

COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

March 24th, 2008

EXECUTIVE SESSION

5:00 p.m.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

5:30 p.m.

Taylor Building – SUB 248

AGENDA

MINUTES – EXECUTIVE SESSION OF FEBRUARY 25, 2008: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF FEBRUARY 25, 2008: (A) *Mike Mason*

MINUTES – EXECUTIVE SESSION OF MARCH 14, 2008: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

COMPUTER NUMERICAL CONTROL LATHE BID: (A) *Mike Mason*

INDUSTRIAL GRADE CHASSIS DYNAMOMETER BID: (A) *Mike Mason*

HEADSTART REPORT: (I) *Mike Mason*

BUS BARN CONSTRUCTION: (A) *Mike Mason*

PURCHASE OF PROPERTY: (A) *Mike Mason*

TUITION AND FEES: (A) *Mike Mason*

GYM FLOOR REPLACEMENT: (A) *Mike Mason*

HANDICAPPED SEATING IN GYM: (I) *Mike Mason*

HEALTH SCIENCE & HUMAN SERVICES BUILDING MATERIALS: (I) *Mike Mason*

STRATEGIC PLAN UPDATE: (I) *Edit Szanto*

PRESIDENT’S REPORT/LEGISLATIVE UPDATE: (I) *President Beck*

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
MARCH BOARD OF TRUSTEES MEETING
MARCH 24, 2008

CALL TO ORDER: 5:50 p.m. Presiding: LeRoy Craig

Attending: Trustees: LeRoy Craig, Dr. Charles Lehrman,
Dr. Allan Frost and Dr. Thad Scholes

College Administration:

John M. Mason, Secretary/Treasurer
Robert Alexander, College Attorney
Dr. Jerry Gee, Executive Vice President and Chief
Academic Officer
Dr. Edit Szanto, Vice President of Student Services
and Planning and Development
Dr. Ken Campbell, Dean of Technology
Dr. Cindy Bond, Instructional Dean
Dr. John Miller, Instructional Dean
Dr. Mark Sugden, Dean of Health and Human Services
Todd Schwarz, Instructional Dean
Graydon Stanley, Dean of Students
Scott Scholes, Dean of Student Services
Monty Arrossa, Director of Human Resources
Randy Dill, Physical Plant Director
Doug Maughan, Public Information Director
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Jeff Harmon, Donanna McKinstry, Chika Daggett
and Izabella Bagdasarova

Visitors: Yesica Flores

Faculty Representative: John Boling and Deb Matier

PACE Representative: Dannette Starr and Karon Myers

Times News: Andrea Gates

MINUTES OF THE EXECUTIVE SESSIONS OF FEBRUARY 25 AND MARCH 14,
2008 AND THE REGULAR SESSION OF FEBRUARY 25, 2008 were
approved on MOTION by Dr. Charles Lehrman. Affirmative vote
was unanimous.

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

BIDS:

1. The Board approved the sole bid of Haas Factory Outlet of Meridian, Idaho in the amount of \$25,203 for the purchase of the specified computer numerical control lathe on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

Funding for this purchase is from Professional Technical Education funds.

2. The Board approved the sole bid of SuperFlow Technologies Group of Colorado Springs, Colorado in the amount of \$46,676 for the purchase of the specified industrial grade chassis dynamometer on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

Funding for this purchase is from Professional Technical Education funds.

PRESIDENT'S REPORT:

1. Mike Mason advised the Board that the Temporary Assistance for Needy Families (TANF) federal funding was in the Department of Health and Welfare budget that has passed the House and Senate. We still do not know if Governor Otter will sign the bill.

The Board also reviewed the financial statement and Head Start update. Mike Mason noted that Head Start was within their overall projected expenditure budget for the first two months of their fiscal year.

2. Mike Mason requested approval to proceed with the construction of a storage and bus barn at the Scott's property. The construction of the storage facility will allow us to move our storage out of the apprenticeship building so we can renovate it and expand classroom and lab space.

The Board approved hiring Starr Corporation as the design builder for the thirteen thousand square foot project for a total project cost not to exceed \$299,800 on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

2. (continued) Funding for the project will be from the Plant Facility Fund.

