



SPECIAL MEETING MINUTES
College of Western Idaho Board of Trustee
July 21, 2008
Boise State University West Campus Building, Room 116
Nampa, Idaho

A special meeting of the Trustees for the College of Western Idaho was held July 21, 2008 at the Boise State University Campus Building in Nampa, Idaho. Vice - Chairman Mark Dunham presided.

Present:

Jerry Hess, Chairman
Mark Dunham, Vice Chairman
Mary Carol (M.C.) Niland, Secretary
Hatch Barrett
Guy Hurlbutt

Absent:

None

Trustee Work:

Chairman Hess stated that he would have to leave early and requested that Vice-Chairman Dunham preside over the meeting. The meeting was called to order at 2:05 p.m. by Vice-Chairman Dunham. The Trustees agreed to the agenda by consensus.

Employee Health Benefits Presentation:

Trustee Niland reported that Western Benefits Solutions (WBS) was asked to look at the State Plan and provide research data. Oregon, Idaho, Washington, Wyoming, Utah, and Alaska were included in the research. The state plan has more defined benefits than other plans offered in the taxing area. The benefit plan is a very rich plan and is less expensive for the employee. The downside is that it is more expensive for the employer and CWI would be locked into the state plan for five years. Trustee Niland stated that her concern is to ensure that the college can afford the health insurance plan.

Vice Chairman Dunham directed the staff to obtain census data from the Selland College employees required from the Western Benefit Solutions. The Trustees decided by consensus to have WBS submit a bid.

2009 Budget Discussion:

College of Southern Idaho's President, Dr. Jerry Beck, and Vice President of Finance and Administration, Mike Mason joined the meeting by phone.

Dr. Victor Watson, EVP explained the student fee revenue projections. The projections were based on the fact that CWI will not have access to directly recruit the current BSU students at BSU West. Based on the CWI advertising campaign plan, the projected head count for Spring 2009 is 1,700 students. Dr. Watson passed out a document demonstrating how the projections were applied for comparisons. The projections include students that will be taking classes at the local high schools in the evening.

Secretary Niland asked if there will be evening classes in Canyon County as well as Ada County High Schools. Dr. Watson stated that even though he had met with the school superintendents, CWI does not have classes scheduled for Spring 2009 in the Canyon County high schools. Trustee Hurlbutt asked that if CWI had 2,200 students who want to enroll, could CWI accommodate them. Dr. Watson stated that he is very confident that when the enrollments increase, CWI will have to look at new ways to offer classes. More flexible schedules including weekends and earlier and later in the evenings will have to be offered. The main campus building can be more fully utilized.

President Beck stated that the NWCCU Substantive Change Document requires a three year plan that ensures that the instructional component and those facilities are in place.

Trustee Hurlbutt asked Dr. Watson what thought processes went into the selection of course offerings for spring 2009. Dr. Watson stated that he and his staff looked at the course offerings offered here at the BSU West academic building this fall to consider what second semester courses would be needed by the current BSU students in this building.

There was further discussion on the revenue budget. Mike Mason, College of Southern Idaho's CFO, explained that the county property tax revenue for fiscal year 2009 will be received in January 2009 and in July 2009. Because of the timing of the revenue it is a general rule to have half of the value of the local property tax as a fund balance at the beginning of the fiscal year to ensure adequate cash flow. Mr. Mason also stated that the state liquor funds are disbursed quarterly.

Wright explained that the Trustee packet of information included the fiscal year 2009 and fiscal year 2010 General Fund Budgets. The packet also included a list of items that were removed from the budgets detailing the consequences of removing or postponing the line items. Wright also explained that the fiscal year 2010 was for informational purposes only and would be brought back to the Trustees next year for approval.

Vice-Chairman Dunham asked the Trustees to study the information and email the President any questions. There will be more discussion at the August 19th regular meeting and the fiscal year 2009 budget will be set at the August 25th special meeting.

