



Board of Trustees

Meeting Minutes

Time: 2:00 PM

ZOOM Video Conference
NADM President's Conference Room

January 13, 2022

CALL TO ORDER

Chair Lenty called the virtual meeting to order at 2:00 p.m.

PLEDGE OF ALLEGIANCE

VISITOR INTRODUCTIONS

Mitch Minnette, Nampa Chamber of Commerce

CWI MISSION STATEMENT

Trustee Reames 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.

CALL FOR PUBLIC COMMENT

ATTENDANCE

TRUSTEES:

- MOLLY LENTY, CHAIR
- CHERIE BUCKNER-WEBB, VICE CHAIR
- JIM REAMES, SECRETARY/TREASURER
- ANNIE HIGHTOWER, TRUSTEE
- SAMANTHA GUERRERO, TRUSTEE

ALSO PRESENT:

Gordon Jones, President
Denise Aberle-Cannata, Provost
Craig Brown, Executive Vice President, Operations
Karl Spiecker, Vice President Finance
Ryan Herring, Vice President Human Resources

Alexis Malepeai, Executive Director, Institutional Effectiveness
Andrea Fontaine, General Counsel
Andy Diehl, Analyst, Research

Ashley Smith, Representative III, Communications
Audrey Eldridge, Executive Director, Communications & Marketing
Brian Cuttlers, Manager III, Institutional Research
Bryson Caldwell, Web Services Manager
Chad Trisler, Dean of Students
Christi Gilchrist, AVP, Economic Development
Courtney Colby Bond, Dean, Center for Teaching & Learning
Courtney Santillan, Dean, Social Sciences & Public Affairs
Danielle Persinger, Librarian, Collection Management
Gabby Minor, Administrative Assistant
Gloria Keulman, Administrative Assistant
Gordon Hynes, Director, Budget
Greg Wilson, General Education Coordinator
Jana McCurdy, Department Chair
Janice McGehee, Executive Assistant to the President
Jean-Louise Zancanella, Assistant Director, Library Services
Jeff Flynn, Executive Director - Facilities Planning and Management
Jenee Snyder, Director, Financial Aid
Jennifer Colley, Executive Director-Human Resources
Jessica Downing, Manager, Sr. Creative
John Tucker, Department Chair
Jordan Mendoza, Sr. Research Analyst
Judd Constantine, Audio Visual Project Manager
Justin Vance, Dean, Arts & Humanities
Kae Jensen, Dean, Math
Katie Driever, CWI Budget Analyst
Kelly Steely, Dean, Business, Communications & Technology
Kris Monroe, Coordinator, Sponsor Billing
Laura Brown, Executive Administrative Assistant
Maia Kelley, Associate Professor, Math
Mark Westcott, Director, User Services
Mary Jo Hayes, Comptroller
Michael Chacon, Chief Information Officer
Michael Jensen, Director, Foundation
Mitch Minnette, Nampa Chamber of Commerce
Morriah Marks, Executive Assistant, College Relations
Pat Neal, Dean Industry, Engineering & Trades
Patrick Tanner, Assistant Vice President, Enrollment & Student Services
Richard Soto, Dept. Chair, Business
Ryan Randall, Librarian, Instruction Coordinator & Faculty Outreach

CONSENT AGENDA

**(M/S)SECRETARY REAMES/VICE CHAIR BUCKNER-WEBB MOVED TO APPROVE THE
CONSENT AGENDA AS PRESENTED. MOTION PASSED.**

CHAIR'S REPORT

Chair Lentz introduced new CWI President Gordon Jones.

President Jones shared his excitement to be the new President of CWI, and is looking forward to meeting with each of the Trustees.

INTERIM PRESIDENT'S REPORT

- Official Spring Term begins January 18.
- The decision was recently made to require masks on campus, due to the Omicron numbers spiking.
- NCAB Meet & Greet with President Jones to welcome students back to campus.
- In-Service this week
- Bold Achievements - Presented by Executive Director, Audrey Eldridge
 - Fazil and Vrabac Film accepted into International Festival.
 - Artist and Faculty member April VanDeGrift's painting is being featured at Boise City Hall. Chair Lentz asked what the duration of the exhibit is at City Hall. Executive Director Eldridge will get back to Chair Lentz with the information.

BOARD COMMITTEE REPORTS

a. COLLEGE RELATIONS

Communications & Marketing - Presented by Executive Director, Audrey Eldridge

- Spring semester registration ends tomorrow.
- Welcome back week on campus.
- Welcoming President Jones to campus.
- COVID Guidance.
- Wrapping up the brand transition and planning for the next enrollment campaign.

Government Relations/Legislative Session Overview - Presented by Ashley Smith

- Legislature kicked off with the State of the State address. Governor Little has a budget recommendation of \$10 million for the new Health Science building.
- Content Marketing Plan is rolling out with a story in February called "Pop the Trunk".
- Dual Credit Program will be highlighted out in the community.
- Work Based Learning Center (WBLC) is ramping up.
- Participation in the preparation of the JFAC presentation Jan. 26.
- Germaine Committee meeting presentation on Jan. 27.

- Nampa Chamber Economic Forum.
- Media Plan is rolling out for President Jones with several media outlets.

