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# **COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES**

**July 28, 2003**

**5:30 p.m.**

**TAYLOR BUILDING - ROOM 256**

*(Please note change in meeting room.)*

## **AGENDA**

**MINUTES: (A) *Mike Mason***

**MINUTES/SPECIAL MEETING: (A) *Mike Mason***

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

**DIGITAL MICROWAVE RADIO AND EQUIPMENT BID: (A) *Mike Mason***

**BOOKSTORE SHELVING AND FIXTURES BID: (A) *Mike Mason***

**REQUIREMENTS FOR LAW ENFORCEMENT PROGRAM : (A) *DeVere Burton & Brett Reid***

**HERRETT CENTER & STUDENT UNION TIMELINES: (I) *Mike Mason***

**FINE ARTS BIDS & TIMELINES: (I) *Mike Mason***

**SCHD EMERGENCY DISASTER PLAN PROPOSAL: (I) *Barbara Knudson & South Central District  
Health Department***

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

**OLD BUSINESS**

**NEW BUSINESS**

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COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
July 28, 2003

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

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

College Administration: Gerald Meyerhoeffer, President  
John M. Mason, Secretary/Treasurer  
Dr. Jerry Beck, Executive Vice President and Chief  
Academic Officer  
Curtis Eaton, Vice President of Planning and  
Development  
Dr. DeVere Burton, Instructional Dean  
Dr. Ken Campbell, Dean of Technology  
Dr. Barbara Knudson, Dean of Human Resources  
Randy Dill, Physical Plant Director  
Jeff Duggan, Assistant to the President  
Karen Baumert, Public Information Director  
Doug Maughan, Herrett Center/Public Information  
Officer

CSI Employees: Kathy Deahl, Brett Reid and Jim Palmer

Visitors: Cheryl Juntunen, Michael Johnson and Tom McCullough

Faculty Representative: Jim Dawson

Times News: Robert Mayer

MINUTES OF THE SPECIAL SESSION OF JUNE 16 AND THE REGULAR  
SESSION OF JUNE 26, 2003, 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. Charles Lehrman. Affirmative vote was  
unanimous.

BIDS:

1. The Board approved the sole bid of Telcom Brokers of  
Denton, Texas in the amount of \$11,600 for the specified  
digital radio equipment on MOTION by Dr. Thad Scholes.  
Affirmative vote was unanimous.

1. (continued) Funding for this purchase is from the Albertsons Foundation ARTEC grant.

2. The Board approved the low bid of Intermountain Design of Boise, Idaho in the amount of \$38,289.00 for the specified bookstore shelving on MOTION by Bill Babcock. Affirmative vote was unanimous.

Funding for this purchase is from the Student Union Plant Facilities furniture and equipment account.

PRESIDENT'S REPORT:

1. Dr. Barbara Knudson introduced Cheryl Juntunen, Michael Johnson and Tom McCullough of the South Central Health District. Michael Johnson gave a brief overview of the need for community participation in disaster planning. A master disaster plan is being developed through funds from the federal Homeland Security Department. Major threats are seen as smallpox and anthrax outbreaks.

South Central Health District is asking for the use of certain campus buildings and personnel in the event of a disaster. The question was asked concerning who paid for the clean up of contaminated buildings. Cheryl Juntunen advised the Board that her group would research this issue.

The President advised Cheryl Juntunen that the Board would take the request under consideration.

2. President Meyerhoeffer and DeVere Burton introduced Brett Reid as our new Law Enforcement Program Director. A recent accreditation agreement pointed out problems in the program. Brett Reid has taken the steps necessary to address these problems.

With the support of Dr. Burton, Brett Reid asked the Board to approve new program entry requirements that include a urinalysis drug screening, criminal background check and psychological stress test/mental health evaluation. The Board approved the adoption of all three requirements on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

Brett Reid pointed out that these tests were common pre-employment tests for police departments hiring new staff.

3. Mike Mason reviewed estimated completion dates on campus building projects with the Board. He advised the Board of the following:

a. The Herrett Center Rick Allen Hall is expected to be complete by November 1<sup>st</sup>. The Archives/Observatory should be complete by November 21<sup>st</sup>. The telescope for the Observatory is scheduled to arrive in late February or early March.

b. The Eagle's Nest/Matrix remodel is scheduled for completion on August 15<sup>th</sup>. The remainder of the student union should be completed by November 21<sup>st</sup>. The new carpet for the existing dining area will not be done until Christmas break due to some asbestos issues in the tile.

c. The final four bids for the Fine Arts Addition will be opened on July 31<sup>st</sup>. The State of Idaho Division of Public Works estimates that if the bids come in at budget, we could start construction around August 25<sup>th</sup>. The estimated completion date is December of 2004.

