



**COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES**



July 19, 2010

EXECUTIVE SESSION

5:00 p.m.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

6:00 p.m.

Taylor Building – SUB 248

AGENDA

APPROVAL OF MEETING AGENDA: (A) *LeRoy Craig*

MINUTES – EXECUTIVE SESSION JUNE 21, 2010: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF JUNE 21, 2010: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

OPEN FORUM:

PURCHASE OF RUPERT PROPERTY FOR HEAD START: (A) *Mike Mason*

STUDENT SENATE REQUEST: (A) *Mike Mason*

DIFFERENTIAL TUITION & FEES: (A) *Mike Mason*

HEAD START REPORT: (I) *Mike Mason*

DESERT BUILDING WELDING ADDITION: (A) *Mike Mason*

ALBERTSON FOUNDATION SCHOLARSHIPS: (I) *Dr. Edit Szanto*

SUMMER 2010 ENROLLMENT REPORT: (I) *Dr. John Miller*

WIRED GRANT SUMMARY: (I) *Dr. Todd Schwarz*

FULBRIGHT SCHOLARSHIP REPORT: (I) *Dr. Jennifer Emery Davidson*

PRESIDENT’S CONTRACT: (A) *LeRoy Craig*

PRESIDENT’S REPORT: (I) *President Beck*

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
JULY BOARD OF TRUSTEES MEETING
JULY 19, 2010

CALL TO ORDER: 6:05 p.m. Presiding: LeRoy Craig

Attending: Trustees: LeRoy Craig, Dr. Charles Lehrman,
Allan Frost and Donna Brizee

College Administration: Gerald L. Beck President
John M. Mason, Vice President of Administration
Dr. Edit Szanto Vice President of Student Services,
Planning and Development
Dr. Mark Sugden, Instructional Dean
Dr. Todd Schwarz, Instructional Dean
Dr. John Miller, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Dr. Ken Campbell, Dean of Technology
Scott Scholes, Dean of Student Services
Jeffrey M. Harmon, Dean of Finance
Monty Arrossa, Director of Human Resources
Gail Schull, Registrar
Curtis Eaton, Advisor to the President
Doug Maughan, Public Information Director

CSI Employees: Jenny Emery-Davidson

Visitors: Jim Butler

Faculty Representative: Ryan Jund and David Rodriguez

PACE Representative: Victoria Thurber and Kat Powell

Times News: None

KMVT News: Michelle Costa

The meeting agenda was approved as written on MOTION by Donna Brizee. Donna Brizee, Dr. Allan Frost and Dr. Charles Lehrman voted in favor of the MOTION. Chairman LeRoy Craig does not vote unless there is a tie vote.

There were no speakers for the Open Forum.

MINUTES OF THE EXECUTIVE AND REGULAR SESSION OF June 21, 2010
were approved on MOTION by Dr. Al Frost. Dr. Allan Frost, Donna Brizee and Dr. Charles Lehrman voted in favor of the MOTION. Chairman LeRoy Craig does not vote unless there is a tie vote.

TREASURER'S REPORT: The Treasurer's report was accepted on MOTION by Dr. Charles Lehrman. Dr. Allan Frost, Donna Brizee and Dr. Charles Lehrman voted in favor of the MOTION. Chairman LeRoy Craig does not vote unless there is a tie vote.

PRESIDENT'S REPORT:

1. The Board approved the purchase of the property located at 814 B Street in Rupert, Idaho for \$36,000 on MOTION by Donna Brizee. Dr. Allan Frost, Donna Brizee and Dr. Charles Lehrman voted in favor of the MOTION. Chairman LeRoy Craig does not vote unless there is a tie vote.

The property is being purchased with Head Start American Recovery and Reinvestment Act fund for the purpose of starting up Early Head Start programs in the Rupert area.

2. Mike Mason requested authority from the Board to write a check in the amount of \$10,000 to the College of Southern Idaho Foundation from Student Association funds. Attorney Robert Alexander reviewed the proposed transaction and determined it was within the authority of the Student Senate to transfer funds generated from student fees to the Foundation. Student Body Vice President Jim Butler spoke on support of the expenditure. He advised the Board that the Student Senate unanimously supported the sending of funds to the Foundation.

