



College of Western Idaho

**BOARD OF TRUSTEES REGULAR MEETING MINUTES**

**9:00 a.m.**

**PRESIDENT'S CONFERENCE ROOM**

**6056 BIRCH LANE, NAMPA ID**

**October 16, 2012**

**Call to Order and Verification of Quorum**

Chair Stanley 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 - Chair  
Mary "M.C." Niland - Vice Chair  
Mark Dunham – Secretary/Treasurer  
Gordon Browning  
Guy Hurlbutt

Also present: Bert Glandon, President  
David Shellberg, Interim VP Instruction and Student Services  
Craig Brown, VP Resource Development  
Cheryl Wright, VP Finance and Administration  
Denise Kohtz, Executive Director Human Resources  
Terry Blom, AVP, Enrollment & Student Services  
Jeff Shinn, Budget Director  
Anitra Townsend, Executive Assistant

**PLEDGE OF ALLEGIANCE**

**CALL FOR PUBLIC COMMENT**

- None present at the time.
- 1. (M) NILAND: MOVE THAT THE FIRST READING OF THE 2014-2015 ACADEMIC CALENDAR BE TABLED UNTIL THE NOVEMBER TRUSTEE MEETING. MOTION PASSED UNANIMOUSLY.**

**CONSENT AGENDA**

- Cheryl Wright presented the financial report.

**2. (M) NILAND : MOVE TO ACCEPT THE CONSENT AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.**

CHAIRMAN BASTIAN – AHEAD OF SCHEDULE, SO, IF NO OBJECTIONS, WILL DISCUSS PRESIDENT’S VEHICLE NEXT. NO OBJECTIONS NOTED.

**PRESIDENT’S VEHICLE**

- Discussed bids, lease versus purchase options.
  - Discussed servicing options, possibility of establishing a fleet manager.
- 3. (M) DUNHAM: MOVE TO AUTHORIZE UP TO \$40K TOWARD THE PURCHASE OF THE PRESIDENT’S VEHICLE. MOTION PASSED UNANIMOUSLY.**

**MACHINE TOOL PRESENTATION**

- Pat Neal, Assistant Dean, Trades & Technology, introduced Dave Sperry, Program Chair, Machine Tool Technology, and Mark Carrington, Machine Tools student, and Joshua Tyler, Machine Tools graduate.
- The Trustees publicly thanked Pat, Dave, Mark, and Joshua for the important work they provide for our College and community.

**QUARTERLY BUDGET REVIEW (QBR)**

- Dr. Glandon and the staff presented the first QBR.
- Trustees provided guidance on information for next QBR.

CHAIRMAN BASTIAN – TO ACCOMMODATE THOSE WAITING TO PRESENT, IF NO OBJECTIONS, MOVE STRATEGIC PLANNING UNTIL AFTER POLICY READINGS. ALSO, IF NO OBJECTIONS, ALLOW LATE PUBLIC COMMENT ON TOBACCO-FREE CAMPUS. NO OBJECTIONS NOTED.

**POLICY READINGS**

**POLICY 1<sup>ST</sup> READING**

- BP5270 Social Media

**Policy 2<sup>nd</sup> Reading**

- BP4040 Resident and Nonresident Tuition (minor revision)
- BP4210 Investments (new)
- BP4340 Safety (revisions)
- BP4350 Tobacco-Free Campus (minor revision)
  - Malcolm Diamond presented public comment on the policy.
- BP4500 Travel Expenses (minor revisions)
- BP4520 Vehicle Use (minor revisions)
- BP5200 Employee Benefits (minor revisions-FMLA)
- BP5250 Volunteering at CWI (minor revisions)

4. **(M) NILAND: MOVE TO ACCEPT THE POLICIES AND PROCEDURES AS PRESENTED. FOR THE TOBACCO-FREE CAMPUS POLICY, RECOMMENDATIONS WILL COME BACK TO THE TRUSTEES AT A FUTURE DATE NOT TO EXCEED A YEAR AS TO IMPLEMENTATION AND ENFORCEMENT. THE MOTION PASSED UNANIMOUSLY.**

**STRATEGIC PLANNING PROCESS**

- Craig Brown presented progress to-date on strategic planning

**PRESIDENT'S REPORT**

- President Glandon presented the report items.

**EXECUTIVE SESSION**

(M) Bastian: At 2:00 p.m., go into executive session under Idaho Code Sections Idaho Code Sections 67-2345 Idaho Code Section 67-2345(a)(b)(c) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; (b) 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; (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.

Stanley Bastian	aye
Mark Dunham	aye
Mary (M.C.) Niland	aye
Gordon Browning	aye
Guy Hurlbutt	aye

Return to open session at 3:00 p.m.

5. **(M)BASTIAN: MOVE TO ADJOURN. THE MOTION PASSED UNANIMOUSLY.**

Chairman Bastian adjourned the meeting at 3:05 p.m.

  
Gordon Browning, Board of Trustees Secretary