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**COLLEGE OF SOUTHERN IDAHO**

**BOARD OF TRUSTEES**

**JULY 20, 1998  
PINE ROOM, #258  
2<sup>ND</sup> FLOOR TAYLOR BUILDING  
5:30 p.m.**

**AGENDA**

**MINUTES**

**TREASURER'S REPORT**

**BIDS:**

**Compressed Video Transmission System  
Dormitory Camera Surveillance System  
Welding Fume Exhaust System  
Ethernet LAN Switch  
Viewbook Printing**

**BOND RESOLUTION FOR DORMITORY HOUSING COMMISSION**

**FY 2000 BUDGET REQUESTS**

**TITLE III GRANT**

**EDA GRANT**

**COLLEGE OF SOUTHERN IDAHO  
BOARD OF TRUSTEES**

**EXECUTIVE SESSION**

**JULY 20, 1998**

**5:00 P.M.**

**PRESIDENT'S OFFICE**

The Board will meet in accordance with Idaho Code 67-2345 (c) to conduct deliberations concerning acquiring an interest in real property.

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
PRESIDENT'S OFFICE  
EXECUTIVE SESSION  
JULY 20, 1998

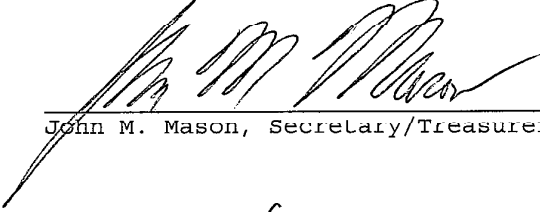
CALL TO ORDER: 5:00 p.m.      PRESIDING: LeRoy Craig

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

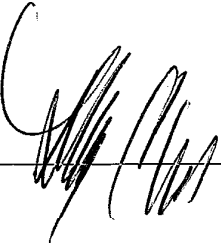
College Administration: Gerald Meyerhoeffer, President  
John M. Mason, Secretary/Treasurer

The Board of Trustees entered into Executive Session in accordance with Idaho Code 67-2345 (C) to conduct deliberations involving real property on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

ADJOURNMENT was declared at 5:25 p.m.

  
\_\_\_\_\_  
John M. Mason, Secretary/Treasurer

APPROVED August 17, 1998

  
\_\_\_\_\_  
Chairman

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
JULY 20, 1998

CALL TO ORDER: 5:30 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  
Dr. Jerry Beck, Vice President of Instruction  
Dr. Joan Edwards, Vice President of Planning and  
Development  
Dr. Ken Campbell, Dean of Information Technology  
Dr. John Martin, Registrar  
Ron Shopbell, Director of Continuing Education  
Don Buettner, Interim Physical Plant Director  
Jeff Duggan, Assistant to the President  
Karen Baumert, Public Information Director

CSI Staff: Henry Jones and Char Hagemann

Visitors: None

Faculty Representatives: Mary Detienne

Times News: Jennifer Sandmann

MINUTES OF June 15, 1998 of the College of Southern Idaho Board of Trustees were approved as written on MOTION by Bill Babcock. Affirmative vote was unanimous.

MINUTES OF the Executive Session of June 15, 1998 of the College of Southern Idaho Board of Trustees were approved as written on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

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

CSI Trustees  
July 20, 1998  
Page 2

Bids:

1. The Board approved the purchase of a compressed video transmission from U.S. West of Boise, Idaho in the amount of \$87,355.53 on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

Funding for this purchase is from the Plant Facilities Fund.

2. The Board approved the purchase of a dormitory camera surveillance system from Utah Controls of Sandy, Utah in the amount of \$27,167 on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

Funding for this purchase is from Dormitory Housing Commission funds.

3. The Board approved the purchase and installation of a welding fume exhaust system from Magic Valley Refrigeration of Twin Falls, Idaho in the amount of \$79,870 on MOTION by Bill Babcock. Affirmative vote was unanimous.

