

**COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES**

September 15 , 2008

**Board of Trustees Executive Session
5:00 p.m.
TAYLOR BUILDING – PRESIDENT’S BOARD ROOM**

**Board of Trustees Meeting
6:00 p.m.
TAYLOR BUILDING SUB – ROOM 248**

AGENDA

MINUTES - EXECUTIVE SESSION - AUGUST 18: (A) *Mike Mason*

MINUTES - REGULAR MEETING - AUGUST 18: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

HEAD START REPORT (I) *Mike Mason*

TWIN FALLS SCHOOL DISTRICT MUTUAL FACILITIES AGREEMENT: (A) *John Miller*

FALL 2008 ENROLLMENT REPORT: (I) *Jeff Fox*

HEALTH SCIENCES & SCIENCE BUILDING UPDATE: (I) *Mike Mason*

MAINTENANCE PROJECT REPORT: (I) *Randy Dill*

AIDS DISPLAY AWARD: (I) *Gordy Kokx & Deb Annest*

PRESIDENT’S REPORT: (I) *President Beck*

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
SEPTEMBER BOARD OF TRUSTEES MEETING
SEPTEMBER 15, 2008

CALL TO ORDER: 6:07 p.m. Presiding: LeRoy Craig

Attending: Trustees: LeRoy Craig, Dr. Allan Frost and Dr.
Thad Scholes

College Administration: Gerald L. Beck President
John M. Mason, Vice President of Administration
Robert Alexander, College Attorney
Dr. Jeff Fox, Executive Vice President and Chief
Academic Officer
Dr. Ken Campbell, Dean of Technology
Dr. Mark Sugden, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Dr. Todd Schwarz, Instructional Dean
Dr. John Miller, Instructional Dean
Jeffrey M. Harmon, Dean of Finance
Scott Scholes, Dean of Student Services
Randy Dill, Physical Plant Director
Monty Arrossa, Human Resources Director
Curtis Eaton, Advisor to the President
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Gordy Kokx and Deb Annest

Visitors: None

Faculty Representative: John Boling and Jody Hawkins

PACE Representative: Cindy Flowers and Kim Taylor

Times News: None

MINUTES OF THE EXECUTIVE SESSION OF AUGUST 18, 2008 AND THE
REGULAR SESSION OF AUGUST 18, 2008 were approved on MOTION by
Dr. Allan Frost. Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's report was approved on
MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

PRESIDENT'S REPORT:

1. Mike Mason reviewed the Head Start program options and advised the Board that Head Start was meeting budget projections.
2. Dr. John Miller presented the Facilities Use Agreement between the College of Southern Idaho and the Twin Falls School District No. 411 to the Board. The Board approved the agreement on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.
3. Dr. Jeff Fox reported that headcount increased to 7,542 students this fall. This is a 5.8% increase. Dr. Fox also reviewed specific programs that were experiencing growth. President Beck thanked Doug Maughan and the marketing committee for their efforts over the past year.
4. Mike Mason reported that work was starting on the new Health Sciences and Human Services building. The building is within budget and expected to be completed in December of 2009.
5. Randy Dill reported on scheduled and completed maintenance projects over the last four months. He noted that even though many projects were completed by contractors, the projects still take a significant amount of time and effort on the part of the maintenance department.
6. Gordy Kokx and Deb Annest made a special presentation to the Board for their support of the Aids Pandemic in Africa display in the recreation center April 2-6, 2008. The display drew 3,588 visitors and motivated several local groups to donate approximately \$200,000 to assist Aids victims.
Gordy Kokx, Deb Annest, Kim Prestwich and others who worked on the project were commended by Board member Frost and President Beck.

6. President Beck reported the following:

a. The first week of school a new employee orientation was held for thirty four new employees.

b. Dr. Fox held an information session for faculty and staff concerning our activities with the College of Western Idaho.

c. Signage for the Falls Avenue entrance is being designed.

d. The State Board of Education approved the Memorandum of Understanding between the College of Southern Idaho and the College of Western Idaho.

e. Work is continuing on a dedicated fiber optic line between the College of Southern Idaho, St. Lukes Magic Valley Regional Medical Center and Twin Falls Canyon Ridge High School.

f. The efforts of the campus marketing group were recognized as instrumental in our enrollment increase this fall.

g. President Beck attended the annual Southern Idaho Economic Development Organization meeting.

h. President Beck attended the Governor's Cup scholarship fundraiser where he visited with several key legislators.

i. The Northwest Commission on Colleges and Universities approved the substantive change that will allow the College of Southern Idaho to administer financial aid for College of Western Idaho students.

j. We will be sending faculty to Boise to assist the College of Western Idaho in the process of hiring faculty.

k. Dr. Jerry Gee's report concerning the College of Western Idaho's accreditation process was sent to the Board.

l. Lori Fisher, Executive Director of the J.A. and Kathryn Albertson's Foundation has resigned.

