



Board of Trustees Meeting Minutes

1:00 P.M.

ZOOM Virtual Meeting

December 9, 2020

CALL TO ORDER

Chair Lenty called the virtual meeting to order at 1:02 p.m.

PLEDGE OF ALLEGIANCE

ATTENDANCE

TRUSTEES:

- **CHAIR MOLLY LENTY**
- **VICE-CHAIR CHERIE BUCKNER-WEBB**
- **SECRETARY/TREASURER APRIL BAYLON-MENDOZA**
- **TRUSTEE ANNIE HIGHTOWER**
- **TRUSTEE SAMANTHA GUERRERO**

ALSO PRESENT:

Bert Glandon, President

Craig Brown, Executive Vice President, Operations

Mark Browning, Vice President, College Relations

Lillian Talley, Vice President, Human Resources

Denise Aberle-Cannata, Provost

Cheryl Wright, Interim Vice President, Finance and Administration

Karl Spiecker, Vice President Finance

Andrea Fontaine, General Counsel

Judd Constantine, Multimedia Coordinator III

Ross Hosking, Videographer, College Relations

Morriah Marks, Executive Assistant, College Relations

Janice McGehee, Executive Assistant to the President

Ashley Smith, Communications Representative III, Communications & Marketing

Audrey Eldridge, Executive Director, Communications & Marketing

Cathleen Currie, Dean, Health

Connie Miller, CWI Foundation Board Director

Kate Orduno, Math Faculty-Adjunct

Kae Jensen, Dean, Math & Science

Justin Vance, Dean of Arts & Humanities

Jessica Downing, Sr. Creative Manager

Kelly Steely, Dean, Business, Communication, & Technology

Courtney Santillan, Dean of Social Science & Public Affairs

Michael Chacon, Chief Information Officer

Michael Jensen, CWI Foundation Director of Development

Pat Neal, Dean of Industry, Engineering & Trades

Stephanie Ritchie-Breach, Faculty Senate President
Patrick Tanner, Assistant Vice President, Enrollment & Student Services
Mary Jo Hayes, Comptroller
Mike Peña, CWI Foundation Board Vice President

CWI MISSION STATEMENT

Trustee Baylon-Mendoza read the CWI Mission Statement.

The College of Western Idaho expands learning and life opportunities, encourages individual advancement, contributes to Idaho's economic growth, strengthens community prosperity, and develops leaders.

PUBLIC COMMENT- THERE WAS NO PUBLIC COMMENT MADE.

- Trustee Buckner-Webb asked what the public comment portion of the meeting entails. President Glandon responded this is an opportunity for the public to make a comment on whatever topic they want. Interim Vice President Wright added at a normal (non-virtual) board meeting, there would be a sign-in sheet and the visitor can sign, stating they want to make a public comment. At, which time, the list would be provided to the Chair, so the appropriate introduction could be made.

AMENDMENTS TO AGENDA- NONE

CONSENT AGENDA

(M/S) TRUSTEE HIGHTOWER AMENDED TRUSTEE BUCKNER-WEBB'S ORIGINAL MOTION TO APPROVE THE CONSENT AGENDA. TRUSTEE BUCKNER-WEBB SECONDED THE MOTION. MOTION PASSED.

BOARD COMMITTEE ASSIGNMENTS

- Chair Lentz requested this topic be revisited at the January Board of Trustees meeting.

SIGNATURE AUTHORITY APPROVAL

- Interim Vice President, Wright asked the Board of Trustees to approve signing authority for incoming Vice President, Finance, Karl Spiecker.

(M/S) TRUSTEES BAYLON-MENDOZA/BUCKNER-WEBB MOVED TO APPROVE AMENDING THE SIGNATURE AUTHORITIES AS PRESENTED, TO INCLUDE KARL SPIECKER, VICE PRESIDENT, FINANCE. MOTION PASSED.

VICE PRESIDENT HUMAN RESOURCES SEARCH UPDATE

- Vice President Talley provided an update noting; there have been approximately fifty applicants from across the country that have applied for the Vice President of Human Resources position. The first level of screening has been completed. Sixteen applicants meet the full qualifications and experience level. There were six applicants, which meet qualifications; however, are lacking in experience. Those twenty-three resumés are now in the hands of our interview committee to be rated and paired down to a top 3-5 candidates to be interviewed. Vice President Talley noted that the interview committee

includes two Foundation Board members, Dan Prinzing and Mark Peña as community representation.

- Chair Lentz thanked Vice President Talley for her work on filling this position.

