

# COLLEGE OF SOUTHERN IDAHO

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MONDAY, DECEMBER 20, 1993

PRESIDENT'S BOARD ROOM

5:30 p.m.

## AGENDA

MINUTES

TREASURER'S REPORT:

Bids: Center for New Directions, Etc.

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New Computer Purchase Examination

Computer Donation to Kimberly School

District

OLD AND NEW BUSINESS

Recycling: Student Environmental Club

(Dr. Snider & Graydon Stanley)

Personnel: Rosemary Barta & Mike Glenn

ASFP National President: Dave White

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Educational Program)

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
DECEMBER 20, 1993

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

ATTENDING: Trustees: LeRoy Craig, Dr. Charles Lehrman,  
~~Bill Babcock, Dr. Fred Gehlen and Donna Bridges~~

College Administration: Gerald Meyerhoeffer, President  
John M. Mason, Secretary/Treasurer  
Robert Alexander, College Attorney  
Dr. Michael Glenn, Executive Vice President  
Dr. Joan Edwards, Vice President of Planning,  
Research and Development  
Dr. Orval Bradley, Vocational Dean  
~~Bill Babcock, Director of Student Information~~

Dick Sterling, Physical Plant Director  
Annette Jenkins, Public Information Director

VISITORS: CSI Staff: Dave White, Jeff Suggan,  
Rosemary Barta, Judy Thom, Mark Sugden

Times News: Kirk Mitchell

Visitors: Jonathon Walker, CSI Student Body  
President and Liz Lee and Annette McFarland of the  
CSI Environmental Club

MINUTES OF NOVEMBER 18, 1993 were approved as written on  
MOTION by Bill Babcock. Affirmative vote was unanimous.

MINUTES OF THE EXECUTIVE SESSION ON DECEMBER 8, 1993 were  
approved as written on MOTION by Bill Babcock. Affirmative  
vote was unanimous.

MANAGEMENT REPORT: Acceptance of the Treasurer's report was

BIDS:

1. The Board accepted the low bid for a fire sprinkler  
system for the Center for New Directions in the amount of

Idaho on MOTION by Dr. Chuck Lehrman. Affirmative vote was  
unanimous.

The source of funding for the purchase is the Plant  
Facility Fund.

PRESIDENT'S REPORT:

1. The Board was advised by Mike Mason that the computer purchase being made from funds by the Mini-Cassia Outreach Center was for computers in the Blaine County Outreach Center.

determined to be the best overall use of college equipment by Dr. Jerry Beck, Don Shephard and Dr. Ken Campbell.

surplus computers to the Kimberly School District on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

Halloween Party, Christmas Trees for the Needy and the

Annette McFarland and Liz Lee of the CSI Environmental Club

the purchase of a chipper/shredder by the College and more emphasis on recycling paper. The students also requested that an Environmental Coordinator be assigned and that a consultant be hired to assist with an comprehensive plan for campus recycling.

5. Rosemary Barta and Judy Thom presented a Title III activity report concerning the past activities and future

program were discussed.

6. Dave White was recognized concerning his election as the International President of the General Motors Automotive

in Canada.

Dave White also reviewed industry involvement in the

electronics, drafting and law enforcement programs.

CSI Trustees  
December 20, 1993  
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7. The President handed out and briefly reviewed the Idaho

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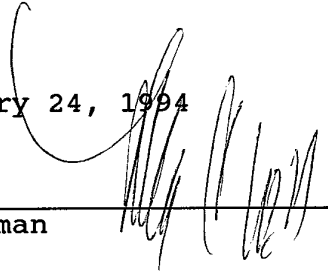
8. The President noted that he would be in Boise on January 13th for lunch with the Joint Finance Appropriations Committee. Our budget presentation to JFAC is on January 21, 1994 at 8:00 a.m.

ADJOURNMENT was declared at 6:50 p.m.

