

**COLLEGE OF SOUTHERN IDAHO  
BOARD OF TRUSTEES**

**JULY 17, 2000**

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

**AGENDA**

**MINUTES: (A) *Mike Mason***

**TREASURER'S REPORT: (A) *Mike Mason***

**BIDS: (A) *Mike Mason*  
3 or More Multimedia Projectors  
ARTEC Automotive Tool Bid  
ARTEC Construction Equipment  
ARTEC Performance Evaluation**

**JUNE BIDS—INFORMATION ONLY  
COMPUTER BID  
VIDEO CONFERENCING BID  
ANALOG TO DIGITAL MICROWAVE BID**

**CONTINUING BUDGET RESOLUTION FY 2001: *Mike Mason***

**HEADSTART PROBLEM RESOLUTION POLICY: *Mike Mason***

**BOARD ELECTION: *Mike Mason***

**PHYSICAL PLANT TOUR: (I) *President Meyerhoeffer and Randy Dill***

**OLD BUSINESS**

**NEW BUSINESS**

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
JULY 17, 2000

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

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

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. DeVere Burton, Dean of Instruction  
Dr. Ken Campbell, Dean of Technology  
Ron Shopbell, Director of Dual Credit  
Randy Dill, Physical Plant Director  
Jeff Duggan, Assistant to the President  
Doug Maughan, Herrett Center/Public Information Officer

CSI Staff: Jim Vining, Louise Flowers, Don Buettner, Rod Pooler and Henry Jones

Visitors: None

Faculty Representative: Edit Szanto

Times News: Jay Houser

MINUTES OF THE REGULAR SESSION OF JUNE 12, 2000 were approved as written on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's Report was approved on MOTION by Bill Babcock. Affirmative vote was unanimous.

BIDS:

1. The Board approved the low bid of Data Projections of Boise, Idaho in the amount of \$14,460.00 for four multimedia projectors on MOTION by Bill Babcock. Affirmative vote was unanimous.

Funding for this project is from the Federal Title III grant, the Albertson's grant, the technical education budget and the academic instructional budget.

2. The Board approved the low bids of Snap On Tools for \$95,781.32, NAPA for \$26,391.55 and Quality Tool Unit for \$5,970.00 for the specified automotive tools on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

Funding for this purchase is from the ARTEC Albertson's grant funds.

3. The Board approved the low bid of Nelson's Building Supply for the laser levels, concrete mixer and mini-drill in the amount of \$7,230.00, the low bid of Idaho Tool and Equipment for the boring machine and the 24 inch planer in the amount of \$9,555.00 and the sole bid of Idaho Instrument for the CNC router in the amount of \$17,850.00 on MOTION by Bill Babcock. Affirmative vote was unanimous.

Funding for this purchase is from the ARTEC Albertson's grant funds.

4. The Board approved the sole bid of Northwest Regional Educational Laboratory of Portland, Oregon in the amount of \$48,434.00 for the fiscal year 2001 evaluation and \$40,722.00 for the fiscal year 2002 evaluation on MOTION by Bill Babcock. Affirmative vote was unanimous.

Funding for this purchase is from the ARTEC Albertson's grant funds.

5. The Board reviewed the bids authorized at June Board meeting for computers, a video conferencing system and the analog to digital microwave conversion.

PRESIDENT'S REPORT:

1. The Board approved a continuing budget resolution to allow the college to continue to operate based upon the previous years budget for the months of July and August on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

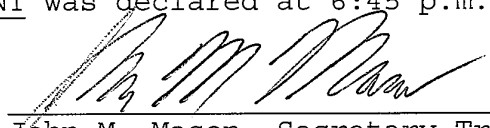
2. The Board approved the Headstart Policy Council Dispute Resolution Procedure on MOTION by Bill Babcock. Affirmative vote was unanimous.

3. The Board reviewed the election calendar as presented by Mike Mason.

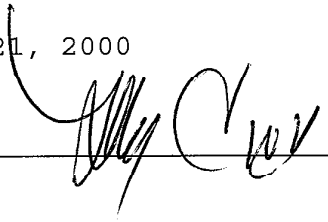
CSI Trustees  
July 17, 2000  
Page 3

4. The Board went on a campus tour directed by President Meyerhoeffer and Randy Dill. The Board recommended that the current year's preventative maintenance funds be used to straighten and repair the road by the Expo.

