



COLLEGE OF
SOUTHERN
IDAHO

COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

MAY 21, 2001

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

AGENDA

REGULAR MINUTES: (A) *Mike Mason*

EXECUTIVE SESSION MINUTES: (A) *Mike Mason*

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

BID: CANYON HVAC RETROFIT: (A) *Mike Mason*

BID: PHASE 2, ARTEC VIDEOCONFERENCE NETWORK AND CLASSROOM
EQUIPMENT, INSTALLATION AND TRAINING FOR ARTECnet: (A)
Mike Mason

BOARD MEETING SCHEDULE: (A) *Mike Mason*

OVER 60 & GETTING FIT PRESENTATION: (I) *Bob Bailey*
Jan Mittleider, Professor, Physical Education and Dick Boyd, Director, IOOA

JUDO NATIONAL CHAMPIONSHIP: (I) *Karl Kleinkopf, Physical Ed Dept. Chair;*
Bryan Matsuoka, Instructor; and Barb Porter, student

HEAD START UPDATE (I): *Donna Suhr, Head Start Director*

COMMUNITY HEALTH IMPROVEMENT PROGRAMS: (I)
Rhonda Bright, MVRMC Marketing Manager

REVIEW OF HEALTH SCIENCE & HUMAN SERVICES: (I) *Dr. Claudeen Buettner*

REVIEW OF CONSTRUCTION SELECTION FOR FINE ARTS ADDITION: (I)
President Meyerhoeffer

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
MAY 21, 2001

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

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

College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer
Robert Alexander, College Attorney
Dr. Jerry Beck, Vice President of Instruction
Dr. DeVere Burton, Dean of Instruction
Graydon Stanley, Director of Student Information
Ron Shopbell, Director of Dual Credit
Randy Dill, Physical Plant Director
Karen Baumert, Public/Sports Information Director
Doug Maughan, Herrett Center/Public Information Officer

CSI Staff: Rod Pooler, Jan Mittleider, Pam Holloway, Claudeen Buettner, Dick Boyd, Henry Jones, Barbara Knudson, Karl Kleinkopf, Donna Suhr, Mary Marshall and Louise Flowers

Visitors: Aaron Tarter, Cindy Nottle, Rhonda Bright, Wes Dobbs, Bob Bailey, Barbara Porter and Mary Martinette

Faculty Representative: Jim Tarter

Times News: Julie Pence

MINUTES OF THE REGULAR SESSION OF APRIL 16 AND EXECUTIVE SESSION OF MAY 5, 2001 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 Dr. Charles Lehrman. Affirmative vote was unanimous.

BIDS:

1. The Board approved the low bid of Sawtooth Sheet Metal of Twin Falls, Idaho in the amount of \$34,164.00 for the Canyon HVAC Retrofit Project on MOTION by Bill Babcock. Affirmative vote was unanimous.

Funding for this purchase is from the Plant Facility Fund.

2. The Board approved the bid of Integrated Solutions, Inc. of Tulsa, Oklahoma in the amount of \$155,256.76 for the ARTECnet core site equipment on MOTION by Bill Babcock. Affirmative vote was unanimous.

With the approval of the core site purchase, the Board also approved the purchase of up to an additional \$775,000.00 for individual classroom telecommunications and maintenance equipment submitted on this bid. The exact amount will depend upon how many school districts select this solution for their telecommunication needs.

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

PRESIDENT'S REPORT:

1. The President recognized Aaron Tarter who attended the meeting as part of working on his civics badge for his Eagle Scout program.

2. The Board approved the Board Meeting Schedule for Fy 2002 on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

3. Bob Bailey presented the Board with a plaque to the Idaho Office On Aging and the College of Southern Idaho in appreciation for their support for the Over 60 and Getting Fit Program. He also noted that a similar award was being presented to the Buhl School District.

4. Karl Kleinkopf introduced judo athlete Barbara Porter. Ms. Porter is a possible representative in the 2004 Olympics. She is a full time paramedic and full time CSI student.