ADJOURNMENT was declared at 6:57 p.m.

CSI Trustees
September 15, 2008
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John M. Mason,
Secretary Treasurer

Approved: October 20, 2008



Chairman

PROUD TO BE PART OF THE CSI FAMILY



SOUTH CENTRAL HEAD START



Program Options

- Annual Comprehensive Community Assessment is utilized to:
 - Insure that South Central Head Start is responsive to the changing the needs of children and families in the service area
 - Assess Head Start service delivery to determine the comprehensive nature of, and integration with, local community services.
 - Track and monitor the demographic shifts in order to respond efficiently and effectively to the changing needs of those we serve.
- Four Program Options are available:
 - **Part Day/Part Year**—Offered at all ten Head Start Centers, provides services during the school year. Includes 69, 4-hour class days with 15 1 1/2 hour home visits throughout the program year.
 - **Double Session**—Offered at two Head Start centers, provides services during the school year. 138, 3 1/2 hour class days with 12 1&1/2 hour home visits throughout the program year.
 - **School District Collaboration**—Offered at four Head Start centers provides services during the school year. A minimum of sixty-nine class days (two to four days per week – depending upon individual need) with sixteen one-and-a-half hour home visits throughout the program year.
 - **Pre K Collaboration**— Offered in Hagerman in collaboration with Hagerman school district. It provides services to children enrolled in 3 to 5 services along with Head Start children. 138, 3 1/2 hour class days four days per week with twelve 1 1/2 hour home visits throughout the program year.