ADJOURNMENT was declared at 6:45 p.m.

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

APPROVED August 21, 2000

  
\_\_\_\_\_  
Chairman

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
PRESIDENT'S OFFICE  
EXECUTIVE SESSION  
JULY 17, 2000

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

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

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

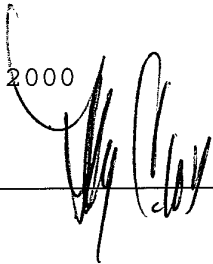
Visitors: None

The Board of Trustees entered into Executive Session in accordance with Idaho Code 67-2345 (b) to conduct deliberations concerning personnel 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 21, 2000

  
\_\_\_\_\_  
Chairman



July 17, 2000

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

From: Mike Mason

Re: Multimedia Projector Bid

As the attached sheet indicates, we received four responses from vendors for the multimedia projectors.

Based upon a review of the bids by Dr. Ken Campbell, I recommend we accept the low bid of Data Projections of Boise, Idaho in the amount of \$14,460.00 for four multimedia projectors.

Funding for this purchase is from the Federal Title III grant, the Albertson's grant, the technical education budget and the academic instructional budget.

# July 12, 2000 Multimedia Projector -- Bid Summary

Multimedia Projectors

Computer Discount Warehouse Data Projections Atronics PC Age

## SVGA Resolution

Model	Epson 5550	CTX 610H	CTX 610H	Epson 5550
Base Unit	\$ 2,875	\$ 2,895	\$ 3,000	\$ 3,462
Ceiling Mount Kit	\$ 190	\$ 320	\$ 255	\$ 204
Soft-side Case	\$ 149	Included	\$ 205	\$ 189
Total	\$ 3,214	\$ 3,215	\$ 3,460	\$ 3,855

## XGA Resolution

Model	Epson 710	CTX 615H	CTX 615H	EPSON 7350
Base Unit	\$ 4,869	\$ 4,495	\$ 3,949	\$ 6,350
Ceiling Mount Kit	\$ 185	\$ 320	\$ 255	\$ 204
Soft-side Case	\$ 149	Included	\$ 205	\$ 189
Total	\$ 5,203	\$ 4,815	\$ 4,409	\$ 6,743

## Price Comparison

Total for 3 SVGA Units and 1 XGA Unit	\$ 14,845	\$ 14,460	\$ 14,789	\$ 18,308
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Rationale for switching to CTX units:

- 1) Epson 5550C is being discontinued.
- 2) CTX has 3 year warranty vs. Epson with 2 year warranty.
- 3) Data projections offers next day free loaner for warranty repair.
- 4) CTX unit has higher lumen (brightness) rating: 1100 vs. 850.



July 13, 2000

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

From: Mike Mason

Re: ARTEC Automotive Tool Bid

We received bids from Snap On, NAPA and Quality Tool for the specified twenty two-page listing of over five hundred individual tools. Prices from each vendor for each individual tool were compared and the lowest price accepted.

Based upon an analysis of the bids by David Sass and the ARTEC staff, I recommend that we accept the lows bid of Snap On for \$95,781.32, NAPA for \$26,391.55 and Quality Tool Unit for \$5,970.00 for the specified tools for the Buhl automotive program.

I also recommend that we accept the low bids of NAPA for \$5,552.00 and Snap On for \$21,700.00 for specified tools for the Minco automotive program.

Funding for this purchase is from budgeted Fy 2001 ATREC Albertson's grant funds.





July 13, 2000

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

From: Mike Mason

Re: ARTEC Construction Tool Bids

Four vendors responded to our request for bids for construction tools.

Based upon an analysis of the bids by David Sass and the ARTEC staff, I recommend we accept the low bid of Nelson's Building Supply for the laser levels, concrete mixer and mini-drill with bits in the amount of \$7,230.00, the low bid of Idaho Tool & Equipment for the boring machine and the 24 inch planer in the amount of \$9,555.00 and the sole bid of Idaho Instrument for the CNC router in the amount of \$17,850.00.

Funding for this purchase is from the ARTEC Albertson's grant. The tools will be used in the Minico construction program.



