COLLEGE OF SOUTHERN IDAHO

BOARD OF TRUSTEES

JULY 20, 1998
PINE ROOM, #258
2ND FLOOR TAYLOR BUILDING
5:30 p.m.

AGENDA

MINUTES

TREASURER'S REPORT

BIDS:
Compressed Video Transmission System
Dormitory Camera Surveillance System
Welding Fume Exhaust System
Ethernet LAN Switch
Viewbook Printing

FY 2000 BUDGET REQUESTS

TITLE III GRANT

EDA GRANT

COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES

EXECUTIVE SESSION

JULY 20, 1998

5:00 P.M.

PRESIDENT'S OFFICE

The Board will meet in accordance with Idaho Code 67-2345 (c) to conduct deliberations concerning acquiring an interest in real property.

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
PRESIDENT'S OFFICE
EXECUTIVE SESSION
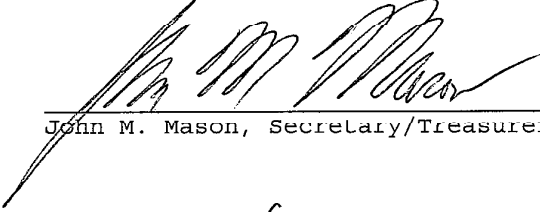JULY 20, 1998

CALL TO ORDER: 5:00 p.m.   PRESIDING: LeRoy Craig

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

College Administration: Gerald Meyerhoeffer, President
                        John M. Mason, Secretary/Treasurer

property on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

ADJOURNMENT was declared at 5:25 p.m.

_____
John M. Mason, Secretary/Treasurer

APPROVED   August 17, 1998

COLLEGE OF SOUTHERN IDAHO

JULY 20, 1998

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

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

     College Administration: Gerald Meyerhoeffer, President
          John M. Mason, Secretary/Treasurer
          Dr. James Bish, Vice President of Instruction

                    Development
          Dr. Ken Campbell, Dean of Information Technology
          Dr. John Martin, Registrar
          Ron Shopbell, Director of Continuing Education
          Don Buettner, Interim Physical Plant Director
          Jeff Duggan, Assistant to the President
          Karen Baumert, Public Information Director

     CSI Staff: Henry Jones and Char Hagemann

     Faculty Representatives: Mary Detienne

     Times News: Jennifer Sandmann

MINUTES OF June 15, 1998 of the College of Southern Idaho
Board of Trustees were approved as written on MOTION by Bill

was unanimous.

TREASURER's REPORT: Acceptance of the Treasurer's report
was approved on MOTION by Bill Babcock.   Affirmative vote
was unanimous.

Bids:

1. The Board approved the purchase of a compressed video transmission from U.S. West of Boise, Idaho in the amount of $87,355.53 on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.
     Funding for this purchase is from the Plant Facilities Fund.

2. The Board approved the purchase of a dormitory camera surveillance system from Utah Controls of Sandy, Utah in the amount of $27,167 on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.
     Funding for this purchase is from Dormitory Housing

welding fume exhaust system from Magic Valley Refrigeration of Twin Falls, Idaho in the amount of $79,870 on MOTION by Bill Babcock. Affirmative vote was unanimous.
     Funding for this purchase is from the Plant Facilities Fund.

York in the amount of $11,666.64 on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.
     Funding for this purchase is from Student Technology Funds.

and Morris of Boise, Idaho in the amount of $19,128 on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

funds.

PRESIDENT'S REPORT:

1. Dr. Joan Edwards and Char Hagemann made a presentation concerning the new Title III grant. The five-year grant is for $1,746,363.

1.   (continued) President Meyerhoeffer thanked Dr. Edwards
~~and Mr. Hagemann for their work. The Board also expressed~~

2.   The Board discussed the addition to the Aspen building
and possible funding sources. The President advised the
Board that up to $680,000 was available from an economic
development grant if we were able to find matching funds for
the project.
~~The Board accepting the economic development grant and~~
the committed matching funds of up to $650,000 for the
project on MOTION by Dr. Charles Lehrman. Affirmative vote
was unanimous.
     Dr. Glenn and Dr. Beck were thanked for their work on
this project.

