

COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES MEETING

MONDAY, APRIL 16, 1984
5:30 p.m.
Board Room

AGENDA

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

COLLEGE OF SOUTHERN IDAHO
JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING

April 16, 1984

CALL TO ORDER: 5:30 p.m.

PRESIDING: Dr. Charles Lehrman

ATTENDING: Trustees: Dr. Charles Lehrman, Robert Blastock, and Dr. Thad Scholes

College Administration: Gerald R. Meyerhoeffer, President
Karl L. Black, Secretary-Treasurer
Robert Alexander, College Attorney
Annette Jenkins, Public Information Officer
Dr. Orval Bradley, Vocational Dean
Dr. Roy Strawser, Academic Dean
Dr. Joan Edwards, Director, Resource
Development Office

Visitors: Times-News: Annette Cary
KLIX: Jim Schull

MINUTES OF MARCH 19, 1984, were approved as written on MOTION by Dr. Scholes.
Affirmative vote unanimous.

TREASURER'S REPORT for MARCH was accepted upon MOTION by Mr. Blastock. Affirmative
vote unanimous.

DISBURSEMENTS included Vouchers #1 through #301 and #501 through #617 and #701
through #706 totaling \$253,268.29.

March payrolls were:	Regular	\$495,700.41
	Work Study	\$ 18,874.87

A MOTION by Dr. Scholes approved the disbursements and transfer of
funds and acknowledged the March payrolls. Affirmative vote unanimous.

BUDGET: A budget shift from administration to student personnel and resource
development budget, according to the attached schedule was approved
on MOTION by Dr. Scholes.

COMPUTER EXPANSION: The expansion of the current Hewlett-Packard computer system
was approved on MOTION by Dr. Scholes with a total cost of \$138,584.43
to be taken from the plant facilities reserve fund.

LOANS AND SCHOLARSHIPS: Four loans totaling \$400 were approved on MOTION by Dr.
Scholes.

RESOURCE DEVELOPMENT: Joan Edwards presented a written summation to the board of
her internship with the National Council of Resource Development.

CONTRACTS: President Meyerhoeffer recommended to the board the issuing of
contracts to all of those on the accompanying list and asked the
board to approve salary increases of \$500 per person plus a 6 percent
increase, and an additional 2 percent for those who had been recom-
mended for merit from their respective deans. The request was approved

Board of Trustees Meeting
April 16, 1984
Page 2

CONTRACTS CONTINUED:

on MOTION by Dr. Scholes.

PRESIDENT'S REPORT: President Meyerhoeffer reported on the visit from the Northwest Accrediting Association team. He felt that they were generally impressed with our institution. He indicated that they had made the following three commendations and three recommendations. The three commendations were: high morale of faculty and students; high quality of education; and the relationship between college and the community exemplified the community college philosophy. The recommendations were as follows: better communication between vocational and academic components; review general education requirements; and a better followup on students. President Meyerhoeffer reported that he will appear before the commission on June 14, 1984 at 1 pm in Spokane to receive the recommendations of the accreditation team and to respond accordingly. He further reported that Jim Woods, director of our museum, has applied for national accreditation and that our auto mechanics program is also seeking national accreditation.

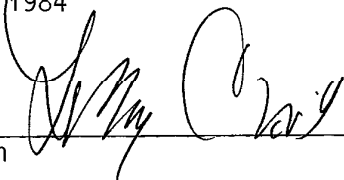
In continuing his report, he indicated that a survey of students who attended fall semester and did not return for the second semester had been conducted. He reported on the findings of that survey. A survey of students had also been made to determine the interest in girl's volleyball, but no recommendation will be made to the board for this fall.

ADJOURNMENT was declared at 6:15 p.m.



