

COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES

OCTOBER 16, 2000

5:30 p.m.
TAYLOR BUILDING
PINE ROOM #258

AGENDA

MINUTES: (A) *Mike Mason*

COMPUTER BID: (A) *Mike Mason*

HEADSTART PRESS RELEASE—USDA FOOD PROGRAM: (I) *Mike Mason*

STUDENT SERVICES REQUEST FOR ADDITIONAL SPACE: (I)
Student Services Directors

STRATEGIC PLANNING RETREAT: (I) *Dr. Joan Edwards*

UPDATE ON CAPITAL FACILITIES: (I) *President Meyerhoeffer*

ECONOMIC DEVELOPMENT ISSUES: (I) *President Meyerhoeffer*

President Meyerhoeffer

OLD BUSINESS

NEW BUSINESS

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
OCTOBER 16, 2000

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

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

College Administration: Gerald Meyerhoeffer, President

~~Dr. Jerry Dean, Vice President of Administration~~
Dr. Joan Edwards, Vice President of Planning and
Development
Dr. DeVere Burton, Instructional Dean
Dr. John Martin, Registrar

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

CSI Staff: Barbara Knudson, Louise Flowers, Rod
Pooler, Henry Jones, Don Buettner and Ned Vaughn

Visitors: Jerick Gonzales and Aubrey Stout

Faculty Representative: None

Times News: Jennifer Sandman

MINUTES OF THE REGULAR SESSION OF SEPTEMBER 18, 2000 were
approved as written on MOTION by Dr. Thad Scholes.
Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's Report was approved on
MOTION by Dr. Charles Lehrman. Affirmative vote was
unanimous.

CSI Trustees
October 16, 2000
Page 2

BIDS:

1. The Board accepted the bid of Conner Creek Computers of Burley, Idaho in the amount of \$88,057.00 for seventy-three computers on MOTION by Bill Babcock. Affirmative vote was unanimous.

PRESIDENT'S REPORT:

2. The Board approved the Herrett Center mission statement on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

3. The President advised the Board that the American Veterinary Association awarded our veterinary technician program full accreditation through December 31, 2001.

first in the College of Southern Idaho Golden Eagle.

5. President Starke reported on visits he had made to other schools. A common thread among the schools were student spaces dedicated to students. He also said that the services for registration were located with counseling, financial aid and cashiering.

Associated Student Body President Jerick Gonzales and Ned Vaughn reported on the student services and facilities available on campuses he visited in Iowa. He noted that each campus had collocated services for student convenience. He also advised the Board that we needed to look at an advising center.

Dr. Lehrman advised the administration to look at the Snow College Student Union Building.

CSI Trustees
October 16, 2000
Page 3

5. (continued) Dr. Thad Scholes asked if the student health center would move to the proposed building. Graydon Stanley stated that, due to confidentiality, most health centers were separate.

Jerick Gonzales advised the Board that he believed students would support a fcc increase of up to \$50 per year to build the new student union building.

6. Dr. Joan Edwards reported on the College of Southern Idaho planning retreat held earlier in October. The Board thanked Dr. Edwards for her work in this area.

7. The President advised the Board that they would be able to tour the Aspen Addition during the November Board meeting. He also stated that the Fine Arts Addition was in the construction document phase

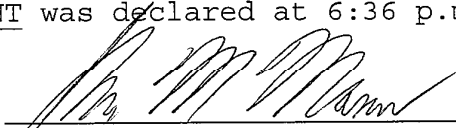
Affirmative vote was unanimous.

The Board requested information on the number of trees to be taken out during construction and if the classroom addition on the south side was brick.

8. The President advised the Board that the Idaho Association of Cities and Counties was putting together its 7th legislative platform. The presidents were working with IACT

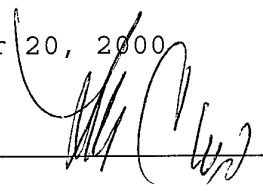
purpose of bike lanes under advisement. More detail on the proposal is needed.

ADJOURNMENT was declared at 6:36 p.m.



John M. Mason, Secretary-Treasurer

APPROVED November 20, 2000



Chairman



**SI SOUTHERN
IDAHO**

October 16, 2000

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

From: Mike Mason

Re: Computer Bid

As the attached tabulation sheet indicates, we received six bids for the specified computers. We rejected the low bid due to the proposed motherboard not meeting our specifications.