4. Curtis Eaton advised the Board of input received about the college at a community forum. Mr. Eaton indicated the public thought that the college should continue to do what it does and to do less of nothing.

The Board was given a brochure developed by Curtis Eaton and Char Sutton concerning our strategic goals, mission and planning. Mr. Eaton explained that it was a compilation of decisions already made.

5. The President reported the following:

a. President Meyerhoeffler will attend a President's retreat with other Idaho institution presidents this fall.

b. President Meyerhoeffler will meet with the incoming Boise State University president on Tuesday, July 29, 2003.

c. The Veteran's Administration can now hire registered nurses with an associate's degree to work in their hospitals. A bachelor's degree is no longer required.

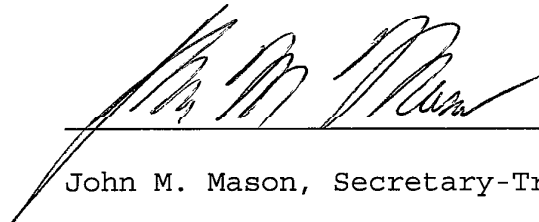
d. Jim Palmer was honored for his work in the human services department.

e. The President and Board thanked Brett Reid for his excellent presentation and outstanding work.

f. President Meyerhoeffler completed his twentieth year as President of the College of Southern Idaho on July 27, 2003.

CSI Trustees  
July 28, 2003  
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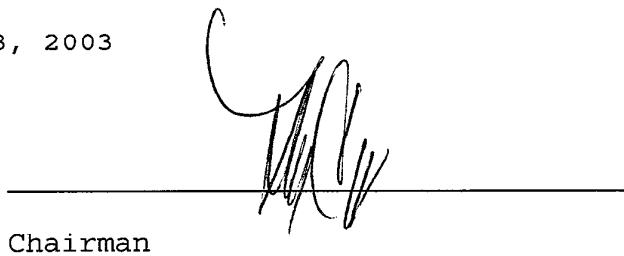
ADJOURNMENT was declared at 6:49 p.m.



A handwritten signature in cursive script, appearing to read 'John M. Mason', is written above a horizontal line.

John M. Mason, Secretary-Treasurer

Approved: August 18, 2003



A handwritten signature in cursive script is written above a horizontal line.

Chairman



COLLEGE OF  
SOUTHERN  
IDAHO

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July 22, 2003

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

From: Mike Mason

Re: Digital Microwave Radio and Equipment

We received only one bid for the specified digital radio and related equipment. Telecom Brokers of Denton, Texas bid \$11,600 which includes a credit of \$2,000 for a trade in of an older radio.

Based upon a review of the bid by Dr. Ken Campbell, I recommend we accept the sole bid of Telecom Brokers in the amount of \$11,600 for the specified digital radio and equipment.

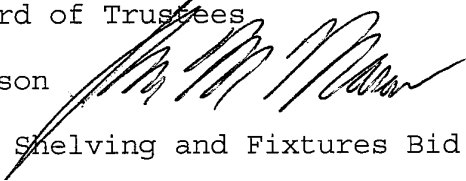
Funding for this purchase is from our federal telecommunications upgrade grant.



COLLEGE OF  
SOUTHERN  
IDAHO

July 22, 2003

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

From: Mike Mason 

Re: Bookstore Shelving and Fixtures Bid

We received three bids for the specified shelving and  
fixtures. The bids are as follows:

Intermountain Design	\$38,289
Pan American Fixtures	\$48,212
Corman & Associates	\$73,309

Based upon a review of the bid by Jeff Harmon, I  
recommend that we accept the low bid of Intermountain Design  
of Boise, Idaho in the amount of \$38,289 for the bookstore  
shelving and fixtures.

Funding for furniture is from the Student Union Plant  
Facilities furniture and equipment account.

# **PROPOSAL OUTLINING REQUEST FOR ADDITIONAL REQUIREMENTS FOR LAW ENFORCEMENT PROGRAM**

**SUBJECT: Urinalysis Testing for Law Enforcement Students**

The Police Officers Standards and Training Academy (POST) have suggested that the students entering the Law Enforcement program at the College submit to a urinalysis for the detection of any illegal substances. This sentiment has also been echoed in the past on numerous occasions by the College Law Enforcement Advisory Board. The Advisory Board is now composed of the Chiefs of Police, State Police representatives, and the Sheriffs in our region.

