

**COLLEGE OF SOUTHERN IDAHO  
BOARD OF TRUSTEES**

**May 16, 2005**

**5:30 P.M.  
TAYLOR BUILDING - ROOM 258**

**AGENDA**

**MINUTES FROM APRIL MEETING: (A) *Mike Mason***

**MINUTES FROM EXECUTIVE BOARD MEETING: (A) *Mike Mason***

**TREASURER'S REPORT: (A) *Mike Mason***

**COLLEGE DINNING SERVICES PROPOSALS: (A) *Mike Mason***

**NURSING PROGRAM DONATION FROM NW BEC: (I) *Claudeen Buettner & Roy Prescott***

**FALLS ENTRANCE AND BUS TURNAROUND UPDATE: (I) *Dale Riedesel & Allan Hansten***

**EVALUATION TEAM REPORT : (I) *Jerry Beck***

**PRESIDENT'S REPORT: (I) *President Meyerhoeffer***

**OLD BUSINESS**

**NEW BUSINESS**

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
MAY BOARD OF TRUSTEES MEETING  
MAY 16, 2005

CALL TO ORDER: 5:30 p.m. Presiding: LeRoy Craig

Attending: Trustees: LeRoy Craig, Dr. Charles Lehrman,  
Dr. Thad Scholes, Donna Brizee and Bill Babcock

College Administration: Gerald Meyerhoeffer, President  
John M. Mason, Secretary/Treasurer  
Robert Alexander, College Attorney  
Dr. Jerry Beck, Executive Vice President and Chief  
Academic Officer  
Curtis Eaton, Vice President of Planning and  
Development and Student Services  
Dr. Claudeen Buettner, Dean of Health Sciences and  
Human Services  
Dr. Ken Campbell, Dean of Technology  
Graydon Stanley, Dean of Students  
Dr. John Martin, Registrar  
Monty Arrossa, Director of Human Resources  
Ron Shopbell, Director of Dual Credit  
Randy Dill, Physical Plant Director  
Scott Scholes, Director of Advising Center  
Jeff Duggan, Assistant to the President and Athletic  
Director  
Doug Maughan, Herrett Center/Public Information  
Officer  
Kathy Deahl, Administrative Assistant to the  
President

CSI Employees: Henry Jones and Jeff Harmon,

Visitors: David Chambers, Roy Prescott, Joe Herring, Lois  
Lehrman, Joyce Craig, Pauline Meyerhoeffer, Dale  
Riedesel, Alan Hansten and John Kee

Faculty Representatives: Paul Morgan and Valerie Warner

PACE Representative: Ann Keane and Shannon Palmer

Times News: Karin Kowalski

KMTV: Brooke Yerke

CSI Trustees

May 16, 2005

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MINUTES OF THE REGULAR SESSION OF APRIL 18<sup>TH</sup> AND EXECUTIVE SESSION OF APRIL 30<sup>TH</sup>, 2005, were approved as written on MOTION by Bill Babcock. Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's report was approved on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

BIDS:

1. The Board approved the selection of Aramark as the campus food service provider on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

The selection was based upon our past experience with Aramark and the financial assistance package that they offered.

PRESIDENT'S REPORT:

1. Dr. Claudeen Buettner announced that the College received a \$40,000 grant for the nursing program from the Magic Valley Regional Medical Center and a \$10,000 grant from Helping Hands Sanctuary of Idaho. John Kee, Chief Executive Officer of Magic Valley Regional Medical Center, and Roy Prescott, Executive Director of Helping Hands Sanctuary of Idaho, were on hand to make the donation. The funds will be used to match a \$50,000 Department of Labor grant. Joe Herring, Executive Director of Region IV Development, was present representing the Department of Labor.

The funds will be used to add capacity to our nursing program. Currently, there is a three year waiting list to get into the registered nursing program.

2. Dale Riedesel and Alan Hansten presented concepts for the renovation of the Falls Avenue campus entry and bus turnaround/stop project. Both projects involve federal funds and are not expected to start until May of 2006.

3. Dr. Jerry Beck reviewed the results of the Northwest Association of Schools and Colleges accreditation report with the Board. He noted that we had six commendations in areas that are the core of the college's mission.

3.(continued) Dr. Beck discussed the five recommendations in the report and advised the Board that they were relatively easy to address.

Dr. Beck stated that we were a better institution as a result of the accreditation process.