Karl L. Black, Secretary-Treasurer

APPROVED May 21, 1984



Chairman

COLLEGE OF SOUTHERN IDAHO
JUNIOR COLLEGE DISTRICT
PUBLIC FUNDS REPORT FOR MARCH 1984

GENERAL FUND - Idaho First National Bank

Beginning Balance, March 1, 1984 \$108,409.00

Funds Provided By:

Investments	\$350,000.00
Receivables	17,142.00
Payables	36,953.00
State Appropriation	125,000.00
Taxes	17,974.00
Tuition and Fees	41,787.00
Interest on Investments	7,086.00
Rental Revenue	4,297.00
Sales and Fees of Instructional Departments	15,651.00
State Grants	36,172.00
Federal Grants	27,208.00
Private Grants	1,417.00
Miscellaneous Revenue	<u>3,502.00</u>

Funds Provided \$684,189.00

Funds Applied To:

Payroll	\$495,700.00
Disbursements	<u>244,686.00</u>

Funds Applied \$740,386.00

Total in Account, March 31, 1984

\$ 52,212.00

PUBLIC FUND REPORT
 ARCH 31, 1984
 page 2

MPREST FUND - Twin Falls Bank & Trust

Beginning Balance		\$ 1,819.03
Deposits	+\$ 2,636.44	
Checks Issued	- 3,416.35	
Bank Balance at March 31, 1984		<u>\$ 1,039.12</u>

CSI ENDOWMENT & EDUCATION TRUST - Twin Falls Bank & Trust

Beginning Balance		\$ 15,329.66
Deposits	+\$ 2,122.76	
Checks Issued	- 600.00	
Bank Balance at March 31, 1984		<u>\$ 16,852.42</u>

BOND AND INTEREST SINKING FUND - First Security Bank

Beginning Balance		\$118,649.55
Deposits	+\$128,096.17	
Checks Issued	- 100,000.00	
Balance, exclusive of Invested Funds at March 31, 1984		<u>\$146,745.72</u>

PLANT FACILITIES RESERVE FUND - First Security Bank

Beginning Balance		\$ 49,562.01
Deposits	+\$ 1,720.48	
Checks Issued	- -0-	
Balance, exclusive of Invested Funds at March 31, 1984		<u>\$ 51,282.49</u>

AREA IV-100A - Idaho First National Bank

Beginning Balance		\$ 52,832.41
Deposits	+\$ 54,728.00	
Checks Issued	- 83,047.72	
Bank Balance		<u>\$ 24,512.69</u>

EDPMTS FUND - Twin Falls Bank & Trust

Beginning Balance		\$(12,786.68)
Deposits: U.S. Treasury	+\$ 40,000.00	
NDSL	+ 3,608.65	
NSL	+ 1,383.93	
Pell Grant Repayment	+ 1,314.62	
Institutional Contribution	+ 3,950.72	
CSI	+ 43.75	
Checks Issued: Pell Grants	- 13,796.00	
NDSL	- 840.00	
EOG	- 5,328.75	
CWSP	- 20,598.78	
Fund Balance at March 31, 1984		<u>\$(3,048.64)</u>

PUBLIC FUNDS REPORT
 MARCH 31, 1984
 Page 3

INVESTED FUNDS

<u>FUND</u>	<u>KIND</u>	<u>MATURITY</u>	<u>COST</u>
General Fund	TCD	04-17-84	\$ 150,000.00
General Fund	TCD	04-17-84	200,000.00
General Fund	TCD	04-26-84	200,000.00
General Fund	TCD	04-26-84	200,000.00
General Fund	TCD	04-26-84	100,000.00
General Fund	TCD	05-21-84	150,000.00
General Fund	TCD	05-21-84	200,000.00
DHC	TCD	04-10-84	100,000.00
DHC	TCD	05-03-84	100,000.00
Plant Facilities Reserve Fund	TCD	04-17-84	180,000.00
Plant Facilities Reserve Fund	TCD	04-17-84	250,000.00
Endowment Trust	TCD	08-14-84	180,000.00
Bond and Interest Sinking Fund	TCD	05-29-84	100,000.00
Bond and Interest Sinking Fund	TCD	05-29-84	100,000.00
Bond and Interest Sinking Fund	TCD	05-29-84	131,567.95
Educational Trust	TCD	04-05-84	3,825.64
Educational Trust	TCD	04-05-84	<u>2,000.00</u>
<u>TOTAL INVESTED FUNDS AT MARCH 31, 1984</u>			<u>\$2,347,393.59</u>

COLLEGE OF SOUTHERN IDAHO
 JUNIOR COLLEGE DISTRICT
 NON-PUBLIC FUNDS REPORT FOR MARCH 1984

CSI BOOKSTORE - Twin Falls Bank & Trust

Beginning Balance		\$ 56,951.26
Receipts from sales	+\$15,875.91	
Checks Issued	- <u>23,265.28</u>	
Bank Balance at March 31, 1984		\$ 49,561.89
Cash on Hand (Used Book A.C., Reg., & Annex)		475.00
Total in Account at March 31, 1984		<u>\$ 50,036.89</u>

