
BOARD OF TRUSTEES

JANUARY 19, 1999

FINN ROOM #250

2ND FLOOR TAYLOR BUILDING

5:30 p.m.

AGENDA

MINUTES

TREASURER'S REPORT

REORGANIZE BOARD

ALBERTSON GRANT: *Dr. Joan Edwards, Char Hagemann*

FOREIGN TRAVEL: *Mary Beth Crane*

GOVERNOR'S RECOMMENDATION

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING

CALL TO ORDER 5:00 PM PRESIDING Dr. Charles Johnson

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

Dr. Jerry Beck, Vice President of Instruction
Dr. Joan Edwards, Vice President of Planning and
Development

Ron Shopbell, Director of Dual Credit
Randy Dill, Physical Plant Director
Jeff Duggan, Assistant to the President
Karen Baumert, Public Information Director
Doug Maughan, Public/Herrett Center Information
Officer

CSI Staff: Mary Beth Crane, Char Hagemann and Henry
Jones

Visitors: None

Faculty Representatives: George Halsell

Times News: Jennifer Sandmann

MINUTES OF DECEMBER 21, 1998 were approved as written on
MOTION by Bill Babcock. Affirmative vote was unanimous.

TREASURER'S REPORT: Acceptance of the Treasurer's report
was approved on MOTION by Dr. Thad Scholes. Affirmative
vote was unanimous.

CSI Trustees
January 19, 1999

PRESIDENT'S REPORT:

1. The Board was reorganized as follows:

LeRoy Craig	Chairman
Dr. Thad Scholes	Trustee
William Babcock	Trustee
John M. Mason	Secretary/Treasurer

The above organization was approved on MOTION by Donna Brizee. Affirmative vote was unanimous.

2. Mary Beth Crane made a presentation concerning health insurance for students traveling on college sponsored foreign trips. She stated that colleges she contacted required students to have health insurance and to be made aware of repatriation insurance.

College attorney Robert Alexander recommended that the college require all students traveling on foreign trips to obtain personal health insurance.

Ms. Crane also noted that most schools require a waiver

The administration is to develop a formal application process for trips that will insure that the proper precautions have been taken. The Board directed that no foreign trip be taken to an area that was not recommended by the United States State Department.

Mike Mason was directed to look into the cost of providing workman's compensation insurance for faculty taking students on trips. Repatriation insurance is also to be investigated.

3. Dr. Joan Edwards and Char Hagemann explained the college's Albertson's Foundation grant. The grant is for implementing a program for both four-year teaching majors

CSI Trustees

January 19, 1999

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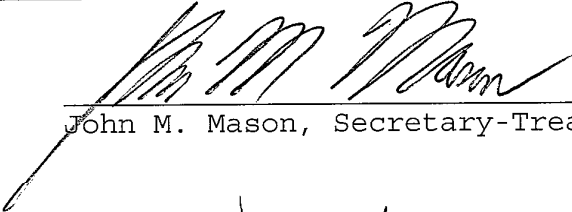
4. The President reviewed the Governors fiscal year 2000 budget recommendation to the legislature. He noted that the college was recommended for a 5.5% increase while other institutions were recommended for 3% to 4% increases.

The President also noted that due to enrollment

college in the state of the college.

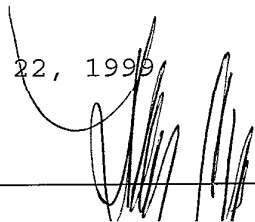
5. The President announced that Arlen Crouch donated 128 acres south of the Interstate 94-exchange to the college. The Board expressed their appreciation for the donation.

ADJOURNMENT was declared at 6:20 p.m.



John M. Mason, Secretary-Treasurer

APPROVED February 22, 1999



Chairman

TO: Members of the Board of Trustees. Jerry Meyerhoeffer. Jerry Beck
FROM: Mary Beth Crane
DATE: 1/19/99

7-9-99 Summary of Health Insurance Requirements

As requested, I surveyed some colleges and universities in the [redacted]
on study trips supported by their schools. Faculty and/or directors of international programs from 20 schools responded: the list of individual colleges follows at the end of this memo.

Results: All the colleges surveyed either had in place or were developing a protocol that provided uniformity of health care for all study abroad trips and that

Of the colleges that host student study abroad either formally

they [redacted] before the [redacted]
[redacted] If the college offers a student health insurance

Additionally, a few colleges require that students participate in an "evacuation/repatriation" group insurance, which covers expenses in case a student must return home for medical treatment or in case a body must be returned from abroad. Most, however, simply alert students that this kind of insurance exists, and a few recommend students purchase it. All schools require

Resources. Some gracious directors sent me copies of promotional materials of the companies they use; Jerry Meyerhoeffer has that information. I have listed these and attached some sketchy information about them to give you an idea of prices.