Based upon a review of the bids by Dr. Ken Campbell and Gary Baum, I recommend we accept the bid of Conner Creek Computers of Burley, Idaho in the amount of \$88,057.00 for seventy-three computers in 40 different configurations.

from this bid for up to ten more computers.

The second attached list indicates to whom the computers are being assigned.

Funding for the computer purchases are from budgeted departmental funds.

October 4, 2000 Computer Bid

	Connor Creek Computers	PC Open, Inc	micronne.com	Kingdom Computers
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Upgrades:				
Microprocessor				\$20.00

Pentium III - 500MHz				
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256 MB SDRAM PC-133	\$256.00	\$270.00	\$250.00	\$290.00	\$380.00
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20.0 GB	20GB Max - \$10.00	20GB Fujit - \$30.00	20GB Max - \$104.00	20GB IBM - \$20.00	Maxtor - \$35.00
36.0 GB	40GB IBM - \$56.00	45GB W/D - \$99.00	45GB W/D - \$158.00	45GB IBM - \$115.00	Maxtor - \$160.00
Monitors					
17" SVGA Color	? NEC - \$238.00	Opti Z70 - \$80.00	Acer 77e - \$38.00	Samsung - \$65.00	Viewsonic - \$60.00
19" SVGA Color	? NEC - \$303.00	Opti Z90 - \$200.00	KDS VS195-\$180.00	Samsung - \$115.00	Viewsonic - \$235.00
Graphics Adapters					
AGP 128 Bit with 8 MB	* ATI - \$6.00	SIS 6326 - \$15.00	AOpen - \$6.00	Visiontek - In Base	In Base
AGP 128 Bit with 16 MB	ATI - \$27.00	Erazr-32mb - \$69.00	AOpen - \$30.00	Visiontek - \$20.00	Nvidia - \$30.00
Keyboard					
	\$40.00	\$29.00	\$14.00	\$25.00	\$15.00

Multi-Media					
Sound Card - 32 Bit	Aopen - \$12.00	ESS - \$21.00	AOpen - \$14.00	Intergrated <\$30.00>	N / A

CD-ROM - 50X	Acer - \$35.00	Acer - \$49.00	AOpen - \$37.00	Samsung - \$30.00	Viewsonic - \$70.00
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3 Piece Speaker System					
Headphones	Labtec - \$9.00	* - \$19.00	EP-258H - \$12.00	Koss - \$35.00	* - \$6.00
Removable Storage					
100 MB Internal Drive	IOMEGA - \$39.00	NEC - \$55.00	Panasonic - \$43.00	NEC - \$55.00	IOMEGA - \$70.00
	IOMEGA - \$80.00	IOMEGA - \$119.00	IOMEGA - \$119.00	IOMEGA - \$119.00	IOMEGA - \$150.00

Modems				
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* = Refer to bid for additional information

** = PC Mall bid \$1433.00 each, total for 60 was \$85,980.00. They did not follow the bid as far as upgrades, since they were in sixth place, I did not try to interpret what they were trying to do with their upgrades. If this needs to be done,

October 4, 2000 System Deliveries

System	Destination	QTY	POC	Ext
System 1	Math Instructors	6	Deb Stuart	2128
System 2	English Instructors - Look at order form	6	Deb Stuart	2128
System 3	Financial Aid Counselors	6	Colin Randolph	2275
System 4	Colin Randolph	1	Colin Randolph	2275
System 5	North Side Center (Gooding)	1	Elaine Bryant	2461

System 8	Taylor - Ron Shoppell	1	Ron Shoppell	2200
System 9	Evergreen A12	1	Dennis Pettygrove	2422
System 10	Evergreen 000 / Canyon 184	4	C. Thomas / David DeMott	2400/2240
System 11	Evergreen A11	1	Carol OGA	2720
System 12	Canyon 201	1	Tim Miller	2339

System 14	Head Start Office	1	Patricia Carter	100 0171
System 15	Evergreen 100	4	Frank Taylor	2554

System 17	Art Complex 100	1	Bill Wood	2020
System 18	Art Complex and Fine Arts Ticket Office	2	Svetlana Schuckert	2625