July 13, 2000

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: Request for Proposals for ARTEC Evaluation

We received only one response to our proposal for the evaluation of ARTEC. Based upon the recommendation of David Sass, I recommend we accept the sole proposal of Northwest Regional Educational Laboratory of Portland, Oregon in the amount of \$48,434.00 for the fiscal year 2001 evaluation and \$40,722.00 for the fiscal year 2002 evaluation.

Funding for this purchase is from the ARTEC Albertson's grant.



June 23, 2000

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

From: Mike Mason

Re: Computer Bid

As the attached tabulation sheet indicates, we received six bids for the specified computers.

Based upon a review of the bids by Dr. Ken Campbell and Gary Baum, I recommend we accept the low bid of Conner Creek Computers of Burley, Idaho in the amount of \$130,780.00 for one hundred and eleven computers in fifteen different configurations.

Fiscal year 2000 funds will be used to purchase eighty five of the computers in the amount of \$97,000.00 in eleven different configurations. Seventy-one of these computers are for computer labs. The remaining fourteen go to various support staff and instructors.

Fiscal year 2001 funds will be used to purchase twenty-six of the computers in the amount of \$33,780.00 in four different configurations. Sixteen of these computers are for a Technical Education lab and eight will go in the dorm. The remaining two are for instructors.

Funding for the computer purchases are from departmental funds and dedicated student technology funds.

**Total System Costs for June 14, 2000 Computer Bid**

<b>Total Systems</b>	<b>Qty</b>	<b>Hardware Costs</b>	<b>Software Costs</b>	<b>Total Costs</b>
Systems 1-6	59	\$67,454.00	\$3,835.00	\$71,289.00
Systems 7-11	26	\$29,546.00	\$1,625.00	\$31,171.00
Totals	85	\$97,000.00	\$5,460.00	\$102,460.00

## June 14, 2000 Computer Bid

Senders	Connor Creek Computers	P C Open Inc.	Gateway	Dell Computer Corp.	MicronPC.COM
<b>Base System Price</b>	\$940.00	\$979.75	\$1,188.00	\$1,394.00	\$1,435.00
<b>Base System (CPU Only)</b>	\$835.00	\$839.75	\$938.00	\$1,244.00	\$1,285.00
<b>Base System (CPU, Kyb, Mse)</b>	\$810.00	\$815.75	\$920.00	\$1,244.00	\$1,285.00
<b>Upgrades:</b>					
<b>Microprocessor</b>					
Pentium III - 667EB MHz	\$20.00	In Base	In Base	N / A	\$1,435.00
Pentium III - 733EB MHz	\$90.00	\$60.00	\$50.00	In Base	\$1,490.10
Pentium III - 800EB MHz	\$225.00	\$250.00	\$250.00	\$131.00	\$1,634.03
<b>Additional Memory</b>					
128 MB SDRAM PC-133	\$150.00	\$130.00	\$200.00	\$420.00	\$172.71
256 MB SDRAM PC-133	\$300.00	\$250.00	\$384.00	\$803.00	\$338.80
<b>Hard Disk Storage</b>					
13.0 GB	\$15.00	\$28.00	* 15GB Base	N / A	\$27.83
17.0 GB	\$35.00	\$48.00	* 15GB Base	N / A	\$47.02
20.0 GB	\$40.00	\$48.00	\$50.00	In Base	\$94.99
<b>Monitors</b>					
17" SVGA Color	\$80.00	\$100.00	In Base	* \$75.00	In Base
19" SVGA Color	\$225.00	\$185.00	\$170.00	\$200.00	\$190.94
<b>Graphics Adapters</b>					
AGP 128 Bit with 8 MB	\$15.00	In Base	In Base	* 32MB - \$87.00	N / A
AGP 128 Bit with 16 MB	\$65.00	\$32.00	\$30.00	*64MB - \$320.00	In Base
<b>Keyboard</b>					
Microsoft Natural Elite	\$22.00	\$15.00	\$32.00	\$43.00	\$23.03
<b>Chassis</b>					
Full-Size Tower	\$75.00	\$55.00	N / A	In Base	N / A
Desktop Case 3 - 5 1/4" Ext	\$20.00	\$10.00	No Charge	N / A	N / A
<b>Network Card</b>					
10/100 32 Bit NIC - AT	\$24.00	N / A	N / A	N / A	N / A
10/100 32 Bit NIC - 3COM	\$50.00	\$45.00	\$54.00	In Base	\$47.02
<b>Multi-Media</b>					
Sound Card - 32 Bit	\$17.00	\$15.00	* Intergrated	\$27.00	\$0.00
Sound Card - 64 Bit	\$29.00	\$25.00	* Intergrated	\$60.00	In Base
CD-ROM - 40X	*	\$35.00	*48X - \$69.00	48X - In Base	In Base
CD-ROM - 50X	* \$55.00	\$44.00	*	N / A	N / A
Dual Speaker System	\$9.00	\$20.00	\$20.00	N / A	In Base
3 Piece Speaker System	\$49.00	\$35.00	\$55.00	\$52.00	\$75.80
Headphones	\$19.00	\$15.00	\$30.00	\$14.99	N / A
<b>Removable Storage</b>					
100 MB Internal Drive	\$65.00	\$55.00	Not Avaliable	\$70.00	\$47.02
250 MB Internal Drive	\$115.00	\$110.00	\$148.00	\$140.00	\$123.78
<b>Applications (Pre-Loaded)</b>					
MS NT 4.0 Workstation	\$55.00	\$80.00	\$75.00	\$96.00	\$94.99
MS Windows 2000 Pro	\$69.00	\$60.00	\$75.00	N / A	\$94.99
MS Office 2000 - Full	\$300.00	\$295.00	\$99.00	\$169.00	\$190.94
MS Office 2000 - License	N / A	\$295.00	\$49.00	N / A	N / A
<b>Modems</b>					
Internal 56K	\$85.00	\$30.00	\$25.00	\$80.00	\$47.98
= Refer to bid for additional information					