3.   The President advised the Board that the Twin Falls
~~trade the property they own north of the campus with~~
~~subdivision of the campus.~~

~~acres from Dr. Harry Brumbach for approximately $968,000 and~~
the exchange of the Brumbach property for approximately 60
acres of Twin Falls School District property on MOTION by
Dr. Thad Scholes. Affirmative vote was unanimous.

~~4.   The Board passed a resolution allowing the Dormitory~~
Housing Commission to issue bonds to finance the purchase of
the Northview Apartments on MOTION by Bill Babcock.
Affirmative vote was unanimous.

5.   The President reviewed our Fy 2000 budget request to the
state with the Board. The request asks for increased pay
for regular and part time instructors, telecommunications
replacement equipment, additional instructors for under
matching funds for our economic development grant.

6.   The President advised the Board of the following:
     a.   Library usage has increased significantly.
     b.   The vet tech program is leasing a facility from Dr.
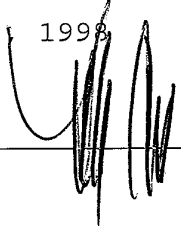Bill Strobel for one year at the rental rate of $1,200 per

an option to purchase the building.

7. The President and Board agreed to work out a date for a worksession to discuss campus security and miscellaneous other issues.

ADJOURNMENT was declared at 6:21 p.m.

_____
John M. Mason, Secretary-Treasurer

APPROVED August 17, 1998

_____
Chairman

SOUTHERN
IDAHO

CSI

BUSINESS OFFICE

June 29, 1998

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

From: Mike Mason

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

U.S. West	$87,355.53
NEC	105,923.90

Based upon a review of the bids by Dr. Ken Campbell
and D.K. Miller, I recommend we accept the low bid of U.S.
West of Boise, Idaho in the amount of $87,355.53.

Funding for this purchase is from the Plant Facility
Fund.

This equipment will be utilized to link the college
with the Micron production facility in Boise, Idaho. The
link will provide two way distance learning opportunities
for both Twin Falls and Boise students.

SOUTHERN
IDAHO

CSI

BUSINESS OFFICE

June 25, 1998

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

From: Mike Mason

Re: Dormitory Camera Surveillance System

Utah Controls	$27,167
Simplex	32,775
Life Safety Systems	35,200

Based upon a review of the bids by Don Buettner, I
recommend we accept the low bid of Utah Controls of Sandy,
Utah in the amount of $27,167.

Funding for this purchase is from Dormitory Housing
Commission funds.

June 25, 1998

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

Re: Welding Fume Exhaust System

     We received two bids for the specified exhaust system.
The bids are as follows:

    Magic Valley Refrigeration $79,870
    Sawtooth Sheet Metal   91,233

     Based upon a review of the bids by Don Buettner, I
recommend we accept the low bid of Magic Valley
Refrigeration of Twin Falls, Idaho in the amount of
$79,870.

          Funding for this purchase is from the Plant Facility
Fund.

July 16, 1998

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

From: Mike Mason

Re: Ethernet LAN Switch Bid

We received two bids for the six specified switches.
The bids are as follows:

Cable Express Corporation	$11,666.64
Graybar	14,805.90

Based upon a review of the bids by Dr. Ken Campbell, I
recommend we accept the low bid of Cable Express
Corporation of Syracuse, New York in the amount of
$11,666.64 for six ethernet switches.

Funding for this purchase is from the Student
Technology Fund.

July 17, 1998

To: President Meyerhoeffer and the College of Southern

From: Mike Mason

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

Joslin and Morris	$19,128
Associated Business Forms & Systems	28,992

Based upon a review of the bids by Graydon Stanley and Karen Baumert, I recommend we accept the low bid of Joslin Morris of Boise, Idaho in the amount of $19,128 for the following materials:

20,000 Viewbooks
   500 Posters
20,000 Return Mailers
20,000 Booklet Envelopes
 1,000 Program Brochures

Funding for this purchase is from budgeted departmental funds.