  
\_\_\_\_\_  
Lynn M. Mason, Secretary-Treasurer

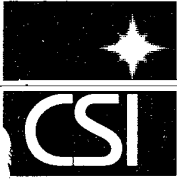
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APPROVED January 24, 1994

  
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Chairman

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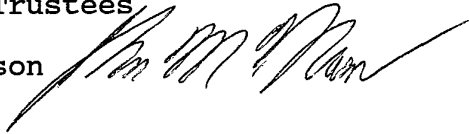


COLLEGE OF  
SOUTHERN

IDAHO

BUSINESS OFFICE

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

From: Mike Mason 

We received only two bids for the specified equipment.  
The bids are as follows:

Shilo Automatic Sprinkler, Inc.	\$25,291.87
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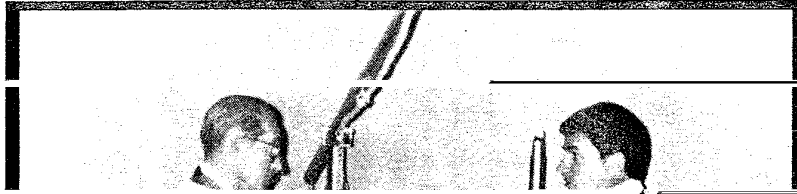
Based upon a review of the bids by Dick Sterling and Don  
Buettner, I recommend that we accept the low bid of Shilo  
Automatic Sprinkler, Inc. of Nampa, Idaho in the amount of  
\$25,291.87.

Funding for the purchase is from the Plant Facilities Fund.

# College of Southern Idaho Telecommunications

This demonstration project extends an existing telecommunication

Right: Bon Mauldin, technician, and Dr. David McClusky, surgeon, with the portable surgical cart used to telecommunicate the surgery depicted below.



surgery taking place at Twin Falls Clinic and Hospital being received by nursing students at the College of Southern Idaho during a March 16, 1993, pilot of medical distance education.

U.S. Department of Agriculture Rural Electrification Administration

Financial assistance provided by a Medical Link Grant Proposal accepted by

College of Southern Idaho

stations to allow students to view the instructor's writings and visual aids on a large monitor at the

each site is controlled by a single operator at the Twin Falls campus. The operator positions the remotely controlled cameras, adjusts audio levels, and sends the appropriate video to the monitors at each site.

The telecommunication system is a

The College of Southern Idaho administers the total telecommunication system which offers a number of advantages:

1. More courses may be offered at off-campus centers.

In FY 93, the college has provided the following telecommunication activities:

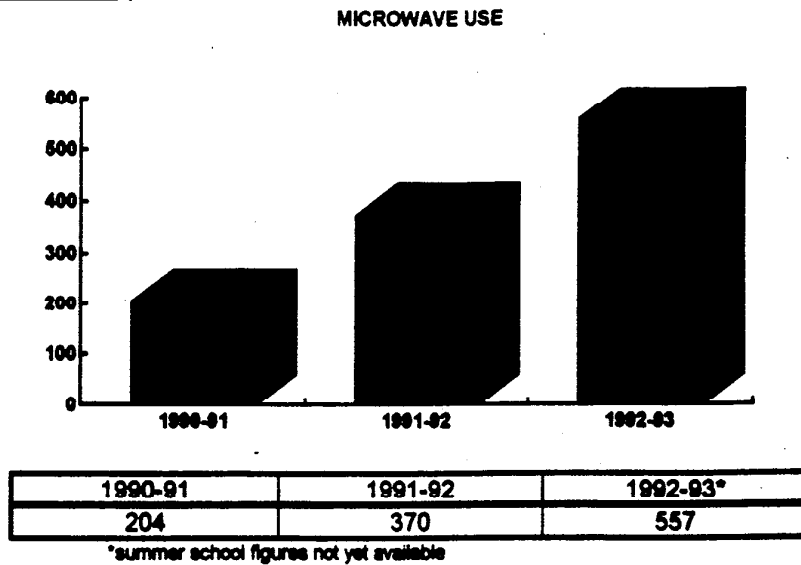
- Fifty-one (51) 2-way interactive College of Southern Idaho academic courses with enrollments totaling 607
- Six (6) Idaho State University upper division courses transmitted from Boise
- Two (2) Adult Basic Education courses transmitted from the College to the community via
- Two (2) live surgeries taking place at a local hospital which were interactive via loaned cable channels with 70 nursing students as a pilot for this application

Communities and businesses have further benefited from College of Southern Idaho telecommunication systems through the following events:

- Eighty-two (82) employee training and educational satellite downlinks and teleconferences
- Twelve (12) interactive meetings, counseling sessions, and employee training sessions utilizing the College's microwave
- An interactive "Living with Diabetes" health education program originally received at the three rural sites by 52 citizens and conducted by a Diabetic Nurse Educator
- A Sports Medicine inservice to 40 coaches and trainers at three rural sites via microwave.

