



**MINUTES**  
**College of Western Idaho Board of Trustees**  
September 16, 2008  
Boise State University West Campus Building, Room 119  
Nampa, Idaho

A meeting of the Trustees for the College of Western Idaho was held September 16, 2008, at the Boise State University Campus Building in Nampa, Idaho. Chairman Jerry Hess presided.

**Present:**

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

**Absent:**

Hatch Barrett (Excused)

**Trustee Work.**

The meeting was called to order at 9:00 a.m. by Chairman Hess.

**M (Dunham): to accept the agenda as presented. Motion carried unanimously.**

**Minutes.**

A Typographical error was pointed out in the 8/22 minutes "Tthe" needs to be corrected to "The."

**M (Dunham): to approve minutes from the August 22, August 25, and August 26 meetings with the correction to the August 22 minutes. Motion carried unanimously.**

**Financial Report.**

Cheryl Wright reported that there is currently \$4.476 million in cash and investments.

**Finance Committee Report.** Mary (M.C.) Niland

No report.

**President's Report.**

- Proposal to Albertsons

President Griffin reviewed the proposed items to include in the Albertson proposal. By consensus the Trustees agreed to have President Griffin in coordination with Vice-Chairman Dunham submit a written proposal that includes a letter from President Griffin, the spreadsheet and an appendix with further explanation of each item on the spreadsheet. The letter will be divided in the following three segments: 1) already incurred expenses, 2) future costs committed to in the 2009 budget and 3) future items that CWI will not be able to fund in the current budget. The letter will also offer to submit

actual expenditures for reimbursement for the items the Foundation agrees to fund. A separate proposal will be submitted to address the balance of the \$10 million.

- **Hiring Timelines & Org Charts**

President Griffin reported that he has delayed filling several positions pending student enrollment for January. The delays have a large impact on current staff.

- **George Copa's Proposal**

**(M) Hurlbutt: to focus on opening up academic programs in January 2009, assimilating Seland College as of July 2009, and to postpone the campus master plan and the learning plan. Motion Carried Unanimously**

By consensus, the Trustees agreed to ask Kathy Hagler to present her proposal and how her work integrates with the learning plan and the campus master plan.

- **Received letter that partnership with CSI has been approved by Northwest accreditation, which means the marketing campaign can begin.**

By consensus, Board training was postponed until the new Board is in place after the November 4, 2008 election.

### **Advisory Council Report.**

Paul Hiller, Advisory Council Chair, presented a report on the "For Credit" programs to be transferred from BSU Seland College. Please refer to the attached Power Point Presentation.

By consensus, the trustees asked President Griffin to develop a process to bring recommendations to the Board based on the Advisory Council's findings.

**Executive Session pursuant to Idaho Code 67-2345(1)(A)** To consider hiring a public officer, employee, staff member or individual agent. This paragraph does not apply to filling a vacancy in an elective office;

**M (Hess): to move to Executive Session pursuant to Idaho Code 67-2345(1)(A). Motion carried by roll call vote at 1:05 p.m.**

**M (Hess): to move out of Executive Session (1:20 p.m.) Motion carried unanimously.**

### **Ratify New Employees.**

**M (Dunham): to approve the new hires as presented. Motion carried unanimously.**

### **Facilities and IT Update.**

Brian Currin presented an update on the status of the components of the ERP system along with an update on facilities.

### **Presidential Search.**

Vice-Chair Dunham passed out information based on his experience with a Presidential search at Boise State University, along with information gathered from other community colleges and from ACCT. Dunham suggested that the Trustees review the information provided. Dunham will ask three external organizations to put together proposals to coordinate the search and will then request a special meeting to focus on establishing a process for the search. Dunham requested that the Trustees email their thoughts on the handouts and emphasized that the first step will be to establish parameters of who should serve on the search committee.

### **Policies.**

The Trustees approved by consensus policy 2.1.3.2 and .2.1.3.3, with the noted changes.

Chairman Hess appointed Trustee Hurlbutt to work with Attorney Rich Stover and Cathy Hampton to rework the policies and to present the policies at a future meeting.

**Old Business.**

**M (Hurlbutt): to allow the affected BSU classified staff to accrue vacation at the same rate they currently accrue vacation upon transfer to CWI. *Motion Carried 3 to 1.***

**New Business.**

No new business

**Adjourn.**

Chairman Hess adjourned the meeting at 2:40 p.m.

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M.C. Niland, Secretary

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Date