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**COLLEGE OF SOUTHERN IDAHO  
BOARD OF TRUSTEES**

**October 21, 2002**

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

**AGENDA**  
(Revised 10/18)

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

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

**PHONE SYSTEM UPGRADE: (A) *Mike Mason***

**REVIEW OF HEALTH INSURANCE ISSUES: (I) *Mike Mason***

**CAMPUS TRAFFIC ROUTING UPDATE: (I) *Randy Dill***

**STUDENT SURVEY: (I) *Ken Campbell***

**STUDENT SERVICES REPORT: (I) *Curtis Eaton***

**STUDENT UNION BUILDING UPDATE: (I) *Mike Mason***

**PRESIDENT'S REPORT: (I) *President Meyerhoeffer***

**OLD BUSINESS**

**NEW BUSINESS**

COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
OCTOBER 21, 2002

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

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

College Administration: Gerald Meyerhoeffer, President  
John M. Mason, Secretary/Treasurer  
Robert Alexander, College Attorney  
Dr. Jerry Beck, Executive Vice President - Chief Academic Officer  
Dr. Curtis Eaton, Vice President of Planning and Development  
Dr. DeVere Burton, Dean of Instruction  
Dr. Ken Campbell, Dean of Technology  
Dr. John Martin, Registrar  
Graydon Stanley, Director of Student Information  
Randy Dill, Physical Plant Director  
Jeff Duggan, Assistant to the President  
Karen Baumert, Public Information Director  
Doug Maughan, Herrett Center/Public Information Officer

CSI Employees: Kathy Deahl, Henry Jones, Debi Klimes, Colin Randolph, Scott Scholes, Brian Hancock, Kim Prestwich, Tama Bolton, Ann Flannery

Visitors: None

Faculty Representatives: Jim Dawson and Russ Tremayne

Times News: Robert Mayer

MINUTES OF THE REGULAR SESSION OF SEPTEMBER 16, 2002, 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.

PRESIDENT'S REPORT:

1. The Board approved the purchase of the IP phone system for \$151,332.50 from the State of Idaho Contract and the five year financing of the purchase through US Bank at a 4.25% interest rate with payments of approximately \$33,700 per year on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

The payments for the new system will be made from the existing phone account budget.

2. The fiscal year 2002 audit was approved on MOTION by Bill Babcock. Affirmative vote was unanimous.

The Board advised the administration that they were pleased with the audit.

3. Mike Mason reviewed health insurance issues with the Board. The College is experiencing increasing costs and a reduction in benefits from the State of Idaho Group Insurance program. The administration is reviewing health insurance, getting input from employees and looking at options.

4. Randy Dill reported on the new campus traffic patterns. While some rush hour congestion still occurs, the new patterns are an improvement. There is still some congestion on the Falls Avenue southeast exit caused by cars leaving the parking lot and attempting to turn east. The Board approved putting bumpers in the center of the exit lanes to prevent this from occurring.

5. Dr. Ken Campbell presented the first year NISOD (National Institute for Staff and Organizational Development) student survey results to the Board. The survey involved 830 students in over 50 separate class sections. The survey results were very positive. The survey will be run for three years. The feedback will be used to provide data for continuous improvement and improved outcomes. Benchmarks for survey data will be available in early November.

6. Curtis Eaton introduced the student services staff and spoke about the one stop shop being developed. He advised the Board that they were defining roles and communicating these roles to the campus and the community.

6. (continued) Graydon Stanley spoke about the recruiting process and the perspective of students moving "in", "through" and "on".

Debi Klimes spoke about student persistence and retention issues. She addressed campus advising and counseling roles as well as customer service standards.

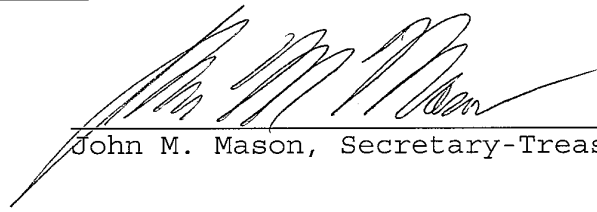
7. Mike Mason advised the Board that the bids for the new student union building came in at \$4,829,946, which was just under the \$4,900,000 budget. The bids include a \$100,000 contingency and \$250,000 for furnishings.

The earthwork for the building is underway and footings should be poured in early November. Steel will go up as soon as it arrives. The slab floors will not be poured until late February or March of 2003, depending upon the weather.

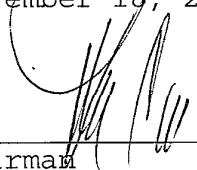
8. The President expressed his concern regarding the Governor's Blue Ribbon Committee. The committee for education does not have any representation from community colleges or public higher education.

He also advised the Board that he had been talking to Dale Riedesel concerning campus access and egress. The College will be talking to the City of Twin Falls concerning the Washington Street expansion and planning.

ADJOURNMENT was declared at 6:42 p.m.

  
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John M. Mason, Secretary-Treasurer

APPROVED November 18, 2002

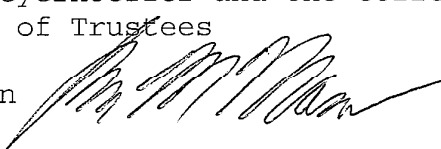
  
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Chairman



COLLEGE OF  
SOUTHERN  
IDAHO

October 14, 2002

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

From: Mike Mason 

Re: Phone System Upgrade

Our existing voice mail system was over four years old and was technologically obsolete. With an OS2 operating system and limited support, we would have faced the immediate decision of putting money into an old system or replacing it if it had quit working.

We have completed the replacement of the old analog voice mail system with a new digital IP system. Since we still have analog phones, we have to utilize the old switch in addition to our new IP switch. The maintenance on the old telephone switch by itself costs over \$26,856 per year.

Our original intent was to replace analog phones gradually with IP phones and get off of the old system over several years. We were also hoping IP phones would come down in price as they became more widespread.

We continue to have problems with the integration of these two technologies and are faced with expending another \$10,000 trying to make them work together.

If we move to the IP phones and new system immediately, it will cost approximately \$151,332.50 for us to buy the equipment from the State of Idaho contract. If we go totally to the new system, we can eliminate the \$26,856 maintenance charge on our old switch.

If we finance this purchase over 5 years at 4.25%, our annual payments will be approximately \$33,700. With cost saving changes made in our outgoing call system and the elimination of the \$26,856 maintenance charge, we can make this \$33,700 payment from our existing phone system budget.

We respectfully request the Board approve the purchase of the IP phone system for \$151,332.50 and the five-year financing through US Bank at 4.25% with payments to be made from the existing telephone budget.