Funding for this purchase is from the Plant Facilities Fund.

4. The Board approved the purchase of six Ethernet LAN switches from Cable Express Corporation of Syracuse, New York in the amount of \$11,666.64 on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

Funding for this purchase is from Student Technology Funds.

5. The Board approved the purchase of viewbooks from Joslin and Morris of Boise, Idaho in the amount of \$19,128 on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

Funding for this purchase is from budgeted departmental funds.

PRESIDENT'S REPORT:

1. Dr. Joan Edwards and Char Hagemann made a presentation concerning the new Title III grant. The five-year grant is for \$1,746,363.

1. (continued) President Meyerhoeffer thanked Dr. Edwards and Ms. Hagemann for their work. The Board also expressed their appreciation.

2. The Board discussed the addition to the Aspen building and possible funding sources. The President advised the Board that up to \$680,000 was available from an economic development grant if we were able to find matching funds for the project.

The Board accepting the economic development grant and the committed matching funds of up to \$650,000 for the project on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

Dr. Glenn and Dr. Beck were thanked for their work on this project.

3. The President advised the Board that the Twin Falls School District had signed a contract that allowed them to trade the property they own north of the campus with property we are acquiring west of the campus.

The Board approved the purchase of approximately 77 acres from Dr. Harry Brumbach for approximately \$968,000 and the exchange of the Brumbach property for approximately 60 acres of Twin Falls School District property on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

4. The Board approved a resolution allowing the Dormitory Housing Commission to issue bonds to finance the purchase of the Northview Apartments on MOTION by Bill Babcock. Affirmative vote was unanimous.

5. The President reviewed our Fy 2000 budget request to the state with the Board. The request asks for increased pay for regular and part time instructors, telecommunications replacement equipment, additional instructors for under prepared students, additional instructors for nursing and matching funds for our economic development grant.

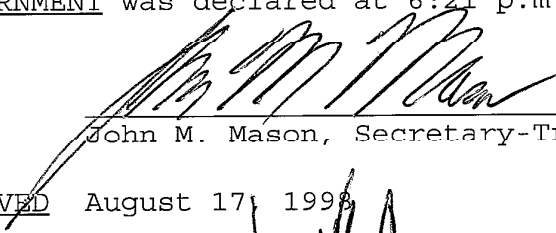
6. The President advised the Board of the following:  
a. Library usage has increased significantly.  
b. The vet tech program is leasing a facility from Dr. Bill Strobel for one year at the rental rate of \$1,200 per

CSI Trustees  
July 20, 1998  
Page 4

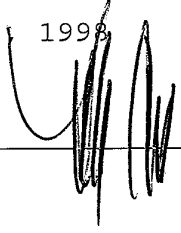
6. (continued) month. At the end of one year, we will have an option to purchase the building.

7. The President and Board agreed to work out a date for a worksession to discuss campus security and miscellaneous other issues.

ADJOURNMENT was declared at 6:21 p.m.

  
\_\_\_\_\_  
John M. Mason, Secretary-Treasurer

APPROVED August 17, 1998

  
\_\_\_\_\_  
Chairman



COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

June 29, 1998

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

From: Mike Mason

A handwritten signature in black ink, appearing to read 'Mike Mason', is written over the 'From:' line and extends slightly into the 'Re:' line.

Re: Compressed Video Transmission System Bid

We received two bids for the specified system. The bids are as follows:

U.S. West	\$87,355.53
NEC	105,923.90

Based upon a review of the bids by Dr. Ken Campbell and D.K. Miller, I recommend we accept the low bid of U.S. West of Boise, Idaho in the amount of \$87,355.53.

Funding for this purchase is from the Plant Facility Fund.

This equipment will be utilized to link the college with the Micron production facility in Boise, Idaho. The link will provide two way distance learning opportunities for both Twin Falls and Boise students.





COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

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June 25, 1998

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

From: Mike Mason

Re: Dormitory Camera Surveillance System

We received three bids for the specified equipment for  
the surveillance system. The bids are as follows:

Utah Controls	\$27,167
Simplex	32,775
Life Safety Systems	35,200

Based upon a review of the bids by Don Buettner, I  
recommend we accept the low bid of Utah Controls of Sandy,  
Utah in the amount of \$27,167.

Funding for this purchase is from Dormitory Housing  
Commission funds.



COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

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June 25, 1998

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

From: Mike Mason

Re: Welding Fume Exhaust System

We received two bids for the specified exhaust system.  
The bids are as follows:

Magic Valley Refrigeration	\$79,870
Sawtooth Sheet Metal	91,233

Based upon a review of the bids by Don Buettner, I  
recommend we accept the low bid of Magic Valley  
Refrigeration of Twin Falls, Idaho in the amount of  
\$79,870.

Funding for this purchase is from the Plant Facility  
Fund.

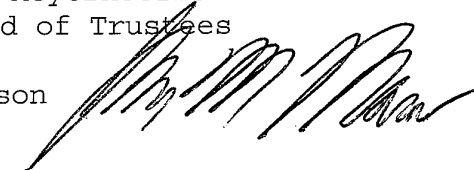


COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

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July 16, 1998

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

From: Mike Mason 

Re: Ethernet LAN Switch Bid

We received two bids for the six specified switches.  
The bids are as follows:

Cable Express Corporation	\$11,666.64
Graybar	14,805.90

Based upon a review of the bids by Dr. Ken Campbell, I  
recommend we accept the low bid of Cable Express  
Corporation of Syracuse, New York in the amount of  
\$11,666.64 for six ethernet switches.

Funding for this purchase is from the Student  
Technology Fund.



COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

July 17, 1998

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

From: Mike Mason

Re: Viewbook and Related Supplies Bid

We received two bids for the specified materials. The bids are as follows:

Joslin and Morris	\$19,128
Associated Business Forms & Systems	28,992

Based upon a review of the bids by Graydon Stanley and Karen Baumert, I recommend we accept the low bid of Joslin Morris of Boise, Idaho in the amount of \$19,128 for the following materials:

- 20,000 Viewbooks
- 500 Posters
- 20,000 Return Mailers
- 20,000 Booklet Envelopes
- 1,000 Program Brochures

Funding for this purchase is from budgeted departmental funds.

RESOLUTION

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COLLEGE OF SOUTHERN IDAHO COMMUNITY COLLEGE DISTRICT APPROVING THE ISSUANCE OF BONDS BY THE COLLEGE OF SOUTHERN IDAHO DORMITORY HOUSING COMMISSION; ALLOCATING TO THE COMMISSION A PORTION OF THE COLLEGE'S SMALL ISSUER EXEMPTION FROM ARBITRAGE REBATE REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the College of Southern Idaho Dormitory Housing Commission (the "Commission") has issued its Dormitory Revenue Refunding Bonds, Series 1998A, in the principal amount of \$3,090,000 and intends to issue its Dormitory Revenue Bonds, Series 1998B, in the principal amount of \$1,250,000 (collectively, the "Bonds"); and

WHEREAS, the Commission has represented and will represent and covenant that it does not reasonably anticipate that the Bonds, together with any other obligations issued by the College of Southern Idaho Community College District (the "College"), will exceed \$5,000,000 in face amount for calendar year 1998; and

WHEREAS, the College is a governmental unit with general taxing powers and does not expect to issue obligations in addition to the Bonds of the Commission for calendar year 1998, and the College is willing to allocate to the Commission up to \$4,340,000 of its small issuer exception under Section 148(f)(4)(D)(iv) of the Internal Revenue Code of 1986, as amended (the "Code"); and

WHEREAS, the College has determined that the amount of such allocation bears a reasonable relationship to the benefits received by the College from the issuance of the Bonds by the Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE COLLEGE OF SOUTHERN IDAHO COMMUNITY COLLEGE DISTRICT as follows:

Section 1: The College is a governmental unit with general taxing powers, and the College hereby approves the issuance of the Bonds by the Commission.

