

**COLLEGE OF SOUTHERN IDAHO  
BOARD OF TRUSTEES MEETING**

**JULY AND AUGUST**

**AUGUST 19, 1996**

**PRESIDENT'S BOARD ROOM**

**5:30 p.m.**

**AGENDA**

**MINUTES**

**TREASURER'S REPORT**

**Bids: View Book  
Computers  
Integrated Mail Processing System  
Tables and Chairs  
Trustee Election**

**OLD AND NEW BUSINESS**

**Introduce Head Basketball Coach. Jim Thrash**

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*Opening of School and Technology Update. Dr. Bush, Dr. Glenn, Dr. Campbell*

**Summer Construction Update  
Tour Facilities**

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
AUGUST 19, 1996

CALL TO ORDER: 5:42 p.m.      PRESIDING: LeRoy Craig

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

College Administration: Gerald Meyerhoeffer, President  
John M. Mason, Secretary/Treasurer  
Dr. Jerry Beck, Vice President of Instruction  
Dr. Joan Edwards, Vice President of Planning,  
Research and Development  
Dr. Michael Glenn, Vocational Dean  
Dr. Ken Campbell, Dean of Information Technology  
Dr. John Martin, Registrar  
Ron Shopbell, Director of Continuing Education  
Jeff Duggan, Assistant to the President

CSI Staff: Jim Thrash

Visitors: None

Faculty Representatives: Rick Snider

Times News: None

MINUTES OF JUNE 17, 1996 were approved as written on MOTION  
by Dr. Thad Scholes. Affirmative vote was unanimous.

TREASURERS REPORT: Acceptance of the Treasurer's report was  
approved on MOTION by Dr. Chuck Lehrman. Affirmative vote  
was unanimous.

BIDS:

1. ~~The Board awarded the bid for the twenty five thousand~~

Affirmative vote was unanimous.

Funding for this purchase is from budgeted  
institutional funds.

CSI Trustees  
August 19, 1996  
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2. The Board awarded the bid for seventy eight computers to the low bidder of Marketing Touch of Salt Lake City, Utah in the amount of \$105,762.00 on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

Funding for this purchase is from budgeted student technology, vocational and instructional funds.

3. The Board awarded the lease for the integrated mail processing system to the sole bidder, Pitney Bowes, in the amount of \$598.05 for the first three months and \$843.05 for the remaining 51 months on MOTION by Denna Briscoe.

~~funds and a departmental purchase for mailing services.~~

Eagle's Nest and cafeteria to the low bidder of Intermountain Design of Boise, Idaho in the amount of \$22,017.00 on MOTION by Bill Roberts. Affirmative vote was unanimous.

Funding for this purchase is from Student Union funds.

PRESIDENT'S REPORT:

1. At 5:00 p.m. the Board toured the campus and reviewed campus building and remodel projects.
2. Trustee Dr. Thad Scholes seat will be up for election on November 5, 1996. The election will be held in conjunction with the regular general election with trustee candidate names printed on the ballots.

Petitions for candidates are due in the business office at the College of Southern Idaho by 2:00 p.m. on Tuesday,

September 3, 1996 at 5:30 p.m. in the President's Boardroom.

4. The President discussed the technology inservice organized by Penny Glenn. Ms. Glenn was recognized for her efforts and thanked by the President.
5. The President advised the Board that higher education institutions did not participate in funding the anti one percent campaign two years ago. All of the institutions of higher education in Idaho have been asked to raise funds for the anti one percent campaign that is to be conducted this fall. The President will request faculty, staff and students to assist in raising \$3,000 to be used by the coalition fighting the 1996 One Percent Initiative.

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The President advised the Board that we had submitted

classroom. The second decision unit requested the addition of a coordinator to assist us in bringing telecommunication services to area high schools and hospitals.

7. The President introduced Jim Thrash as the new men's head basketball coach. Coach Thrash reviewed his philosophy

his teams.

8. Dr. Ken Campbell updated the Board on the projects undertaken by the Technology Department. Of the sixteen R.E.A. sites, four have been completed with two more scheduled for completion in the near future. Various campus wiring projects, computer labs and internet projects were also completed.

9. The President announced that Dr. Campbell had been promoted to a Dean. He also stated that Dr. Campbell would be representing the College on the Governor's Advisory Committee for the Virtual University.

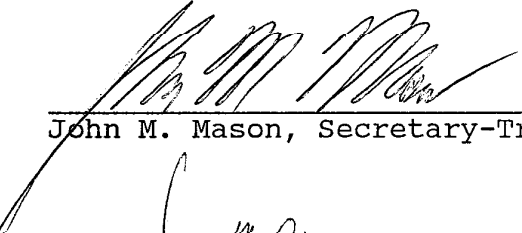
10. Dr. Mike Glenn advised the Board that the vocational division had full programs and was fully staffed. He stated that we were maintaining our tech-prep agreements with area high schools. Dr. Glenn also announced that the sixteen credit core requirement for vocational students would be the same as academic students starting next fall. He said that the new programs including allied health, engineering and criminal justice were a joint effort of the vocational and academic departments.