**COLLEGE OF SOUTHERN IDAHO  
INTERACTIVE MICROWAVE COURSE ENROLLMENT**

*Table B*

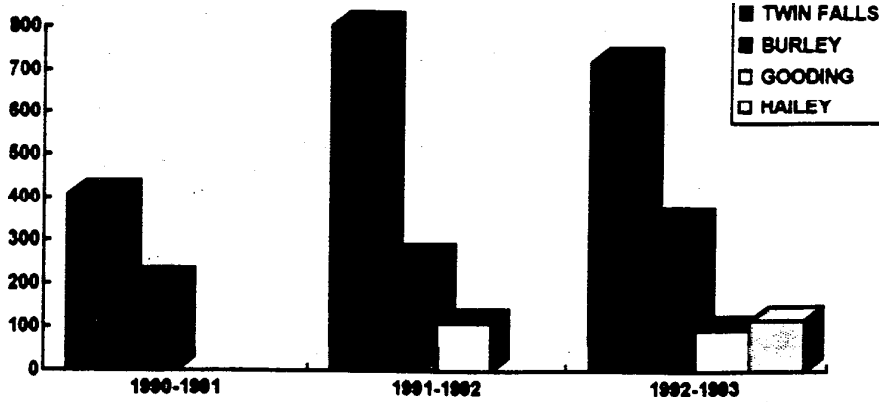


Student counts above represent enrollment in the following courses:

- |  |  |
|--|--|
| Advanced Curriculum in Early Childhood Education | Individual/Family/Community Health             |
| Anatomy and Physiology                           | Intermediate Nursing Intervention              |
| Basic English                                    | Introduction to Statistics                     |
| Beginning Algebra                                | Law Enforcement Communications and Dispatching |
| Biology  | Law Enforcement Officer Training               |
| Bookkeeping                                      | Legal Environment of Business                  |
| Certified Nursing Assistant Training             | Modern Math for Elementary Teachers            |
| Child Health and Safety                          | Normal Nutrition                               |
| College Reading                                  | Personal Finance I                             |
| College Study Skills                             | Principles of Accounting                       |
| Concepts of Biology                              | Principles of Economics                        |
| Elementary Spanish                               | Sign Language Studies                          |
| English Composition                              | Social Problems                                |
| Environment for Learning                         | Survey of Calculus                             |
| Fundamentals of Speech                           | The Holistic Child                             |
| Fundamentals of Investments                      | U S History                                    |
| Human Anatomy and Physiology                     | Western Civilization                           |
| Human Growth and Development                     | World Regional Geography                       |



Table C



\*summer school figures not yet available

Table D

SITE ENROLLMENT PER SEMESTER

	1990-1991	1991-1992	1992-1993	1993-1994	1994-1995	1995-1996	1996-1997
TWIN FALLS	169	237	289	415	98	334	387
BURLEY	25	289	360	141	597	681	
GOODING							
HAILEY							
<b>Total Enrolled</b>	<b>254</b>	<b>358</b>	<b>453</b>	<b>576</b>	<b>141</b>	<b>597</b>	<b>681</b>

NONE DURING SUMMER 1991

UNIVERSITY COURSES OFFERED VIA STATE/CSI MICROWAVE

**FALL 1990**  
 CESE 591 Teaching Handicapped Preschoolers  
 EDUC 333 Content Area Reading  
 NURS 405 Socialization into Professional Nursing

**SUMMER 1992**  
 HPE 640 Research and Writing  
**FALL 1992**  
 PSCI 529 Clinical Pharmacokinetics (originated at Twin Falls and received at Pocatello)

NURS 330 Nursing Research  
 EDUC 333 Content Area Reading  
**FALL 1991**  
 EDUC 419/519 Developmental Reading (also received at Burley)  
 SWOK 308 Social Work Research  
 NURS 405 Socialization into Professional Nursing  
 PCOL 317 Drug Therapy  
**SPRING 1992**  
 EDUC 333 Content Area Reading  
 EDUC 609 The Principalship  
 POLS 409/509 Community/Regional Planning

PHAR 316 Essentials of Pharmacy  
**SPRING 1993**  
 PHAR 317 Drug Therapy  
 GEOL 456/556 Geology of Southeastern Idaho  
 POLS 452/552 Financial Administration and Budgeting  
 HE 632 Community Health Education

