

COLLEGE of SOUTHERN IDAHO

Junior College District

P. O. Box 1238
TWIN FALLS, IDAHO 83301

TRUSTEES:

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ELDON V. EVANS, VICE CHAIRMAN
ROBERT S. BLASTOCK JR., CLERK
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ORVAL L. BRADLEY, DIRECTOR
AREA VOCATIONAL SCHOOL
H. W. VAN SLYKE, BUSINESS MANAGER

AGENDA FOR BOARD MEETING, MONDAY, FEBRUARY 19, 1973 8:00 P.M. — CSI BOARD ROOM

MINUTES	5 Minutes
TREASURER'S REPORT	10 Minutes
BILLS PAYABLE	10 Minutes
OLD BUSINESS	5 Minutes
NEW BUSINESS	5 Minutes
PRESIDENT'S REPORT	10 Minutes

COLLEGE OF SOUTHERN IDAHO
Junior College District
BOARD OF TRUSTEES, February 19, 1973

THE REGULAR MEETING of the Board of Trustees of the College of Southern Idaho Junior College District convened at 8 PM on February 19, 1973 under the chairmanship of John C. Hepworth in the Trustees' Meeting Room in the CSI Multi-Use Building.

Those attending were: Trustees Hepworth, John Coleman, John Garrabrandt, Eldon Evans and Robert Blastock; Administration: President James L. Taylor, Secretary-Treasurer, Herb Van Slyke, and Attorney Bob Alexander.

Visitors included: Dick High and George Wiley of the Times-News, Kit Christensen, CSI Student Body President and Terrill Castaneda.

MINUTES OF JANUARY 15 corrected and approved: Trustee Garrabrandt requested that the action of the Board recorded on page 4 show him to be the dissenting vote.

Thereupon Mr. Evans Moved, seconded by Mr. Blastock, that the Minutes of January 15 be approved as corrected. Motion carried.

TREASURER'S REPORT: for January was approved and accepted upon MOTION by Mr. Coleman, seconded by Mr. Evans.

BILLS PAID, FUNDS TRANSFERRED, PAYROLLS ACKNOWLEDGED: A MOTION was made by Mr. Evans, seconded by Mr. Blastock, and carried, that January bills covered by vouchers No. 1 thru No. 255 in the aggregate amount of \$78,473.92 be paid; that fund transfers and fund investments covered by vouchers No. 256 thru No. 275 be approved; and that January payrolls be acknowledged: regular \$129,805.52, Work-Study \$16,364.21.

HOPE and CENTRAL EXCHANGE SCHOLARSHIP REFUNDS:

Approved: Having had under consideration since the December meeting a request from the HOPE Organization for the refund of its \$200 scholarship; and recently a request from the Farmer's Union Central Exchange for the refund of the \$150 unused in its scholarship fund, the Board having been advised by its attorney and auditor that such refund would not affect the terms and tax exempt status of the Trust Agreement took the following action:

MOTION by Mr. Garrabrandt, seconded by Mr. Evans, the scholarship refunds requested by HOPE and Central Exchange be granted.

The MOTION was put to a vote and carried without dissent.

SCHOLARSHIPS & TRUST LOANS: Upon MOTION by Mr. Garrabrandt, seconded by Mr. Coleman, the following scholarships were approved:

Tom V. Jones - \$150 (Central Exchange)
Joyce M. Lewis - \$75 (Civitan)

Note: The Central Exchange scholarship is one of two for the 73 spring semester; the other is being refunded to the Exchange because no eligible applicant at time of scholarship recommendations (see previous item in these minutes).

SCHOLARSHIPS & TRUST LOANS CONT'D.

Mr. Blastock moved, seconded by Mr. Evans, that the following Trust Loans be approved:

William B. Florence \$100
Clark T. Parker \$135

Motion carried.

MR. & MRS. J. P. KELLY of Jerome again appeared before the Board to protest certain activities of a CSI staff member in connection with the use of aircraft belonging to the Magic Valley Flying Club. They had a copy of a recent issue of the North Side News to support their complaint.

Chairman Hepworth explained that the Board of Trustees is not the proper body to which this complaint should be lodged even though a CSI employee is involved. The Kellys then left.

ATTORNEY ALEXANDER REPORTS:

Mr. Alexander explained to the Board that the State Human Rights Commission is an investigative body and it has no power to subpoena. He then made the following recommendations:

1. The College of Southern Idaho is more than willing to cooperate with your Commission in any manner which is reasonable and practical.
2. The records of the College are open to your inspection and review at any convenient time.
3. It is not reasonable or practical to call upon the taxpayers of our Junior College District to underwrite the expense of sending personnel to Boise to attend your hearing scheduled for Friday, February 23, 1973.
4. It is not reasonable or practical to call upon the taxpayers of our Junior College District to underwrite the expense of the extensive and time consuming research which would be required to answer the thirty-two interrogatories enclosed in your letter.