11. Dr. Jerry Beck reviewed fall enrollment data with the Board. He advised them that more academic classes would be added in the program to open up the schedule for more

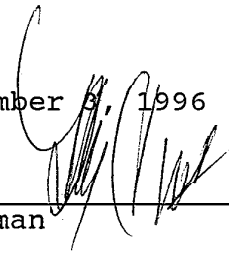
this fall. The courses may be offered at mid semester and at non-traditional times.

CSI Trustees  
August 19, 1996  
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ADJOURNMENT was declared at 6:45 p.m.

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

APPROVED September 8, 1996

  
\_\_\_\_\_  
Chairman



COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

July 8, 1996

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

From: Mike Mason

Re: View Book Bid

We received responses from six bidders for the  
three sections. Based upon a review of the bids by Annette

envelopes to the combined low bidder of \$16,773.00.  
Boise, Idaho in the amount of \$16,773.00.

The attached spreadsheet contains a listing of all of  
the bids.

Funding for this purchase is from budgeted departmental  
funds.

Two View	25,000.00	-	-				
Two different Brochures	20,000.00			194.85	3,897.00		
	25,000.00			181.00	4,525.00		
Envelopes	12,500.00					84.24	1,053.00
	25,000.00					77.52	1,938.00

Two View	20,000.00	629.00	12,580.00				
	25,000.00	568.00	14,200.00				

Envelopes	25,000.00			256.00	6,400.00		
	12,500.00					98.00	1,225.00
	20,000.00					91.70	1,834.00
	25,000.00					90.00	2,250.00
Moore Business Forms							
Two View	12,500.00	690.24	8,628.00				
	25,000.00	498.24	12,456.00				
Two different Brochures	20,000.00						
	25,000.00			226.37	5,659.30		

	20,000.00					-	-
	25,000.00					97.97	2,449.27
J & M							
Two View	12,500.00						
	25,000.00	393.44	9,836.00				
Two different Brochures	20,000.00						
	25,000.00			191.08	4,777.00		
Envelopes							

	20,000.00					87.75	1,755.00
	25,000.00					86.40	2,160.00
Wildhorse Studio							
Two View	12,500.00						
	25,000.00						
Two different Brochures	20,000.00						

	12,500.00					132.48	1,656.00
	20,000.00					126.40	2,528.00
	25,000.00					123.41	3,085.20
Northwest Printing							
Two View	20,000.00	524.85	10,497.00				
	25,000.00	473.60	11,840.00				
Two different Brochures							

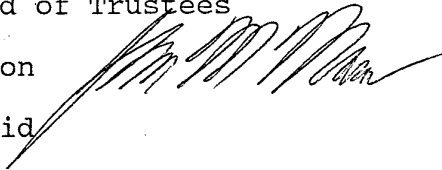
	12,500.00					98.56	1,232.00
	20,000.00					91.15	1,823.00
	25,000.00					88.32	2,208.00



COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

July 17, 1996

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

From: Mike Mason 

Re: Computer Bid

We received responses from nine bidders for the  
specified computers. The attached two spreadsheets list the  
bids and the departments purchasing the computers. Based

marketing touch of Dale Lake City, Utah for Beverly High  
computers in the amount of \$105,752.00

funds.





## Budget Data for July '96 Computer Purchase

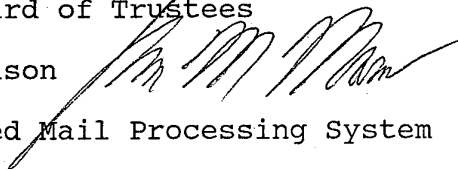
Site	Accounts	Units	Cost	Dollar Transfers
Math / Science Lab		24	\$ 33,408	
	1500-5420			\$ 16,704
	1800-5420			\$ 16,704
	Interdepartmental Transfer			
	(15 @ \$700 minus \$1,980 memory)			
Engineering Lab		5	\$ 6,155	
	1500-5420		\$ 6,155	
Computer Applications Lab		16	\$ 22,560	
	5170-5420			\$ 22,560
Agriculture Lab		15	\$ 21,345	
	Interdepartmental Transfer			
	<b>Subtotal</b>			<b>\$ 10,145</b>
Burley Lab		15	\$ 18,645	
	2410-5315			\$ 3,005
	(\$5,000 minus Novell license @ \$1,995)			
	97-9770-5420			\$ 15,640
	<b>TOTAL</b>		<b>\$ 105,752</b>	



COLLEGE OF  
SOUTHERN  
IDAHO

July 17, 1996

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

From: Mike Mason 

Re: Integrated Mail Processing System

We received only one bid for the specified machine.

recommend that we award the bid to the sole bidder of  
Pitney Bowes. The price for the 54 month lease agreement is  
\$598.05 for the first three months and \$843.05 for the  
remaining 51 months.