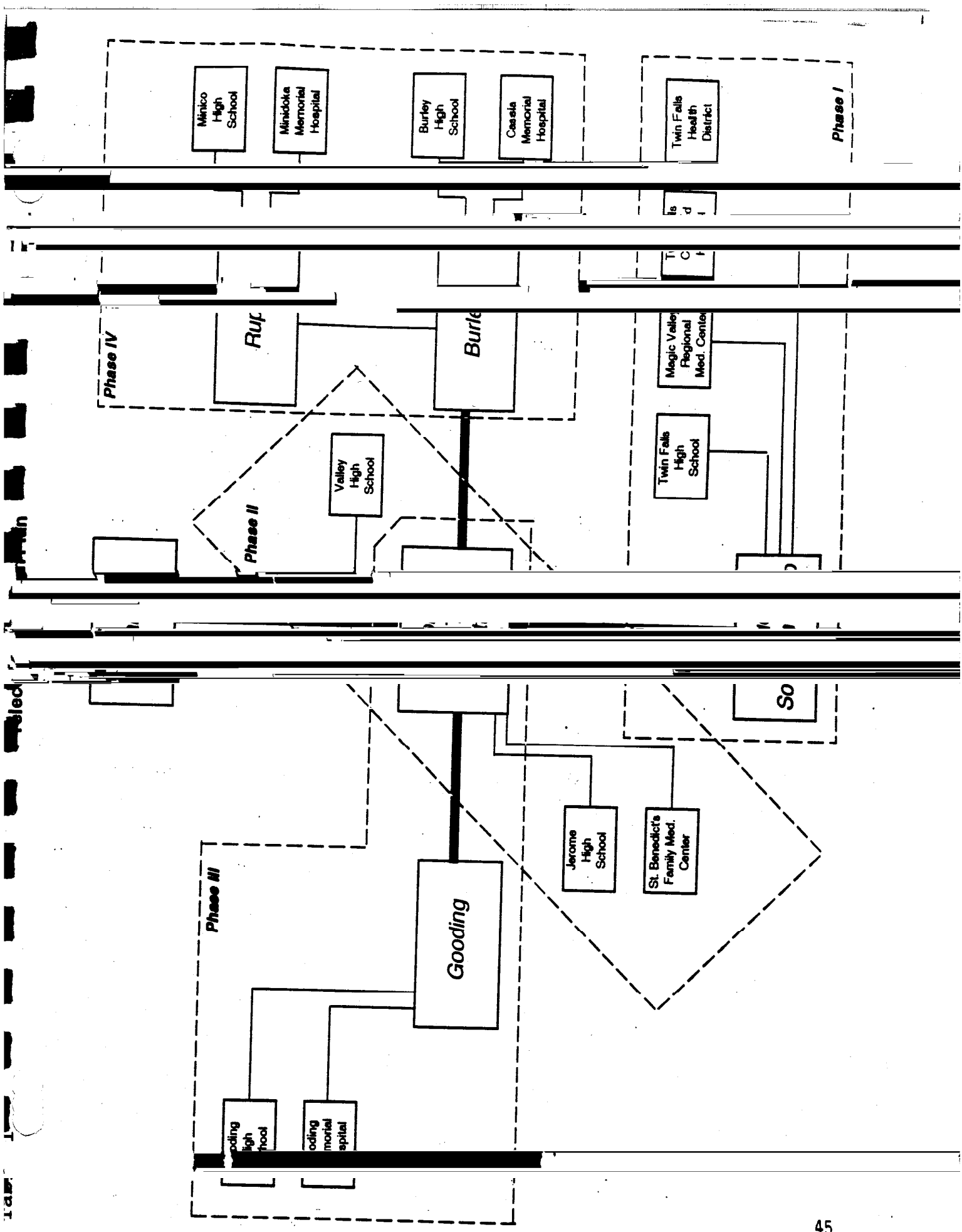


Table K  
Programming

<input type="checkbox"/> <b>PRESERVICE ACTIVITIES</b>	TO BE RECEIVED (R) OR TRANSMITTED (T) BY...			
	Medical Centers	High Schools	College of Southern Idaho	Communities
• Any of the core curriculum now offered by CSI or the 4 state universities for patients and degree seeking medical center personnel, or high school students	R		T	R
• High school career classes to the high schools	T	R	T	
• Surgery and medical procedures demonstrations for CSI nursing classes	T		R	R
• Doctors and other health professionals presenting lectures on selected topics from their hospitals to high schools	T	R		
• Medical transcription classes taught from hospitals to convenient sites within the College's service area for people entering a health career	T		R	R
• Physical exams to medical assistant students	T		R	
• Inservices to other students, i.e., Smoking Cessation classes, Anatomy	T	R	T	R
• High School Health Career class, established at Twin Falls High School, Fall 1993, utilizing health professionals for classes. Will expand include Minico High School, and Valley High School in Fall 1994	T	R	T	R
• Joint post-conference with College of Southern Idaho nursing students from various rural clinical sites	R			
• College classes to high school students i.e. Tech-Prep and other	T	T R	T R	R
• Developmental Disabilities Aide			T	R
• Activities for total quality management (TQM)	T		T	
• Telemetry Technician Course	T	R	R	R