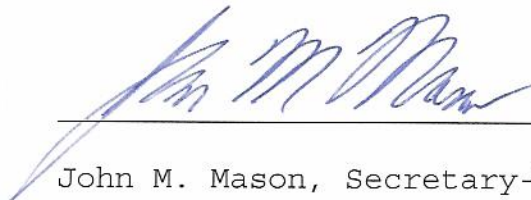
4. President Meyerhoeffer stated that after thirty nine years at the College of Southern Idaho and twenty two years as President, he was retiring effective June 30, 2005. Dr. Charles Lehrman made the MOTION to accept President Meyerhoeffer's resignation "with extreme regret". Affirmative vote was unanimous.

The President thanked the Board, his family, Pauline Meyerhoeffer, local business leaders and friends for the support they have given him over the years. Each Board member and attorney Robert Alexander noted President Meyerhoeffer's accomplishments over the years and thanked him for his outstanding service to the college and community.

5. Dr. Thad Scholes made the MOTION that Dr. Jerry Beck be named as Interim President of the College of Southern Idaho. Affirmative vote was unanimous.

Dr. Beck accepted the position and thanked the Board for the opportunity to serve.

ADJOURNMENT was declared at 6:12 p.m.



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John M. Mason, Secretary-Treasurer

Approved: June 20, 2005

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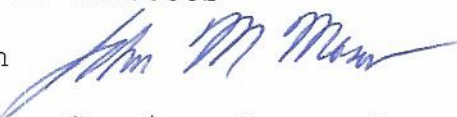
Chairman



COLLEGE OF  
SOUTHERN  
IDAHO

May 2, 2005

To: President Meyerhoeffer and the College of Southern  
Idaho Board of Trustees

From: Mike Mason 

Re: College Dining Services Proposals

We received three proposals from companies interested in providing food service to the College. The proposals were from Aramark, Sodexho and Chartwells. All are major corporations with extensive client lists and experience in providing dining services to colleges and universities.

A brief summary of the financial proposals of each company is as follows:

Sodexho - An initial investment of \$4,000 for merchandizing in the Taylor Café and Eagles Nest and annual investments of \$5,000 in year one, \$7,500 in year two and \$10,000 in year three was proposed. Maintenance of the current year board prices for next year and a sliding scale charge for meals depending upon meal passes sold was also offered.

Sodexho emphasized their experience and team approach to campus dining in their presentation. They also offered to negotiate some of the fiscal commitments.

Chartwells - An initial investment of \$47,000 for the Eagles Nest, \$34,000 for a computerized meal plan system and \$20,000 for the Taylor Café for a total investment of \$101,000 was proposed. A 5% meal plan cost reduction for the board plan and 10% commissions on all retail sales was also part of the proposal.

Chartwells stressed their management experience, offered to assign former food service director Debbie Woodland to our account and their ability to control costs. They gave a very good presentation.

Aramark - An initial investment of \$150,000 for facility improvements and the installation of an internet based meal plan system at no cost to the college with an

estimated value of \$30,000 was proposed. They also offered a 10% commission on all retail sales and a 25% commission on sales in the Expo. 2,000 promotional meals will be provided each year for prospective students. This has a value of approximately \$10,000 per year. Five 200 Block Oversight/Administrative Meal plans per year with a value of \$8,300 will also be provided. Discounted brewed coffee for faculty and staff at 65 cents per cup will be continued. Aramark will also freeze the prices on the existing board plan for next year at the Fy 2005 rate.