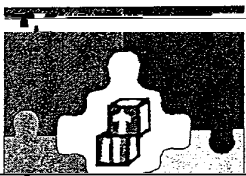
System 20	ADC 202A and Burley Campus	1	LaMont Turner	2507
System 21	ADC 202A	2	LaMont Turner	2567
System 22	Museum 012	1	David Babb	2667

System 23	Hailey Outreach Center	1	Carol S / Joan Davies	2462
System 24	Hailey Outreach Center	2	Carol S / Joan Davies	2462

System 25	Evergreen 100	1	Frank Taylor	2554
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System 26	Evergreen 100	1	Frank Taylor	2554
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System 32	Maintenance	1	Judy Tipton	733-2122
System 33	OOA	1	Judy Gerard	733-2122
System 34	OOA - #105	1	Judy Gerard	733-2122
System 35	Aspen - New Addition	1	Laurie Fothergill	2102
System 36	Canyon / Desert	3	Del Harper	2333
System 37	Canyon 133-B	1	Jere Mason	2323
System 38	Burley Outreach Center	2	Annette Braegger	2460
System 39	Refugee Center	2	Ron Black	733-2166
System 40	refugee Center	1	Ron Black	733-2166
		73		



SOUTHCENTRAL HEAD START

College of Southern Idaho

PO Box 1238

Twin Falls, Idaho 83303-1238

Phone: (208) 736-0741

Fax: (208) 734-3822

Public Release:

THE CHILD AND-ADULT CARE FOOD PROGRAM

(FY01)

Today the College of Southern Idaho / South Central Head Start announced its

available to enrolled children at no separate charge; without regard to race, color, disability age, gender, religion, or national origin. Persons who believe they may have

been denied equal opportunity for participation may contact the Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence, Washington, D.C. 20250. Parents' Income determines the amount of money USDA will reimburse us to provide meals to enrolled children. The income eligibility guidelines listed below are

price meal reimbursements.

MONTHLY INCOME ELIGIBILITY GUIDELINES

Family Size	Free	Reduced
1	905	1,288
2	1,219	1,735
3	1,533	2,182
4	1,848	2,629
5	2,162	3,076
6	2,476	3,523
7	2,790	3,970
8	3,104	4,417
For each additional family member	+315	+448

Meals will be provided at: (List names and address of all sites.)

- Blaine County Head Start 313 North Main Street, Hailey, Idaho, 83333
- Little Wood Head Start 207 West A Street, Shoshone, Idaho, 83352
- North Side Head Start 147 North Adams, Jerome, Idaho, 83338
- Wendell Head Start 250 Second Avenue East, Wendell Idaho 83355
- West End Head Start 150 North 11 Street, Dunsmuir, Idaho, 83316

Media Submitted To:

Date of Submission:

Buhl Herald
P.O. Box 312
Buhl, Idaho 83316-0312

9/18/2000

Times-News
P.O. Box 584
Twin Falls, ID 83303

9/18/2000

North Side News
124 North Lincoln
Jerome, ID 83338

9/18/2000

Wood River Journal
P.O. Box 988
Hailey, ID 83333

9/18/2000

Idaho Mountain Express
P. O. Box 1013
-- w IF 83310

9/18/2000

230 East Main
Burley, ID 83318

Power County Press
174 Idaho Street
American Falls, ID 83211

9/18/2000

KEZJ Radio Station
K 96.5 Good Time Oldies Rock & Roll
415 Park Ave.
Twin Falls, ID 83301