The existing mail processing system rental costs are  
\$269 per month. ~~The \$567 difference in cost is expected to~~

The machine incorporates an automated weighing system  
and cost accounting system. It will allow us to handle  
outgoing mail more efficiently and quickly.

Funding for this purchase is from budgeted departmental  
funds.



COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

August 1, 1996

FROM: Mike Mason *M. Mason*

Re: Tables and Chairs for the Cafeteria and Eagles Nest

We received two bids for the specified 172 chairs and the 40 tables. The bids are as follows:

Harvey's Office Plus	\$39,280
Intermountain Design	\$32,947

Based upon a review of the bids by Graydon Stanley, I

~~Intermountain Design~~  
\$32,947.

Funding for this purchase is from budgeted Student Union funds.

August 14, 1996

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

From: Mike Mason

Re: Election of Trustees

1. Due to the election consolidation law, our election will be held on the first Tuesday after the first Monday in November (November 5th) in conjunction with the general election.

3. In accordance with Idaho Code 34-1405, advertising the notice of the deadline for filing a declaration of candidacy must be published in the local newspaper not more than 14 nor less than 7 days prior to the filing deadline.

4. The notice of election must be published the first time not less than 12 days prior to the election and the last publication must be not less than 5 days prior to the election.

5. The deadline for the declaration of write in candidates is 11 days prior to the election.

Somebody have agreed to run our election for us. They have been very cooperative.

Based upon the above information, the schedule of events concerning the election is as follows:

August 14th and August 21th Advertise Notice of Trustee Election and Deadline for filing Trustee Nominating Petitions - Post in County Courthouses

September 3 Nominating Petitions due by 2:00 p.m.

October 25 5:00 P.M. Deadline for filing Declaration of Intent for write in candidates

November 5 Election

If you have any questions or would like me to change anything, please let me know as soon as possible.

NOMINATING PETITION

BOARD OF TRUSTEE SEAT HELD BY DR. THAD SCHOLLES

WE THE UNDERSIGNED qualified electors of the College of

nomination the name of:

-----  
(Name should be typed or printed as desired on ballot)

Residing at: \_\_\_\_\_

City: \_\_\_\_\_ Phone No.: \_\_\_\_\_

as a candidate for the Board of Trustees of said Community  
College District for a term of six (6) years for the position

PRINTED NAME

SIGNATURE

ADDRESS

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

Submitted: \_\_\_\_\_  
(Signature)

I, John M. Mason, Secretary of the Board of Trustees of the

\_\_\_\_\_ day of \_\_\_\_\_, 1996.

Secretary: \_\_\_\_\_

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT

NOTICE OF TRUSTEE ELECTION AND  
DEADLINE FOR THE FILING OF NOMINATING PETITIONS

held in the College of Southern Idaho Community College District, Twin Falls and Jerome Counties, Idaho, on Tuesday, November 5, 1996, for the purpose of electing one trustee for a six (6) year term to succeed Thad Scholes whose term expires. Nominating petitions may be picked up at the College of Southern Idaho Business Office in the Taylor Administration Building. A candidate shall be a qualified elector of the district, shall be a candidate for a specific position of the Board and must declare which position he/she seeks on the Board of Trustees. Said positions must be signed by at least five (5) qualified electors of said district and filed with the Clerk of the election at the College Business office on or before 2:00 p.m., Tuesday, September 3, 1996. If you have questions or need further information, contact Mike Mason at 733-9554 Ext. 2203.

John M. Mason, Clerk of the Election  
College of Southern Idaho  
Community College District

Publication and Posting Dates:

Times News	August 14, & 21
Buhl Herald	August 14, & 21
Northside News	August 14, & 21



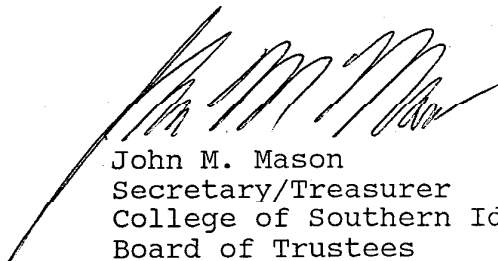
COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

COLLEGE OF SOUTHERN IDAHO  
NOTICE OF ANNUAL BUDGET HEARING

The College of Southern Idaho will hold a budget hearing for the Fiscal Year 1997 budget on Tuesday, September 3, 1996 at 5:30 p.m. in the Boardroom of the Taylor Administration Building on the campus of the College of Southern Idaho. The campus is located at 315 Falls Avenue in Twin Falls.