RESOLUTION

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COLLEGE OF SOUTHERN
IDAHO COMMUNITY COLLEGE DISTRICT APPROVING THE ISSUANCE OF BONDS
BY THE COLLEGE OF SOUTHERN IDAHO DORMITORY HOUSING COMMISSION;
ALLOCATING TO THE COMMISSION A PORTION OF THE COLLEGE'S SMALL

WHEREAS, the College of Southern Idaho Dormitory Housing
Commission (the "Commission") has issued its Dormitory Revenue
Refunding Bonds, Series 1998A, in the principal amount of
$3,090,000 and intends to issue its Dormitory Revenue Bonds,

of Southern Idaho Community College District (the "College"),
will exceed $5,000,000 in face amount for calendar year 1998; and

WHEREAS, the College is a governmental unit with general

$4,340,000 of its small issuer exception under Section
148(f)(4)(D)(iv) of the Internal Revenue Code of 1986, as amended

WHEREAS, the College has determined that the amount of such
allocation bears a reasonable relationship to the benefits
received by the College from the issuance of the Bonds by the
Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
THE COLLEGE OF SOUTHERN IDAHO COMMUNITY COLLEGE DISTRICT as
follows:

Section 1: The College is a governmental unit with general
taxing powers, and the College hereby approves the issuance of
the Bonds by the Commission.

Section 2: The College hereby represents, for purposes of
Sections 148(f) and 265(b)(3) of the U.S. Internal Revenue Code
of 1986, as amended (the "Code"), that the College (including all
"subordinate entities" of the College within the meaning of

calendar year obligations bearing interest exempt from federal

income taxation under Section 103 of the Code (other than

Section 3:   The College hereby irrevocably allocates to the Commission up to $4,340,000 of its small issuer exemption for the calendar year 1998 under Section 148(f)(4)(D)(iv) of the Code

Commission.

Section 4:   This Resolution shall take effect immediately after its adoption and approval.

ADOPTED by the Board of Trustees of the College, this 20th day of July, 1998.

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT

By _____

ATTEST/AUTHENTICATED:

By _____
        Secretary

Page 2

ABSTRACT

agricultural area has a high percentage of low income families and low literacy rates, the College was able to involve 12 percent of the district population in either a credit, non-credit, or adult basic education course with the largest

Idaho requires, in many cases, that we take education to the students. The College is the cultural, social, and financial lifeline for many of these individuals. Enrollment has increased an average 8.5 percent per year since 1994.

To assist the College of Southern Idaho in attaining self-sufficiency, Title III is requested for changes that will

ACTIVITY ONE: *Faculty Development--A Strategy to Increase Student Retention and Success*
There are three components: 1) Development of a Faculty/Administration/Staff Development System which Rewards Leaders of Change; 2) Yearly Focus Themes to Create Learning Communities and a Continuing Theme: Infusion of Multi-Cultural/Multi-Ethnic Perspectives, and 3) Focus Theme and Technology Applications and Technology Support

ACTIVITY TWO: *Improvement of Academic Programs--Strengthening Placement Testing and Basic Skills Instruction, and Developing Computer Literacy Graduation Requirement*

Placement Testing Program for Correct Placement in Basic Skills and College-Level Courses; 2) Development and Piloting of Intensive Programs of Reading, Writing, English as a Second Language, and Mathematics Instruction by Integration of Computer-Assisted Learning and Multimedia Delivery Strategies into Basic Skills Instruction; and 3) Development of Computer Literacy Courses and Methods of Integration to Meet Graduation Requirements for

With pilot testing a major component of both activities, methods to determine outcomes are carefully planned, clearly defined, and integrated into the activity planning. **First Year Request: $62,196 with a five-year total of $318,081**

OVERVIEW OF ACTIVITY ONE -

Year 1 1998-1999	Year 2 1999-2000	2000-2001	2001-2002	2002-2003

Component One: Development of a Faculty/Administration/Staff Advancement System

Develop standards of	• Develop	• Retreat followed by	Monitoring and Review Committee	Identify master faculty to receive endowed
	Procedures: Faculty (include	Evaluation and Reward System: Faculty (includes	in pilot of system: Faculty	
	• Begin same 5-year process: Admin.	• Begin same 5-year process: Staff		

Component Two: Yearly Focus Themes to Create Learning Communities and Continuing Theme: Infusion of Multi-Cultural and Multi-Ethnic Perspectives

	sources for advising	methods and use	Problem Solving into curriculum	multimedia in the telecommunica-
• Use of technology				
Multi-Ethnic Perspectives	methods and content	• Multi-Cultural, Multi-Ethnic Perspectives	Solving Model	Multi-Ethnic Perspectives

