



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

Nampa Campus Multipurpose Building
Room 205
6042 Birch Lane, Nampa, Idaho
May 21, 2013

CALL TO ORDER AND VERIFICATION OF QUORUM

Chairman Stan Bastian called the meeting to order at 9:00 a.m. and verified that a quorum of the Board was present at the meeting.

ATTENDANCE

Trustees: Stanley Bastian – Chairman
Mary “M.C.” Niland - Vice Chair
Gordon Browning – Secretary/Treasurer
Mark Dunham
Guy Hurlbutt

Also present: Bert Glandon, President
David Shellberg, VP Instruction and Student Services
Cheryl Wright, VP Finance and Administration
Craig Brown, VP Resource Development
Terry Blom, AVP, Enrollment & Student Services
Denise Kohtz, Executive Director, Human Resources
Gerald Hunter, Chairman, Dormitory Housing Commission
Nick Miller, Attorney, Hawley Troxell
Cathy Carson, Faculty Senate President
Anitra Townsend, Board Liaison

PLEDGE OF ALLEGIANCE

1. (M) HURLBUTT: MOVE TO AMEND THE AGENDA TO MOVE THE EXECUTIVE SESSION AND FINANCE COMMITTEE REPORT TO AFTER THE DORMITORY HOUSING COMMISSION PRESENTATION. MOTION PASSED UNANIMOUSLY.

EXPLANATION: These items were moved to allow guests, the CWI attorney and the Chairman of the Dormitory Housing Commission, to leave as soon as their business items were complete.

CALL FOR PUBLIC COMMENT

- None

CONSENT AGENDA

- The Consent Agenda items were discussed.

2. **(M) BROWNING: MOVE TO ACCEPT THE CONSENT AGENDA ITEMS AS DRAFTED. MOTION PASSED UNANIMOUSLY.**

DORMITORY HOUSING COMMISSION (DHC)

- Commission Chair, Gerald Hunter, and Craig Brown updated the Trustees on the DHC's annual meeting
- DHC has approved the Memorandum of Understanding with CWI
- Mr. Hunter thanked Craig for updating them on programming for Student Union Building
- Nick Miller answered legal questions
- Chairman Bastian thanked Mr. Hunter for his service as Chair of the DHC

3. **(M) DUNHAM: MOVE TO APPROVE AS PRESENTED THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CWI DORMITORY HOUSING COMMISSION AND THE COLLEGE OF WESTERN IDAHO. MOTION PASSED UNANIMOUSLY.**

EXECUTIVE SESSION

At 9:15, Chairman Bastian, **MOVED THAT THE BOARD, PURSUANT TO IDAHO CODE § 67-2345(1) (b) & (c), CONVENE IN EXECUTIVE SESSION:** 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; and to acquire an interest in real property which is not owned by a public agency **AND THE VOTE TO DO SO BY ROLL CALL:**

- Stan Bastian aye
- Mary "M.C." Niland aye
- Gordon Browning aye
- Mark Dunham aye
- Guy Hurlbutt aye

Returned to open session at 11:30

4. **(M) BROWNING: MOVE TO AMEND THE AGENDA TO CONSIDER THE FACULTY HANDBOOK NEXT ON THE AGENDA. MOTION PASSED UNANIMOUSLY.**

EXPLANATION: This adjustment was made to accommodate the schedule of the Faculty Senate President.

FACULTY HANDBOOK, 2ND READING

- Faculty Senate President, Cathy Carson, presented the handbook.
- Chairman Bastian would like to have the handbook specifically address student success in its next revision.

5. **(M) NILAND: MOVE TO ACCEPT THE FACULTY HANDBOOK AS AMENDED. THE MOTION PASSED BY A MAJORITY VOTE OF THE BOARD.**

FINANCE COMMITTEE REPORT

- Jeff Shinn presented the report items
- Trustee Browning mentioned that the Board should meet with the Finance Committee at a future meeting to discuss investments.

6. **(M) BROWNING: MOVE TO ACCEPT THE FINANCE COMMITTEE REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.**

POLICIES 2ND READING

- Cathy Hampton presented the policies to the Board
- Upon discussing the policies, the Board directed the administration to identify 10-15 Board policies, and to designate the rest as procedures.
- President Glandon will review work on this prior to its returning to the Board

7. **(M) BROWNING: MOVE TO ACCEPT THE FINANCE COMMITTEE REPORT AS PRESENTED. MOTION PASSED UNANIMOUSLY.**

8. **(M) HURLBUTT: MOVE TO CONSIDER THE PRELIMINARY BUDGET PRESENTATION NEXT ON THE AGENDA. MOTION PASSED UNANIMOUSLY.**

EXPLANATION: This was done out of consideration for a member of the public who was waiting to hear this presentation.

PRELIMINARY BUDGET PRESENTATION

- Jeff Shinn and Denise Kohtz gave the presentation
- Denise presented recommended pay increases

9. (M) HURLBUTT: MOVE TO PROVIDE BASE PAY INCREASES TO NON-ADJUNCT EMPLOYEES BASED ON MERIT, AND TO PROVIDE A POOL OF MONEY TO A LIMITED NUMBER OF EMPLOYEES FOR ONE-TIME RECOGNITION OF ABOVE-AND-BEYOND RESULTS AS APPROVED BY PRESIDENT'S CABINET. MOTION PASSED UNANIMOUSLY.

PRESIDENT'S REPORT

- President Glandon presented the report items.

ACCREDITATION REPORT

- President Glandon gave a brief update on progress toward accreditation.

10. (M) NILAND: MOVE TO ADJOURN. THE MOTION PASSED UNANIMOUSLY.

Chairman Bastian adjourned the meeting at 2:35 p.m.


Gordon Browning, Board of Trustees Secretary

6-18-13

Date Signed