



I. CALL TO ORDER

Chairman Mittleder

4:00PM / Taylor Building Room #276

AGENDA

Board of Trustees

Jan Mittleider, Chair
Laird Stone
Jack Nelsen
Alyssa Sablos

I. CALL TO ORDER

Chairman Mittleider
4:00p.m./President’s Board Room

II. ADJOURNMENT

Chairman Mittleider

Deliberate regarding an acquisition of interest in real property

CALL TO ORDER: 4:04p.m.

EXECUTIVE SESSION: 5:57p.m.

EXECUTIVE SESSION ATTENDEES:

Trustees:

- Jan Mittleider, Chairman
- Laird Stone, Vice Chairman
- Jack Nelsen, Clerk
- Anna Scholes, Trustee
- Scott McClure, Trustee

College Administration:

- Dr. Jeff Fox, President
- Jeff Harmon, Vice President of Finance and Administration
- Lisa Schoettger, Board Attorney

Pursuant to Idaho Code § 77-206 the Board agreed to convene in Executive Session to Consider:

- ◆ Deliberate regarding an acquisition of interest in real property
[Idaho Code § 74-206(1)(c)]

Jan Mittleider moved to go into Executive Session. The vote to do so by roll call:

- Jan Mittleider Aye
- Laird Stone Aye
- Jack Nelsen Aye
- Anna Scholes Aye
- Scott McClure Aye

The Board returned to public session at 6:03p.m.

BOARD MEETING ATTENDEES:

Trustees:

Jan Mittleider, Chairman

[REDACTED]

APPROVAL OF AGENDA: The agenda was approved on MOTION by Jack Nelsen. Affirmative vote was unanimous.

BOARD MINUTES: The following Board of Trustees meeting minutes were accepted as written:

UNFINISHED BUSINESS: None

NEW BUSINESS:

Action Items

1. Todd Schwarz presented the Academic Integrity Disciplinary Policy Proposal. The board asked for the policy to be reworded to clearly state this is a policy for students. The Board approved the amended Academic Integrity Policy on MOTION by Jack Nelsen. Affirmative vote was unanimous.
2. Todd Schwarz presented the Grievance Policy Proposal. The Board approved the Grievance Policy as presented on MOTION by Laird Stone. Affirmative vote was unanimous.
3. Jeff Harmon presented the Veterinary Technician Building Architect Selection. He recommended working with Pivot North Architecture to negotiate a contract of service, cost and timelines for construction of the new Veterinary Technology building on campus. The

Information Items

1. Celia Gould, Department of Agriculture Director and Dan Salmi from Idaho Food Quality Assurance Laboratory (IFQAL) presented information to expand their current IFQAL building

[REDACTED]

[REDACTED]

PRESIDENT'S REPORT

ADJOURNMENT DECLARED: 6:03p.m.

Jeffrey M. Harmon, Secretary Treasurer

Approved: June 17, 2019

Laird Stone, Vice-Chairman

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING MINUTES

Monday May 20, 2019 – 4:00p.m.
315 Falls Ave. – Twin Falls, ID 83301

Monthly Board Meeting List of Additional Attendees

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Employees

Dr. Cindy Bond, Dean of Instruction

Dr. Barry Pate, Dean of Instruction

Jayson Lloyd, Dean of Instruction

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

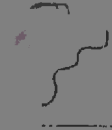
SOUTHERN IDAHO

General Fund Board Report

As of April 30, 2019

	Prior Year	Current Year	Budget	Remaining	Remaining %
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Tuition & Fees	(644,400,444)	(644,055,570)	(644,055,570)		
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Program Summary for April 2019

Enrollment

Head Start ACF Federal Funded	457
Head Start TAMF	10

Early Head Start	92
Total	561

Program Options

Center Based (PD/PY; FD/PY), Early Head Start -Home Based, Early Head Start Toddler Combo.