BRAND AND MASCOT UPDATE

- Vice President Browning presented the Brand and Mascot Update to keep the board apprised of where the process is, and to bring the new Trustees up to speed.
 - CWI Brand Initiative history was reviewed
 - Mascot Development is moving forward and is on track to be unveiled in August 2021.
 - Logo and color refinements were reviewed. Vice President Browning reminded the group these images are in the process of being legally protected and therefore should not be shared externally.
 - Chair Lentz noted, CWI has a very active Alumni Association now, and asked how will this be communicated to them?
 - Vice President Browning noted, CWI treats their alumni just like students, so they will get the information relayed to them at the very same time and delivered in the same manner as the students receive it.
 - Chair Lentz asked about the possibility of a CWI license plate reflecting the new brand?
 - Vice President Browning noted the process involves the state Legislature review and approval and that it would be best to introduce the license plates in the 2022 legislative session. Vice President Browning suggested pairing up with the College of Eastern Idaho, as they need to change their current plate from Idaho Technical College to College of Eastern Idaho. Trustee Buckner-Webb stated both sides of the legislature are very anti-license plate.
 - Chair Lentz asked if having an e-commerce site for merchandise will be part of the soft launch?
 - Vice President Browning responded there are discussions needing to take place with the bookstore and the exclusivity of the contract with Follett. Interim Vice President Wright stated the bookstore already has an e-commerce site, which includes more than just the course requirements. Interim Vice President Wright noted that we need to do a better job of making the e-commerce site more visible.
 - Vice President Browning commended his team on the excellent work that has gone into this rebranding project. Executive Director of Communications and Marketing, Audrey Eldridge has shown exceptional leadership and Cody Sprague and Jessica Downing should be recognized as well, for their outstanding work.

PROVOST REPORT

- **FACULTY SENATE UPDATE**
 - Faculty Senate President Stephanie Ritchie-Breach presented the Faculty Senate update. Trustee Baylon-Mendoza asked how long the Faculty Senate has been in place? Faculty Senate President Ritchie-Breach said there has been a Faculty Senate in place since the beginning of CWI, however there have been different levels of activity over the years.

○ **PROVOST UPDATE:**

- Provost, Denise Aberle-Cannata reported on a video currently being made to help students understand our continued precautions around Covid. We will continue with five modalities for the spring semester and with the same COVID protocols in place. We are also working to provide some additional scholarship funding to students who have been impacted by COVID. Details of this funding will be coming out in the next couple of weeks. The spring semester focus will be on continuing to reach out to students, helping them through the holidays and navigating the impact of the pandemic. The Enrollment and Student Services team is doing an outstanding job of reaching out to students. One of the biggest challenges coming out of this pandemic are mental health issues, not only affecting our students, but our faculty.

CHAIRS REPORT

- Chair Lentz thanked the Trustees for taking the time to participate in the work sessions over the past two days.
- Committee assignment opportunities will be forthcoming.
- Future meeting schedule will be reviewed
- Chair Lentz thanked Vice President Talley for her service to CWI which brought expertise and leadership over the years and especially with the tremendous evolution and cultural transformation CWI has seen.

PRESIDENT'S REPORT

- President Glandon reported Vice President Talley will be retiring at the end of the year and will be greatly missed. Vice President Talley has been an incredible asset over the past six years.
- President Glandon acknowledged and welcomed Vice President of Finance, Karl Spiecker.
- President Glandon also acknowledged Interim Vice President Finance and Administration, Cheryl Wright as being invaluable to CWI. Not only for coming out of retirement to fill the Interim position, but as the founding CFO, which set the standard for continuing the financial sustainability of this institution.
- President Glandon praised Provost Cannata, Faculty Senate President Ritchie-Breach and the Faculty Senate as well as the entire Faculty for the job they have done through the pandemic, further noting the leadership shown and the ability for everyone to pivot and respond so quickly is truly amazing.
- The Emerging Scholars Program video was shared.

EXECUTIVE SESSION

(M/S) TRUSTEES HIGHTOWER/BAYLON-MENDOZA MOVED PURSUANT TO IDAHO CODE § 74-206 (1) (b) and (f), CONVENE IN EXECUTIVE SESSION:

- (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;
AND
- (f) To communicate with legal counsel for CWI to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

Motion Passed

Chair Lentz reconvened the meeting into Open Session

Chair Lentz called for the meeting to adjourn.

Meeting adjourned at 3:14 p.m.



April Baylon-Mendoza, Secretary/Treasurer

01.19.2021
Date