Section 2: The College hereby represents, for purposes of Sections 148(f) and 265(b)(3) of the U.S. Internal Revenue Code of 1986, as amended (the "Code"), that the College (including all "subordinate entities" of the College within the meaning of Sections 265(b)(3)(E) and 148(f)(4)(D)(iv) of the Code) has not issued and reasonably anticipates not to issue in the 1998 calendar year obligations bearing interest exempt from federal

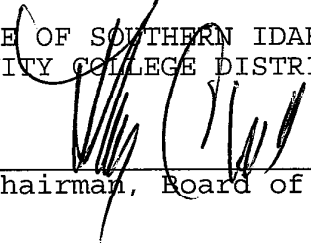
income taxation under Section 103 of the Code (other than "private activity bonds" as defined in Section 141 of the Code), which, when taken together with the Bonds, will not exceed an amount greater than \$5,000,000.

Section 3: The College hereby irrevocably allocates to the Commission up to \$4,340,000 of its small issuer exemption for the calendar year 1998 under Section 148(f)(4)(D)(iv) of the Code. Such allocation bears a reasonable relationship to the benefits received by the College from the issuance of the Bonds by the Commission.

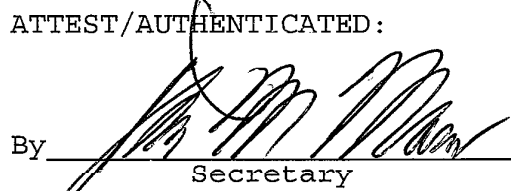
Section 4: This Resolution shall take effect immediately after its adoption and approval.

ADOPTED by the Board of Trustees of the College, this 20th day of July, 1998.

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT

By  \_\_\_\_\_  
Chairman, Board of Trustees

ATTEST/AUTHENTICATED:

By  \_\_\_\_\_  
Secretary

## ABSTRACT

The College of Southern Idaho serves a vast, rural area with a population of nearly 155,000 people spread over an eight-county district the size of New Hampshire and Delaware combined. Twin Falls, the "city" in which the College is located, has a population of 31,568 and is the fourth largest in Idaho. Even though this predominantly agricultural area has a high percentage of low income families and low literacy rates, the College was able to involve 12 percent of the district population in either a credit, non-credit, or adult basic education course with the largest unduplicated headcount of 11,628 in credit courses in the calendar year of 1996-1997. The rugged nature of southern Idaho requires, in many cases, that we take education to the students. The College is the cultural, social, and financial lifeline for many of these individuals. Enrollment has increased an average 8.5 percent per year since 1994.

To assist the College of Southern Idaho in attaining self-sufficiency, Title III is requested for changes that will measurably increase student academic persistence and performance, and increase fiscal stability. The project features two activities:

### **ACTIVITY ONE: *Faculty Development--A Strategy to Increase Student Retention and Success***

There are three components: 1) Development of a Faculty/Administration/Staff Development System which Rewards Leaders of Change; 2) Yearly Focus Themes to Create Learning Communities and a Continuing Theme: Infusion of Multi-Cultural/Multi-Ethnic Perspectives, and 3) Focus Theme and Technology Applications and Technology Support Development. The focus themes include teaching/learning styles, curriculum development, outcomes assessment methods, infusion of critical thinking into the curriculum, and campus/administration team problem solving -- all explored from an additional multi-cultural perspective. The use of technology with responsive technical support to improve teaching, advising, and student access to information will also be addressed. **First Year Request: \$188,270 with a five-year total of \$1,079,618**

### **ACTIVITY TWO: *Improvement of Academic Programs--Strengthening Placement Testing and Basic Skills Instruction, and Developing Computer Literacy Graduation Requirement***