CSI Trustees

May 21, 2001

Page 3

5. Donna Suhr and Mary Marshall, Headstart administrators, and Cindy Nottle, Chairperson of the Headstart Policy Council, gave a presentation to the Board concerning Headstart operations. They advised the Board that they served over 600 children with over 1,000 children on a waiting list.

President Meyerhoeffer outlined the interaction Headstart had with our Child Development program. Dr. Lehrman told the Board of the praise the federal accreditation team had for Headstart and especially for Director Donna Suhr.

6. Rhonda Bright presented the Magic Valley Regional Medical Center Community Benefit Report to the Board. She noted that over \$6,662,928 in donated services were provided.

Ms. Bright asked that the college become a commitment maker as a part of the community of promise program. The President and Board agreed to take this request under consideration.

7. Dr. Claudeen Buettner and Dr. Pam Holloway gave a presentation to the Board concerning our Health and Human Services programs. They noted that we have grown from three programs in 1994 to eleven programs in 2001. The Surgical Technician program was named the Outstanding Professional Technical Program in the State of Idaho and has been nominated for a national award.

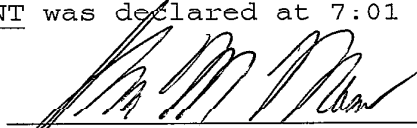
Due to the critical nurse shortage, we increased nursing slots by ten percent two years ago and will increase another ten percent next year. They noted that eighty percent of the local health care professionals are from CSI.

8. The Board agreed to raise the limit for the number of passengers riding in vans on local trips from ten students to twelve students on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

9. The President reviewed the construction manager selection process for the Fine Arts Addition. He noted that the selection of Starr Corporation was unanimous. He also stated that due to some budget constraints, we may have to fund some of the project.

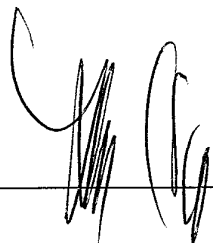
CSI Trustees
May 21, 2001
Page 4

ADJOURNMENT was declared at 7:01 p.m.



John M. Mason, Secretary-Treasurer

APPROVED June 18, 2001



Chairman



April 23, 2001

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

From: Mike Mason

Re: Bid for Canyon HVAC Retrofit

We received following bids for the Canyon HVAC Retrofit
project:

Sawtooth Sheet Metal	\$34,164
Johns Plumbing, Inc.	36,932
Terry's Heating and AC	36,939

Based upon a review of the bids by Don Buettner, I
recommend we accept the low bid of Sawtooth Sheet Metal of
Twin Falls, Idaho in the amount of \$34,164.00 for the
specified project.

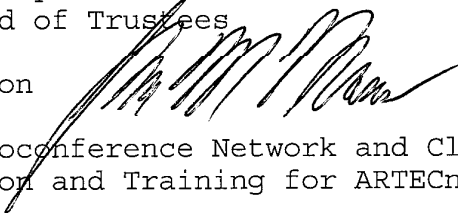
Funding for this purchase is from the Plant Facility
Fund.



COLLEGE OF
SOUTHERN
IDAHO

May 16, 2001

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

From: Mike Mason 

Re: ARTEC Videoconference Network and Classroom Equipment,
Installation and Training for ARTECnet, Phase 2

We properly advertised for the specified system and received two qualified proposals. The proposals were reviewed and evaluated by a qualified ARTEC committee of school district technology directors.

Based upon this review and evaluation and the attached request of the ARTEC Board of Directors, I recommend that we accept the proposal of Integrated Solutions, Inc. of Tulsa, Oklahoma in the amount of \$155,256.76 for the specified core site equipment.

I also recommend, as per ARTEC's request, that classroom telecommunications equipment and maintenance identified in the bid for up to an additional \$775,000.00 be approved. The exact amount will depend upon how many school districts select this solution for their telecommunication needs.