Head Start Attendance

April Head Start Overall Attendance	85%
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April Head Start Self Transport Attendance	84%
April EHS Toddler Combo Attendance	84%
April IEP/IFSP Totals	46
April Over Income Enrollment	4%
Meals and Snacks	
Total meals served for April	9,050
Total snacks served for April	5,260

Program Notes

Facilities

We have received disposition instructions from Region X to sell the property in Buhl and have an offer on the building already with another potentially coming in soon. We have also acquired permission to use \$20,000 of the \$923,000 to use as earnest money for an offer on a potential building for the Duration Grant from OHS. We continue to work through the process for Appraisal, Phase I environmental study and engineering assurances to submit our full 1303 application to the federal government in order to have access to the remainder of the facility funds awarded under the duration

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 761,437.00	\$ 51,467.34	\$ 207,024.10	\$ 554,412.90	72.8%
BENEFITS	\$ 446,988.00	\$ 25,976.52	\$ 106,735.30	\$ 340,252.70	76.1%
EQUIPMENT		\$	\$ -	\$ -	
CONTRACTUAL	\$ 47,773.00	\$ 4,827.54	\$ 12,517.24	\$ 35,255.76	73.8%
TOTAL	\$ 1,256,198.00	\$ 82,271.40	\$ 326,276.64	\$ 929,921.36	73.3%

EARLY HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 15,925.00	\$	\$ 3,629.08	\$ 12,295.92	77.2%
SUPPLIES	\$ 1,479.00	\$	\$ 350.00	\$ 1,129.00	76.3%
TOTAL	\$ 17,404.00	\$	\$ 3,979.08	\$ 13,424.92	77.1%

Academic Integrity
Academic Integrity is a fundamental principle of higher education. It is the responsibility of all members of the College of Southern Idaho community to uphold and promote this principle. This policy is designed to ensure the integrity of the academic process and to provide a fair and equitable environment for all students.

Purpose

The purpose of this policy is to establish a clear and consistent standard of academic integrity for all students. This policy is intended to provide a fair and equitable environment for all students and to ensure the integrity of the academic process. This policy is designed to ensure the integrity of the academic process and to provide a fair and equitable environment for all students.

[CSI Student Code of Conduct](#)

This policy is designed to ensure the integrity of the academic process and to provide a fair and equitable environment for all students. This policy is intended to provide a fair and equitable environment for all students and to ensure the integrity of the academic process.

[Office of Instruction and Academic Affairs IAA](#)

This policy is designed to ensure the integrity of the academic process and to provide a fair and equitable environment for all students. This policy is intended to provide a fair and equitable environment for all students and to ensure the integrity of the academic process. This policy is designed to ensure the integrity of the academic process and to provide a fair and equitable environment for all students.

The scope of this Academic Integrity Disciplinary Policy is to guide faculty, staff, and administration through appropriate steps once a violation has been suspected. Proactive, preventative, and positive actions regarding Academic Integrity are highly valued and encouraged, but outside the scope of a Disciplinary Policy. The processes embedded in this policy maintain a high degree of faculty discretion, grant students appropriate protections of due process, and create consistency and accountability that protect CSI and its employees.

II. Violations

[REDACTED]

III. Course Level Resolution Process

[REDACTED]

the student(s) and arrange a meeting with the student(s) within five (5) business days of the discovery of the alleged violation(s).

- B) During the meeting with the student(s), the faculty member will review the information with the student(s) and allow the student(s) an opportunity for

[REDACTED]

Concern

Report a

of Instruction will monitor for repeat offenses, clarify any ambiguities or missing information in the report(s), and ensure all documentation is filed.

- E) If it is discovered that a student has been found responsible for repeat violations of the Academic Integrity Disciplinary Policy, the Dean of Students will convene the Academic Integrity Panel for further administrative procedures.

IV. Academic Integrity Panel Resolution Process

[This section contains multiple lines of text that are heavily obscured by horizontal black bars, making the content illegible.]

C. Appeals Process:

1. All appeals must be submitted in writing to the Dean of Students within five (5) business days of the notification of the outcome. The

Dean of Students will determine if grounds have been met for an appeal.

2. If grounds have not been met, the Dean of Students will inform the student(s) in writing within five (5) business days of the delivery of the

appeal letter with the decision and the rationale used to determine that grounds have not been met. At this point, the decision will be final.