9/18/2000

Gooding County Leader
442 Main Street
Gooding, ID 83330

9/18/2000

Impact Radio Group
P. O. Box 5599
Twin Falls, Idaho 83303

9/18/2000

Lincoln County Journal
108 North Rail Street
Shoshone, Idaho 83352

9/18/2000

Idaho State Journal
P.O. Box 431
Pocatello, Idaho 83204

9/18/2000

KBAR - AM Radio
KZDX - FM
1841 West Main

9/18/2000

KMVT

9/18/2000

1100 Blue Lakes Blvd. North
Twin Falls, Idaho 83301

KDID News 55
350 Falls Avenue
Twin Falls

9/18/2000

KXTF - (Fox) 35
1061 Blue Lakes North
Twin Falls

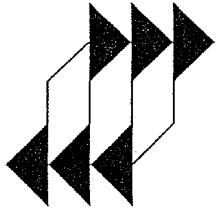
9/18/2000

KTFT (NBC) 38
834 Falls Avenue
Twin Falls

9/18/2000

KSAW (ABC)
834 Falls Avenue
Twin Falls, Idaho 83301

9/18/2000



*College of Southern Idaho
Herrett Center for Arts and Science*

TO: President Meyerhoeffer

FROM: James C. Woods, Director

DATE: October 13, 2000

SUBJECT: Museum Accreditation

Attached is a letter I sent to the AAM requesting an extension on our response to their accreditation review. I have been visiting with Char Hageman about Plan Builder in anticipation that it will be useful in helping me design a institutional plan tailored for the Herrett Center and matching the goals and objectives of the college. I anticipate they will approve this extension.

You will note that item #2 involves formal adoption of our Herrett Center Mission Statement by the CSI Board of Trustees. I have attached to this memo a copy of our Mission Statement. Would it be possible for you to get formal approval at one of the next three Board meetings? I would be pleased to address any revisions you or the Board may suggest regarding the Herrett Center mission statement.

Thank you very much.

October 13, 2000

Kia L. Dorman, Administrative Assistant
Accreditation Commission
American Association of Museums
1575 Eye Street NW, Suite 400
Washington DC 20005

Dear Ms. Dorman,

three areas in our self-study in need of improvement including:

- 1) A need to more formally address our institutional planning.
- 2) Formal adoption by the College Board of Trustees of our Herrett Center mission statement.
- 3) Correction or clarification of certain language appearing in our code of ethics.

Trustees meeting. The first item, however, is somewhat more complex and will require a few more months to resolve adequately. Being part of a larger educational institution, we are hopeful to have the institutional plan for the Herrett Center complement that of the College of Southern

the AAM guidelines adopted March 15, 1999, using Plan Budget IV as a vehicle for this document.

Therefore, I am hereby requesting an extension of our deadline to December 29, 2000. This

Thank you for considering this request.

Sincerely,



James C. Woods, Director



The Herrett Center for Arts and Science

College of Southern Idaho

315 Falls Avenue P.O. Box 1238 Twin Falls, ID 83303-1238 (208) 733-9554, x2655

Accredited by the American Association of Museums

HERRETT CENTER MISSION STATEMENT

The Herrett Center for Arts and Science is a non-profit support service of the College of Southern Idaho. Its purpose is primarily educational, with emphasis on programs for elementary and secondary school students, CSI students, and the adult community of south-central Idaho. The major fields of interest for the Center include anthropology, natural science, and visual art.

The Center will function as a museum by collecting, preserving, and interpreting artifacts and natural history specimens with an emphasis on the prehistoric American continent. Collections will be preserved using

Idaho.

The Herrett Center for Arts and Science will participate with other College of Southern Idaho academic and vocational departments in fulfilling the role and mission of the College of Southern Idaho*.

CSI Mission Statement:

"The College of Southern Idaho, a comprehensive community college, educates the diverse residents primarily of South Central Idaho and encourages them to lead full, effective lives in a changing world."

October 11 & 12
Soldier Mountain Resort

AGENDA

Wednesday, October 11, 2000

Coffee and Snacks

10:00 Introductions -- Overview of the Retreat (*Joan*)

□ Introduction of topics to be addressed: (*Joan*)

1. Developing a campaign to increase the number of graduates

5. Issues: State outcome measures, others:

Discussion of the Division's perspective, planning from the Planning Division's perspective:

Discussion of the Division's perspective, planning from the Planning Division's perspective:

(*Char Hagemann*)

12:00 Lunch

1:30 What is on the horizon politically and competitively for CSI? Property tax, Ricks College, and planning a strategy to deal with both (*Joan, Mervynoff and Jeff Duran*)

2:15 Break

2:30 Developing a campaign to increase the number of graduates (*Char Hagemann*); data that supports the need (*Ken Campbell*)

4:00 Identification of issues raised by state outcome measures

6:30 Dinner

Thursday, October 12, 2000

7:30 Breakfast

8:00 Role playing of multicultural students' challenges

8:30 Discussion of Role Playing

10:30 Break

10:50 Begin review of goals and objectives

12:00 Lunch

1:00 Craft new or altered goals and objectives

2:00 Adjourn

COLLEGE OF SOUTHERN IDAHO
STRATEGIC PLANNING

Planning Retreat Outcomes
October 11 and 12, 2000

Each year the planning council convenes a two-day retreat to evaluate our progress toward our goals and objectives and to develop new goals and objectives when appropriate.