A MOTION was made by Mr. Evans, seconded by Mr. Blastock, to follow the course of action recommended by Attorney Alexander.

Being put to a vote, the motion carried without dissent.

PUBLIC RELATIONS AND INFORMATION, NEWS RELEASES, ETC.:

A discussion then followed, concerning the demands of the news media for items of information both public and otherwise. Dr. Taylor noted he had denied a member of the press information requested because he felt it would prejudice the proposed Human Rights Commission hearing. Questions were raised as to the meaning of "public information" and it appears there are certain items of CSI records which obviously are subject to public access under reasonable circumstances.

Chairman Hepworth pointed out that a new policy has been adopted by CSI and its Board, for the dissemination of information, particularly the so-called "public information", and the policy is that access must come through Dr. Taylor. Mr. High or Mr. Wiley, or any other member of the news media must go to Dr. Taylor for information, and Dr. Taylor will exercise his best judgment in the matter.

Trustee Garrabrandt moved, seconded by Trustee Blastock, that the President of this College be designated as Public Relations and Information Office for the College.

The motion was put to a vote and declared carried.

UNDER NEW BUSINESS Dr. Taylor drew attention to a new association of Governing Boards for colleges and universities which will be meeting in San Francisco April 29 thru May 1.

He introduced Student Body President Kit Christensen who presented the Board with copies of the summary of a recent faculty survey conducted by the Associated Student Body along with a verbal explanation of the intent and purpose of the survey. The Board complimented Mr. Christensen and expressed appreciation for the efforts of the students.

Dr. Taylor informed the Board that because the Legislature will undoubtedly still be in session during the time of the annual meeting of the AACJC in Anaheim, California, scheduled for February 28 thru March 3, Dr. Smith will be attending in his place. He believes it more important that he be available for legislative concerns, particularly those having to do with higher education appropriations, at this point in time.

PRESIDENT'S REPORT:

1. Enrollment figures down slightly from previous semesters.
2. Five trips already made to attend legislative sessions, committee hearings, etc.
3. Accelerated activity on campus: This week - 3 days of A-2 Tournament, and two CSI games; very good attendance at the King and I stage production recently.

ADJOURNMENT: declared at 8:55 PM upon MOTION by Mr. Garrabrandt.

Secretary *A.W. Van Slyke*

APPROVAL: March 19, 1973

Chairman *John Q. Hepworth*

COLLEGE of SOUTHERN IDAHO

Junior College District

P. O. Box 1238
TWIN FALLS, IDAHO 83301

February 12, 1973

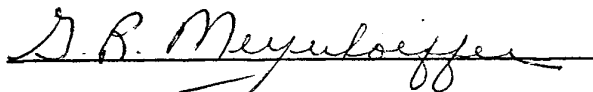
TO: Local News Media
FROM: Gerald R. Meyerhoeffer
RE: Spring Enrollment

Final enrollment figures at the College of Southern Idaho for Spring 1973 indicate a slight decrease from Fall's 1972 total.

Spring 1973

Academic -- 1341 -- (1146 full time and 196 part time as compared to a total of 1477 during the Fall)
Vocational -- 338 -- (318 full time and 20 part time as compared to a total of 304 during the Fall)
Special -- 1218 -- (1218 part time as compared to 1236 during the Fall)

The total headcount for Spring 1973 totals 2897 as compared to 3017 in Fall 1972.



GERALD R. MEYERHOEFFER
DIRECTOR OF ADMISSIONS

GRM:jal

COLLEGE OF SOUTHERN IDAHO
Junior College District
SPECIAL MEETING OF THE BOARD OF TRUSTEES
SAWTOOTH ROOM OF THE HOLIDAY INN, FEBRUARY 22, 1973

A SPECIALLY CALLED MEETING of the Board of Trustees and the Administration of the College of Southern Idaho Junior College District convened at 12 noon on February 22, 1973 at the Holiday Inn under the Chairmanship of John C. Hepworth.

Those in attendance were: Trustees Hepworth, John Coleman, Eldon Evans, Robert Blastock and John Garrabrandt; Administration, Dr. James L. Taylor, Secretary Herb Van Slyke and Attorney Bob Alexander.