3. If it is determined that grounds have been met, the Dean of Students will notify the student(s) and I.A.A. deliver all the documentation for

1. If grounds have not been met, the Vice President of Student Services

[REDACTED]

[Student](#)

[Code of Conduct](#)

the delivery of the appeal letter with the decision and the rationale

[Report a Concern](#)

Grievance Policy

Policy number:

Last revised: February 2010

[Redacted content]

PURPOSE

The College of Southern Idaho is committed to supporting students, faculty and staff in and outside the classroom. Grievance Policies exist to ensure students, faculty and staff have avenues to voice concerns and address both academic and non-academic matters in safe, unbiased environments.

CSI Faculty and staff strive to maintain a safe learning environment conducive to community and student success. A positive, productive learning environment is founded on mutual respect between CSI employees and the individuals they serve. These relationships can be achieved and maintained when parties engage in open discussion and active listening.

CSI Faculty and staff are committed to providing an effective conflict resolution and grievance process. The

[Redacted content]

Each grievance has its own unique process and timeline for resolution. Please follow the appropriate link provided for more information.

Academic Appeals

Students should follow the guidelines established for academic appeals. Those detailed guidelines, processes and timelines can be found at the following link for the **CSI Office of the Registrar**.

<http://uondam.csi.edu/ms/activeStudents/studentServices/admissions/network/index.cfm>

PLEASE NOTE: There are specific program appeal processes and procedures that must be followed in fields such as the health professions and nursing. Please check with an advisor about any such standards and their relationship with the college procedures.

American with Disabilities Act

Student Disability Services at the College of Southern Idaho, in concert with the faculty, staff, and administration, strives to ensure the provision of reasonable accommodations for all qualified student with disabilities. Our goal is to create equal access to all curricular and co-curricular offerings in order to provide an equal opportunity for students with disabilities to demonstrate their skills, knowledge, and abilities as they pursue their educational goals.

http://uondam.csi.edu/Disabilities_students/relevanceProcedures.as

Title IX requires all colleges to promptly respond to allegations of sex discrimination, including sexual violence and sexual harassment; limit its effects; and prevent its recurrence. Title IX prohibits all forms of sex and gender based discrimination including sexual harassment and sexual violence.

[http : www.csi.edu studentHandbook nonDiscrimination- olic .as](http://www.csi.edu/studentHandbook/nonDiscrimination-olic.as)

Also, view CSI's Student Code of Conduct here:

[http : www.csi.edu studentHandbook df StudentCodeOfConduct. df](http://www.csi.edu/studentHandbook/df/StudentCodeOfConduct.df)

For more information or if you believe you have been discriminated against, please contact:

enielson@csi.edu

OR

Jason Ostrowski
Title IX Coordinator
Dean of Students

E-mail: ostrowski@csi.edu

Phone: (208) 732-6225

Office: Taylor Building 238

You may also file a complaint with:

U.S. Department of Education

Office of Civil Rights (OCR)

810 3rd Avenue #750

Seattle, WA 98104

(206) 607-1600

[OCR.Seattle ed. ov](http://OCR.Seattle.ed.gov)

The Family Educational Rights and Privacy Act (FERPA)

[FERPA: Educational Rights and Privacy Act FERPA](#)

[http s: uondam.csi.edu fer a](http://uondam.csi.edu/ferpa)

[http s: uondam.csi.edu studenthandbook](http://uondam.csi.edu/studenthandbook)

Distance Education

College of Southern Idaho offers a variety of distance learning opportunities. Many of our courses are offered **online**, through our telecommunication system, or at our **off-campus centers**. We understand that many of our students have family or work responsibilities and are not able to come to campus to attend

<https://www.nc->

[sara.org/content/state-portal-entity-contacts](https://www.nc-sara.org/content/state-portal-entity-contacts)

NC SARA

National Council for State Accreditation
Approved SARA Institutions in Idaho

classes. Furthermore, many students are taking classes

May 20, 2019

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

From: Jeffrey M. Harmon

Re: Veterinary Technician Building Architect Selection

The College advertised for the comprehensive architectural and engineering design services for the Veterinary Technician Building project. The following firms responded to the request for qualifications (RFQ):

- Myers Anderson
- Hummel
- EDA
- Lombard Conrad
- Cole Architects
- Pivot North
- CSHQA

A selection committee made up of Scott McClure, Dr. Jody Rocket, Steve Birnie, Greg