STUDENT ASSOCIATION FUND - Twin Falls Bank & Trust

<u>Regular Account</u>		
Beginning Balance		\$ 38,134.78
Deposits	+\$ 5,708.22	
Checks Issued	- <u>17,717.67</u>	
Account Balance at March 31, 1984		\$ 26,125.33

Special Events-Honors Program

Beginning Balance		\$ 11,749.18
Deposits	+\$ 649.48	
Checks Issued	- <u>5,314.00</u>	
Account Balance at March 31, 1984		\$ 7,084.66
Bank Balance (Student Assn.) at March 31, 1984		<u>\$ 33,209.99</u>

VARSITY ATHLETICS - Idaho First National Bank

Beginning Balance		\$ 39,969.99
Deposits	+\$13,789.10	
Checks Issued	- <u>23,743.13</u>	
Bank Balance at March 31, 1984		\$ 30,015.96
Cash on Hand (Bus. Off.)		500.00
Total in Account at March 31, 1984		<u>\$ 30,515.96</u>

DORMITORY HOUSING COMMISSION - First Interstate Bank

Beginning Balance		\$111,587.15
Deposits	+\$43,383.94	
Checks Issued	- <u>50,399.49</u>	
Bank Balance at March 31, 1984		\$104,571.60
Cash on Hand		825.00
Total in Account at March 31, 1984		<u>\$105,396.60</u>

CSI AGGIES - Idaho Bank & Trust

Beginning Balance		\$ 17,204.22
Deposits	+\$23,108.70	
Checks Issued	- <u>20,452.32</u>	
Bank Balance at March 31, 1984		<u>\$ 19,860.60</u>

M E M O

TO: BOARD OF TRUSTEES
FROM: KARL L. BLACK
DATE: APRIL 16, 1984
SUBJECT: 1983-84 BUDGET

Due to a shift in emphasis during the current fiscal year it appears that both the Resource Development budget and the Student Personnel budget will be overspent for the year.

The Resource Development budget was set at only \$35,600.00 and will probably run approximately \$50,000.00. The Student Personnel budget will be less than 5% over or approximately \$12,000.00. Both of these budget over-expenditures are due to a complete revamping and change of direction for the two departments. The changes, however, have taken some pressure off of the administration budget for this year and there will be enough left in that budget to offset the other two.

KLB/emc

M E M O

TO: BOARD OF TRUSTEES

FROM: KARL L. BLACK

DATE: APRIL 16, 1984

The effect of new technology in data processing has been much more dramatic than we thought possible three or four years ago. As we analyze our present position we have made the following observations:

1. The proliferation of students in some types of computer training has been very dramatic. We can identify 3,058 students who receive some type of data processing training during the last year at CSI.
2. We have all of the Business Office records on the computer including payroll, budget, general journal, accounts payable, accounts receivable (including County billings) and inventory.
3. We hope to be ready for an on-line registration system by Fall and, within a reasonable period of time, have five years of student records on-line. Last Fall we purchased a student registration and records software package from Santa Rosa Community College for \$5,000.00. They are now marketing the same package for \$29,000.00.
4. Due to the demands on the present system we have already ordered a system expansion for approximately \$12,000.00 and are about out of disc space. A new disc drive would cost \$25,520.00 less the educational discount.
5. Timing on the purchase of an expanded system is important. We put together what we thought was needed and then discovered that Hewlett-Packard is offering the same package on a promotion that would save us over \$18,000.00. The cost for the two items in #4 above

of approximately \$37,000.00 is also included in the package. The package is as follows:

Retail Price	\$164,598.00
Promotional Discount for the Package	(18,258.00)
Educational Discount	(19,955.57)
Trade-in Allowance	<u>(13,000.00)</u>
NET COST OF PACKAGE	\$113,384.43

After much consideration and involvement of faculty, computer people and administration the following is recommended to the Board:

Purchase of Equipment from Hewlett-Packard	\$113,384.43
Payment of Idaho Com- puter Services (Ben Pratt) for the Series 33 Trade-in	13,000.00
Purchase of an Optical Scanner from National Computer Systems	<u>12,000.00</u>
TOTAL OF PAYMENTS to be taken from the Plant Facilities Reserve Fund	\$138,584.43

The above package should double the present machine capacity. It should divide instructional processing from administration processing. This would provide much better security for administration, payroll and student records. It would allow for the on-line registration system and retrieval of student records as outlined in item #3 above.