The Board approved the transferring of \$10,000 from Student Association funds to the College of Southern Idaho Foundation on MOTION by Dr. Allan Frost. Dr. Allan Frost, Donna Brizee and Dr. Charles Lehrman voted in favor of the MOTION. Chairman LeRoy Craig does not vote unless there is a tie vote.

2. (continued) Curtis Eaton advised the Board that the Foundation would be matching the donation and establishing an endowment with the funds.

3. The President discussed differential program fees with the Board. The new dental hygiene program will be more expensive to operate than other programs and other schools have started charging addition program fees for this type of specialized program.

A decision concerning differential fees may be made at the August Board meeting.

4. The Board approved the Head Start Dispute Resolution Procedure and the Procedure for shared governance on MOTION by Dr. Charles Lehrman. Dr. Allan Frost, Donna Brizee and Dr. Charles Lehrman voted in favor of the MOTION. Chairman LeRoy Craig does not vote unless there is a tie vote.

Mike Mason discussed the operational and fiscal reports with the Board.

5. The Board approved the revised design of the Desert Building Welding addition and a not to exceed cost of \$683,000 on MOTION by Dr. Allan Frost. Dr. Allan Frost, Donna Brizee and Dr. Charles Lehrman voted in favor of the MOTION. Chairman LeRoy Craig does not vote unless there is a tie vote.

Funding for the addition is from the Plant Facility fund.

6. Dr. Edit Szanto updated the Board on the scholarship procedures for the Albertson's Foundation Scholarship Grant. Funds from the \$1,000,000 grant will begin being disbursed this fall.

7. Dr. John Miller reviewed summer term enrollment numbers with the Board. He noted that as of July 14, 2010, we had 2,030 students enrolled which is an increase of 23 percent over last summer. 1,273 full time equivalent students represented an increase of 23 percent over last year. Much of the success of the summer session was attributed to five different schedules ranging in length from four to eight weeks.

8. Dr. Todd Schwarz reviewed the success of the WIRED initiative with the Board. The \$2,300,000 grant established programs in manufacturing technology, construction, trade and industry preparation, renewable energy and baking and pastry arts.

Dr. Schwarz thanked a number of the people who worked to make the program a success. Specifically recognized were the maintenance department, Cyndie Woods and Magan Hodge.

9. Dr. Jenny Emery Davidson gave a report on her six month sabbatical to Guanajuato, Mexico. As the College of Southern Idaho's first Fulbright Scholar, she indicated that she fulfilled her goals of furthering her studies of the connections between Mexican and United States history, gained a great appreciation of the Mexican education system and is now able to better serve Spanish speaking students in her area.

10. The Board approved President Beck's contract on MOTION by Dr. Charles Lehrman. Dr. Allan Frost, Donna Brizee and Dr. Charles Lehrman voted in favor of the MOTION. Chairman LeRoy Craig does not vote unless there is a tie vote.

All Board members spoke concerning their support for Dr. Beck.

11. President Beck reported the following:

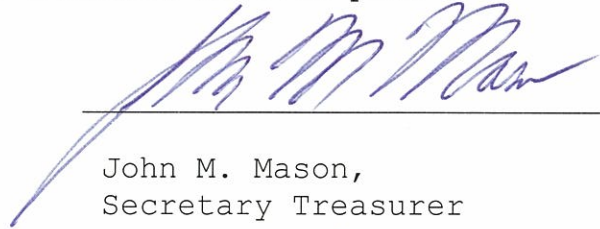
a. Hiring for the fall semester is nearly complete.

b. The President thanked Chairman Craig, Dr. John Miller, Dr. Cindy Bond and Dr. Todd Schwarz for their efforts concerning with the new C3 call center.

c. The President met with Dr. Bert Glandon and Dr. Jerry Gee about the progress the College of Western Idaho is making towards becoming accredited.

d. President Beck advised the Board that the college is looking at two to three year trends in programs to develop a plan to provide emerging programs with resources.