Three components of this activity to increase student retention and success include: 1) Development of a Computerized Placement Testing Program for Correct Placement in Basic Skills and College-Level Courses; 2) Development and Piloting of Intensive Programs of Reading, Writing, English as a Second Language, and Mathematics Instruction by Integration of Computer-Assisted Learning and Multimedia Delivery Strategies into Basic Skills Instruction; and 3) Development of Computer Literacy Courses and Methods of Integration to Meet Graduation Requirements for Computing Competency. **First Year Request: \$98,770 with a five-year total of \$348,744**

### **PROJECT MANAGEMENT AND EVALUATION**

With pilot testing a major component of both activities, methods to determine outcomes are carefully planned, clearly defined, and integrated into the activity planning. **First Year Request: \$62,196 with a five-year total of \$318,081**

**OVERVIEW OF ACTIVITY ONE -  
STRATEGIES TO INCREASE RETENTION AND STUDENT SUCCESS**

Year 1 1998-1999	Year 2 1999-2000	Year 3 2000-2001	Year 4 2001-2002	Year 5 2002-2003
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**Component One: Development of a Faculty/Administration/Staff  
Advancement System**

Develop standards of Excellence: Faculty	<ul style="list-style-type: none"> <li>Develop Advancement Policies and Procedures: Faculty (include professional development)</li> <li>Begin same 5-year process: Admin.</li> </ul>	<ul style="list-style-type: none"> <li>Retreat followed by referendum: Faculty Pilot Evaluation and Reward System: Faculty (includes intrinsic rewards)</li> <li>Begin same 5-year process: Staff</li> </ul>	Monitoring and Review Committee recommends changes in pilot of system: Faculty	Identify master faculty to receive endowed chairs and mini-grants
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**Component Two: Yearly Focus Themes to Create Learning Communities and Continuing Theme: Infusion of Multi-Cultural and Multi-Ethnic Perspectives**

<ul style="list-style-type: none"> <li>Teaching/ Learning Styles</li> <li>Use of technology to accommodate styles including Multi-Cultural, Multi-Ethnic Perspectives</li> </ul>	<ul style="list-style-type: none"> <li>Accessing electronic data sources for advising</li> <li>Curriculum development using new instructional methods and content</li> </ul>	<ul style="list-style-type: none"> <li>Outcomes Assessment methods and use</li> <li>Electronic access to library information</li> <li>Multi-Cultural, Multi-Ethnic Perspectives</li> </ul>	<ul style="list-style-type: none"> <li>Infusion of Critical Thinking and Problem Solving into curriculum</li> <li>Campus/Admin. Team Problem Solving Model</li> </ul>	<ul style="list-style-type: none"> <li>Interactive computing and multimedia in the telecommunications classroom</li> <li>Multi-Cultural, Multi-Ethnic Perspectives</li> </ul>
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**Component Three: Focus Theme and Technology Applications Development**

<ul style="list-style-type: none"> <li>Equip, staff and develop technology support services and equip multimedia classroom with portable carts</li> <li>Staff used to develop campus-wide computer literacy</li> <li>Summer projects to develop multimedia enhanced and internet courses.</li> <li>Fall pilot of multimedia lesson presentations and internet course delivery. begins</li> </ul>	<ul style="list-style-type: none"> <li>Network student records with faculty offices for advising and improved student information access</li> <li>Equip demonstration classrooms using multimedia instruction</li> <li>Pilot Tests</li> <li>Curriculum Development: Agriculture--focus: transferability and sophomore retention</li> <li>Use of multimedia classroom</li> </ul>	<ul style="list-style-type: none"> <li>Network library functions for access to rural areas and to improve campus use of library</li> <li>Instrumentation and pilot test of Law Enforcement curriculum developed focus: employer input &amp; simulation technology</li> <li>Pilot Tests</li> <li>Use of multimedia classroom</li> <li>Electronic data use in advising and library</li> </ul>	<ul style="list-style-type: none"> <li>Developing student-centered multimedia</li> <li>Equip an Instruction Lab for simulation and drill in Engineering</li> <li>Pilot Tests</li> <li>Curriculum Development: Engineering--focus: sophomore retention</li> <li>Use of multimedia with student-directed platforms</li> </ul>	<ul style="list-style-type: none"> <li>Expand computer network to empower staff to provide student information</li> <li>Multimedia capabilities incorporated into telecommunication environment</li> <li>Pilot Tests</li> <li>Curriculum Development: New career field--focus: health care field</li> <li>Multimedia use in telecommunication environment</li> </ul>
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An overview of the activity across the five years is provided on the following pages.