The Optical Scanner would allow us to electronically input grades into the system. It would also be used for scoring test results and for recording daily attendance as required by the Veterans Administration and State Vocational. It could be used for recording results from surveys, etc. or anything done on a form prepared for mark reading.

COLLEGE OF SOUTHERN IDAHO

315 Falls Avenue • P.O. Box 1238
Phone 208-733-9554
Twin Falls, Idaho 83301

College of Southern Idaho
Board of Trustees
Subject: Loan

The Scholarship Committee would like to submit the following named student for loans from the College of Southern Idaho Trust Fund for the Spring semester of 1984.

<u>EDUCATIONAL TRUST LOAN</u>	<u>AMOUNT</u>
Mike Laughlin	\$ 200

The purpose of this trust is to provide scholarships, financial grants and/or loans to worthy College of Southern Idaho students. In the opinion of the Scholarship Committee, the above named student is worthy of this scholarship.

In reference to paragraph (11) of the Trust Agreement, it is understood that the power to name recipient beneficiaries under said trust shall be reserved to the Board of Trustees of the College of Southern Idaho Junior College District.

David Perkins
Director of Student Financial Aid

Cancelled - not loaned

Karl L. Black

Signature of CSI President

Date

Board Action: Approval is indicated by the signature of the Board Chairman.

C. Hebrman

Signature of Board Chairman

4/16/84

Date

DP/lg

Enclosure

COLLEGE OF SOUTHERN IDAHO

315 Falls Avenue • P.O. Box 1238
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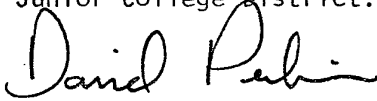
College of Southern Idaho
Board of Trustees
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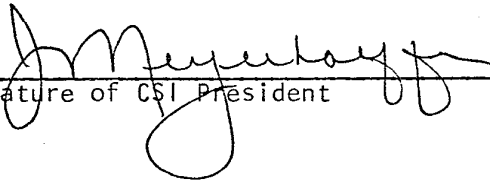
<u>EDUCATIONAL TRUST LOAN</u>	<u>AMOUNT</u>
Patricia Bryant	\$50

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In reference to paragraph (11) of the Trust Agreement, it is understood that the power to name recipient beneficiaries under said trust shall be reserved to the Board of Trustees of the College of Southern Idaho Junior College District.



David Perkins
Director of Student Financial Aid



Signature of CSI President

3-23-83
Date

Board Action: Approval is indicated by the signature of the Board Chairman.



Signature of Board Chairman

4/16/84
Date

DP/lg

Enclosure

COLLEGE OF SOUTHERN IDAHO

315 Falls Avenue • P.O. Box 1238
Phone 208-733-9554
Twin Falls, Idaho 83301

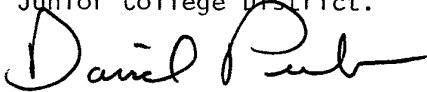
College of Southern Idaho
Board of Trustees
Subject: Loan

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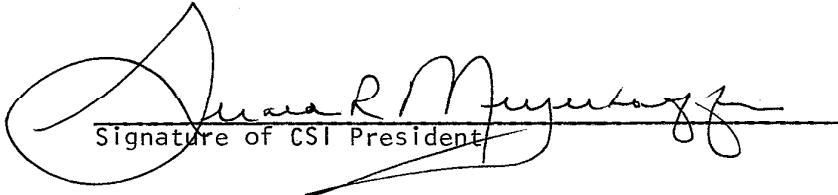
<u>EDUCATIONAL TRUST LOAN</u>	<u>AMOUNT</u>
Aceneth Wilson	\$50

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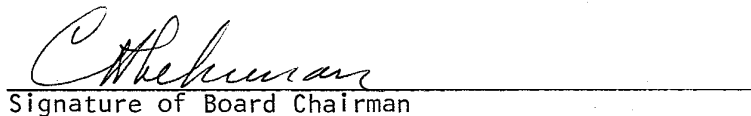
David Perkins
Director of Student Financial Aid



Signature of CSI President

4-2-84
Date

Board Action: Approval is indicated by the signature of the Board Chairman.