ADJOURNMENT was declared at 7:25 p.m.



John M. Mason,
Secretary Treasurer

Approved: August 16, 2010

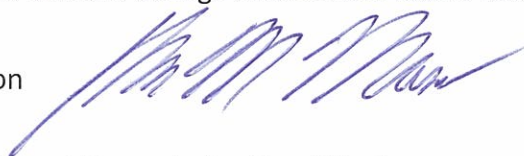


Chairman

July 13, 2010

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

From: Mike Mason



Re: Purchase of Rupert Property for Head Start

We purchased the property located at 814 B Street in Rupert, Idaho on June 30, 2010 for \$36,000. The property is located adjacent to our Rupert Head Start Center. We need the property to expand the Rupert Head Start Center to accommodate our new Early Head Start program. This expansion is currently in the design phase with construction to begin this fall.


The 814 B Street property contains an old house which we will demolish to make room for the expansion and a playground area.

Funding for this purchase is from College of Southern Idaho Head Start funds.

July 14, 2010

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

From: Mike Mason



Re: Student Senate Request

Earlier this year, the College of Southern Idaho Student Senate passed a resolution supporting the donating of \$10,000 from Student Association funds to the College of Southern Idaho Foundation. The donation is in support of the foundation's capital campaign and in recognition of what the Foundation does for students.

I have reviewed the legality of this transfer with College Attorney Robert Alexander. Both he and I feel that it is within the Student Senate's authority to transfer funds generated from student fees to the College of Southern Idaho Foundation.

I respectfully request permission to write a check to the College of Southern Idaho Foundation in the amount of \$10,000 to be taken from Student Association funds.

PROUD TO BE PART OF THE CSI FAMILY



COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



Ongoing Child Assessment

- The Child Observation Record (COR) is our program's ongoing assessment developed from the High/Scope Curriculum.
- The COR is completed three times per year along with a child's work folder.
- The COR is made up of 32 items in six different categories
- A family report is provided to parents twice a year to show the progress of their child.
- Child goals are developed with parents at the beginning of the year and are supported both at home and at school.
- Parent/Teacher Conferences are held twice a year in October and April.

Below are four areas under the eight Domains of the Head Start Federal Outcomes

Comparison Summary for Head Start Data

<u>Category</u>	<u>Period 1-Period 2</u>	<u>Period 2-Period 3</u>	<u>Period 1-Period 3</u>
Mathematics	0.89	0.75	1.64
Identifies 10 letters of the Alphabet (especially those in their names)	0.98	0.96	1.94
Physical Health and Development	0.71	0.70	1.42
Social and Emotional Development	0.81	0.62	1.43

Children showed gains in all eight domains of the Head Start Outcomes from Period 1 to Period 3. The eight domains include Language Development, Literacy, Mathematics, Science, Creative Arts, Social/Emotional Development, Approaches to Learning, and Physical Health and Development.

College of Southern Idaho Head Start/ Early Head Start Monthly Program Summary For June 2010

Enrollment

Early Head Start	80
Total	80 *

- * Early Head Start services are provided year round including the summer months. Head Start services are suspended for the summer months and will resume again in August.

Program Options

Part-day/ Part-year, Double Sessions, School District, Pre- K, Early Head Start.

Education

Several staff continue to work towards their B.A./ B.S., AA/ AAS, and CDA degrees over the summer in order to meet the 2013 Head Start/ Early Head Start mandates for education requirements. The week of August 16-20 is Head Start/ Early Head Start Pre-Service. Staff will receive training on various topics which will include developmental parenting, literacy, ergonomics, High Scope, child abuse and neglect, USDA, transportation, and working with teen parents. This is an annual training that is part of the program's Training and Technical Assistance Plan.

Parent Involvement

Head Start is actively recruiting children and families for fall. The program is taking applications in each community. The process of acceptance has started and will continue through the months of July and August.

