOURN THE MEETING AT 12:31 P.M. MOTION PASSED UNANIMOUSLY.

Mary C Niland

March 19, 2019

Mary Niland, Secretary/Treasurer

Date Signed