The budget hearing will be held in conjunction with the regularly scheduled Board of Trustees meeting for the month of September. The regular meeting has been rescheduled from September 16th to September 3rd.

Questions concerning the budget, the hearing or the regular meeting should be directed to Mike Mason at 208-733-9554 ext 2203.

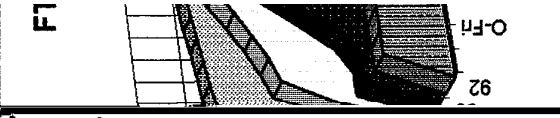
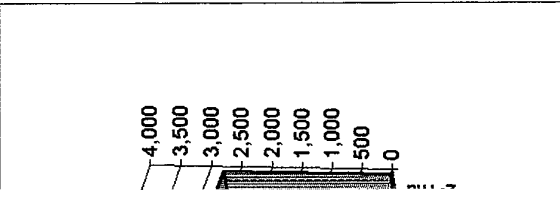


John M. Mason  
Secretary/Treasurer  
College of Southern Idaho  
Board of Trustees

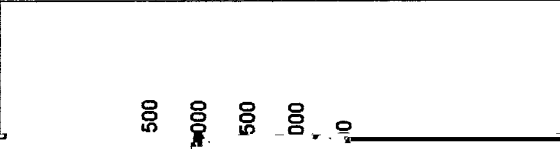
Publish: Times News - August 21st and August 28th  
Buhl Hearld - August 21st and August 28th  
Northside News - August 21st and August 28th



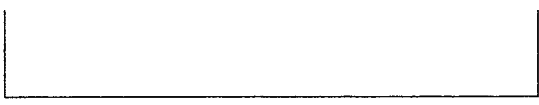
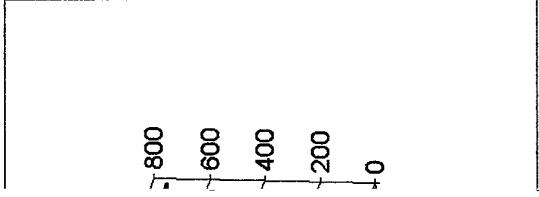
**REGISTERED REGISTRAR**  
**Academic**



SOI



**Vocational**



SOI



# CSI Technology Projects: Summer 1996

## Student Computing

New computers (86) and upgrades to existing lab workstations:

### *TF Campus*

Upgrade Canyon open lab to minimum 486 with 16 meg RAM (total of 53 PCs)

Upgrade Ag lab to Pentium 120 (15)

Upgrade Computer Applications lab to Pentium 120 (16)

Wire and connect faculty, staff and classrooms in Fine Arts, Art Complex & Desert to campus network

Rewire Shields building to expand and maximize network capability (faculty, staff, students & classrooms)

Rewire Evergreen A23 lab

Add additional student newspaper workstations (2)

### *Burley*

Upgrade Burley Center lab with Pentium 100 (15)

Wire Burley Center for networking

Configure network server for Burley Center

Establish network internet connection in Burley Center

Link Hailey Center to Blaine Co. School District network server

### *Gooding*

Equip Gooding Center with Pentium 100 workstations (3)

Create Pentium 100 lab (20) (joint project with Jerome School District)

## Telecommunications

Build interactive classroom at Valley HS

Build interactive classroom at Burley HS

Continue work on TF courtroom and MVRMC connections

Engineering and license application for 2nd Burley link and Filer, Buhl links

Add audio facilities for KRSW radio

### *Voice*

Initial research for voice mail system

TECHNICAL DIVISION REPORT

to  
CSI Board of Trustees  
August 19, 1996

"we are ready for a good year!" Headcount up 10.9% (631) and FTE is up 3.1% (490). "Most programs are in good shape with just a few soft spots."

NURSING & HUMAN SERVICES

Child Development

- At capacity
- New lab under construction

Allied Health

- 20 students accepted
- 12 on waiting list
- 35-40 part-time students
- Contracting with Cheryl Turoczy to assist us with needs assessment

CNA

- Trained over 300 CNA's last year. Expect to train that many more this year.

PARAPROFESSIONAL, TECHNICAL

- New pentium computer and Windows OS in Evergreen A23, Canyon 101, and open lab in Canyon
- Farm Business Management will use compressed video and ShareVision for some lectures this fall.
- Feedback monitor systems will be used for teaching in

- wetland area of Breckenridge Ag Endowment Farm is ready for use. (Biology students will also use it as well as 20 students)

TRADE AND INDUSTRIAL

- Overall enrollment is up over last year
- Jere Mason is our new REACH faculty
- Special focus will be on maintenance of Tech Prep agreements
- We are increasing program enrollment capacity where possible.

Challenge for this year:

- Developing and integrating academic general education core: Math, English, Science, Human Relations,

*We are looking forward to a good year. Good students--good faculty--good facilities!*