3. The purchase of property agenda item was tabled pending the receipt of a signed proposal from the property owner.

4. Graydon Stanley spoke on the proposed change concerning the how we charge students for tuition and fees. The proposal calls for the reduction of the per credit cost from \$105 per credit up to ten credits to \$95 per credit up to twelve credits. While this is a significant reduction for part time students, it is an increase for students taking twelve or more credits.

Mr. Stanley had taken the proposal to the Student Senate where it received overwhelming support. The senate also handed out surveys that indicated mixed support. Some of the survey responses indicated that the students did not fully understand the proposal.

A Tower newspaper article will come out on Wednesday, March 26th. Graydon Stanley stated that the students would continue to gather information that will be presented at the April Board meeting prior to asking the Board to make a decision on the setting of tuition and fees for next year.

5. The occurrence of numerous stress fractures and concerns about the lack of flexibility and hardness of the gym floor by players, College of Southern Idaho coaches and visiting teams have led to an analysis of the construction of the existing gym floor. A core sample taken from the floor indicated the floor is constructed over a rigid fiberboard that provides virtually no give or any type of flexibility.

Research indicated that the existing floor could be replaced with a state of the art floor which meets current construction standards. Based upon this information, the Board approved the hiring of Starr Corporation as the design builder for the project in an amount not to exceed \$203,660 for removal, construction and basic painting on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

6. Mike Mason advised the Board that we had received a letter concerning the lack of appropriate ADA and companion seating in the gym. The letter was very well written and accurate. Based upon this, we have hired an architect to

6.(continued) assist us in finding appropriate places and methods to seat disabled patrons. We will report the architect's findings back to the Board. Randy Dill will respond to the letter we received.

7. Dr. Edit Szanto presented the proposed 2008-2012 College of Southern Idaho Strategic Plan to the Board. Dr. Szanto reviewed the process utilized in developing the plan along with external factors world wide that need to be considered. She received approval from the Board to disseminate the plan to the campus for feedback. Chairman Craig and the Board commended Dr. Szanto and her staff for their work.

8. Mike Mason confirmed that the Board wanted to stay with the traditional college look of standard brick and precast concrete for the new health sciences and human services program.


9. Mike Mason reported that the legislation for increasing the maximum tuition community colleges can charge and the increase in liquor funds for community colleges had both passed the House and Senate. The tuition bill has been signed by the Governor and the liquor fund legislation is expected to be signed into law by the Governor in the near future.

ADJOURNMENT was declared at 6:40 p.m.



John M. Mason, Secretary-Treasurer

Approved: April 21, 2008



Chairman

March 19, 2008

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

From: Mike Mason



Re: Computer Numerical Control Lathe

We received one bid for the specified lathe. Based upon a review of the bid by Todd Schwarz, it is my recommendation that we accept the sole bid of Haas Factory Outlet of Meridian, Idaho in the amount of \$25,203 for the specified equipment.

The equipment will be located at Twin Falls High School as a part of the manufacturing technology program.

Funding for this purchase is from Professional Technical funds.



COLLEGE OF
SOUTHERN
IDAHO

March 19, 2008

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

From: Mike Mason

A handwritten signature in blue ink, appearing to read 'Mike Mason', is written over the printed name.

Re: Industrial Grade Chassis Dynamometer Bid

We received one bid for the specified dynamometer. Based upon a review of the bid by Todd Schwarz, it is my recommendation that we accept the sole bid of SuperFlow Technologies Group of Colorado Springs, Colorado in the amount of \$46,676.10 for the specified equipment.

The equipment will be located in the Canyon automotive lab.

Funding for this purchase is from Professional Technical funds.

PROUD TO BE PART OF THE CSI FAMILY



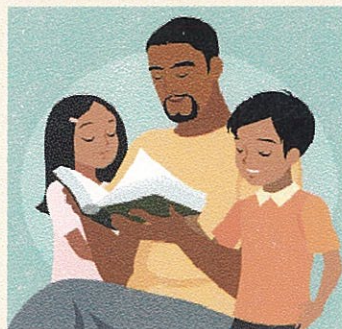
SOUTH CENTRAL HEAD START



Early Literacy and Brain Development

Research shows that people brought up in a literacy-rich environment are happier, healthier, and more successful in life than those who did not interact with print at an early age. Success in reading contributes to success in school, decreasing the risk of absenteeism, leaving school, juvenile delinquency, substance abuse, and teenage pregnancy - all of which perpetuate the cycles of poverty and dependency.