In the event school districts do not choose equipment from this bid, we will go out to bid again for a second classroom telecommunications system.

Funding for the core equipment for \$155,256.76 is from the ARTEC Albertson's grant from the current fiscal year. Up to \$175,000 of additional expenditures from the current year budget may be spent for school district telecommunication projects. Amounts over this will be paid from the Fy 2002 ARTEC Albertson's grant.

5/1/01

David G. Sass
ARTEC Director

Mike Mason
Dean of Finance
College of Southern Idaho

Mike,

At the direction of the ARTEC Board of Directors I hereby request permission to:

1. Award the bid for ARTECnet – Phase II Telecommunications equipment to Integrated Solutions, Inc. ISI was low bid, and received a higher evaluation score by the evaluation committee.
2. Immediately purchase \$155,256.76 of “Core Equipment” per ISI’s bid, to include
 - a. Cisco 7206 Router
 - b. Cisco IPVC 3544 MCU
 - c. Labor, Installation, and Maintenance for above

ARTEC has invited districts to complete a “District Request for Equipment”, due Friday, May 4. Upon evaluation of the requests, we would like to:

3. Purchase classroom equipment, as our Telecommunications funding for the current fiscal year will allow (approximately \$175,000). Purchases would be for equipment packages identified in ISI bid as “TXRX.VCROOM.POLY” and “RXONLY.VCROOM>POLY”.

Thank you for your assistance.

David G. Sass
ARTEC Director





May 16, 2001

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

From: Mike Mason

Re: Board Meeting Schedule

In order to comply with Idaho Code Section 67-2343 concerning the "Notice of Meeting" notification requirements, we need to publish our annual meeting schedule in the newspaper each July. The proposed newspaper ad is listed below.

The Board of Trustees for the College of Southern Idaho has established the third Monday of each month as their regular meeting date. In the event that the third Monday is a holiday or conflicting with other events, the regularly scheduled meeting will be held the following Monday. The 2001-2002 regular meeting schedule is as follows:

July 16, 2001	January 28, 2002
August 20, 2001	February 25, 2002
September 17, 2001	March 18, 2002
October 15, 2001	April 15, 2002
November 19, 2001	May 20, 2002
December 17, 2001	June 17, 2002

Information concerning specific meeting times and places may be obtained by contacting Mike Mason at 208-733-9554 ext. 2203.

The only conflicts are Martin Luther King Day on January 21, 2002 and President's Day on February 18, 2002. All other Board meeting dates are on the third Monday of each month.

HEAD START UPDATE

Prepared for: CSI Board of Trustees

By: Donna Suhr, Head Start Director

Date: April 30, 2001

For all Head Start programs, **federal review team** visits are scheduled every three years. Seven team members and our federal project officer, Donna Kahle were here the week of April 9-13, for the first review since CSI was named as our grantee. The report is expected by June 1. A special thank you to Dr. Lehrman for his thoughtful questions and observations during the board member interview. Mike Mason was also a big hit with team members. They wondered if he could be cloned for use by other community colleges that serve as Head Start grantees!

If you read the Idaho Statesman, you may have noticed that on Sunday, April 22, our program was identified as one of two Idaho state award winners in the annual, national **"Make A Difference Day"** competition. Last October, a group of parents joined forces with 66 community groups to reach out to the homeless in our area. HS families coordinated a collection that netted 2130 cans of food and 300 pairs of gloves and hats to be distributed at 5 soup kitchens, 1 mission, 13 food banks, 1 women's crisis center and the Boys and Girls Club with 74 volunteering. Parents have arranged for the \$2000 award to be donated to Northside and Twin Falls Habitat for Humanity. This is the 5th year HS parents have participated in Make A Difference Day activities.