INSERVICE ACTIVITIES	TO BE RECEIVED (R) OR TRANSMITTED (T) BY...			
	Medical	High Schools	College of	G

<ul style="list-style-type: none"> <li>• Courses in: ICD-9 Coding</li> <li>CPT-4 Coding</li> <li>Trauma in the emergency room</li> </ul>	R T			
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<ul style="list-style-type: none"> <li>• [unclear] generated upgrading from nursing department such as "Medical"</li> </ul>	R		T	
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<ul style="list-style-type: none"> <li>• from the Communicable Disease Center (CDC) in Atlanta, GA</li> </ul>	R		R	
<ul style="list-style-type: none"> <li>• Nutrition education for food service personnel</li> </ul>	T R	R	T R	
<ul style="list-style-type: none"> <li>• South Central Health Care Network</li> </ul>	T			

<ul style="list-style-type: none"> <li>• Physician Continuing Medical Education (CME) training</li> </ul>	I R			
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<ul style="list-style-type: none"> <li>• [unclear] departments, such as: Nursing, Dietary, Physical Therapy, Occupational Therapy, and Speech Therapy Training</li> </ul>				
<ul style="list-style-type: none"> <li>• Area Nurse Administrator Network</li> </ul>	T		T	

<ul style="list-style-type: none"> <li>• Public Health Department staff</li> </ul>	R			
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<ul style="list-style-type: none"> <li>• Risk Management Seminar</li> </ul>	T R		T R	
<ul style="list-style-type: none"> <li>• Basic EKG Interpretation for Nurses</li> </ul>	R T		R T	
<ul style="list-style-type: none"> <li>• Grand Rounds</li> </ul>	R T		R T	

CONSULTING ACTIVITIES	TO BE RECEIVED (R) OR TRANSMITTED (T) BY...			
	Medical	High Schools	College of	Communities

• Nurse-to-nurse, physician-to-physician, and physician to patient regarding procedures, diagnoses and consultations	T R			R
• Professional meetings of health occupation groups	T R		T	
• Child care providers' seminars to Head Start Agencies and Private Care Providers		R	T	R
• Physician or nurse consultation to school nurses	T	R	T	R
• Bilingual instructor for WIC and other programs (currently one person travels three days per week to rural areas for this purpose)	T	R	T R	R

COMMUNITY SERVICE ACTIVITIES	TO BE RECEIVED (R) OR TRANSMITTED (T) BY...			
	Medical Centers	High Schools	College of Southern Idaho	Communities
Nutrition seminars for coaches and	T	R	T	R
• Community forums regarding Healthcare (pilot tested, May 1992)	R		T	T
array of educational offerings or available through a medical center or high school including health and general education courses, business and industry training and forums for input on current community needs				
• Community seminars on topics such as	T	R	T	R
effected beings, Education training-- food service environmental services, car seat programs, breast self-exam classes				
Forums to the community such as:	T R	R	T	R
--Food preparation for and management of diabetes (already pilot tested)				
Pre and Post Operative Patient	T	R	T	R
Wellness Topics: Cancer Prevention, Physical Fitness, Stress Reduction, Child Safety, Childhood Immunizations, Prevention of Heart Disease	T R	T R	T R	I F
Sports Medicine Seminar (pilot tested in August 1992, to be held again in August 1993)	T R	T R	T R	T R
Organ Tissue Donation Workshops	R T	R	R T	R

December 17, 1993

Dear President Mowbray and members of the Board of Trustees:

The following report is a record of the work of the Human Resources Development (HRD) department since its inception two years ago. We have outlined several achievements realized through our HRD Plan piloted under Title III sponsorship. We are proud of these achievements, many of which are now established on going activities.

Presently, we want to discuss the future of HRD at CSI. After our initial efforts we have found several niches of human resources administration which we believe we can best serve. There are three:

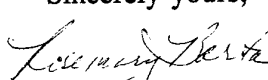
1. Employment
  - Policy development
  - Procedures and practices
  - Communication (i.e., Affirmative Action, etc.)
2. Staff Training & Development
  - Policy development (i.e., safety)
  - Orientation
  - Brown Bags
  - Supervisory training
  - Customer service
3. Employee Relations
  - Sexual harassment
  - Conflict resolution, etc.