- Families living in poverty often lack the money to buy new books, as well as access to libraries. *Through collaborations with community organizations and local public libraries, Head Start families receive books, magazines, and newspaper subscriptions to enjoy in their homes.*
- Children who live in print-rich environments and who are read to during the first years of life are more likely to learn to read on schedule. *Head Start classrooms incorporate books reflective of children's interests, activities, and the communities in which they live.*
- Parents who may not have been read to as children themselves may not realize the tremendous value of reading to their own children. *Literacy activities are incorporated into home visits and at parent activities and trainings. Materials of interest to parents are available in each Head Start center, and are also taken on home visits.*



CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REVENUES	COMMITMENTS	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,450,931.00	\$ 201,747.89	\$ 408,299.87	\$ 2,042,631.13	\$ (10,529.08)		\$ 2,053,160.21	16.0%	16.2%
BENEFITS	\$ 1,207,628.00	\$ 97,566.06	\$ 198,903.26	\$ 1,008,724.74	\$ (4,064.25)		\$ 1,012,788.99	16.0%	16.1%
OUT OF AREA TRAVEL	\$ 7,289.00	\$ 174.69	\$ 317.45	\$ 6,971.55	\$ (56.31)		\$ 7,027.86	5.5%	3.6%
EQUIPMENT									
SUPPLIES									
OFFICE CONSUMABLES	\$ 13,692.00	\$ 730.87	\$ 2,080.83	\$ 11,611.17	\$ (85.58)	\$ 344.73	\$ 11,352.02	17.8%	17.1%
CENTER SUPPLIES	\$ 45,875.00	\$ 3,841.59	\$ 9,611.62	\$ 36,263.38	\$ (237.92)	\$ 3,803.81	\$ 32,697.49	19.1%	28.7%
TRAINING SUPPLIES	\$ 9,742.00	\$ 428.26	\$ 254.50	\$ 9,487.50	\$ (94.67)		\$ 9,582.17	10.7%	1.6%
FOOD	\$ 10,100.00	\$ 18,715.80	\$ 25,637.80	\$ (15,537.80)	\$ (34,237.87)	\$ 11,329.72	\$ 7,370.35	9.2%	27.0%
CONTRACTUAL									
OTHER									
CONTRACTS	\$ 43,960.00	\$ 3,773.45	\$ 5,220.95	\$ 38,739.05	\$ (198.25)		\$ 38,937.30	7.1%	11.4%
MEDICAL	\$ 14,795.00	\$ 555.00	\$ 629.00	\$ 14,166.00		\$ 948.00	\$ 13,218.00	11.2%	10.7%
DENTAL	\$ 53,548.00	\$ 535.00	\$ 815.00	\$ 52,733.00		\$ 18,691.60	\$ 34,041.40	15.8%	36.4%
CHILD TRAVEL	\$ 70,650.00	\$ 8,737.35	\$ 16,012.63	\$ 54,637.37	\$ (336.75)	\$ 556.54	\$ 54,417.58	14.5%	23.0%
EMPLOYEE TRAVEL	\$ 33,164.00	\$ 1,978.32	\$ 3,495.64	\$ 29,668.36	\$ (282.75)	\$ 1,611.13	\$ 28,339.98	15.6%	14.5%
CAREER DEVELOP	\$ 4,985.00	\$ (85.00)	\$ -	\$ 4,985.00	\$ (135.00)	\$ 1,940.00	\$ 3,180.00	24.7%	36.2%
PARENT TRAINING	\$ 6,250.00	\$ 618.53	\$ 618.53	\$ 5,631.47	\$ (75.50)	\$ 684.00	\$ 5,022.97	28.7%	19.6%
SPACE	\$ 71,286.00	\$ 8,444.17	\$ 9,409.84	\$ 61,876.16	\$ (518.00)	\$ 448.76	\$ 61,945.40	24.8%	13.1%
UTILITIES	\$ 66,340.00	\$ 4,962.15	\$ 7,322.86	\$ 59,017.14	\$ (259.00)	\$ 1,095.13	\$ 58,181.01	23.2%	12.3%
TELEPHONE	\$ 36,810.00	\$ 2,031.83	\$ 5,237.06	\$ 31,572.94		\$ 144.20	\$ 31,428.74	16.6%	14.6%
OTHER	\$ 43,827.00	\$ 14,412.19	\$ 14,725.19	\$ 29,101.81	\$ (158.58)		\$ 29,260.39	35.9%	33.2%
TOTAL DIRECT COSTS	\$ 4,190,872.00	\$ 369,168.15	\$ 708,592.03	\$ 3,482,279.97	\$ (51,269.51)	\$41,597.62	\$ 3,491,951.86	16.5%	16.7%
ADMIN COSTS	\$ 267,382.00	\$ 22,850.00	\$ 44,750.00	\$ 222,632.00	\$ (950.00)		\$ 223,582.00	16.5%	16.4%
GRAND TOTAL	\$ 4,458,254.00	\$ 392,018.15	\$ 753,342.03	\$ 3,704,911.97	\$ (52,219.51)	\$41,597.62	\$ 3,715,533.86	16.5%	16.7%
					(2)				
IN KIND NEEDED	\$ 185,680.04								
IN KIND GENERATED	\$ -								
IN KIND (SHORT)/LONG	\$ (185,680.04)	(1)							
(1) Inkind will be booked as it comes in from centers after entry into HSFIS system.									
(2) Reflected revenues include February TANF and January and February USDA.									