**June 14, 2000 Computer Bid - Phase 1**

Vendors	Conner Creek Computers	Qty	System 1	System 2	System 3	System 4	System 5	System 6
Base System Price (ATX)	\$940.00		\$940.00	\$940.00	\$940.00	\$940.00	\$940.00	\$940.00
Base System (CPU Only) (ATX)	\$810.00							
Base System (No Monitor) (ATX)	\$835.00							
<b>Upgrades:</b>								
<b>Microprocessor</b>								
Pentium III - 667EB MHz Proc	\$20.00		\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Pentium III - 733EB MHz Proc	\$90.00							
Pentium III - 800EB MHz Proc	\$225.00							
<b>Additional Memory</b>								
128MB SDRAM PC-133	\$150.00			\$150.00				\$150.00
256MB SDRAM PC-133	\$300.00							
<b>Hard Disk Storage</b>								
13.0 GB IDE Hard Disk Drive	\$15.00							
17.0 GB IDE Hard Disk Drive	\$35.00					\$35.00		
20.0 GB IDE Hard Disk Drive	\$40.00			\$40.00				\$40.00
<b>Monitor</b>								
17" SVGA Color Monitor	\$80.00							\$80.00
19" SVGA Color Monitor	\$225.00			\$225.00				
<b>Graphics Adapter</b>								
AGP 128-Bit w/8MB RAM	\$15.00		\$15.00					\$15.00
AGP 128-Bit w/16MB RAM	\$65.00			\$65.00				
<b>Keyboard</b>								
MS Natural Elite Keyboard	\$22.00							
<b>Chassis</b>								
Full-Size Tower	\$75.00							
Desktop Case w/3 - 5 1/4" E Bays	\$70.00							
<b>Network Card</b>								
32-Bit AT2500TX NIC	\$24.00		\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00
32-Bit 3C905B-TX NIC	\$50.00							
<b>Multi-Media</b>								
Sound Card - 32 Bit	\$17.00		\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00
Sound Card - 64 Bit	\$29.00							
50X CD-ROM Drive	\$55.00		\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00
10X Shuttle DVD Drive	\$115.00							
Plextor 8/4/32 CDRW Drive	\$245.00							
Basic Dual Speaker System	\$9.00					\$9.00	\$9.00	\$9.00
3-Piece MM Speaker System	\$49.00							
Headphone w/Volume Control	\$19.00							
<b>Removable Drives</b>								
100MB Removable Drive	\$65.00		\$65.00		\$65.00	\$65.00	\$65.00	\$65.00
250MB Removable Drive	\$115.00							
<b>Applications (Pre-Loaded)</b>								
MS NT 4.0 Wkstn- Full	\$55.00							
MS Windows 2000 Pro - Full	\$69.00			\$69.00				
MS Office 2000 - Installed	Yes/No		Yes	Yes	Yes	Yes	Yes	Yes
<b>Modem</b>								
Extra Parallel Port				\$17.00				
Case: D = Desktop, T = Tower			T	T	T	T	T	T
<b>TOTAL PER SYSTEM</b>			\$1,136	\$1,622	\$1,121	\$1,165	\$1,130	\$1,415
1. Gary C. Baum 97-9770-5420	\$30,672.00	27	X					
2. Pat Ferrell 01-5010-5420	\$1,622.00	1		X				
3. Deb Stuart 01-1100-5420	\$28,025.00	25			X			
4. 01-1010-5420	\$2,330.00	2				X		
Connie Stout								
Jan Bowman								
5. 01-1010-5420	\$3,390.00	3					X	
Jerry Beck								
Camille Barigar								
Sylvia Jensen								
6. Mike Mason 01-0010-5420	\$1,415.00	1						X
<b>Total</b>	<b>\$67,454.00</b>	<b>59</b>						