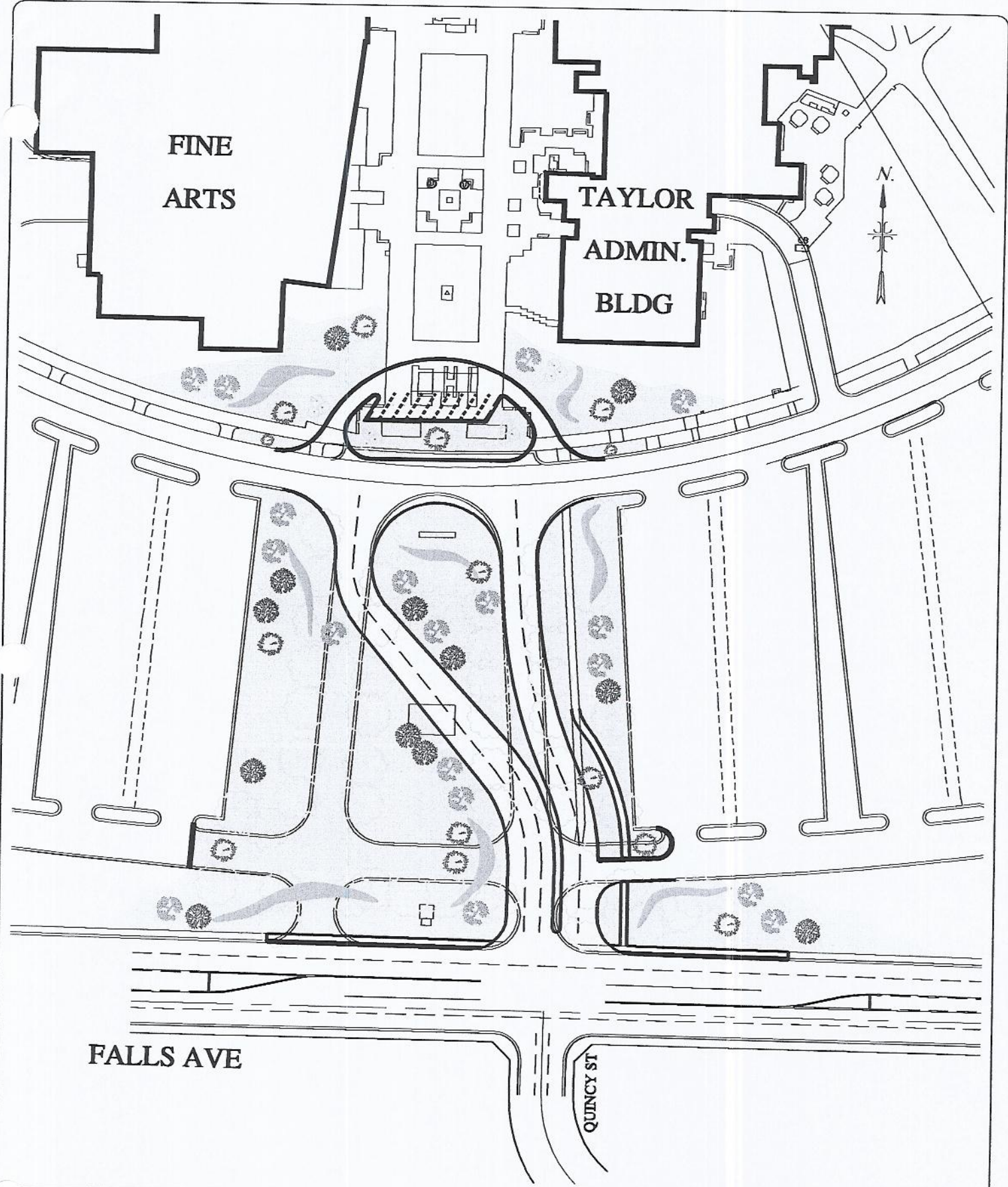
Aramark gave a very aggressive and well thought out presentation. They touched on nearly every issue we had brought to their attention over the last several years. It was very obvious to us that they were willing to make a significant investment to keep the account.

A committee consisting of Graydon Stanley, Jeff Harmon, Kristi Bowman, David Chambers, Naccona Stroud and Mike Mason reviewed proposals and listened to the presentations of each vendor. We also picked up several ideas from the presentations that we would like to implement on campus.

Based upon a review of the proposals and the presentations, it is the committee's unanimous recommendation that the college food services contract which will run for three years with two one year optional renewals, be awarded to Aramark.

## RECOMMENDATIONS

1. The committee recommends that the College of Southern Idaho develop and publish a rationale and plan for its program of general education. The rationale and plan should be cooperatively developed by the faculty, administrative staff, and trustees and the expected outcomes should be stated in relation to the CSI mission and goals. (Policy 2.1—General Education/Related Instruction Requirements.)
2. The committee recommends that the College of Southern Idaho require instruction in the areas of communication, computation, and human relations for all applied degree programs and certificate programs of one academic year or more in length. The committee recommends that the College publish the courses applicable to the three areas of related instruction, identifying, in particular, program-related courses in human relations that will satisfy the requirements for applied degrees and certificates. (Policy 2.1—General Education/Related Instruction Requirements.)
3. The committee recommends that the College of Southern Idaho develop and implement a unified, college-wide, systematic educational assessment program. While much progress has been made, the College has not yet created nor institutionalized a unified and systematic college-wide understanding, application and documentation of a coherent educational assessment system that stresses outcome measures. (Policy 2.2 -Educational Assessment)
4. The committee recommends that the College of Southern Idaho conduct a review and evaluation of internal controls as they relate to all college activities and adopt the recommendations as dictated by this assessment process. This course of action should include the review and/or development of written policies and procedures and the communication and enforcement of these policies and procedures by all affected parties. (Standards 7.C.11 - Financial Management and 3.E.4 - Intercollegiate Athletics)
5. The committee recommends that the College of Southern Idaho develop a system to regularly review and revise as necessary its policies and procedures. (Standard 9.A.2 -Institutional Integrity)



COLLEGE OF SOUTHERN IDAHO  
315 FALLS AVE  
SECTION 4, T. 10 S., R. 17 E., B.M.