Part of that process includes celebrating the success that we have had in accomplishing what we set out to do. In many cases that means that we are not through with the particular activity, but we have developed the new systems, policies, or procedures needed for the activity to thrive in our institution.

This year those objectives which we celebrate include:

- **Faculty Staff Development** -- resources made available for training and ongoing progress in our use of technology institution-wide

□ **Facilities and Resources** -- resources for and realization of the Aspen Building

- **Student Success** -- subcommittees success in studying the implications of increasing the numbers of international and multicultural students on our campus. Their recommendations include creation of a new position, development of an intensive English course, and creation of a resource directory of multiculturally experienced contacts across campus.

This year there were no new goals (see attached), but *several new objectives were developed to facilitate reaching those goals.* They include:

- **Goal #1 -- Quality**

Objective: CSI will study the e-learning environment to ensure that the coursework that we develop addresses quality and those populations needing improved access.

- **Goal #2 -- Accountability**

Objective: CSI will take a leading role in promoting economic development across our region through the establishment of a regional workforce development

Objective: Develop a cross-institutional campaign to increase the number of graduates.
□ **Goal #3 -- Accountability** -- objective that states that we will increase the number of graduates

COLLEGE OF SOUTHERN IDAHO
GOALS AND INSTITUTIONAL OBJECTIVES
1999 to 2004

Each year new institutional objectives will be considered and added, and those accomplished will be removed. Those which were not accomplished within the time frame expected, but which are considered still important, remain on the list with initial target dates. **NOTE: All measurements beyond 2000 are projected figures.**

1. **Quality:** The institution will continuously seek to improve and to offer programs relevant to student and community needs with effective instruction and services by highly qualified faculty and staff utilizing up-to-date instructional and management technology.

- 1) By June 2002: *The section size (class load) will not exceed the average quality level of 15.5 for the technical division, and 21.5 for the academic division established in 1997.*

Aca 21.5	Aca 19.9	Aca 20.58	Aca 19.7
FY01	FY02	FY03	FY04
Tech 15	Tech 15.5	Tech 15.5	Tech 15.5
Aca 21	Aca 21.5	Aca 21.5	Aca 21.5

- 2) By spring 2002: *All students receiving the associate of arts and associate of science degrees and an certificate will meet the minimum requirements for the State Plan IV Technology, Goal 1, C.*

FY97	FY98	FY99	FY00
N/A	N/A	N/A	N/A

- 3) By June 1999: *The institution will have a 95 percent positive placement for students from technical preparatory programs.*

FY97	FY98	FY99	FY00
		*95%	*94.08%
FY01	FY02	FY03	FY04
95%	95%	95%	95%

**State of Idaho Division of Professional-Technical Education Post-secondary Follow-up Summary Report 2000*

sources.

- 1) 1999-2000: *Identify performance indicators important to the institution in determining our success.*

3. **Student Success:** The institution will improve its capability to serve the growing diversity among students [increased numbers of those who a.) require remedial work, b.) are more highly able students, and c.) are culturally diverse] through effective classroom instruction, improved student advising and comprehensive learning assistance programs, with the goal of improved academic success, retention, transfer and post-enrollment success.

- 1) *Study the implications and needs for attracting more multicultural and/or international students in terms of services we should offer, how we recruit, and what resources we need to implement the plan. Address these same issues relative to highly abled students as well.*
- 2) *Develop and implement a plan to improve advising with a sub objective of increasing graduation rates.*

~~4. **Faculty and Staff Development:** The institution will seek to provide increased opportunities for participation of all employees in staff development activities to enable faculty and staff to meet changing student and community needs and utilize new technology.~~

- 1) *By spring 2001: 100% of the faculty will be involved in a professional development activity with an emphasis in technology. State Plan IV Technology, Goal 1, B.1 and C.5 and Goal 3, B.2 and C.3.*

Note: fall of 1997 a survey will be taken to determine the baseline.