**June 14, 2000 Computer Bid - Phase 1**

Vendors	Conner Creek Computers	Qty	System 7	System 8	System 9	System 10	System 11	System 12
Base System Price (ATX)	\$940.00		\$940.00	\$940.00	\$940.00	\$940.00	\$940.00	
Base System (CPU Only) (ATX)	\$810.00							
Base System (No Monitor) (ATX)	\$835.00							
<b>Upgrades:</b>								
<b>Microprocessor</b>								
Pentium III - 667EB MHz Proc	\$20.00		\$20.00	\$20.00	\$20.00		\$20.00	
Pentium III - 733EB MHz Proc	\$90.00							
Pentium III - 800EB MHz Proc	\$225.00							
<b>Additional Memory</b>								
128MB SDRAM PC-133	\$150.00				\$150.00			
256MB SDRAM PC-133	\$300.00							
<b>Hard Disk Storage</b>								
13.0 GB IDE Hard Disk Drive	\$15.00			\$15.00			\$15.00	
17.0 GB IDE Hard Disk Drive	\$35.00					\$35.00		
20.0 GB IDE Hard Disk Drive	\$40.00				\$40.00			
<b>Monitor</b>								
17" SVGA Color Monitor	\$80.00				\$80.00	\$80.00	\$80.00	
19" SVGA Color Monitor	\$225.00							
<b>Graphics Adapter</b>								
AGP 128-Bit w/8MB RAM	\$15.00					\$15.00	\$15.00	
AGP 128-Bit w/16MB RAM	\$65.00				\$65.00			
<b>Keyboard</b>								
MS Natural Elite Keyboard	\$22.00							
<b>Chassis</b>								
Full-Size Tower	\$75.00							
Desktop Case w/3 - 5 1/4" E Bys	\$20.00							
<b>Network Card</b>								
32-Bit AT2500TX NIC	\$24.00		\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	
32-Bit 3C905B-TX NIC	\$50.00							
<b>Multi-Media</b>								
Sound Card - 32 Bit	\$17.00		\$17.00	\$17.00		\$17.00	\$17.00	
Sound Card - 64 Bit	\$29.00				\$29.00			
50X CD-ROM Drive	\$55.00		\$55.00	\$55.00		\$55.00	\$55.00	
10X Shuttle DVD Drive	\$115.00				\$115.00			
Plextor 8/4/32 CDRW Drive	\$245.00				\$245.00			
Basic Dual Speaker System	\$9.00		\$9.00				\$9.00	
3-Piece MM Speaker System	\$49.00				\$49.00			
Headphone w/Volume Control	\$19.00							
<b>Removable Drives</b>								
100MB Removable Drive	\$65.00					\$65.00	\$65.00	
250MB Removable Drive	\$115.00				\$115.00			
<b>Applications (Pre-Loaded)</b>								
MS NT 4.0 Wkstn- Full	\$55.00							
MS Windows 2000 Pro - Full	\$69.00					\$69.00		
MS Office 2000 - Installed	Yes/No		Yes	Yes	Yes		Yes	
Modem	\$85.00							
<b>Extra Parallel Port</b>								
Case: D = Desktop, T = Tower			T	T	T	T	T	
<b>TOTAL PER SYSTEM</b>			\$1,065	\$1,071	\$1,872	\$1,300	\$1,240	
7. Jim Taylor 01-5010-5420	\$1,065.00	1	X					
8. Ben Bartlett 01-5010-5420	\$20,349.00	19		X				
9. Ben Bartlett 01-5010-5420	\$1,872.00	1			X			
10. Todd Schwarz 01-5010-5420	\$1,300.00	1				X		
11. LaMont Turner 01-3110-5420	\$4,960.00	4					X	
<b>Total</b>	<b>\$29,546.00</b>	<b>26</b>						