Early Head Start

Early Head Start is finishing up the first round of socializations. The Early Head Start program has had great parent participation with a lot of father involvement on home visits and at socializations. Over the next few weeks, the Early Head Start program will be working on plans to remodel the Jerome site and begin new construction in Twin Falls and Rupert. Early Head Start staff are busy entering COR anecdotes, recruiting new families, and setting up socialization space.

Documents for Board Review/ Approval:

Financial Reports
Dispute Resolution
Shared Governance

January 1, 2010 to December 31, 2010

COLLEGE OF SOUTHERN IDAHO HEAD START

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,359,989.00	\$ 224,384.62	\$ 1,215,879.75	\$ 1,144,109.25	\$ 1,144,109.25	50.0%	51.5%
BENEFITS	\$ 1,361,353.00	\$ 112,231.65	\$ 623,280.63	\$ 738,072.37	\$ 738,072.37	50.0%	45.8%
OUT OF AREA TRAVEL	\$ 5,000.00	\$ (32.30)	\$ 1,738.52	\$ 3,261.48	\$ 3,261.48	45.0%	34.8%
EQUIPMENT	\$ 6,000.00	\$ 2,367.00	\$ 8,268.97	\$ (2,268.97)	\$ (2,268.97)	100.0%	137.8%
SUPPLIES							
OFFICE CONSUMABLES	\$ 13,000.00	\$ 456.08	\$ 6,608.01	\$ 6,391.99	\$ 6,391.99	50.0%	50.8%
CENTER SUPPLIES	\$ 16,640.00	\$ 2,430.42	\$ 15,268.02	\$ 1,371.98	\$ 1,371.98	58.0%	91.8%
CLASSROOM SUPPLIES	\$ 10,000.00	\$ 4,428.63	\$ 8,904.58	\$ 1,095.42	\$ 1,095.42	58.0%	89.0%
TRAINING SUPPLIES	\$ 20,200.00	\$ -	\$ 7,106.82	\$ 13,093.18	\$ 13,093.18	45.0%	35.2%
FOOD	\$ 11,200.00	\$ 2,302.09	\$ 6,274.10	\$ 4,925.90	\$ 4,925.90	50.0%	56.0%
CONTRACTUAL				\$ -	\$ -		
OTHER							
CONTRACTS	\$ 26,173.00	\$ 1,901.92	\$ 21,704.92	\$ 4,468.08	\$ 4,468.08	50.0%	82.9%
MEDICAL	\$ 15,675.00	\$ 74.00	\$ 2,146.09	\$ 13,528.91	\$ 13,528.91	40.0%	13.7%
DENTAL	\$ 39,450.00	\$ 5,940.20	\$ 10,503.10	\$ 28,946.90	\$ 28,946.90	45.0%	26.6%
CHILD TRAVEL	\$ 86,816.00	\$ 10,142.32	\$ 62,326.89	\$ 24,489.11	\$ 24,489.11	63.0%	71.8%
EMPLOYEE TRAVEL	\$ 46,306.00	\$ 2,930.21	\$ 16,065.00	\$ 30,241.00	\$ 30,241.00	50.0%	34.7%
CAREER DEVELOP	\$ 5,000.00	\$ 1,385.35	\$ 8,402.62	\$ (3,402.62)	\$ (3,402.62)	50.0%	168.1%
PARENT TRAINING	\$ 12,500.00	\$ 46.47	\$ 1,939.15	\$ 10,560.85	\$ 10,560.85	63.0%	15.5%
SPACE	\$ 58,800.00	\$ 25,334.50	\$ 53,209.05	\$ 5,590.95	\$ 5,590.95	50.0%	90.5%
UTILITIES	\$ 58,900.00	\$ 5,160.15	\$ 29,208.57	\$ 29,691.43	\$ 29,691.43	50.0%	49.6%
TELEPHONE	\$ 39,837.00	\$ 3,784.96	\$ 20,244.83	\$ 19,592.17	\$ 19,592.17	50.0%	50.8%
OTHER	\$ 51,670.00	\$ 551.14	\$ 21,524.27	\$ 30,145.73	\$ 30,145.73	50.0%	41.7%
TOTAL DIRECT COSTS	\$ 4,244,509.00	\$ 405,819.41	\$ 2,140,603.89	\$ 2,103,905.11	\$ 2,103,905.11	56.2%	50.4%
ADMIN COSTS	\$ 270,926.00	\$ 20,347.97	\$ 100,860.49	\$ 170,065.51	\$ 170,065.51	42.0%	37.2%
GRAND TOTAL	\$ 4,515,435.00	\$ 426,167.38	\$ 2,241,464.38	\$ 2,273,970.62	\$ 2,273,970.62	48.2%	49.6%
IN KIND NEEDED	\$ 1,128,859.00						
IN KIND GENERATED	\$ 368,600.68						
IN KIND (SHORT)/LONG	\$ (760,258.32)						
PROCUREMENT CARD EXPENSE	\$ 11,096.67	3% of expense					