College of Southern Idaho

Acct Year: 0708
Acct Month: 8

Fund From: 00
Fund To: 99

Dept From: 7300
Dept To: 7399

Acct From: 3000
Acct To: 5999

Dept		Actual	Encumbrance	Total	Budget	Remaining	
Dept 7331	HEADSTART ACCOUNT 22B						
4210	MISCELLANEOUS REVENUE	(\$387.10)	\$0.00	(\$387.10)	\$0.00	\$387.10	
4220	FEDERAL REVENUE	(\$730,193.44)	\$0.00	(\$730,193.44)	\$0.00	\$730,193.44	
	SUBTOTAL 42	(\$730,580.54)	\$0.00	(\$730,580.54)	\$0.00	\$730,580.54	0.00%
4650	MISC REVENUE (AD-BG-CG-CH-CX-G5)	(\$4,769.94)	\$0.00	(\$4,769.94)	\$0.00	\$4,769.94	
	SUBTOTAL 46	(\$4,769.94)	\$0.00	(\$4,769.94)	\$0.00	\$4,769.94	0.00%
5010	SALARIES CLASSIFIED	\$289,750.01	\$0.00	\$289,750.01	\$0.00	(\$289,750.01)	
5011	SALARIES CLASSIFIED PART-TIME	\$19,421.56	\$0.00	\$19,421.56	\$0.00	(\$19,421.56)	
5020	SALARIES EXEMPT	\$99,913.85	\$0.00	\$99,913.85	\$0.00	(\$99,913.85)	
5021	SALARIES EXEMPT PART-TIME	(\$40.55)	\$0.00	(\$40.55)	\$0.00	\$40.55	
	SUBTOTAL 50	\$409,044.87	\$0.00	\$409,044.87	\$0.00	(\$409,044.87)	0.00%
5101	WORKMEN'S COMP	\$2,957.26	\$0.00	\$2,957.26	\$0.00	(\$2,957.26)	
5110	FICA	\$24,337.62	\$0.00	\$24,337.62	\$0.00	(\$24,337.62)	
5111	MEDICARE	\$5,691.89	\$0.00	\$5,691.89	\$0.00	(\$5,691.89)	
5120	HEALTH INSURANCE	\$115,581.76	\$0.00	\$115,581.76	\$0.00	(\$115,581.76)	
5130	RETIREMENT	\$44,222.20	\$0.00	\$44,222.20	\$0.00	(\$44,222.20)	
5140	UNEMPLOYMENT INSURANCE	\$2,045.31	\$0.00	\$2,045.31	\$0.00	(\$2,045.31)	
5150	GROUP LIFE AND DISABILITY	\$4,293.32	\$0.00	\$4,293.32	\$0.00	(\$4,293.32)	
	SUBTOTAL 51	\$199,129.36	\$0.00	\$199,129.36	\$0.00	(\$199,129.36)	0.00%
5210	TRAVEL	\$3,495.64	\$0.00	\$3,495.64	\$0.00	(\$3,495.64)	
5212	MISCELLANEOUS EXPENSE	\$18,439.63	\$0.00	\$18,439.63	\$0.00	(\$18,439.63)	
5214	OUT OF AREA TRAVEL	\$357.22	\$0.00	\$357.22	\$0.00	(\$357.22)	