CSI ALTERNATE ENTRANCE #1

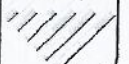
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RIEDEL & ASSOCIATES, INC.

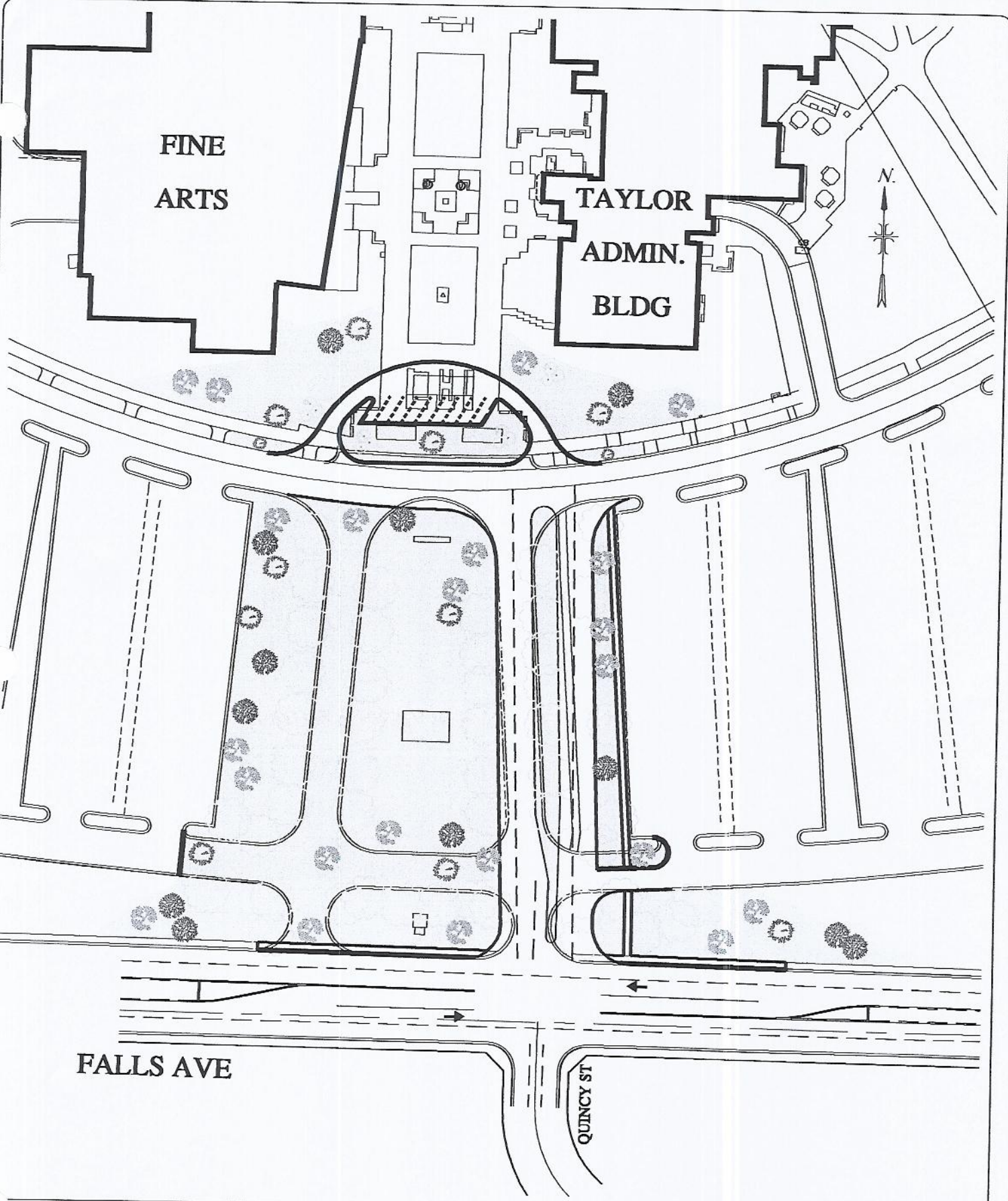
202 Falls Avenue  
Twin Falls, Id. 83301  
Phone: (208) 733-2446  
Fax: (208) 734-2748

1311 E. Franklin Rd., Suite 106  
Meridian, Id. 83642  
Phone: (208) 898-9165  
Fax: (208) 898-9166

RIEDEL & ASSOCIATES, INC.







COLLEGE OF SOUTHERN IDAHO  
315 FALLS AVE  
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CSI ALTERNATE ENTRANCE #2

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