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REVENUES	COMMITMENTS	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,450,931.00	\$ 194,817.18	\$ 1,394,042.48	\$ 1,056,888.52	\$ (7,506.00)		\$ 1,064,394.52	56.6%	56.6%
BENEFITS	\$ 1,207,628.00	\$ 103,395.92	\$ 692,316.80	\$ 515,311.20	\$ (3,983.00)		\$ 519,294.20	56.6%	57.0%
OUT OF AREA TRAVEL	\$ 7,289.00	\$ 127.52	\$ 258.73	\$ 7,030.27	\$ (5.00)		\$ 7,035.27	94.5%	3.5%
EQUIPMENT									
SUPPLIES									
OFFICE CONSUMABLES	\$ 13,692.00	\$ 127.78	\$ 6,429.53	\$ 7,262.47	\$ (26.46)	\$ 1,371.35	\$ 5,917.58	55.3%	56.8%
CENTER SUPPLIES	\$ 45,875.00	\$ 2,422.83	\$ 26,382.05	\$ 19,492.95	\$ (73.56)	\$ 14,651.19	\$ 4,915.32	58.5%	89.3%
TRAINING SUPPLIES	\$ 9,742.00	\$ (94.67)	\$ 119.00	\$ 9,623.00	\$ (29.27)	\$ 283.50	\$ 9,368.77	39.2%	3.8%
FOOD	\$ 28,190.00	\$ 994.74	\$ 4,043.40	\$ 24,146.60	\$ (2,580.11)	\$ 1,485.42	\$ 25,241.29	32.8%	10.5%
CONTRACTUAL									
OTHER									
CONTRACTS	\$ 43,960.00	\$ 47.63	\$ 26,584.52	\$ 17,375.48	\$ (52.70)		\$ 17,428.18	59.6%	60.4%
MEDICAL	\$ 14,795.00		\$ 2,514.96	\$ 12,280.04		\$ 691.50	\$ 11,588.54	34.9%	21.7%
DENTAL	\$ 53,548.00	\$ 3,087.62	22,614.24	\$ 30,933.76		\$ 3,410.00	\$ 27,523.76	53.5%	48.6%
CHILD TRAVEL	\$ 70,650.00	\$ 7,833.00	\$ 50,796.52	\$ 19,853.48	\$ (89.51)	\$ 1,501.51	\$ 18,441.48	60.5%	73.9%
EMPLOYEE TRAVEL	\$ 33,164.00	1,002.49	\$ 19,283.17	\$ 13,880.83	\$ (75.16)	\$ 2,649.53	\$ 11,306.46	54.5%	65.9%
CAREER DEVELOP	\$ 4,985.00	\$ (135.00)	\$ 4,056.00	\$ 929.00	\$ (35.88)	\$ 101.45	\$ 863.43	50.3%	82.7%
PARENT TRAINING	\$ 6,250.00	\$ 187.00	\$ 4,248.87	\$ 2,001.13	\$ (20.07)	\$ 2,829.52	\$ (808.32)	61.0%	112.9%
SPACE	\$ 53,196.00	2,829.44	17,964.53	\$ 35,231.47	\$ (137.69)	\$ 1,492.25	\$ 33,876.91	65.5%	36.3%
UTILITIES	\$ 66,340.00	\$ 1,929.80	\$ 32,534.95	\$ 33,805.05	\$ (68.84)	\$ 602.23	\$ 33,271.66	49.3%	49.8%
TELEPHONE	\$ 36,810.00	\$ 2,764.54	\$ 21,130.69	\$ 15,679.31		\$ 264.18	\$ 15,415.13	50.2%	58.1%
OTHER	\$ 43,827.00	\$ (158.58)	14,966.31	\$ 28,860.69	\$ (42.15)		\$ 28,902.84	64.1%	34.1%
TOTAL DIRECT COSTS	\$ 4,190,872.00	\$ 321,179.24	\$ 2,340,286.75	\$ 1,850,585.25	\$ (14,725.40)	\$31,333.63	\$ 1,833,977.02	56.5%	56.2%
ADMIN COSTS	\$ 267,382.00	\$ 22,300.00	\$ 156,591.00	\$ 110,791.00	\$ (859.00)		\$ 111,650.00	58.3%	58.2%
GRAND TOTAL	\$ 4,458,254.00	\$ 343,479.24	\$ 2,496,877.75	\$ 1,961,376.25	(\$15,584.40)	\$31,333.63	\$ 1,945,627.02	56.6%	56.4%
					(1)				
IN KIND NEEDED	\$ 632,052.85								
IN KIND GENERATED	\$ 680,735.05								
IN KIND (SHORT)/LONG	\$ 48,682.20	(1)							
(1) Reflected revenue(s) include July USDA+TANF reimbursements.									

College of Southern

Acct Year: 0809 Fund From: 00 Dept From: 7300 Acct From: 3000
 Acct Month: 1 Fund To: 99 Dept To: 7399 Acct To: 5999