The various agencies mentioned above feel that in order for the program to maintain and gain credibility within the law enforcement community that this requirement is necessary. It is felt that the students should be held to a higher degree of accountability in this area simply because of the profession they have chosen to pursue.

Individual departments allow students to "ride-along" with patrol officers and in the interest of public safety and the officer's safety the student must be drug free while completing this practicum that is required for graduation from the program.

The student is also required to qualify with a firearm and is given instruction on the range facility in the proper use of a firearm in deadly force situations. The need for clear thinking and good decision making is obvious. Urinalysis testing reduces the liability of the College and individual departments during the students program.

Finally, the program reputation itself is at stake when we field students that do not meet the moral and ethical standards that we teach in our law enforcement classes. We hope that this requirement would attract those students who not only wish to enforce the law fairly and justly, but also live by those laws which they will be enforcing.

I have researched the cost of urinalysis testing and feel that a test could be conducted for as little as \$10.00. This would not be a significant financial burden for the student.

**SUBJECT: Voice Stress Analysis for Law Enforcement Students**

The POST Academy and the Law Enforcement Advisory Board have indicated that students should be tested regarding their honesty and truthfulness when applying and entering the Law Enforcement program at CSI.

Students are required to submit to a background check conducted by POST staff when entering the program. While this process is usually effective in detecting any known criminal history, there is still the need to investigate any possibility of past behavior by students that may result in



seriously compromising the public safety and the credibility of the program itself. This procedure is routinely done by most law enforcement departments when someone is hired and students at some point would likely be required to submit to this test prior to being hired by an agency.

We are proposing that new students be required to submit to a Voice Stress Analysis that would be conducted by the Twin Falls City Police Department. They have agreed to conduct these tests at no cost to the students, avoiding a sometimes expensive polygraph examination. The VSA results have been proven to be very accurate and this is the assessment tool used now by many police departments prior to hiring a new officer. The experience itself is a valuable one to the student as it normally eases any fears of such a test being conducted in the future when they become employed.

This examination would allow the student to pursue their goal of becoming a police officer or it would allow them to reassess their future plans and educational goals. Completing the LE program and then failing a VSA that may prevent the student from being hired by a department, or prevent the student from becoming POST certified, would be a waste of the student's time and resources.

**SUBJECT: Psychological Evaluations for Law Enforcement Students**

The POST Academy and the Law Enforcement Advisory Board have requested that the College require students to submit to a psychological evaluation upon entering the LE program. Many departments require that new employees submit to this examination to determine suitability for employment as a police officer.

I spoke with Dr. Burk here in Twin Falls and he stated that the cost for such an examination would be \$275.00. He supplies these types of services to the Twin Falls County Sheriff's office for their new deputies. This cost seems somewhat cost prohibitive to the student considering tuition, text books, uniforms, duty belt and accessories that they must purchase to participate in the class.

I contacted Mike Waite at Mental Health here in Twin Falls. He is currently employed by Health and Welfare. I asked for alternative suggestions. He stated that staff at the College could provide at least a basic mental health screening to students. This is not the in-depth evaluation that some departments require before employment but it would likely point out any obvious problems with a student prior to entering the program.

I would propose that a student be evaluated and then placed in one of three categories by the evaluator: 1. Suitable for employment in the law enforcement field 2. Not suitable for employment in the law enforcement field 3. Noted concerns about employment in the law enforcement field.

#### Summary

In light of the Advisory Board and P.O.S.T. recommendations I would strongly urge action on the topics previously discussed. This program is a valuable asset to our community and to the law enforcement community as well. I would recommend that action taken by the College

regarding a student's failure to meet the program's criteria should be based on a case by case basis depending on the circumstances.

In order to enhance the credibility of the program and to promote the attraction of quality students in the future, we should continue to strive for a standard that is in the best interest of the student, fellow stakeholders and the College itself.