The purpose of the meeting was to further review the Human Rights Commission matter, the demands of the press for information, and other matters which might properly come before the meeting.

AGENDA:

1. The first concern, because of conflicting news reports from the regular meeting of the Board on February 19, was what the real intent of the Board's action toward the Human Rights Commission is. Considerable detailed review was made of the whole scope of conversation, including the Attorney's report, on the matter. Thence — what does the College want to do with the initial demands of the Human Rights Commission?

Mr. Garrabrandt moved, seconded by Mr. Evans, that Attorney Alexander be authorized by the Board to furnish to the Human Rights Commission such information as will indicate that we have not been discriminating in the matter of sex discrimination.

The MOTION was put to a vote, and the Chairman declared it to have carried unanimously.

2. Library Evaluation Report — This evaluation authorized by the Board on January 15 has been made by Dr. George Douglas of Shoreline Community College and the report is in hand. Dr. Taylor suggested that there should be minimal delay in making it available, in total or part, to the news media.

Since it had just become available the Board was asked if it desired to extend this meeting for a full reading and appraisal of the report, and authorize its release.

Mr. Garrabrandt made the motion, seconded by Mr. Blastock, that the matter be tabled until the next meeting of the Board.

Motion carried.

3. Trustee Garrabrandt, along with Dr. Paul T. Smith, will be attending in behalf of CSI, the annual meeting of the American Association of Community and Junior Colleges in Anaheim, California February 25 thru March 2.

AGENDA CONT'D.:

Being asked if there are any objections to Mr. Garrabrandt's going, members of the Board indicated none.

4. Another special meeting was called for 12 noon on Monday, February 26, 1973 at the Holiday Inn.

ADJOURNMENT was declared at 1:35 PM.

Secretary *NW Dan Slyke*

APPROVAL: March 19, 1973

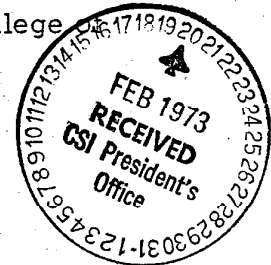
Chairman *John C. Heywood*

February 14, 1973

MEMORANDUM

TO: Mr. John Hepworth, Chairman, Board of Trustees, College of Southern Idaho

FROM: Dr. George Douglas, Library Consultant



Introduction

During the past few days (February 7, 1973 - February 9, 1973) I have had the opportunity to visit the College of Southern Idaho campus for the purpose of rendering a professional judgment concerning the merits of the college library. Since a community college library cannot be evaluated in isolation from some consideration of the total college community, I have been at some pains to meet faculty, administrators and students in an attempt to sample their opinions of the library and to gain some first hand knowledge of the learning and teaching environment at the College of Southern Idaho. I have been extended every assistance in these endeavors by Dr. Taylor and Dr. Smith. I have also been treated very courteously by everyone with whom I have come into contact, thus making my visit a genuinely pleasant experience.

Limiting the Problem

Prior to my arrival at the CSI campus I received certain unsolicited but interesting information pertaining to alleged deficiencies of serious proportions in the CSI library. I was also contacted by Dr. Taylor who described the situation in somewhat less hysterical terms. Naturally, I was curious to discover which of my informants had a better handle on the situation. I believe the Board will be relieved to know that, in my opinion, Dr. Taylor is still a more astute judge of what is going on at the College than are those self-styled critics who have attacked your library from a basis of ignorance of the community college and its purposes and, perhaps, from motives which are somewhat less than pure.

For I had not been in your library for more than an hour when I realized that, whatever the nature of the problem might turn out to be, it would not be of the order of severity described by the critics alluded to above. I was immediately impressed with the atmosphere, the appointments, the equipment and the size of the materials collection. I knew from my own experience that I had seen far worse libraries in community colleges which had existed for nearly fifty years. I could readily ascertain that a good deal of money had been expended on this facility, and I realized that my job was one of discerning whether that money had been well spent. My role was thus discerned to be that of providing suggestions for the improvement of a situation that was, at the very least,

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reasonable rather than that of advocating the complete renovation of an abortive attempt to build a college library.