Signature of Board Chairman

4/16/84
Date

DP/1g
Enclosure

COLLEGE OF SOUTHERN IDAHO

315 Falls Avenue • P.O. Box 1238
Phone 208-733-9554
Twin Falls, Idaho 83301

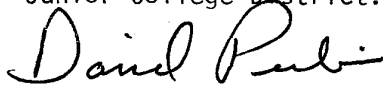
College of Southern Idaho
Board of Trustees
Subject: Loan

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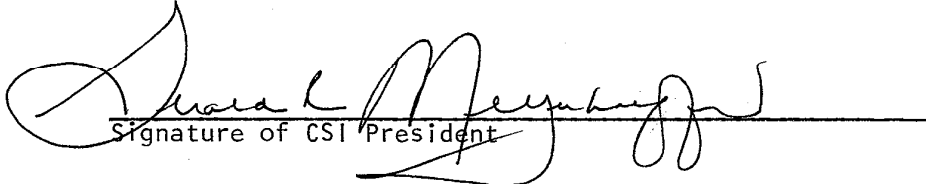
<u>EDUCATIONAL TRUST LOAN</u>	<u>AMOUNT</u>
Abdikarim Nadiif	\$100

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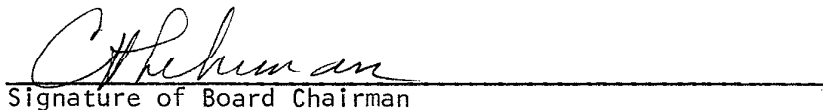
David Perkins
Director of Student Financial Aid



Signature of CSI President

4-9-84
Date

Board Action: Approval is indicated by the signature of the Board Chairman.



