



MINUTES
College of Western Idaho Board of Trustee
November 20, 2007
Boise State University West Campus Building, Room 119
Nampa, Idaho

A meeting of the Trustees for the College of Western Idaho was held November 20, 2007 at the Boise State University Campus Building in Nampa, Idaho. Chairman Jerry Hess presided.

Present:

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

Absent:

None

Trustee Work:

The meeting was called to order at 7:40 a.m. and introductions were made by Chairman Hess.

1. Breakfast

The College of Western Idaho hosted a breakfast for state and local leaders. Vice Chairman Dunham gave a power point presentation for the guests.

2. Minutes

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

3. Jim Weatherby Presentation

Dr Weatherby discussed the format of the City Club Panel Discussion scheduled on December 3, 2007. The presentation will be one hour (12:15 to 1:15). The Trustees and President Griffin should be there by 11:45.

The Trustees discussed creating a form to distribute to each table. The form should request contact information and provide space for comments/suggestions or other feed back. It is important that the form clearly state that the questions will not be submitted for the forum. Chairman Hess assigned Vice Chairman Dunham to create and distribute the form.

4. Financial Report

Cheryl Wright reported that the college received the additional \$600,000 from the Sate Board of Education. As of November 19th, CWI has a balance of \$585,607 in the bank and has \$127,169 in accounts payable. The Trustees agreed by consent to accept the format of the financials with the addition of a percent change column and a column identifying the time left in the budget year.

5. BSU Presentation

Dr Sona Andrews, Provost and Stacy Pearson, VPFA presented a proposal for the delivery of Professional Technical Education programs and certificates. The Trustees agreed to submit questions to Cheryl Wright by Wednesday. Wright will compile the questions to submit to BSU on November 30.

6. President's Report

President Griffin tentatively scheduled OPSIS to give a presentation to the Trustees at the December meeting. Chairman Hess requested that President Griffin seek a second proposal for the Campus Master Plan.

Jerry Gee has been hired to start the Policies and Procedures manual. President Griffin will present the first set of Policies to the Board at the December meeting.

President Griffin stated that he was planning on presenting the organization charts at the December meeting, but the final version of the organization charts depends on the Trustees decision on the BSU proposal as presented by Dr Andrews.

Shirl Boyce is working on a Grand Opening to be held in January. Chairman Hess requested that the Trustees be given an overall vision for the January opening and that a date be set.

7. Hiring an Auditing Firm

M (Hurlbutt): to submit a notice for a Request for Proposal for an Auditing Firm in the Idaho Press Tribune and the Idaho Statesman. *Motion carried unanimously.*

8. Transition Committee Report

Trustee Hurlbutt reported on a conversation he had with Dr Beck, President for the College of Southern Idaho (CSI), regarding CSI's willingness to assist CWI.

North Idaho College (NIC) submitted a Distance Learning Proposal to Chairman Hess. Chairman Hess will forward the proposal to the Trustees and President Griffin.

9. Community Relations Report

Vice Chairman Dunham and Trustee Barrett handed out a list of candidates for the Advisory Council along with "The College of Western Idaho Advisory Council Guidelines."

The organizational meeting for the new Advisory Council will be held in January or February 2008.

M (Hurlbutt): to accept the recommendations for the initial nine people on the list and based on the discussion with my colleague approve the guidelines. *Motion carried unanimously.*

10. Other Business

M: (Dunham): to join the Caldwell, Nampa, Meridian, Boise Metro and Eagle Chambers of Commerce. *Motion carried unanimously*

President Griffin stated that he will appoint staff members to attend the Chamber functions.

M: (Hurlbutt) : to accept Dr Kathy Hagler's proposal for Strategic Planning. *Motion carried unanimously.*

11. Vision and Mission Statement

Dr Hagler facilitated the discussion on the Vision and Mission statements for the college.

12. Adjourn

Chairman Hess adjourned the meeting at 3:44 p.m.



M.C. Niland, Secretary



Date