- 2) *Ongoing: A minimum of 1% of the budget each year will be made available to faculty for research and development of alternative delivery of education using technology. State Plan VI Technology, Goal 1 C.1 and State Plan VII Instruction, Goal 3 C.1, C.2, C.3, B.2, C.2, C.3, C.4.*

- 3) *1997-2001: Focus on yearly professional development themes to create learning communities 98-99, Becoming a Learning College and Continuation of Outcomes Assessment and Futurist Views of Society, 99-2000, Advising and Outcomes Assessment (survey by Faculty and Staff Development Committee, 2000-2001, 2001-2002.*

- 4) *1997 - 2001: Increase access to professional development for faculty, staff and administration.*

5. **Adequate Funding:** The institution will obtain the resources to remain competitive in acquiring and retaining talented faculty and to provide them with facilities and resources

- 1) *By spring 1999: Faculty salaries will reach a minimum of the mean level of like institution in the state, North Idaho College, and will remain at that competitive level through State Plan VII Instruction, Goal 3 C.3.*

Mt. States*	\$36,634	\$36,997	\$37,960	\$38,266
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*Annual data available in December from Rocky Mountain Association of Community Colleges

- 5) From 1996 to 2001: *Enrollment via electronic delivery modes will increase by 10% to all those in areas not easily accessible to the campus.* State Plan IV Technology, Goal 1, B.2 and C.2 and State Plan VII Instruction, Goal 2, B.1.

FY97 New Base Line	FY98	FY99	FY00	FY01	FY02	FY03	FY04
1,341	1,410 5.14%	1,597 16.85%	1,734 29.39%	1,627			

- 6) 1996-2000: *Increased information about community needs for education and training will be sought for institutional planning.*

7. **Facilities and Resources:** The institution will plan and utilize the facilities and resources in a manner consistent with our student-success centered philosophy.

By July 2000: *60% of available classrooms with multi-media capabilities to 60% of available classrooms* State Plan IV Technology, Goal 1, C.4.

FY07	FY08	FY00	FY00	FY01	FY02	FY03	FY04
			33.5%				

- 2) By July 1999: *Resources will be available to make an addition to the Fine Arts Building to accommodate new programs and to meet our community service mission.*
- 3) By July 2001: *Resources will be available to add a Health Sciences wing to the Aspen Building to accommodate the three new paraprofessional degree and certificate programs initiated in the fall of 1997.*

revised 10/00 to include changes to CSI plan submitted 7/1/00 as well state performance report submitted 9/1/00

**COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES**

EXECUTIVE SESSION

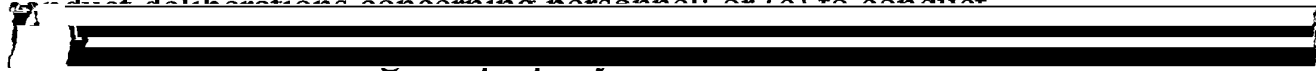
NOVEMBER 20, 2000

5 P.M.

PRESIDENT'S BOARD ROOM

The Board will meet in accordance with Idaho Code 67-2345 (b) to

~~conduct deliberations concerning personnel; or (c) to conduct~~



COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
PRESIDENT'S OFFICE
EXECUTIVE SESSION
NOVEMBER 20, 2000

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

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

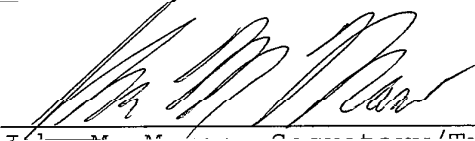
College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer
Robert Alexander, College Attorney

Visitors: None

~~The Board of Trustees entered into Executive Session in~~

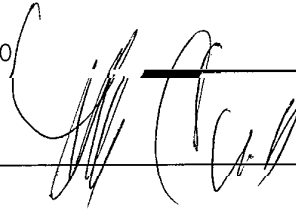
deliberations concerning personnel and (c) to conduct deliberations concerning real property on MOTION by Donna Brizee. Affirmative vote was unanimous.

ADJOURNMENT was declared at 5:30 p.m.



John M. Mason, Secretary/Treasurer

APPROVED December 18, 2000



Chairman