June 14, 2000 System Deliveries

<b>System</b>	<b>Destination</b>	<b>QTY</b>	<b>POC</b>	<b>Ext</b>
System 1	Canyon 103	21	Dennis Wisler	2311
System 1	Gooding Outreach Center	4	Elaine Bryant	2461
System 1	Student Senate	2	Graydon Stanley	2226
System 2	Drafting Server - Pat Ferrell	1	Drafting Lab	2326
System 3	Sheilds 201	25	Deb Stuart	2128
System 4	Shields 101, C Stout, J Bowman	2	Deb Stuart	2128
System 5	J Beck, C Barrigar, S Jensen	3	Gary C. Baum	2246
System 6	Mike Mason	1	Gary C. Baum	2246
System 7	Jim Taylor	1	Gary C. Baum	2246
System 8	Canyon Electronics Lab	19	Dennis Wisler	2311
System 9	Electronics Lab - Instructor System	1	Dennis Wisler	2311
System 10	IT Technosphere - Todd Schwarz	1	Todd Schwarz	2325
System 11	GRM-ADC	4	LaMont Turner	2567
		85		

**June 14, 2000 Computer Bid - Phase 2**

Vendors	Conner Creek Computers	Qty	System 12	System 13	System 14	System 15	System 16	System 17
Base System Price (ATX)	\$940.00		\$940.00	\$940.00	\$940.00	\$940.00		
Base System (CPU Only) (ATX)	\$810.00							
Base System (No Monitor) (ATX)	\$835.00							
<b>Upgrades:</b>								
<b>Microprocessor</b>								
Pentium III - 667EB MHz Proc	\$20.00		\$20.00	\$20.00	\$20.00	\$20.00		
Pentium III - 733EB MHz Proc	\$90.00							
Pentium III - 800EB MHz Proc	\$225.00							
<b>Additional Memory</b>								
128MB SDRAM PC-133	\$150.00				\$150.00	\$150.00		
256MB SDRAM PC-133	\$300.00							
<b>Hard Disk Storage</b>								
13.0 GB IDE Hard Disk Drive	\$15.00							
17.0 GB IDE Hard Disk Drive	\$35.00				\$35.00			
20.0 GB IDE Hard Disk Drive	\$40.00		\$40.00					
<b>Monitor</b>								
17" SVGA Color Monitor	\$80.00		\$80.00		\$80.00	\$80.00		
19" SVGA Color Monitor	\$225.00							
<b>Graphics Adapter</b>								
AGP 128-Bit w/8MB RAM	\$15.00		\$15.00	\$15.00	\$15.00	\$15.00		
AGP 128-Bit w/16MB RAM	\$65.00							
<b>Keyboard</b>								
MS Natural Elite Keyboard	\$22.00							
<b>Chassis</b>								
Full-Size Tower	\$75.00							
Desktop Case w/3 - 5 1/4" F. Bays	\$20.00							
<b>Network Card</b>								
32-Bit AT2500TX NIC	\$24.00		\$24.00	\$24.00	\$24.00	\$24.00		
32-Bit 3C905B-TX NIC	\$50.00							
<b>Multi-Media</b>								
Sound Card - 32 Bit	\$17.00		\$17.00	\$17.00		\$17.00		
Sound Card - 64 Bit	\$29.00				\$29.00			
50X CD-ROM Drive	\$55.00		\$55.00	\$55.00	\$55.00	\$55.00		
10X Shuttle DVD Drive	\$115.00							
Plextor 8/4/32 CDRW Drive	\$245.00							
Basic Dual Speaker System	\$9.00							
3-Piece MM Speaker System	\$49.00		\$49.00					
Headphone w/Volume Control	\$19.00							
<b>Removable Drives</b>								
100MB Removable Drive	\$65.00			\$65.00				
250MB Removable Drive	\$115.00				\$115.00			
<b>Applications (Pre-Loaded)</b>								
MS NT 4.0 Wkstn- Full	\$55.00							
MS Windows 2000 Pro - Full	\$69.00				\$69.00	\$69.00		
MS Office 2000 - Installed	Yes/No		Yes	Yes	No	Yes		
<b>Modem</b>								
Extra Parallel Port								
Case: D = Desktop, T = Tower			T	T	T	T		
<b>TOTAL PER SYSTEM</b>			\$1,240	\$1,136	\$1,532	\$1,370		
12. D. Thornborrow 79-7900-5420	\$1,240.00	1	X					
13. Dorm 97-9770-5420	\$9,088.00	8		X				
14. Wayne Hine 01-5170-5420	\$1,532.00	1			X			
15. Wayne Hine 01-5170-5420	\$21,920.00	16				X		
<b>Total</b>	<b>\$33,780.00</b>	<b>26</b>						