5215	TELEPHONE (PP)	\$5,237.06	\$0.00	\$5,237.06	\$0.00	(\$5,237.06)	
5220	REPAIR AND RENTAL	\$4,009.84	\$0.00	\$4,009.84	\$0.00	(\$4,009.84)	
5225	MISCELLANEOUS EXPENSE	\$5,400.00	\$0.00	\$5,400.00	\$0.00	(\$5,400.00)	
5230	MISCELLANEOUS EXPENSE	\$5,275.07	\$0.00	\$5,275.07	\$0.00	(\$5,275.07)	
5234	STAFF TRAINING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5235	MISCELLANEOUS EXPENSE	\$618.53	\$0.00	\$618.53	\$0.00	(\$618.53)	
5255	IDAHO POWER	\$2,152.63	\$0.00	\$2,152.63	\$0.00	(\$2,152.63)	
5256	INTERMOUNTAIN GAS	\$5,238.45	\$0.00	\$5,238.45	\$0.00	(\$5,238.45)	
5257	TF WATER & SANITATION	\$522.87	\$0.00	\$522.87	\$0.00	(\$522.87)	
5285	GARBAGE DISPOSAL	\$688.91	\$0.00	\$688.91	\$0.00	(\$688.91)	
5290	OTHER SERVICES	\$14,725.19	\$0.00	\$14,725.19	\$0.00	(\$14,725.19)	
5291	ADMINISTRATION EXPENSE	\$44,750.00	\$0.00	\$44,750.00	\$0.00	(\$44,750.00)	
5292	MEDICAL	\$629.00	\$0.00	\$629.00	\$0.00	(\$629.00)	
5293	DENTAL	\$815.00	\$0.00	\$815.00	\$0.00	(\$815.00)	
	SUBTOTAL 52	\$112,355.04	\$0.00	\$112,355.04	\$0.00	(\$112,355.04)	0.00%
5301	OFFICE SUPPLIES	\$1,876.90	\$0.00	\$1,876.90	\$0.00	(\$1,876.90)	
5305	TRAINING SUPPLIES	\$339.50	\$0.00	\$339.50	\$0.00	(\$339.50)	
5310	POSTAGE	\$203.93	\$0.00	\$203.93	\$0.00	(\$203.93)	
5315	INSTRUCTIONAL SUPPLIES	\$9,887.67	\$0.00	\$9,887.67	\$0.00	(\$9,887.67)	
5340	MISCELLANEOUS EXPENSE	\$25,661.80	\$0.00	\$25,661.80	\$0.00	(\$25,661.80)	
	SUBTOTAL 53	\$37,969.80	\$0.00	\$37,969.80	\$0.00	(\$37,969.80)	0.00%
Dept 7331	HEADSTART ACCOUNT 22B	\$23,148.59	\$0.00	\$23,148.59	\$0.00	(\$23,148.59)	0.00%
	Revenue: (\$735,350.48)	Expense: \$758,499.07	Encumb Rev: \$0.00	Encumb Exp: \$0.00	Net: \$23,148.59		
	Non FEDERAL REVENUES	- 5,157.04					
	NET EXPENSE	<u>\$753,342.03</u>					