CMI Insurance Specialists
Lithonia, MD 21092

\$50 deductible, \$5000 limit
\$5000-24,999 paid at 80%

students under 25 would pay
\$28 for one month of insurance

Community Colleges, Colleges, and Universities Contacted

Idaho **North Idaho College**
Ricks
BSU
ISU
U of I
LCSC

Oregon **Lane CC**
Mt. Hood CC
Blue Mountain CC
Portland CC, Rock Creek, Sylvania, and Cascade campuses
Clackamas CC
Chemeketa CC

Washington **Clark College**
Bellevue CC
Shoreline CC
Seattle CC's, North, Central, and South campuses

MEMO

TO: Dr. Jerry Beck
FROM: Paula Edmonds Hollifield
Re: CSI Students Foreign Travel Guidelines
DATE: January 16, 1999

As you know, CSI faculty advisors for overseas trips are already doing many of the actions recommended. ~~Some of the recommendations include actions not being done that should be considered~~

The following recommendations for guidelines for CSI travel are taken or adapted from the National Association for Foreign Student Affairs "*Guidelines for Responsible Study Abroad: Health and Safety*". In this memo I concentrated on offering recommendations for health and safety since I felt those were your areas of concern.

RECOMMENDATIONS:

1. That CSI create an "*assumption of risk and release statement*" such as the one used by Ricks College (copy attached).
2. That faculty advisors conduct appropriate inquiry regarding available medical services in the countries to be visited.
3. That faculty advisors provide clear information to students so they and their parents/guardians/families will have adequate information concerning preparation for, participation in and behavior while on the trip.
4. That faculty advisors provide orientation (either a course or required meetings) to trip participants, ~~which would include orientation for the trip participants and~~
5. That faculty advisors provide orientation (either a course or required meetings) to trip participants, ~~which would include orientation for the trip participants and~~
violation of appropriate behavior standards.
6. That faculty advisors provide orientation (either a course or required meetings) to trip participants, ~~which would include orientation for the trip participants and~~
potential participants, their disciplinary history, and other factors that could impact on the trip.
7. That faculty advisors provide information for trip participants and their parents/guardians/families regarding when and where CSI's responsibility ends, and the range of participants' out-of-country experiences that are beyond CSI's (the program sponsor) control. In particular, program sponsors generally:
 - a. Cannot guarantee or assure the safety of participants or eliminate all risks from the study abroad environments.
 - b. Cannot monitor or control all of the daily personal decisions, choices and activities of individual participants.
 - c. Cannot prevent participants from engaging in illegal, dangerous or unwise activities.

- d. Cannot assure that US standards of due process apply in overseas legal proceedings or provide or pay for legal representation for participants.
- e. Cannot assume responsibility for the actions of persons not employed or otherwise engaged by the program sponsor, for events that are not part of the program or that are beyond the control of the

10. That all trip participants be made aware of their responsibilities and that they (participants) can have a
the program and by their day-to-day choices and behaviors.
11. That the responsibilities of trip participants be defined. (Note: The National Association of Foreign Student Affairs provides a list of responsibilities for program (trip) participants.)

ASSUMPTION OF RISK AND RELEASE AGREEMENT

I know and recognize that participation in the (Tour Name) conducted by Ricks College is done
I know there may be dangers and hazards associated with the tour and assume the risks associated

included below.) I acknowledge that these hazards could cause physical or emotional harm or even death.

Knowing the risks, and in consideration for being permitted to participate, and as inducement to Ricks College to permit me to participate in this tour, I hereby, for myself, my heirs, executors, administrators, or anyone else who might claim on my behalf, covenant not to sue and waive, release, and discharge Ricks College, its agents, officers, and employees from any and all claims or liability for death, personal injury or property damage of any kind or nature, and any other

This release extends to all claims of every kind or nature whatsoever foreseen or unforeseen.

MY SIGNATURE BELOW AFFIRMS THAT I HAVE CAREFULLY READ THIS ASSUMPTION OF RISK AND RELEASE AGREEMENT AND THE OTHER TERMS; I UNDERSTAND ITS CONTENT AND PURPOSES, AND I VOLUNTARILY AGREE TO ALL THE TERMS SET FORTH ABOVE.

Participant signature _____ Date _____

Witness signature _____ Date _____

Parent/guardian signature _____ Date _____

Edit hazards to your particular activities:

(the hazards associated with travel, whether by land, sea, or air including airplane, auto, or bus

altitude, or contagious disease; assault, theft, or robbery; trip cancellation or change in itinerary

Developing a Means to Foster Systemic Change

(Request for funding from the J.A. & Kathryn Albertson Foundation
under the Re-Creating Idaho Colleges and Schools of Education Initiative)

Major Initiatives around which the grant was developed:

1. Raising the Stature/Perception of Teachers

- Recruitment and retention of talented students (CSI Foundation scholarships)
- Community of Learners Center (a technology lab with multimedia capabilities designed for education majors, hands-on advising, technology in-service training, student chapter of the Idaho Education Association)
- Community initiative to heighten awareness (Faculty Senate, a media plan)
- CSI's commitment of institutional resources (Aspen Building addition, CSI Foundation scholarship dollars, continuation of the program after grant funding ends)