June 27, 2000

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

From: Mike Mason

Re: Video Conferencing Systems Bid

We received the following bids for the specified video conferencing systems:

GBH Distributing	\$13,800.00
US West	\$17,546.00
Teleconn, Inc.	\$23,373.00

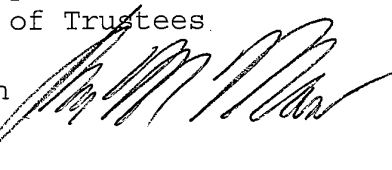
Based upon a review of the bids by Dr. Ken Campbell, I recommend that we accept the low bid of GBH Distributing of Boise, Idaho in the amount of \$27,600.00 for two video conferencing systems.

Funding for this purchase is from budgeted Technology departmental funds.



June 27, 2000

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

From: Mike Mason 

Re: Analog to Digital Microwave Upgrade

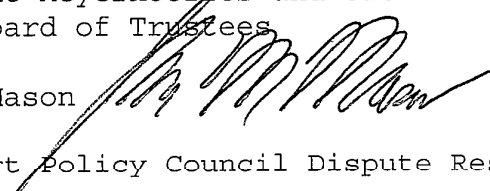
We received only one bid for the specified upgrade to our analog radios. Based upon a review of the bid by Dr. Ken Campbell, I recommend that we accept the bid of IMC of East Norwalk, Connecticut in the amount of \$12,800 to upgrade four radios.

Funding for this purchase is from budgeted Technology departmental funds.



July 13, 2000

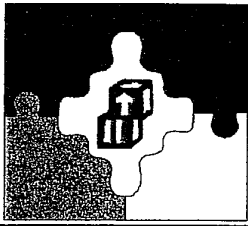
To: President Meyerhoeffer and the College of Southern  
Idaho Board of Trustees

From: Mike Mason 

Re: Headstart Policy Council Dispute Resolution Procedure

The attached two pages contain the proposed Headstart Policy Council Dispute Resolution Procedure. A dispute procedure is a federal regulation requirement.

I have reviewed the attached procedure and believe it is reasonable. I recommend that the Board approve the procedure as written.



**SOUTH CENTRAL HEAD START**  
College of Southern Idaho  
PO Box 1238  
Twin Falls, Idaho 83303-1238  
Phone: (208) 736-0741  
Fax: (208) 734-3832  
E-mail: schs@micron.com

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**College of Southern Idaho Board of Trustees  
and  
South Central Head Start Policy Council  
Dispute Resolution Procedure**

**Background Information:** Head Start Performance Standard 1304.50, appendix A, describes Governance and Management Responsibilities and outlines several areas that require both governing body and Policy Council approval. These include:

- I. Planning
  - a) Procedures for program planning
  - b) The program's philosophy and long and short term goals and objectives
  - c) Funding applications
- II. General Procedures
  - a) Policy Council composition
  - b) Procedures for implementing shared decision making
  - c) Procedures for resolving internal disputes
- III. Human Resource Management
  - a) Program personnel policies, including standards of conduct for program staff, consultants and volunteers

Additionally, while the Board or Board Designee has responsibility for making the decision to hire or terminate Head Start staff, Policy Council approval is required to hire or terminate any person who works primarily for Head Start.

The governing body (the group with legal and fiscal responsibility for administering the Head Start Program) 1304.50 (a)(5), and Policy Council has the responsibility for writing and following their own procedures for resolving internal disputes.