Respectfully Submitted,

Brett Reid  
College of Southern Idaho  
Law Enforcement Program Coordinator/Instructor

**College of Southern Idaho  
Community Forum Agenda  
July 28, 2003**

- ✦ Welcome (Curtis Eaton)
  
- ✦ Introductions and Affiliations (Forum Participants)
  
- ✦ Overview of the College (Curtis Eaton and Char Sutton)
  
- ✦ Stay Near; Go Far (Seth Collins, CSI Student Body President)
  
- ✦ Small Group Discussions
  
- ✦ Reports from Small Groups
  
- ✦ Closing Comments

# Community Meeting Summary

*Twin Falls, Idaho - Friday, December 14, 2001*

We invited more than 60 people from community organization's lists. The organizations included AARP and cattle associations, art and music groups, Chambers of Commerce, city and county officials from Twin Falls and Jerome Counties, and many others. Forty said they would attend. Thirty-five actually attended representing a good cross section of Jerome and Twin Falls counties.

In the introductory comments, the attendees were told that CSI takes very seriously the word "community" as a part of its category name: Community College. The attendees were grouped into sections of five to six people each to discuss the topics presented to them. A spokesperson for the small working groups reported that group's ideas and opinions for each topic. All ideas were recorded for post-meeting synthesis. Attendees were asked to leave contact addresses and phone numbers if they wanted to receive follow up information. Almost all did so. All session evaluation forms submitted (about 26) were positive. Most were very complimentary of the College asking for Community input.

The two-hour session was divided into three sections with the small groups being asked to discuss and report out before moving on to the next section. Many common ideas were expressed.

## **Section I**

Imagine yourself in Twin Falls five years from now and something has happened to cause the College of Southern Idaho to disappear from the community. 1) What would the community lose as a result of this disappearance? 2) ... you professionally or your professional colleagues ... and 3) ... you, your family, or your friends...? The most common answers were:

1. Community: cultural diversity, community anchor/focus/center/heart, educational opportunities, economic/cultural/educational opportunities and development, center for economic development, community synergy, youth would migrate out of the area, economic vitality, access to higher education, athletic events, arts/cultural events.
2. Professionally: economic development, training opportunities, loss of resources, leadership training, leadership, advancement opportunities, workforce education, loss of training facilities, resource for employee training, continuing education unit training, training youth, facilities, access to subject matter experts, well trained employees, opportunities for training and in-service, arts and humanities resources.
3. Personally: youth migrating out of the area, enrichment/educational/continuing education/life long learning opportunities, economic development, community focus, exercise facilities, a diversity connection, entertainment/culture/arts events, good friends, symbol of community pride, quality athletic events, beautiful grounds and green space.

## **Section II**

What do you think the College of Southern Idaho should do 1) more of, 2)...less of? The most common answers were:

1. More of: closer connections to the high schools and ARTEC for a Technical Center, higher education opportunities, parking spaces, just in time training, wider choice of classes, cooperation with four-year institutions and extended degree opportunities, marketing of existing programs, short-term training, recruit new industry, training that will improve the skill sets of community, workforce training, expand distance learning with four-year schools outside of Idaho to include graduate and postgraduate opportunities, K-12 integration in years 13 and 14 (pathways), expand class times, campus housing, drug and alcohol awareness, defer costs to students/scholarships, cultural opportunities, student union integrated with a community center, brokering of higher education, technical training, facilities available to community at less cost, encourage free speech and diversity of thought, weekend classes, active role for trustees, library access, resources and services, wider bachelor's degree offerings, computer



## College of Southern Idaho Community Forum July 28, 2003

### Introduction

The purpose of this Community Forum is to seek input from community representatives for the CSI strategic planning process. At the meeting, small groups of participants will be asked to discuss various topics and report their conclusions. The resulting information will be valuable to the College as it prepares to meet its future needs.

### Discussion Section I

We ask your help in assessing the community, state and national context in which CSI operates. "External" refers to those things that are outside of the usual decision making of the College and over which it may have little or no control.

"...external opportunities and external threats refer to economic, social, cultural, demographic, environmental, legal, governmental, technological, and competitive trends and events that could significantly benefit or harm the institution in the future."

#### **Please comment on the opportunities/threats that affect CSI**

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### Discussion Section II

**Please review the following items and comment on whether you think they are important to CSI. If so, what additional action should CSI take?**

- Economic development
- Diverse workforce and student body
- Four year degrees
- Agricultural programs
- Health Science (nursing and related)
- Programs for teacher education
- Use of CSI facilities
- Technology in the community
- Others

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### Discussion Section III

Share your group observation about

1. What CSI should do more of?
2. What CSI should do less of?

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*We create educational possibilities for the CSI Community and build public partnerships through innovative planning, fundraising, and grant development."*

*Department of Planning and Development*