**OVERVIEW OF ACTIVITY TWO  
IMPROVEMENT OF ACADEMIC PROGRAMS: STRENGTHENING PLACEMENT  
TESTING AND BASIC SKILLS INSTRUCTION**

Year 1 1998-1999	Year 2 1999-2000	Year 3 2000-2001	Year 4 2001-2002	Year 5 2002-2003
<b>COMPONENT 1: DEVELOPMENT OF A COMPUTERIZED PLACEMENT TESTING PROGRAM ON THE MAIN CAMPUS AND THREE OUTREACH CENTERS</b>				
Purchase computerized placement test.	Evaluate pilot of computerized placement test with liberal arts majors on main campus. Evaluate and revise pilot as needed.	Evaluate North Side/main campus pilot of computerized placement test and revise plan as needed.	Evaluate North Side/main campus/Mini-Cassia pilot of computerized placement test and revise plan as needed.	Complete pilot of computerized placement test at Blaine County Center and all other sites. Evaluate and revise plan as needed for continued testing.
Equip Academic Development Center with computerized testing/learning stations. Train appropriate faculty and staff in administration and interpretation of computerized placement test.	Equip North Side Center with testing station. Train staff in administration and interpretation of test.	Equip Mini-Cassia Center with testing stations. Train staff in administration and interpretation of test.	Equip Blaine County Center with testing station. Train staff in administration and interpretation of test.	Write computerized placement testing plan for institutionalization.
Begin pilot of computerized placement testing with liberal arts majors at Academic Development Center by May 1999.	Begin pilot of computerized placement testing at North Side Center and on main campus by May 2000.	Begin pilot of computerized placement testing at Mini-Cassia Center in conjunction with continuing North Side and main campus pilot by May 2001.	Begin pilot of computerized placement testing at Blaine County Center in conjunction with continuing North Side, main campus, and Mini-Cassia pilot by May 2002.	Institutionalized computerized placement testing by October 2003.