Signature of Board Chairman

4/16/84
Date

DP/lg
Enclosure

CSI EMPLOYEE CONTRACTS FOR 1984-85 SCHOOL YEAR

Allred, Robert	Hardin, Jeff	Burks, Rod	Sears, Emerson
Armstrong, Kathleen	Hurley, John	Morgret, Phyllis	Smith, William
Bearup, Stuart	Mecham, Marilyn	Peterson, Nick	Stephens, Margaret
Bechinski, Jane	Blackburn, Marilyn	Titmus, Wilma	Stevens, Floyd D.
Berrichoa, Randall	Buettner, Claudeen	Woods, James	Thomas, John
Breske, Thomas	Cutler, Carmen	Albers, Dennis	Turner, Bill
Butler, Cal	Miller, Ernell	Buam, Glenn	Updike, Henry
Chugg, Gerry	Sandy, Janet	Blair, Thomas	Walker, William
Crane, Mary Beth	Stanfield, Peggy	Blight, Chris	Ward, S. C.
Curtis, Lawrence	Szubert, Mary Pat	Buettner, Don	Valdez, Ray
Davis, Shawn	Thompson, Adele	Casper, Earl	Edwards, Joan
Dawson, Jim	Beal, Jan	Chouinard, Louis	Varley, Mary
Duncan, Thomas	Birrer, Janet	Cope Danny	Ferrell, Ann
Fisher, Mary Ann	Harvey, Pauline	DeKlotz, Gilbert	Langrell, Ron
Fluegel, John	Hine, Leah	Dilka, Merry	Perkins, Dave
Gentry, Jim	Mullinix, Sylvia	Easley, Arthur	Sims, Jack
Golding, Fran	Petersen, Ruby	Garrison, Frank	Vaughn, Ned
Green, Michael	Repetto, Shirley	Gibson, Harry	Ferrell, Keith
Hamilton, Thomas	Hoschouer, Carolyn	Goldmann, Allen	Major, Gary
Hardesty, Lloyd	Perkins, Barbara	Grimes, Charles	Myers, Karyl
Hartwell, Maddy	Austin, Ed	Halouska, Steve	Palmer, Jim
Hollifield, Paula	Kleinkopf, Karl	Harr, Gene	Moore, Joyce
Hull, Gene	Oliver, Irene	Hartwig, Dean	Carlile, Carol
Johnson, Wallace	Siplon, Karine	Hayward, Stephen	Grover, Linda
Keith, Don	Strawser, Roy	Henderson, John	Jones, Dora
Lewin, Ray	Trenkle, Fred	Henning, Dot	Kern, Marcy
Loomis, Gary	Walker, Jim	Herman, Janet	Paxton, Lena
Mannen, Tony	Black, Karl	Houston, C. Robert	Richards, Pat
McElfresh, Robert	Meyerhoeffer, Gerald	Hubbell, Betty	Anderson, Alice
McKenna, Michael	Jenkins, Annette	Huddleston, Leonard	Boydston, Herschel
Miller, Mickey	Cernik, Emilee	James, Marc	DeWitt, Lloyd
Mittleider, Jan	Flowers, Louise	Johnson, Mary	Flint, Frank
Pettinger, Dean	Fultz, Kim	Johnston, Bill	Ganje, Lynn
Pettygrove, Dennis	Inchausti, Marie	Jones, P. R.	Glenn, Penny
Pratt, Ben	Jensen, Janet	King, Verl	Hartman, Darien
Puder, Ben	Lemmon, Eileen	Korte, Thomas	Irons, Steve
Quinn, Larry	Snyder, Linda	Lancaster, Ronald	Johanson, Brent
Riedell, Karyn	Stroud, Shari	McCully, Herb	McClymonds, Mike
Shopbell, JoAnn	Wada, Linda	McFarland, Dale	Randolph, Colin
Silver-Hayes, Debra	Gatton, Al	McManaman, Robert	Smith, DeOnne
Slifer, Elizabeth	Stevens, Bruce	Metts, Rocky	Stanerson, Lewis
Snider, Richard	Vaughn, Rosemary	Miller, Eugene	Wetter, Paul
Speyer, Robert	Beale, William	Miller, Lorraine	Wiswall, Marlyn
Steel, LaVar	Berry, Janene	Mori, Karol	Bartlett, Ben
Stephenson, Don	Bright, Virginia	Orr, Raymond	Clawson, George
Strope, Marvin	Courtwright, Wayne	Osborn, Larry	Dobbs, Wes
Studebaker, William	Cowley, Jerry	Phimmasone, Seng	Glenn, Mike
Tanner, Fran	Goodman, Janice	Potthast, William	Hine, Wayne
JanNest, Phyllis	Green, David	Rambo, William	Knodel, Ben
Wada, Wesley	Jenkins, Alba	Rasco, John	Lewis, Thomas
Widener, Rex	Joerger, Mary	Rictor, Loren	Mandron, Ben
Wong, Carson	Jones, Carol	Roberts, William	Makings, Dave
Wright, Robert	Poppino, Stephen	Royce, Selma	Martin, John
	Stansell, Berniece	Schick, Helen	Matlock, Bill

1984-85 Employee Contracts
page 2

McBride, Arvel
McHargue, William
Pattersen, Terry
Reichel, Robert
Ross, Hal
Schlund, James
Taylor, Jim B.
White, Dave
Bandy, Saphronia
Courtwright, Irene
Greene, Paula
Huish, Gloria
Klimes, Debi
Stevens, Lorraine
Turner, Mary
Utley, Barbara
Laron, Rita
Cook, Ruth
Beck, Gerald
Bradley, Orval
Cross, Neil
Loux, Robert
Pinkston, Juanita
Porter, Merrill
Sterling, Dick
Watland, John
Hammond, Helen
Drown, Joan
Graybill, Nancy
Gibbs, Howard
Jones, Kathy
Schmidt, Elaine
Mauldin, Bon
Chambers, Charles
Eslinger, Doug
Winn, Linda
Call, DeVerl
Montgomery, Judy
Thomas, Norma
Oneida, Garnet
Ostyn, Paul
Benson, Jack
Bubb, Evelyn
Etherington, James
Evans, Debra
Fisher, Darrell
Hannah, Donna
Iarmison, Pat

Jenkins, Shawn
Kittivaphanh, Vong
Mahler, Bernie
Rudd, Gina
Wilson, Tom
Hamilton, Margaret
Mullinix, Jess
Ness, Grace
Sturgeon, Charlene
Kiesig, David
Bennett, Bruce
Boyd, Richard
Carrasco, Eloisa
Donner, Marcia
Gerard, Judy
Morgan, Carlyne
Nieffenegger, Joan
Rosenau, Rose
Glasscock, Marvin
Toolson, Shari
Cherie Clark