Discerning the Problem

This same initial and cursory examination of the library did reveal to me a few things that appeared to be atypical. Similarly, my first conversations with college personnel disclosed some dissatisfactions with the library service offered them. Thus, I suspected that a genuine, although not overpowering problem might exist which might best be described after a thorough investigation. Acting upon this premise, I made inquiries into the following components and activities of the CSI library: Personnel, Operational Details, Facilities and Equipment, Materials Collections, and Inter-personal Relations. My findings in each of these areas are summarized below:

Personnel: The CSI library has three professional librarians with masters degrees. On the surface this is commendable, but this accomplishment is weakened somewhat when consideration is given to the fact that one of these individuals bears a full teaching load and is, therefore, largely unavailable for library service. This situation is further complicated by the fact that one of the other three is somewhat aged and has limited resources of energy. On the plus side in this consideration of professional staff strength is the person of the chief librarian, Dr. Bruce Harrison. This man possesses inordinate resources of energy and ingenuity. He has quite obviously worked hard and long in developing the library. Without his efforts the College could have spent a great deal more money on the library and achieved far less. Unfortunately, Dr. Harrison does not number humility among his many talents. As a consequence his ebullience and drive frequently put him at cross purposes with his peers. In these encounters Dr. Harrison usually comes out on top, but there is considerable evidence that the library, rather than his human adversary, is the real loser since the vanquished and squelched person usually has little desire to ever return to the scene of his embarrassment.

I was further impressed by Mr. Eugene McGuire, the librarian mentioned above who teaches library science courses. Mr. McGuire has had excellent library experience in both academic and industrial settings. He is enthusiastic and committed to CSI and its library program. More important, he appears to have the quality of humility so lacking in Dr. Harrison.

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Operational Details

Budget: The CSI library budget was judged to be very adequate. This budget constitutes approximately six per cent of the general fund operations budget of the institution. This average compares favorably with the 5.8 per cent of the total budget achieved by the twenty-six libraries in the community colleges of Washington State and to the 3.5 per cent of the general fund which constitutes the national norm for two year school libraries.*

Hours of Service: The CSI library is open five days a week from 8:00 a.m. to 9:00 p.m. and for two hours on Saturday morning. This schedule is typical of community college libraries throughout the nation. The total of sixty-seven hours of opening per week represents a good average figure.

Staffing Patterns: As remarked above the library has three professionals, but their services to the library have been somewhat attenuated by infirmity and teaching duties. These considerations coupled with the fact that the book processing area is remote from the library proper has caused the library to place an inordinate amount of responsibility for the reference and public service librarianship upon the shoulders of technicians. As a consequence the library's public image is in a large part established by semi-professional personnel. Probably this should be rectified. I believe that some immediate steps should be taken to bring the professional staff into closer contact with the students and faculty they serve. This does not mean that the concept of library technicians should be abandoned. It only implies that professionals must have some regular contact with their clients in order to maintain a sense of reality about the problems of running a library.

Facilities and Equipment

The library at CSI is attractive, quiet, and favored by tasteful appointments throughout. The dial-access information retrieval system is a splendid piece of equipment that should serve students well for many years. All other equipment such as the microfilm readers, the audio-visual equipment and the standard library stacks appear to have been

*"The Cost of Higher Education", College Management, January, 1973, p. 19

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well-selected. The facility does appear, however, to be somewhat undersized. This observer estimated a total floor space in the public service area of approximately 7000 square feet. This total is below the recommended figures. More serious, however, is the lack of storage space and on-site processing space. While the "green house" does serve admirably for this latter purpose, its remoteness contributes greatly to the lack of library-faculty rapport which is the central problem in this situation. Dr. Taylor and the staff have plans to rectify this situation through new construction. I am sure that this plan, when realized, will prove very beneficial to the library program.

Materials Collections

One of the most frequent complaints that this observer encountered concerning the CSI library centered around the various materials collections. These collections - books, periodicals, tapes, slides, and other media - were characterized as being weak, disorganized, and trivial. This is not entirely true. By any reasonable community college standard the materials collections at the CSI library are at the very least acceptable and in many ways commendable. The entire Bertalan List has been purchased. This is considered to be the basic book list for community college libraries. Very few such libraries have been able to make this expenditure. In addition the Encyclopedia Britannica's Library of American Civilization in microform has been purchased. Unfortunately, these purchases do not appear to have been supplemented to the optimum degree by requests from the faculty.

The chief librarian has told me that he has consistently solicited book orders from the faculty and that in no instance has such an order been rejected. However, he has readily admitted that the faculty response to this offer has been less than overwhelming.

The library has 400 current periodical subscriptions. This is a commendable total for an institution of this size. The periodical collection could, in my opinion, be better organized. I find the lack of readily available, complete runs of the standard periodical indexes to be a shortcoming which should be rectified. The library is now binding approximately sixty periodicals. This should be sufficient, providing a regular program is maintained. I also believe that back runs of periodicals should be purchased in micro format so that students may learn the techniques of using indices to search a body of periodical literature.