**Purpose:** This procedure is designed to protect the interest of the children and families being served by the Head Start program in the case of disputes involving South Central Head Start Policy Council and College of Southern Idaho Board of Trustees. Despite any differences of the parties involved, it is our intention to exhibit unconditional positive regard for each other and to exemplify the partnership principle in Head Start.

**Goal:** It is the goal of South Central Head Start Policy Council and the College of Southern Idaho Board of Trustees to resolve any differences fairly and expeditiously. Whenever possible, disagreements will be resolved informally, through discussion, compromise, and consensus. If the parties agree, a professional mediation process could be employed.

**Executive Leadership:** The College of Southern Idaho Board of Trustees or their designee; the Head Start Policy Council Chairperson or designee; the Dean of Finance or designee; and the Head Start Director.

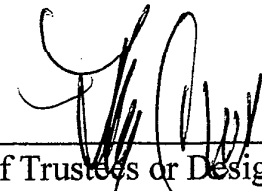
**Notification of disagreement:** It shall be the responsibility of the Governing Board and the South Central Head Start Policy Council as authorized by their respective groups to give adequate notice, in writing, or e-mail, to each member of the Executive Leadership, that a disagreement exists.

**Resolution Procedure:** Following notification to the Board of Trustees or designee and to the representative from the Head Start Policy Council, that a disagreement exists a representative selected from each of the disagreeing parties shall meet to discuss the concerns or dispute. This should be an informal attempt to achieve conciliation, compromise and settlement. The Dean of Finance and the Head Start Director may also attend the meeting, and act as resource persons. The meeting day and time should be convenient for all individuals. If agreement is reached, the representative will return to their policy groups with the proposed solution. Failure to reach agreement may result in a decision by the representatives to mutually select an outside mediator to assist in facilitating a compromise or resolution. The mediation process should take place and solution reached within 30 days and a final decision, in writing, be distributed to the Executive Leadership. Both parties agree to abide by the final decision.

**Statement of Commitment:** Every good faith effort will be made to amicably resolve any differences that may occur.

  
\_\_\_\_\_  
Policy Council Chairperson

15 <sup>SEPT</sup> ~~JULY~~ 2000  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Board of Trustees or Designee

17 JULY 2000  
\_\_\_\_\_  
Date

**College of Southern Idaho Board of Trustees  
and  
South Central Head Start Policy Council  
Dispute Resolution Procedure**

**DRAFT**

**Background Information:** Head Start Performance Standard 1304.50, appendix A, describes Governance and Management Responsibilities and outlines several areas that require both governing body and Policy Council approval. These include:

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  - b) Procedures for implementing shared decision making
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\_\_\_\_\_  
Policy Council Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Trustees or Designee

\_\_\_\_\_  
Date



July 13, 2000

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

From: Mike Mason

Re: Trustee Election

The Trustee positions held by Bill Babcock and Donna Brizee 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 7th) in conjunction with the general election.
2. Petitions for candidates must be turned in to me by 5:00 p.m. on Friday, September 1, 2000.
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.

We will ask Bob Fort and Cheryl Watts (Twin Falls and Jerome County Clerks) to run our election for us again this year. They have been very cooperative and work to keep our costs as low as possible.

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

August 16th and 23rd - Advertise Notice of Trustee Election and  
Deadline for filing Trustee Nominating Petitions - Post  
in County Courthouses

September 1 - Nominating Petitions due by 5:00 p.m.

October 13th - 5:00 P.M. Deadline for filing Declaration of  
Intent for write in candidates

November 7th - Election

If you have any questions or concerns, please contact me at 208-  
733-9554 ext 2203.

College of Southern Idaho  
Trustee Election Calendar  
Election Date - November 7, 2000

- August 9            Send advertisement in to newspapers
- August 16 & 23    Advertise Notice of Trustee Election and Deadline  
for filing Trustee Nominating Petitions
- August 16            Send petitions to Bill Babcock and Donna Brizee  
Post notices in Jerome and Twin Falls Courthouses
- September 1        Nominating Petitions due by 5:00 p.m.
- September 4        Deliver nominating petitions to County Clerks.
- October 13          5:00 p.m. Deadline for filing Declaration of  
Intent for write in candidates
- November 7         Election

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