Fields for which we could serve as a resource include:  
wage & salary studies  
job evaluation (i.e. job descriptions, titles, etc.)

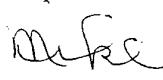
Diversity

We want to thank you for your continuing support of our work. We are happy to be CSI and to contribute to a quality working experience for all faculty and

Sincerely yours,

  
Rosemary Barta

  
Judy Thom

  
Mike Glenn

## HUMAN RESOURCES DEVELOPMENT TWO-YEAR PLAN

Spring '94      Review job descriptions  
Supervisory training on hiring practices & Affirmative Action (AA)

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Begin safety committee

Summer '94      Staff training  
Complete safety manual  
Concentrate on assisting with hiring for vacancies  
Accreditation (finalization of committee work)

Fall '94          Orientation of new and current staff  
Update AA plan  
Develop staff training initiative  
Supervisory training  
Accreditation completion

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Update salary study with 1994 figures  
\* Assist in the development of a student orientation class in the areas  
of diversity, sexual harassment and personal development

Summer '95      Staff training  
Concentrate on assisting with summer hiring for vacancies

Fall '95          Supervisory training  
Orientation of new/current staff

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\* Projections of foreseen activities

Note: In the event that our location is changed over this period of time, we will need to re-evaluate our office procedures, service to our customers (staff, administration, faculty and public), hours, etc., in order to improve the human resources system.



# Idaho Student Summit

## Statement of Goals

We the assembled representatives of Idaho's state funded institutions of higher education, devote ourselves to the following common goals and principles. It is our hope that the Idaho State Board of Education, the Idaho State Legislature and the Governor of Idaho recognize and

*Challenge*

*C. Colleges and universities require adequate infrastructure, facilities, and support services for students to excel in their studies. Campuses should be free of*

*which to choose. The curriculum should reflect the employment needs of students in the 21st Century and beyond.*

*C. Idaho's higher education system must offer the*  
*Students should be able to complete their entire*

## *Article Two: Promoting Diversity*

*A. The government of the State of Idaho should be devoted to providing an advanced education for all Idahoans-regardless of gender, race, religion, national origin, sexual preference, physical challenge or veteran status.*

*B. Higher education in Idaho should stress the understanding of diversity issues and encourage students to educate themselves to the many cultures that make Idaho great.*

## *Article Three: Promoting Student Rights*

*A. Students should be free to express their views in the open forum of education, without harming an individual or the process. No standards or sanctions should be imposed that violate a students natural right to free expression or speech.*

*B. Student journalist and writers should have the ability to express themselves on any issue without threat to the freedom of the press.*

*A. Adult students should be able to enjoy all the*

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*This includes the responsible use of alcohol.*

*Article Four: Promoting Student Involvement*

*A. Students should have open access to the halls of government. Their opinion should be solicited by the respective colleges and universities, the State Board of Education, the Legislature and the Governor of the State.*

*B. To further facilitate the flow of information from students to the state government, a student should be placed on the State Board of Education.*

*As a voting or non-voting member of the Board, this student will ~~act as a liaison~~ between students and government.*

C. Council of Student Body President's to meet before the State Board of Education Meetings and voted member to serve on the State Board of Education.

**ASBSU**

**ASISU**

**ASUI**

**ASLCSC**

**ASCSI**

**ASNIC**

ASSOCIATED STUDENTS OF  
IDAHO STATE UNIVERSITY  
STUDENT SENATE  
SESSION XXVI, TERM I

IN THE SENATE  
A RESOLUTION #308

Introduced by Senator Chris Christensen, College of Education

**WE THE ASSOCIATED STUDENTS OF IDAHO STATE UNIVERSITY DO NOT SUPPORT  
THE IDAHO STUDENT SUMMIT STATEMENT OF GOALS. ARTICLE IV. SECTION B**

**WHEREAS:** A student being placed on the State Board of Education would undermine the influence that students already have.

**WHEREAS:** All of the schools for higher education would not be fully represented with a single member on the Board. One student on the Board of Education could not project all student interest in Idaho.

**WHEREAS:** ~~We were not convinced that this proposition would give us~~ more power as students, rather, it would weaken our direct communication with the Board. The communication between the State Board and the students is adequate and equally represented.

**THEREFORE BE IT RESOLVED** that the Associated Students of Idaho State University desire to continue in the effective avenues that we are presently pursuing with the State Board of Education.