Foundation Update presented by Director, Michael Jensen

- There were 33 new contacts made this month.
Program highlights included:
 - Renaissance Remodeling will be collaborating with Workforce Development (WD) and the Construction Career Launcher program.
 - In the Ditch specializes in manufacturing of towing and outdoor equipment. Workforce Development is creating a custom welding training program specifically for this company.
 - Jessie and Marie Berain Scholarship - This \$20K gift will help future students including Latinex students.
- CWI Night at the Steelheads at the Idaho Central Arena is on your calendars for February 9.

b. STUDENT SUCCESS

Presented by Assistant Vice President Patrick Tanner

- Student success stories were shared with the Trustees.

c. POLICY

Presented by Trustee Hightower

- Trustee Hightower reviewed HR Policy #5
 - Employee Benefits policy has been updated with the Juneteenth Holiday and Parental Leave changes.
 - Employee Telecommuting policy was updated.

CONSIDER AMENDMENT TO BOARD GOVERNANCE POLICE, SECTIONS 2 AND 3.

(M/S)TRUSTEE GUERRERO/VICE CHAIR BUCKNER-WEBB MOVED TO APPROVE THE AMENDMENT TO BOARD GOVERNANCE POLICY, SECTIONS 2 AND 3 AS PRESENTED. MOTION PASSED.

d. FINANCE

Presented by Vice President Finance, Karl Spiecker

- Vice President Karl Spiecker reviewed the Emergency Expenditures report and recommended to discontinue the emergency expenditure authorization.
- General Counsel Andrea Fontaine indicated the second part of Idaho Code 67-2808 states, the expenditure of funds must be immediate need necessary. General Counsel Fontaine agreed with the recommendation to not renew the Declaration of Emergency as it relates to Emergency Expenditures.
- Trustee Hightower asked for confirmation, if CWI opts to terminate the Declaration of Emergency, and there becomes a need for an emergency

expenditure, will CWI be able to approve those expenditures in a timely manner. General Counsel Fontaine agreed and stated traditionally this would be how it would arise and a special meeting would be called.

Vice Chair Buckner-Webb asked, how many of the listed items would we expect to have need for in the future? Vice President Spiecker clarified, even if these items were needed in the future, we would not necessarily need the emergency declaration expenditure authority to purchase them.

Vice Chair Buckner-Webb asked if the wait times for items were exaggerated over the last two years and if the declaration helped that timing. Vice President Spiecker indicated any wait times were triggered by supply chain issues rather than the procurement process.

Chair Lentz asked what would be the reason to consider keeping the emergency declaration in place. General Counsel Fontaine responded there is not a big risk should the Trustees decide to keep the declaration in place. The question would be if we are not using it, why have it? There is minimal risk of abuse or arbitrary action, however, it is there and is available so by not having it, we completely curtail any risk of that. The biggest risk of not having the emergency declaration in place, would be the need to hold a special meeting to re-enact the declaration.

Vice Chair Buckner-Webb asked if an expiration of May 2022 might be a good timetable. Vice President Spiecker stated our procurement process itself is in place to protect the integrity of the process and to make sure we are not directing our business to friends and relatives.

Trustee Hightower stated she does not have a strong opinion either way, but wanted to make sure we are not continually extending this if it is not needed. Trustee Hightower believes this is not what was intended under the governance policy.

**RECONSIDER THE DECLARATION OF EMERGENCY
(M/S)TRUSTEE GUERRERO/TRUSTEE HIGHTOWER MOVED TO TERMINATE THE
DECLARATION OF EMERGENCY ADOPTED IN MARCH 2020 PURSUANT TO IDAHO CODE
§ 67-2808. MOTION PASSED**

PROVOST REPORT

Presented by Provost Denise Aberle-Cannata

- Student Enrollment Management
 - Working diligently to ensure everyone understands we are here to serve our students. Enrollment Principles and Student Lifecycle was reviewed. Everyone in the organization needs to be involved.

CWI REVISED MISSION STATEMENT

Presented by Executive Vice President Craig Brown

- CWI Mission Statement Survey Results
 - Executive Vice President Brown reminded the Trustees the current strategic plan concludes this June. The plan is to revise our mission statement so it more closely aligns to North West Commission on Colleges and Universities (NWCCU) accreditation standards.
 - Three proposed mission statements were reviewed with the Board and at time, it was deemed appropriate to do a campus wide survey.
 - CWI Mission Statement Survey options and results were reviewed by Executive Director of Institutional Effectiveness, Alexis Malepeai.
 - Survey options
 1. CWI is committed to empowering students to succeed by providing affordable and accessible education to advance the local and global workforce.
 2. CWI is a student ready institution committed to student learning and achievement to meet the workforce needs of Idaho and beyond.
 3. CWI is committed to student achievement by providing affordable learning opportunities to meet the workforce needs of Idaho and beyond.
 - Survey results
 1. Fifty percent selected the mission statement #1 as their first choice.

CWI is committed to empowering students to succeed by providing affordable and accessible education to advance the local and global workforce.
 2. Total Survey response rate of 6% from students and employees.
 3. Of the total 6% response rate, 51% came from students, 30% from staff and 19% of the total came from Faculty.

Trustee Hightower asked to confirm Mission Statement option #1, as what is being voted on as the new CWI Mission Statement.

CWI is committed to empowering students to succeed by providing affordable and accessible education to advance the local and global workforce.


Executive Vice President Brown confirmed.

(M/S)TRUSTEE HIGHTOWER/VICE CHAIR BUCKNER-WEBB TO APPROVE THE REVISED CWI MISSION STATEMENT AS PRESENTED. MOTION CARRIED.

Executive Vice President Brown confirmed the implementation of the new CWI Mission Statement will begin immediately.

ADJOURNMENT

Chair Molly Lentz adjourned the meeting at 3:22 p.m.

DocuSigned by:

C7720389EE684A4...

Jim Reames, Secretary/Treasurer
Board of Trustees

2/14/2022 | 12:20 PM MST

Date