**Rescind Memorandum of Understanding (MOU) with Boise State University
M (Niland) to rescind the Memorandum of Understanding for accreditation with
BSU. *Motion carried unanimously***

Old Business

a. Dates of Property Transfer

President Griffin explained that the MOU for the transfer of property from BSU and the State Board of Education calls for the transfer of the Canyon County Center CCC)and property on July 1, 2008, and the transfer of BSU West academic building and 100 acres on July1, 2009. BSU proposed that CWI take owner ship in conjunction with the transfer of programs.

M (Hurlbutt): to alter the schedule to take possession of the BSU West academic building in Jan, 2009 and CCC July, 2009. *Motion carried unanimously*

b. Approve Academic Year 2008-2009 Tuition and Fee Schedule

MC Niland stated, "It is certainly not the intent to balance the budget with student fees. It seems like we are not cutting costs every where possible. My inclination is to vote no."

Trustee Hurlbutt stated, "I am going to have a very hard time exceeding the tax levy promised in the campaign."

There was further discussion among the Trustees.

M (Hurlbutt): to accept the tuition and fees as proposed by the staff to be \$119 per credit hour. *Motion carried 3-1.*

c. CWI Benefits

The Trustees agreed by consensus to wait for information from Western Benefits Solution.

d. Accrued Vacation

President Griffin explained that there has been further discussion with Boise State to transfer the accrued vacation for the Selland College employees. Trustee Niland objected to an increase fees and to adding a liability to the books. President Griffin stated that given the angst that the Selland employees are feeling, the right thing to do would be to allow the vacation balances to transfer.

Vice-Chairman Dunham asked Cheryl Wright to send an email to BSU asking for clarification on the following issues regarding the pay-off versus the transfer of vacation leave for the affected BSU employees:

- Why does BSU feel that it would be more beneficial to the employees and to CWI to transfer the accrued vacation rather than have BSU pay off the leave.
- If CWI assumes the accrued vacation, we realize that the employees will have a right to choose to either transfer the leave or to have the leave paid off at the time of separation from BSU. Would you consider a proposal whereby BSU would fund the cashed out vacation and CWI would take responsibility for all transferred vacation leave? This seems fair for all concerned, as the vacation was actually accrued while the

employees were at BSU. For example, if an employee chose not to transfer to CWI, it would seem that payment of his/her accrued leave would fall to Boise State

- Is there a way to project what percent of employees would prefer to transfer the accrued leave balance and then to project closer to the accrual balance to be transferred?
- If the vacation is paid off, what fund source will be used? Will this reduce the PTE carry forward that has been targeted to cover the three BSU faculty pay days that will fall in fiscal year 2010? If so how will the overlapping faculty pay days be funded? Will this reduce the Selland local fund balance? Will BSU transfer all remaining local fund balance within the Selland departments as of June 30, 2009?

e. Sick Leave

Trustee Hurlbutt spoke of the letter from Governor Otter's office to the Selland College employees supporting the transfer of sick leave.

(M) Hurlbutt: In light of the written opinion from BSU's council and the letter from the Governor that we allow the transfer of sick leave as long as we get an Attorney General's opinion to the positive on the situation. Motion carried unanimously.

Trustee Hurlbut stated that he will follow up.

f. Selland Salaries

President Griffin recommended that CWI accept the Selland salaries at the time of transfer.

(M) Hurlbutt: to accept Selland employees with commensurate duties at their current salaries for fiscal year 2010. The continuation of the salaries of all CWI employees will be contingent on hiring a consulting firm to examine the salary levels and the salaries may be adjusted up or down depending on the findings of the consultants. Motion carried unanimously

g. Non-Selland Staff and Salaries

M (Dunham): the Board of Trustees authorizes the President to staff the BSUW and CCC within the parameters of the current proposed 2009 and 2010 budget. Motion carried unanimously

New Business

No new business

Adjourn

Vice-Chairman Dunham adjourned the meeting at 4:55 p.m.


M.C. Niland, Secretary

Date