2. Strong Partnerships with Boise State University and Idaho State University

- Create Professional Development Schools in the Magic Valley (CSI faculty mentor student teachers in the Magic Valley)
- Adjunct faculty
- National Board Certification for in-service teachers

- New faculty member
- Exemplary public school teachers to model exceptional teaching and provide "real-life" exposure to CSI teacher education students
- Computer literacy, early childhood and family development, multiculturalism and diverse

curriculum

- Develop an education technician AAS degree program
- Curriculum will reflect national standards

4. Working with All Stakeholders to Bring about Systemic Change

- Dynamic inclusion planning process (20-member Advisory Board consisting of public school teachers, administrators, CSI stakeholders, representation from the bilingual/multicultural community)
- Sixty-four stakeholder institutions
- Electronic communication links with local public schools (in-service training opportunities, the Community of Learners Center)

- Research design to determine success of teacher education transfer students as well as employability of education technicians
- Total Quality Improvement process of the teacher education program to meet the needs of

Financial Summary of the I.A. & Kathryn Albertson Foundation:

Year Two:	\$147,875
Year Three:	<u>\$126,467</u>
Total:	\$526,826

CSI Match:

Year One:	\$ 46,084
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Re-Creating Idaho Colleges & Secondary Education

College of Southern Idaho	Budget Categories by Year	First Year	
		Funds Requested	CSI Funded
*a. Personnel (Position Title)			
**Project Coordinator	100	35,000	
**Secretary	50	7,600	35,000
Tech Center Director (new position)	100		
**Recruiter/Advising Coordinator	100	28,000	
***Teacher Education Faculty (new position)	100	40,000	
SUB-TOTAL		110,600	35,000
b. Fringe Benefits (2% + health benefits)		36,668	10,784
c. Travel		4,660	300
d. Equipment		98,190	
e. Supplies		2,366	
f. Other		1,730	
g. TOTAL DIRECT CHARGES		254,214	46,084
Grant Funds/CSI Matching		85%	15%

**The College begins to pay 10% of these salaries in year 2 and an additional 33% in year three.

***The College begins to pay 33% of this salary in year 2 and an additional 10% in year three.

Grants of Education Grant--

Second Year	Third	Funds Requested	
		CSI Funded	Funds Requested
4075	30,870	3,675	
182	6,703	798	
36,750		36,750	
2,940	24,696	2,940	
140	14,994	13,860	
857	77,263	58,023	
262	25,448	17,792	
345	4,660	345	
210,500	12,000	210,500	
2,366	2,366		
730	4,730	45,000	
1,875	126,467	331,660	
31%	42%	69%	

Primary Budget

Funds	Funds	
	Grant Funds	CSI Funds
7,718	98,945	11,393
1,676	21,485	2,474
8,588	110,338	110,338
6,174	79,156	9,114
9,106	83,134	42,966
83,262	282,720	176,285
5,287	93,378	53,863
345	13,980	990
19,715	120,190	230,215
45,000	7,098	7,098
73,609	9,460	90,000
58%	525,826	551,353
	49%	51%

GIFT QUITCLAIM DEED

KNOWN ALL MEN BY THESE PRESENTS THAT

~~ARLEN B. CROUCH TRUST Arlen B. Crouch Trustee as to an undivided 95% interest~~

AND

~~DERREL R. CROUCH TRUST Derrel R. Crouch Trustee as to an undivided 5% interest~~

Hereinafter called the grantor, hereby GIFT, CONVEY, RELEASE AND FOREVER QUITCLAIM UNTO:

COLLEGE OF SOUTHERN IDAHO

Whose address is: 315 Falls Avenue Twin Falls, Idaho 83301

TOWNSHIP 9 SOUTH, RANGE 17 EAST OF THE BOISE MERIDIAN,
JEROME COUNTY, IDAHO

~~SECTION 07 E1/2 E1/2 NE1/4 E1/2 SW1/2 E1/2 NE1/4, E1/2 SW1/2 SW1/2 SE1/4 NE1/4,
E1/2 SE1/4, E1/2 E1/2 SW1/4 SE1/4~~

EXCEPTING THEREFROM any portion of the above described property that lies
within Interstate I-84N or U.S Highway No. 93.

Dated: DECEMBER 30, 1998

Arle B. Crouch

FE
JE
D
L
R

Derrel R. Crouch

DERREL R. CROUCH, TRUSTEE OF
the DERREL R. CROUCH TRUST

DEPT. OF REVENUE
COUNTY, IDAHO
3 34 PM '98
& Escrow, Inc.
AT THE REQUEST

7841

STATE OF Virginia)

COUNTY OF Taufer) ss.

On this 30TH day of DECEMBER, 1998, before me, the undersigned, a Notary Public in and for said State, personally appeared ARLEN B. CROUCH AND DERREL R. CROUCH as Trustees of their respective Trusts the ARLEN B. CROUCH TRUST and the DERREL R. CROUCH TRUST, known or identified to me to be the persons whose names ARE subscribed to the within

Notary Public
Residing at: 5649 *Bush Center Parkway*
My Commission expires: *My Commission Expires September 30, 2001*