Accountability for specified learning **outcome measures** have recently been included in federal HS legislation. One requirement that has had early childhood educators "scratching their heads" is a mandate that each HS child "know" 10 letters of the alphabet. What does "know" mean? What if a few do not achieve this? Does it mean 3 year olds as well as 4 year olds? Children who speak another language or who have developmental delays? National office folks are busy trying to answer these questions. Our program's first step this fall was to develop our own definition of "knows" and then to determine how many letters enrollees knew at the beginning, middle and end of the HS year. This was not easy, because standardized tests developed for preschoolers did not include identifying letters of the alphabet! We came up with our own tool and will be analyzing information all summer, but, so far we do know that enrollees identified an average of 3 letters at the beginning of the year, and 8 letters in February. The end of the year assessment will be in May.

We are applying for competitive funding of \$588,000 per year to serve 60 infants and toddlers or pregnant moms in an **Early Head Start program**. Our proposal is for 10 children in Minidoka County, 10 in Cassia, 10 in Jerome, 10 in Blaine and 20 in TF. This proposal is due on May 7. Positive letters of support have been provided by local service providers and elected officials, including Senators Craig and Crapo. Our next funding proposal is a non-competitive grant to increase enrollment for preschoolers in Twin Falls County, due June 1.

Hi Jerry,

Thanks for listening on the van issue. Here are my thoughts/requests.

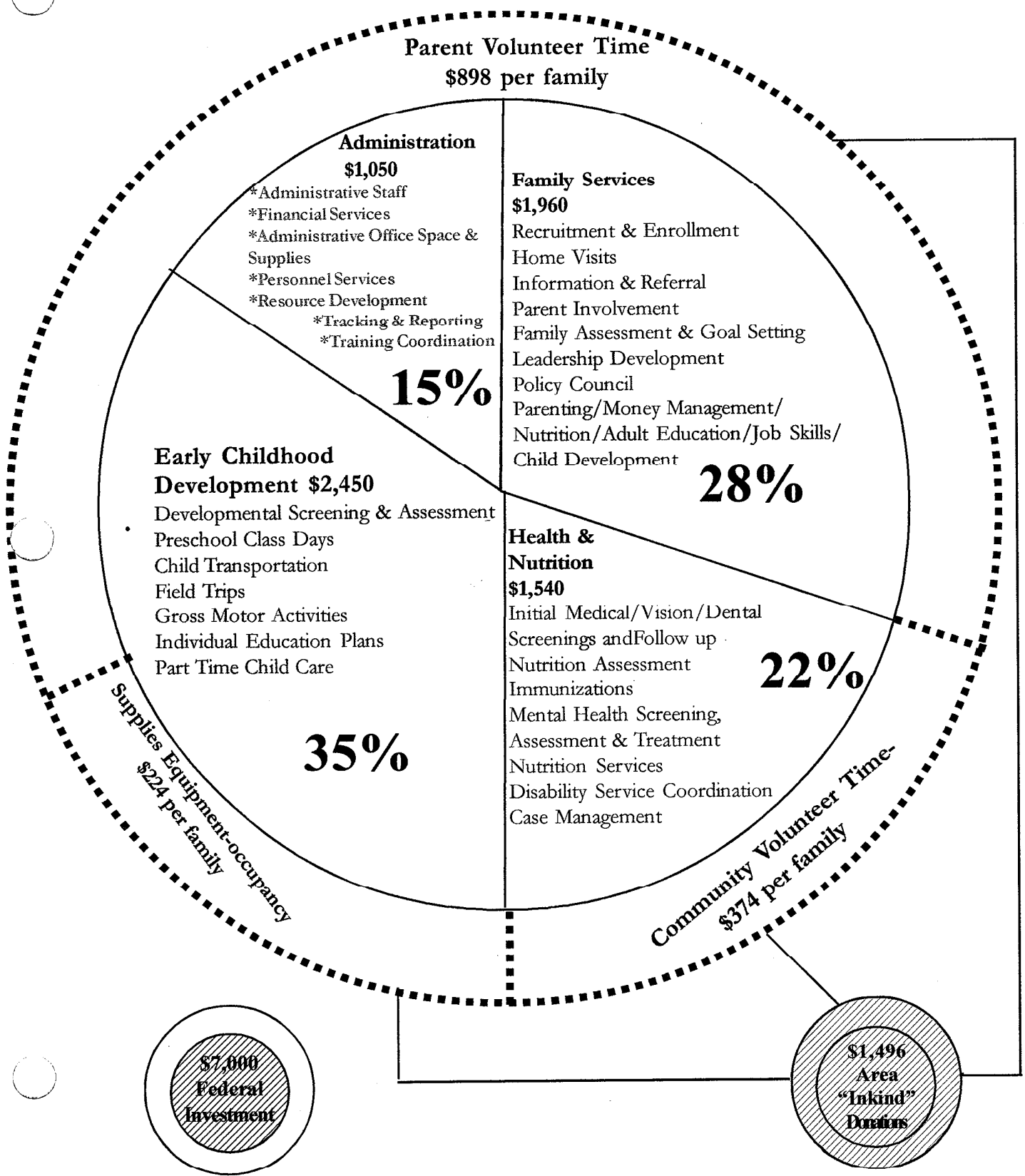
1. Biology laboratories that are field-related, particularly the general education class Environmental Science, need to be able to transport students locally via vans or a 25+ passenger bus. Our laboratories now accommodate 24 students. The most recently initiated policy is too restrictive and will result in changing the desired curriculum, or reducing the number of students in the lab sections, and thereby increasing the number of sections. I would like to see a limit of 13 (including the driver) for local trips (20-30 mile radius). Classes affected in our department include Environmental Science; General Zoology; Science, Literature, and Environment; Field Biology.