Component Three: Focus Theme and Technology Applications Development

• Equip, staff and develop technology support services and equip multimedia classroom with portable carts	• Network student records with faculty offices for advising and improved student information access	• Network library functions for access to rural areas and to improve campus use of library	• Developing student-centered multimedia	• Expand computer network to empower staff to provide student information
• Staff used to develop campus-wide computer literacy	• Equip demonstration classrooms using multimedia instruction	• Instrumentation and pilot test of Law Enforcement curriculum developed focus: employer input & simulation technology	• Equip an Instruction Lab for simulation and drill in Engineering	• Multimedia capabilities incorporated into telecommunication environment
• Summer projects to internet courses.	Pilot Tests Agriculture--focus: transferability and	Pilot Tests • Electronic data use	Pilot Tests Engineering--focus: sophomore	Pilot Tests career field--focus: health care field
presentations and internet course	• Use of multimedia		with student-	ications

An overview of the activity across the five years is provided on the following pages.

OVERVIEW OF ACTIVITY TWO

IMPROVEMENT OF ACADEMIC PROGRAMS: STRENGTHENING PLACEMENT

Year 1 1998-1999	Year 2 1999-2000	Year 3 2000-2001	Year 4 2001-2002	Year 5 2002-2003
COMPONENT 1: DEVELOPMENT OF A COMPUTERIZED PLACEMENT TESTING PROGRAM ON THE MAIN CAMPUS AND THREE OUTREACH CENTERS				
Purchase computerized placement test.	Evaluate pilot of computerized test with liberal arts	Evaluate North of computerized	Evaluate North Cassia pilot of	Complete pilot of test at Blaine County testing.
testing/learning stations. Train appropriate faculty and staff in administration and interpretation of computerized placement test.	Begin Mini-Cassia administration and interpretation of test.	Begin Mini-Cassia administration and interpretation of test.	Begin Blaine County administration and interpretation of test.	Write computerized
Begin pilot of computerized placement testing with liberal arts majors at Academic	Begin pilot of computerized placement testing at North Side Center and on main	Begin pilot of computerized placement testing at Mini-Cassia Center in conjunction	Begin pilot of computerized placement testing at Blaine County Center in conjunction	Institutionalized computerized placement testing by October 2003.

Year 1 1998-1999	Year 2 1999-2000	Year 3 2000-2001	Year 4 2001-2002	Year 5 2002-2003
COMPONENT 2: INTEGRATION OF COMPUTER-ASSISTED LEARNING AND MULTI-MEDIA DELIVERY STRATEGIES INTO BASIC SKILLS INSTRUCTION				
Train appropriate faculty	Complete pilot of basic	Train appropriate faculty	Design basic skills	
writing instruction.				
Incorporate computer-	Train appropriate faculty	Incorporate computer-	Pilot basic skills instruction mini-modules	Write institutionalization plan for basic skills
reading and writing curriculum. Purchase software. (Equipment will be shared with Component 1 and the computer literacy testing initiative.)	delivery strategies in English as a Second Language instruction.	math curriculum. Purchase software.	Evaluate and revise modules as needed.	delivery strategies.
	Incorporate computer-assisted learning and multimedia delivery strategies into ESL curriculum. Purchase software.			Institutionalize basic learning and multimedia delivery strategies plan by June 2003.
enhanced curriculum by June 1999.	Evaluate pilot and revise as needed.	June 2001. Evaluate pilot and revise as needed.	training.	training.
COMPONENT 3: DEVELOP COMPUTER LITERACY GRADUATION REQUIREMENT				
Utilizing cross-campus communication, define computer literacy and	Integrate computer literacy requirements into CSI course catalogue.	Evaluate pilot and revise as needed.	Revise catalogue description based on pilot evaluation and revisions.	Design basic computer literacy skills instruction mini-modules for
computer literacy	test. place (begins		plan for	literacy mini-modules.
	courses identified with checklist.			Write institutionalization
and train/assign faculty to teach the courses.	current curricula where appropriate. Train faculty if needed.			mini-modules for individualized needs training.
Develop a cross-institutional checklist for identified specific computing skills development in other courses.		Develop an outcomes assessment (capstone) testing/evaluation method to be given before graduation.		Institutionalize basic computer literacy mini-modules.