Year 1 1998-1999	Year 2 1999-2000	Year 3 2000-2001	Year 4 2001-2002	Year 5 2002-2003
<b>COMPONENT 2: INTEGRATION OF COMPUTER-ASSISTED LEARNING AND MULTI-MEDIA DELIVERY STRATEGIES INTO BASIC SKILLS INSTRUCTION</b>				
Train appropriate faculty and staff in the use of computer-assisted learning and multimedia delivery strategies in basic skills reading and writing instruction.	Complete pilot of basic skills reading and writing computer-assisted learning and multimedia enhanced curriculum. Evaluate pilot and revise as needed.	Train appropriate faculty and staff in the use of computer-assisted learning and multimedia delivery strategies in basic skills math instruction.	Design basic skills instruction mini-modules for individualized needs training.	
Incorporate computer-assisted learning and multimedia delivery strategies into basic skills reading and writing curriculum. Purchase software. (Equipment will be shared with Component 1 and the computer literacy testing initiative.)	Train appropriate faculty and staff in the use of computer-assisted learning and multimedia delivery strategies in English as a Second Language instruction.	Incorporate computer-assisted learning and multimedia delivery strategies into basic skills math curriculum. Purchase software.	Pilot basic skills instruction mini-modules in reading, writing, ESL, and math by June 2002. Evaluate and revise modules as needed.	Write institutionalization plan for basic skills computer-assisted learning and multimedia delivery strategies.
	Incorporate computer-assisted learning and multimedia delivery strategies into ESL curriculum. Purchase software.			Institutionalize basic skills computer-assisted learning and multimedia delivery strategies plan by June 2003.
Begin pilot of basic skills reading and writing computer-assisted learning and multimedia enhanced curriculum by June 1999.	Pilot ESL computer-assisted learning and multimedia-enhanced curriculum by June 2000. Evaluate pilot and revise as needed.	Pilot basic skills math computer-assisted learning and multimedia-enhanced curriculum by June 2001. Evaluate pilot and revise as needed.	Write institutionalization plan for basic skills instruction mini-modules for individualized needs training.	Institutionalize basic skills instruction mini-modules for individualized needs training.
<b>COMPONENT 3: DEVELOP COMPUTER LITERACY GRADUATION REQUIREMENT</b>				
Utilizing cross-campus communication, define computer literacy and develop computer literacy standards for graduation.	Integrate computer literacy requirements into CSI course catalogue.	Evaluate pilot and revise as needed.	Revise catalogue description based on pilot evaluation and revisions.	Design basic computer literacy skills instruction mini-modules for individualized needs training.
Develop or adopt computer literacy placement testing instruments.	Select pilot groups and test, place (begins August Year 1) and train in two levels of computer literacy courses and/or courses identified with checklist.		Write computer literacy plan for institutionalization.	Pilot basic computer literacy mini-modules. Evaluate and revise as needed.
Develop two levels of computer literacy courses and train/assign faculty to teach the courses.	Integrate basic computing skills into current curricula where appropriate. Train faculty if needed.		Institutionalize computer literacy by 2002.	Write institutionalization plan for basic computer literacy skills instruction mini-modules for individualized needs training.
Develop a cross-institutional checklist for identified specific computing skills development in other courses.		Develop an outcomes assessment (capstone) testing/evaluation method to be given before graduation.		Institutionalize basic computer literacy mini-modules.



COLLEGE OF  
SOUTHERN  
IDAHO  
BUSINESS OFFICE

July 17, 1998

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

From: Mike Mason 

Re: Election of Trustees

The Trustee positions held by Dr. Charles Lehrman and LeRoy Craig are up for election this year. The following is general information concerning the election:

1. Due to the election consolidation law, our election will be held on the first Tuesday after the first Monday in November (November 3rd) in conjunction with the general election.
2. Petitions for candidates must be turned in to me by 2:00 p.m. on Wednesday, August 26, 1998.
3. In accordance with Idaho Code 34-1405, advertising the notice of the deadline for filing a declaration of candidacy must be published in the local newspaper not more than 14 nor less than 7 days prior to the filing deadline.
4. The notice of election must be published the first time not less than 12 days prior to the election and the last publication must be not less than 5 days prior to the election. Bob Fort will handle this for us again this year.
5. The deadline for the declaration of write in candidates is 11 days prior to the election.

Bob Fort and Cheryl Watts (Twin Falls and Jerome County Clerks) have agreed to run our election for us. They have been very cooperative and are working to keep our costs as low as possible.

Based upon the above information, the schedule of events concerning the election is as follows:

August 12<sup>th</sup> and 19<sup>th</sup> - Advertise Notice of Trustee Election and Deadline for filing Trustee Nominating Petitions - Post in County Courthouses

August 26<sup>th</sup> - Nominating Petitions due by 2:00 p.m.

October 23<sup>rd</sup> - 5:00 P.M. Deadline for filing Declaration of Intent for write in candidates

November 3<sup>rd</sup> - Election

If you have any questions or concerns, please let me know as soon as possible.

College of Southern Idaho  
Trustee Election Calendar  
Election Date - November 3, 1998

August 5            Mail election procedures to Board

August 5            Send advertisement in to newspapers

August 12 & 19        Advertise Notice of Trustee Election and  
                          Deadline for filing Trustee Nominating  
                          Petitions

August 12            Send petitions to Dr. Charles Lehrman and LeRoy  
                          Craig

August 26            Nominating Petitions due by 2:00 p.m.