A second alternative would be **no restriction** of number (up to 15) of passengers for local trips, but have certain vans (with a 45 MPH governor) designated for local trips.

2. **Safety issue of not having luggage inside the vehicle.** I would suggest a cargo net instead of a trailer. Most individuals driving vans on extended trips are not experienced at pulling a trailer. I think this poses a greater safety risk to the passengers and driver than a cargo net. Luggage on top of the van raises the center of gravity. (I am presently concerned about this issue because of the trailer being pulled by Fran Golding and Nancy Byler on the Field Biology class thru the Southwestern U.S.)
3. What were the **conditions** of this governmental study. Are there other things that we can do, other than decreasing significantly the number of passengers, that will insure better safety for our students? Total weight and distribution? Speed?

What are other institutions doing that rely on van transportation?

South Central Head Start Annual Investment Per Head Start Family



Administration
\$1,050

- *Administrative Staff
- *Financial Services
- *Administrative Office Space & Supplies
- *Personnel Services
- *Resource Development
- *Tracking & Reporting
- *Training Coordination

15%

Early Childhood Development
\$2,450

- Developmental Screening & Assessment
- Preschool Class Days
- Child Transportation
- Field Trips
- Gross Motor Activities
- Individual Education Plans
- Part Time Child Care

35%

Family Services
\$1,960

- Recruitment & Enrollment
- Home Visits
- Information & Referral
- Parent Involvement
- Family Assessment & Goal Setting
- Leadership Development
- Policy Council
- Parenting/Money Management/
- Nutrition/Adult Education/Job Skills/
- Child Development

28%

Health & Nutrition
\$1,540

- Initial Medical/Vision/Dental Screenings and Follow up
- Nutrition Assessment
- Immunizations
- Mental Health Screening, Assessment & Treatment
- Nutrition Services
- Disability Service Coordination
- Case Management

22%

Supplies Equipment-occupancy
\$24 per family

Community Volunteer Time
\$374 per family

\$7,000
Federal Investment

\$1,496
Area "Inkind" Donations



**COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES**

EXECUTIVE SESSION

JUNE 18, 2001

4 P.M.

**TAYLOR BUILDING
PRESIDENT'S OFFICE**

The Board will meet in accordance with Idaho Code 67-2345 (b) to conduct deliberations concerning personnel; or (c) to conduct deliberations concerning real property.