Dept		Actual	Encumbrance	Total	Budget	Remaining	
Dept 7331	HEADSTART ACCOUNT 22B						
4210	MISCELLANEOUS REVENUE	(\$3,209.32)	\$0.00	(\$3,209.32)	\$0.00	\$3,209.32	
4220	FEDERAL REVENUE	(\$374,816.06)	\$0.00	(\$374,816.06)	\$0.00	\$374,816.06	
4650	MISC REVENUE (AD-BG-CG-CH-CX-G5)	(\$3,059.28)	\$0.00	(\$3,059.28)	\$0.00	\$3,059.28	
	SUBTOTAL 4	(\$381,084.66)	\$0.00	(\$381,084.66)	\$0.00	\$381,084.66	0.00%
5010	SALARIES CLASSIFIED	\$122,485.37	\$0.00	\$122,485.37	\$0.00	(\$122,485.37)	
5011	SALARIES CLASSIFIED PART-TIME	\$16,165.61	\$0.00	\$16,165.61	\$0.00	(\$16,165.61)	
5020	SALARIES EXEMPT	\$60,379.05	\$0.00	\$60,379.05	\$0.00	(\$60,379.05)	
5021	SALARIES EXEMPT PART-TIME	\$62.15	\$0.00	\$62.15	\$0.00	(\$62.15)	
	SUBTOTAL 50	\$199,092.18	\$0.00	\$199,092.18	\$0.00	(\$199,092.18)	0.00%
5101	WORKMEN'S COMP	\$1,081.74	\$0.00	\$1,081.74	\$0.00	(\$1,081.74)	
5110	FICA	\$11,764.52	\$0.00	\$11,764.52	\$0.00	(\$11,764.52)	
5111	MEDICARE	\$2,751.29	\$0.00	\$2,751.29	\$0.00	(\$2,751.29)	
5120	HEALTH INSURANCE	\$64,724.83	\$0.00	\$64,724.83	\$0.00	(\$64,724.83)	
5130	RETIREMENT	\$21,792.83	\$0.00	\$21,792.83	\$0.00	(\$21,792.83)	
5140	UNEMPLOYMENT INSURANCE	\$995.56	\$0.00	\$995.56	\$0.00	(\$995.56)	
5150	GROUP LIFE AND DISABILITY	\$1,993.17	\$0.00	\$1,993.17	\$0.00	(\$1,993.17)	
	SUBTOTAL 51	\$105,103.94	\$0.00	\$105,103.94	\$0.00	(\$105,103.94)	0.00%
5210	TRAVEL	\$1,002.49	\$0.00	\$1,002.49	\$0.00	(\$1,002.49)	
5212	MISCELLANEOUS EXPENSE	\$7,833.00	\$0.00	\$7,833.00	\$0.00	(\$7,833.00)	
5214	OUT OF AREA TRAVEL	\$127.52	\$0.00	\$127.52	\$0.00	(\$127.52)	
5215	TELEPHONE (PP)	\$2,764.54	\$0.00	\$2,764.54	\$0.00	(\$2,764.54)	
5220	REPAIR AND RENTAL	\$2,679.44	\$0.00	\$2,679.44	\$0.00	(\$2,679.44)	
5225	MISCELLANEOUS EXPENSE	\$150.00	\$0.00	\$150.00	\$0.00	(\$150.00)	
5230	CONSULTING	\$101.75	\$0.00	\$101.75	\$0.00	(\$101.75)	
5234	STAFF TRAINING	(\$135.00)	\$0.00	(\$135.00)	\$0.00	\$135.00	
5235	MISCELLANEOUS EXPENSE	\$187.00	\$0.00	\$187.00	\$0.00	(\$187.00)	
5255	IDAHO POWER	\$909.16	\$0.00	\$909.16	\$0.00	(\$909.16)	
5256	INTERMOUNTAIN GAS	\$68.58	\$0.00	\$68.58	\$0.00	(\$68.58)	
5257	TF WATER & SANITATION	\$535.59	\$0.00	\$535.59	\$0.00	(\$535.59)	
5285	GARBAGE DISPOSAL	\$416.47	\$0.00	\$416.47	\$0.00	(\$416.47)	
5290	OTHER SERVICES	(\$158.58)	\$0.00	(\$158.58)	\$0.00	\$158.58	
5291	ADMINISTRATION EXPENSE	\$22,300.00	\$0.00	\$22,300.00	\$0.00	(\$22,300.00)	
5293	DENTAL	\$3,087.62	\$0.00	\$3,087.62	\$0.00	(\$3,087.62)	
	SUBTOTAL 52	\$41,869.58	\$0.00	\$41,869.58	\$0.00	(\$41,869.58)	0.00%
5301	OFFICE SUPPLIES	(\$40.08)	\$0.00	(\$40.08)	\$0.00	\$40.08	
5305	TRAINING SUPPLIES	(\$94.67)	\$0.00	(\$94.67)	\$0.00	\$94.67	
5310	POSTAGE	\$167.86	\$0.00	\$167.86	\$0.00	(\$167.86)	
5315	INSTRUCTIONAL SUPPLIES	\$2,422.83	\$0.00	\$2,422.83	\$0.00	(\$2,422.83)	
5340	MISCELLANEOUS EXPENSE	\$1,226.20	\$0.00	\$1,226.20	\$0.00	(\$1,226.20)	
	SUBTOTAL 53	\$3,682.14	\$0.00	\$3,682.14	\$0.00	(\$3,682.14)	0.00%
Dept 7331	HEADSTART ACCOUNT 22B	(\$31,336.82)	\$0.00	(\$31,336.82)	\$0.00	\$31,336.82	0.00%

Revenue: (\$381,084.66) Expense: \$349,747.84 Encumb Rev: \$0.00 Encumb Exp: \$0.00 Net: (\$31,336.82)
 NO FEDERAL REVENUES - 4,248.60
 SPEND THRU 4/30/08 2,153,398.51
 NET SPEND \$2,496,877.75