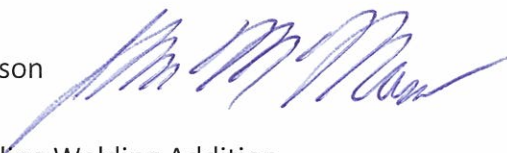
CATEGORY	TOTAL	TOTAL THIS	CASH OUTLAY	BALANCE	PROJECTED	ACTUAL
	APPROVED	MONTH	TO DATE		%	%
6c. OUT OF AREA TRAVEL	\$ 27,930.00	\$ 525.80	\$ 5,685.05	\$ 22,244.95	33.0%	20.4%
6e. SUPPLIES						
Training Supplies	\$ 6,030.00	\$ 514.47	\$ 821.03	\$ 5,208.97	20.0%	13.6%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 15,914.00	\$ 794.00	\$ 2,146.32	\$ 13,767.68	20.0%	13.5%
TOTAL DIRECT COSTS	\$ 49,874.00	\$ 1,834.27	\$ 8,652.40	\$ 41,221.60	24.3%	17.3%
ADMIN COSTS	\$ 3,182.00	\$ 42.74	\$ 553.93	\$ 2,628.07	25.0%	17.4%
GRAND TOTAL	\$ 53,056.00	\$ 1,877.01	\$ 9,206.33	\$ 43,849.67	24.5%	17.4%
IN KIND NEEDED	\$ 13,264.00					
IN KIND GENERATED	\$ 7,800.00					
IN KIND (SHORT)/LONG	\$ (5,464.00)					
** Credit due to refund of lodging for conference not attended						