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The library contains a large number (approximately 60,000 volumes) of gift books. Many of these were obtained from Library of Congress and some of them treat strange and esoteric subjects. The fact that these books are in the collection does not trouble this observer since I have ascertained that the basic books for community colleges are also there and that adequate monies are available to meet faculty requests for materials.

These last few comments above are intended to bring improvement to the library collections. To them I would add one admonition. The stacks in the library are almost completely filled at this time. A weeding program will soon have to be instituted. When this is done some of the more unusual books from the gift collection can be put in storage or discarded.

Interpersonal Relations

As indicated above in several places this area represents the weakest aspect of the library program. Faculty are not using the library. A complete lack of rapport exists between them and the chief librarian. This situation has probably been acerbated by the physical remoteness of the processing headquarters, and by the over-involvement of the professional library staff in teaching and varied other activities. I firmly believe that once these relationships and communication lines are re-established, the complaints about the collection and the library staff will diminish and cease to exist.

Commendations

I believe that CSI should be commended for the excellent progress that has been made in a brief span of a few years in developing a library with great promise for the future. Most of the credit for these very substantial accomplishments should go to Dr. Bruce Harrison who has worked unstintingly under trying conditions to build a collection and a staff of which the College can be proud. For sheer energy, dedication and ingenuity this man stands out in his field.

Similarly Dr. Taylor and the Board should be commended since their actions have made Dr. Harrison's accomplishments possible.

Recommendations

1. The Board should seek to replace Dr. Harrison with a man of

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similar energy and drive, but also possessed of sufficient humility to be able to bend to the little foibles and shortcomings that characterize college faculties.

2. The Board should demand that this new chief librarian move rapidly and decisively to re-establish rapport with the faculty.
3. The Board should require that, after a reasonable amount of time, clear evidence be given that a program of faculty involvement has been instituted.
4. The Board should seek to improve the library quarters through new construction at the first possible opportunity.
5. Future planning for the library should give serious consideration to the total instructional resource center approach. Such a center would include all of the present functions of the library plus a graphics center and program, a much larger commitment to audio-visual services, educational television, and individual learning center facilities and equipment.

COLLEGE OF SOUTHERN IDAHO
JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES
SPECIAL MEETING OF FEBRUARY 26, 1973

PURSUANT TO NOTICE AT THE PREVIOUS MEETING, the Board of Trustees of CSI Junior College District met in special session in the Shoshone Room of the Holiday Inn at 12 noon on Monday, February 26, 1973. Vice Chairman John Coleman presided; others attending were Trustees Bob Blastock and Eldon Evans, President James L. Taylor, Secretary Herb Van Slyke, and Attorney Bob Alexander. Trustees Hepworth and Garrabrandt were absent.

AGENDA:

1. Library Evaluation Report: The matter of the disposition of this report being tabled by action of the Board at the previous meeting, until this meeting, became subject to the following action:

Upon MOTION by Mr. Evans, seconded by Mr. Blastock, the Board removed said report from the table and instructed that it be made available intact to the news media.

2. Irregularities in Work Assignments of Employed Personnel of the College:

A report has come to the Board of alleged irregularities in work assignments of work-study employed personnel of the College.

A preliminary investigation of the matter has brought to light this apparent irregularity:

- a) A work-study employee has, during the 1973 FY, been used a number of days as a babysitter in the home of one of CSI's Student Personnel Officers.

A pointed discussion ensued on the situation outlined in a) developing the conclusion that it is a grave irregularity with implications which may extend beyond the initial findings; the following Board action was taken:

MOTION — made by Mr. Evans, seconded by Mr. Blastock, the Board instructed the following steps be taken:

- 1) Karl Black be delegated to conduct a thorough investigation of the Work-Study time cards and records to determine whether there are other irregularities in work assignments, than those listed in the preliminary report;

Board of Trustees

February 26, 1973

AGENDA CONT'D.:

- 2) The personnel officer in whose home the work-study employee was assigned to work as a babysitter reimburse the College immediately for the full dollar amount of the wages paid said work-study employee for services in said home already evidenced in the preliminary report.
- 3) Said personnel officer be severely reprimanded for his involvement in the matter.

MOTION carried.

HUMAN RIGHTS COMMISSION INTERROGATORY — Shall it be released to the news media? The press has requested it. The consensus of the Board was to leave it to Dr. Taylor's judgement.

ADJOURNMENT: Delcared at 1:35 PM.

Secretary

A. W. Van Slyke

APPROVAL: March 19, 1973

Chairman

John C. Hewitt