



**Board of Trustees Regular Meeting Minutes**  
**8:45 a.m.**

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

***April 22, 2015***

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**CALL TO ORDER AND VERIFICATION OF QUORUM**

Chair Mary Niland called the meeting to order at 8:45 a.m. and verified that a quorum of the Board was present at the meeting.

**ATTENDANCE**

**Trustees:**

Mary "M.C." Niland – Chair  
Guy Hurlbutt – Vice Chair – via telephone  
Stanley Bastian – Secretary/Treasurer  
Mark Dunham  
Emily Walton

**Also present:**

Bert Glandon, President  
David Shellberg, EVP Instruction and Enrollment and Student Services  
Cheryl Wright, VP Finance and Administration  
Craig Brown, VP Resource Development  
David Hunter, Chief Information Officer  
Lillian Talley, Executive Director, Human Resources  
Anitra Townsend, Board Liaison  
Brittney Trimmer, Staff Senate President  
Connor McComas, Staff Senator  
Charles Dickinson, Faculty Senate President  
Derek Cook, ASCWI President  
Crystal Flores, ASCWI Vice President

**EXECUTIVE SESSION**

At 8:46 a.m., Chair Niland MOVED, AND TRUSTEE BASTIAN SECONDED, THAT THE BOARD, PURSUANT TO IDAHO CODE § 67-2345(1) (c)(d) , CONVENE IN EXECUTIVE SESSION: To conduct deliberations to acquire an interest in real property that is not owned by a public agency; and to consider records that are exempt from disclosure as provided in Chapter 3, Title 9, Idaho Code. THE VOTE TO DO SO BY ROLL CALL:

- Mary "M.C." Niland                      aye
- Stan Bastian                                aye
- Emily Walton                                aye
- Mark Dunham                                aye
- Guy Hurlbutt                                aye

The Board returned to public session at 9:00 a.m.

**PLEDGE OF ALLEGIANCE**

**INTRODUCTION OF VISITORS**

- Bill Roberts, reporter, *Idaho Statesman*, and Jay Story, commercial real estate broker, introduced themselves.

**CALL FOR PUBLIC COMMENT**

- None

**PROPERTY ISSUES**

1. **(M/S) WALTON/NILAND. MOVE TO APPROVE THE EXECUTION OF THE PURCHASE AND SALE AGREEMENT BETWEEN COLLEGE OF WESTERN IDAHO AND THE RICE FAMILY, FOR 10.0 ACRES OF LAND LOCATED IN WEST BOISE. CHAIR NILAND CALLED FOR THE VOTE BY ROLL CALL:**

- Mary "M.C." Niland                      aye
- Stan Bastian                                aye
- Emily Walton                                aye
- Mark Dunham                                aye
- Guy Hurlbutt                                aye

**THE MOTION PASSED UNANIMOUSLY.**

#### CONSENT AGENDA

- The Board reviewed the consent agenda items

#### 2. (M/S) BASTIAN/DUNHAM. MOVE TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

#### BOARD COMMITTEE REPORTS (CONT'D)

##### ○ POLICY COMMITTEE

- CWI Governance Policy. Cheryl Wright and Tony Meatte briefed revenue and expense slides for quarter three.
- Financials. VP Wright explained the current financial statements. Trustee Dunham liked the "Explanatory Notes" slide
- Investment Report. CWI's Investment Management provider, PFM, reported first quarter performance to the Finance Committee. VP Wright suggested that the College decide during FY 16 budget planning whether to roll realized gains into the investment portfolio or into College operations.
- Finance Committee Membership. The Board reviewed the biography of candidate, John McDevitt.

#### 3. (M/S) DUNHAM/BASTIAN. MOVE TO APPOINT JOHN MCDEVITT TO SERVE ON CWI'S FINANCE COMMITTEE. MOTION PASSED UNANIMOUSLY.

- Financial Advisor Services. Trustee Bastian presented the Finance Committee's recommendation that the College select Zions Bank to provide these services. Trustee Bastian explained that the committee appreciated that Zions is local and well-connected, which should serve CWI well.

#### 4. (M/S) DUHNAM/BASTIAN. MOVE TO CONTRACT WITH ZIONS BANK TO PROVIDE FINANCIAL ADVISOR SERVICES. MOTION PASSED UNANIMOUSLY.

#### BOARD COMMITTEE REPORTS

##### ○ FOUNDATION BOARD

- Trustee Dunham updated the Trustees on the Foundations work to recruit new directors. He mentioned upcoming events. The Foundation has secured a \$10,000 endowment.

##### ○ COMMUNITY OUTREACH

- Trustee Walton has been meeting with staff and community to help with advocacy.

##### ○ POLICY

- Trustee Hurlbutt and Lillian Talley summarized the work that has been done so far to rework the Policy Manual. The revised manual will come to the Board for a first reading in May.

- The committee plans to have a final version for Trustee review by two weeks prior to the meeting.
- Trustee Bastian complimented Lillian and Executive Assistant, Jayme Rhodes, for their support in this undertaking.
- Employee Ratification will be added to this document.

#### **IDAHO CONNECTS ONLINE SCHOOL (ICON)**

- David High, Chair of the Board for this Idaho Public Charter School, asked Trustee Hurlbutt to approach the CWI Board about being the new chartering organization for this school
- The Trustees agreed by consensus to seek further information. Trustee Walton will set up a tour of their school headquarters.

#### **STUDENT SUCCESS MEASURES**

- Craig Brown and Doug DePriest presented the first run of the dashboards to the Board.
- President Glandon mentioned that this compilation of VFA data will help CWI tremendously by driving strategy and tactics.

#### **SURVEY REPORT**

- Chair Niland reported that the Board was pleased with the survey report.
- The next step is to form a steering committee.

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

- President Glandon presented the report items.
- David Hunter reported that the data center move was successful and praised his team.
- Craig Brown reported that the RFP for Comprehensive Strategic Planning had yielded only one viable candidate.

#### **5. (M/S) HURLBUTT/BASTIAN. MOVE TO REOPEN THE BIDDING PROCESS ON THE REQUEST FOR PROPOSALS FOR COMPREHENSIVE STRATEGIC PLANNING. MOTION PASSED UNANIMOUSLY.**

Discussion: Trustee Bastian would like to see the RPF reworked to steer bidders in the direction we would like to see the strategic plan take.

#### **STAFF SENATE PRESENTATION**

- Brittney Trimmer and Connor McComas presented about the activities and contributions of the Staff Senate over the past year.
- Trustee Bastian complimented Brittney and Connor on their enthusiasm and excitement.

**FACULTY SENATE PRESENTATION**

- Charles Dickinson presented about the faculty members who serve on the various Faculty Senate committees.

**ASSOCIATED STUDENTS OF COLLEGE OF WESTERN IDAHO (ASCWI) PRESENTATION**

- Derek Cook and Crystal Flores presented about diversity efforts and the contributions that ASCWI has made to CWI.

**5. (M/S) HURLBUTT/DUNHAM: MOVE TO ADJOURN. MOTION PASSED UNANIMOUSLY.**

Chair Niland adjourned the meeting at 2:50 p.m.

  
Stanley Bastian, Secretary/Treasurer

May 19, 2015  
Date Signed