August 26            Deliver nominating petitions to County Clerks.

October 23           5:00 P.M. Deadline for filing Declaration of  
                          Intent for write in candidates

November 3           Election

Note 1: Advertisements will be in the Times News, Buhl Herald  
and Northside News

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT

NOTICE OF TRUSTEE ELECTION AND  
DEADLINE FOR THE FILING OF NOMINATING PETITIONS

Notice is hereby given that an election of trustees will be held in the College of Southern Idaho Community College District, Twin Falls and Jerome Counties, Idaho, on Tuesday, November 3, 1998, for the purpose of electing two trustees for a six (6) year terms to succeed Dr. Charles Lehrman and LeRoy Craig whose terms expire on December 31, 1998. Nominating petitions may be picked up at the College of Southern Idaho Business Office in the Taylor Administration Building. A candidate shall be a qualified elector of the district, shall be a candidate for a specific position of the Board and must declare which position he/she seeks on the Board of Trustees. Said positions must be signed by at least five (5) qualified electors of said district and filed with the Clerk of the election at the College Business office on or before 2:00 p.m., Wednesday, August 26, 1998. If you have questions or need further information, contact Mike Mason at 733-9554 Ext. 2203.

John M. Mason, Clerk of the Election  
College of Southern Idaho  
Community College District

Publication and Posting Dates:

Times News	August 12 & 19
Buhl Herald	August 12 & 19
Northside News	August 12 & 19

COLLEGE OF SOUTHERN IDAHO  
BOARD OF TRUSTEES NOMINATING PETITION  
FOR THE NOVEMBER 3, 1998 ELECTION

NOMINATING PETITIONS MUST BE SIGNED BY AT LEAST FIVE (5) QUALIFIED COLLEGE DISTRICT ELECTORS. PETITIONS MUST BE FILED WITH THE SECRETARY OF THE BOARD OF TRUSTEES IN THE COLLEGE BUSINESS OFFICE NO LATER THAN 2:00 P.M. Wednesday, August 26, 1998.

QUESTIONS CONCERNING THE ELECTION SHOULD BE DIRECTED TO MIKE MASON, SECRETARY FOR THE COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES, AT THE TAYLOR ADMINISTRATION BUILDING - PHONE 733-9554 ext 2203.

# Workforce Development

## Micron Technologies and the College of Southern Idaho Partnership

Over the last decade, we have all come to realize the value of the partnership the College of Southern Idaho, our students, and our automotive program shares with General Motors Corporation. The college has greatly prospered from having access to 21<sup>st</sup> Century Technology through this partnership.

We now stand at the threshold of a similar partnership--Micron and the College of Southern Idaho. This relationship will allow the Magic Valley to have access to the same level of technology except in the microprocessing industry.

### *The Initial Partnership Offer*

#### **The College of Southern Idaho would**

- hire a basic AC-DC instructor to be housed at Micron to teach Micron new hires.
- provide the compressed video system to be housed in one of the Micron training rooms.
- initially, telecommunicate basic algebra from the College of Southern Idaho to Micron.

#### **Micron would**

- allow us to telecommunicate basic semi-conductor education back to Magic Valley high school seniors and dislocated workers.
- allow us to enroll anyone wanting credit both in Twin Falls and in Boise.
- assist the College of Southern Idaho with the connectivity between Micron and CSI to include telecommunications.
- allow our CSI instructor to be looked at as a Micron team member.

## Clearshield Training

- The College of Southern Idaho is a major provider in the Workforce Training grant of \$191K.
- The College of Southern Idaho helped Clearshield write grant.
- We provide about 80-100 hours of training to each employee.
- January 1 through March 30--CSI trained the first 38 employees.
- The College of Southern Idaho continues to train new hires as needed--approx. 80 total over two years.

## State of Idaho Employee Training

The College of Southern Idaho will provide state employees in this region with appropriate computer education (i.e., Windows '95, Office '97, NT, Excel, Powerpoint, etc.)