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 155,507.00	\$ 30,986.43	\$ 109,116.86	\$ 46,390.14	\$ 46,390.14	67.0%	70.2%
BENEFITS **	\$ 96,387.00	\$ 15,722.78	\$ 47,713.17	\$ 48,673.83	\$ 48,673.83	67.0%	49.5%
OUT OF AREA TRAVEL	\$ 16,000.00	\$ 1,720.35	\$ 17,537.46	\$ (1,537.46)	\$ (1,537.46)	100.0%	109.6%
EQUIPMENT	\$ 109,000.00	\$ 14,886.00	\$ 116,685.00	\$ (7,685.00)	\$ (7,685.00)	100.0%	107.1%
SUPPLIES							
OFFICE CONSUMABLES	\$ 1,000.00	\$ 845.53	\$ 3,403.93	\$ (2,403.93)	\$ (2,403.93)	67.0%	340.4%
CENTER SUPPLIES	\$ 10,036.00	\$ 2,325.26	\$ 4,383.58	\$ 5,652.42	\$ 5,652.42	67.0%	43.7%
CLASSROOM SUPPLIES	\$ 45,000.00	\$ 4,264.47	\$ 9,944.45	\$ 35,055.55	\$ 35,055.55	67.0%	22.1%
TRAINING SUPPLIES	\$ 10,000.00	\$ 1,272.16	\$ 8,819.59	\$ 1,180.41	\$ 1,180.41	75.0%	88.2%
FOOD							
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 106,185.00	\$ 34,257.32	\$ 40,307.69	\$ 65,877.31	\$ 65,877.31	65.0%	38.0%
MEDICAL		\$ 40.00	\$ 134.00				
DENTAL							
CHILD TRAVEL							
EMPLOYEE TRAVEL	\$ 2,000.00	1,341.97	\$ 2,330.11	\$ (330.11)	\$ (330.11)	67.0%	116.5%
CAREER DEVELOP	\$ 33,941.00	\$ 10,834.45	\$ 16,122.49	\$ 17,818.51	\$ 17,818.51	67.0%	47.5%
PARENT TRAINING		\$ 145.77	\$ 145.77				
FACILITIES/CONST. (2)	\$ 405,000.00	\$ 1,447.71	\$ 1,847.71	\$ 403,152.29	\$ 403,152.29	80.0%	0.5%
UTILITIES	\$ 600.00	\$ -	\$ -	\$ 600.00	\$ 600.00	67.0%	0.0%
TELEPHONE	\$ 1,000.00	\$ 591.19	\$ 1,595.19	\$ (595.19)	\$ 591.19	67.0%	40.9%
OTHER	\$ 9,578.00	\$ 1,867.60	\$ 4,475.45	\$ 5,102.55	\$ 5,102.55	67.0%	46.7%
TOTAL DIRECT COSTS	\$ 1,001,234.00	\$ 122,548.99	\$ 384,562.45	\$ 616,951.32	\$ 618,137.70	57.4%	38.5%
ADMIN COSTS	\$ 47,296.00	\$ 3,997.65	\$ 15,719.62	\$ 31,576.38	\$ 31,576.38	58.0%	33.2%
GRAND TOTAL	\$ 1,048,530.00	\$ 126,546.64	\$ 400,282.07	\$ 648,247.93	\$ 649,434.31	76.5%	76.9%
IN KIND NEEDED	\$ -	(1)					
IN KIND GENERATED	\$ -						
IN KIND (SHORT)/LONG	\$ -						
(1) Early Head Start has been granted a waiver by the Region X OHS for the first year start-up period							
(2) A request has been filed to carry forward the Facilities/Construction budget of \$405,000 plus \$50,000 of Contracts Budget							

July 14, 2010

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

From: Mike Mason



Re: Desert Building Welding Addition

At the June Board meeting, the Board approved a 4, 200 square foot addition to the Desert Building for storage space for our welding program. The cost of this design build project was not to exceed \$456,000.