July 17, 1998

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

From: Mike Mason

Re: Election of Trustees

     The Trustee positions held by Dr. Charles Lehrman and LeRoy
Craig are up for election this year. The following is general
information concerning the election:

1.   Due to the election consolidation law, our election will be
held on the first Tuesday after the first Monday in November
(November 3rd) in conjunction with the general election.

2.   Petitions for candidates must be turned in to me by 2:00 p.m.
on Wednesday, August 26, 1998.

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 that 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. Bob Fort
will handle this for us again this year.

5.   The deadline for the declaration of write in candidates is 11

     Bob Fort and Cheryl Watts (Twin Falls and Jerome County
Clerks) have agreed to run our election for us. They have been
very cooperative and are working to keep our costs as low as
possible.

August 12th and 19th - Advertise Notice of Trustee Election and
Deadline for filing Trustee Nominating Petitions - Post in County
Courthouses

October 23rd - 5:00 P.M. Deadline for filing Declaration of
Intent for write in candidates

November 3rd - Election

as possible.

College of Southern Idaho
Trustee Election Calendar
Election Date - November 3, 1998

August 5   Mail election procedures to Board

August 5   Send advertisement in to newspapers

August 12 & 19 Advertise Notice of Trustee Election and _____
                _____ ___ _____ _____ _____
                Petitions

August 12   Send petitions to Dr. Charles Lehrman and LeRoy
                Craig

August 26   Nominating Petitions due by 2:00 p.m.

_____ __ __   _____ _____ _____ __ _____ _____

October 23   5:00 P.M. Deadline for filing Declaration of
                Intent for write in candidates

November 3   Election

Note 1: Advertisements will be in the Times News, Buhl Herald
and Northside News

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT

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

Notice is hereby given that an election of trustees will be held in the College of Southern Idaho Community College District, Twin Falls and Jerome Counties, Idaho, on Tuesday, November 3,

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., Wedesday, August 26, 1998. 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

Publication and Posting Dates:

Times News	August 12 & 19
Buhl Herald	August 12 & 19
Northside News	August 12 & 19

COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES NOMINATING PETITION
FOR THE NOVEMBER 3, 1998 ELECTION

~~NOMINATING PETITIONS MUST BE SIGNED BY AT LEAST FIVE (5)
QUALIFIED COLLEGE DISTRICT ELECTORS. PETITIONS MUST BE FILED~~
WITH THE SECRETARY OF THE BOARD OF TRUSTEES IN THE COLLEGE
BUSINESS OFFICE NO LATER THAN 2:00 P.M. Wednesday, August 26,
1998.

QUESTIONS CONCERNING THE ELECTION SHOULD BE DIRECTED TO MIKE
MASON, SECRETARY FOR THE COLLEGE OF SOUTHERN IDAHO BOARD OF
TRUSTEES, AT THE TAYLOR ADMINISTRATION BUILDING - PHONE 733-9554
ext 2203.

Worforce Development

Micron Technologies and the College of Southern Idaho Partnership

Over the last decade, we have all come to realize the value of the partnership the College of Southern Idaho, our students, and our automotive program shares with General Motors

We now stand at the threshold of a similar partnership--Micron and the College of Southern Idaho. This relationship will allow the Magic Valley to have access to the same level of technology except in the microprocessing industry.

The Initial Partnership Offer

The College of Southern Idaho would

- hire a basic AC-DC instructor to be housed at Micron to teach Micron new hires.
- provide the compressed video system to be housed in one of the Micron training rooms.
- initially, telecommunicate basic algebra from the College of Southern Idaho to Micron.

Micron would

- allow us to telecommunicate basic semi-conductor education back to Magic Valley high school seniors and dislocated workers.
- allow us to enroll anyone wanting credit both in Twin Falls and in Boise.
- assist the College of Southern Idaho with the connectivity between Micron and CSI to include telecommunications.
- allow our CSI instructor to be looked at as a Micron team member.

Clearshield Training

- The College of Southern Idaho is a major provider in the Workforce Training grant of $191K.
- The College of Southern Idaho helped Clearshield write grant.
- We provide about 80-100 hours of training to each employee.
- January 1 through March 30--CSI trained the first 38 employees.
- The College of Southern Idaho continues to train new hires as needed--approx. 80 total over two years.

State of Idaho Employee Training