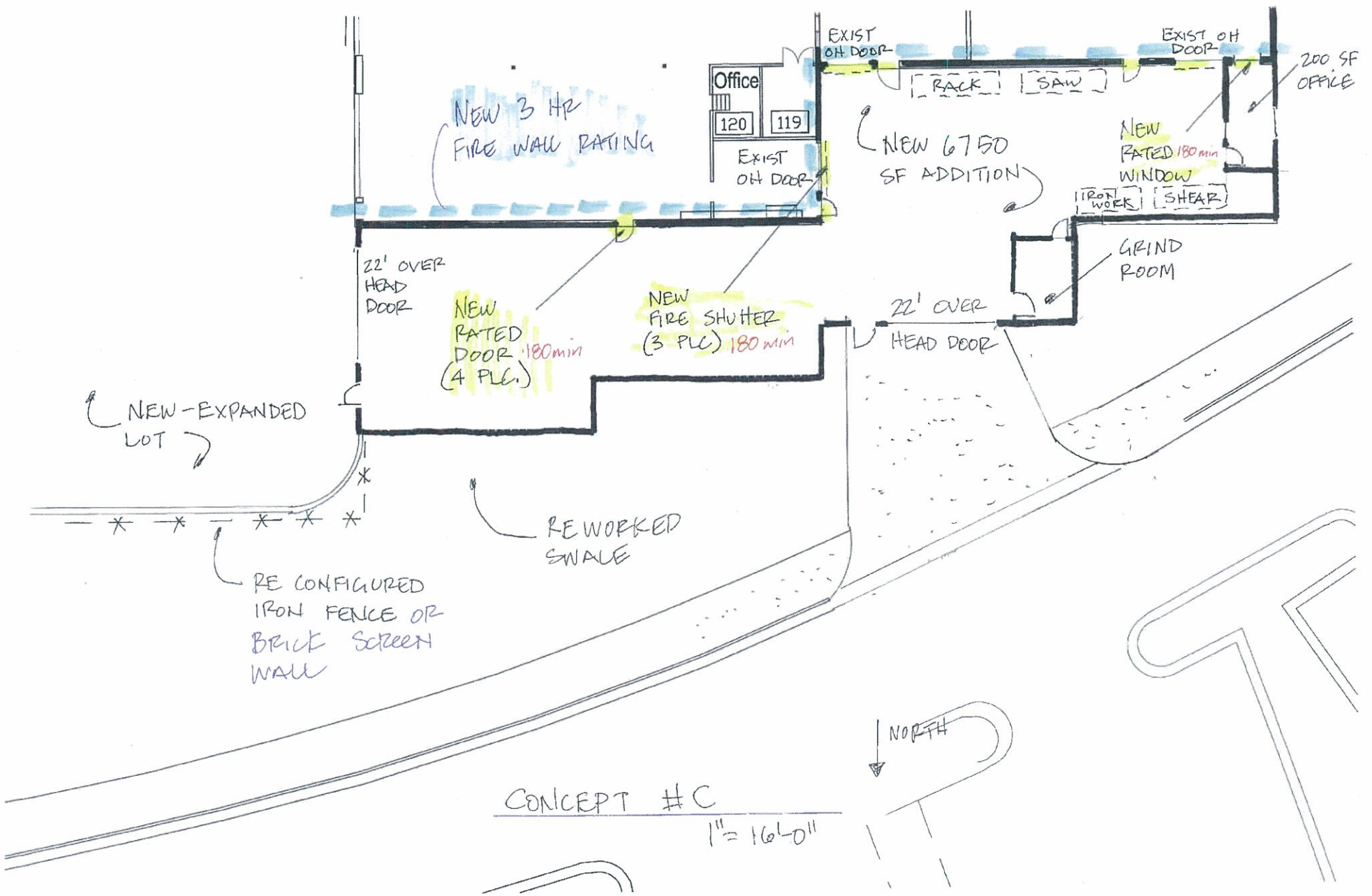
In reviewing the design, aesthetics and space required, we are requesting that this project be reconsidered. The proposed angle wall design does not fit in well with the rest of the facility. Additionally, we are short of storage space for not just welding but other trade and industry programs.

In order to address the storage needs of all of our programs and provide an architectural look consistent with the rest of campus, we are suggesting that the addition be expanded from 4, 200 square feet to approximately 6,800 square feet. As depicted in the attached drawings, the addition would essentially run along the entire north side of the diesel and welding areas of the Desert Building.

The revised addition would continue to address both the storage issue and the office issue. The addition would have fresh air ventilation, fire sprinklers, grinding rooms and electrical outlets for a portable welder and a portable air evacuation system. It will also contain two offices for instructors that will be located in the storage area just adjacent to the welding lab. The space will be accessible from the North via a man door and 22 foot overhead door and the east via a 22 foot door. The fenced paved area behind the Desert Building would be modified to include the addition. The outside of the addition will be brick and will match the existing building architecture as closely as possible.

This project is being run as a design build through Starr Corporation. Cost estimates to date are approximately \$683,000.

I respectfully request permission to allocate up to \$683,000 of Plant Facility Funds to complete the 4,200 square foot addition to the north side of the Desert building to provide adequate space for the CSI trade and industry programs.



NEW 3 HP
FIRE WALL RATING

Office
120 119
EXIST OH DOOR

NEW 6750
SF ADDITION

NEW
RATED 180min
WINDOW

200 SF
OFFICE

22' OVER
HEAD
DOOR

NEW
RATED 180min
DOOR (4 PLC.)

NEW
FIRE SHUTTER
(3 PLC) 180min

22' OVER
HEAD DOOR

GRIND
ROOM

NEW-EXPANDED
LOT

REWORKED
SWALE

RE CONFIGURED
IRON FENCE OR
BRICK SCREEN
WALL

NORTH

CONCEPT #C

1" = 16'-0"

