



# COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

**March 18, 2013**

## **BOARD TOUR OF JEROME PROPERTY**

**1:30 p.m.**

**Van Leaves from CSI**

## **EXECUTIVE SESSION**

**3:30 p.m.**

**Taylor Building – President’s Board Room**

## **BOARD OF TRUSTEES MEETING**

**4:00 p.m.**

**Taylor Building – SUB 248**

## **AGENDA**

**APPROVAL OF MEETING AGENDA: (A) *Chairman Scholes***

**MINUTES – EXECUTIVE SESSION OF FEBRUARY 25, 2013: (A) *Mike Mason***

**MINUTES – REGULAR MEETING OF FEBRUARY 25, 2013: (A) *Mike Mason***

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

**OPEN FORUM**

**HVAC CONTROLS BID: (A) *Mike Mason***

**HEAD START REPORT: (A) *Mike Mason***

**BOARD MEETING SCHEDULE FOR FY14: (A) *Mike Mason***

**FY14 TUITION & FEES : (A) *President Beck & Scott Scholes***

**FY14 EMPLOYEE CONTRACTS: (I) *President Beck***

**HIGHWAY 93 PROPERTY STOPLIGHT REQUEST: (A) *President Beck***

**CHEMISTRY DEPARTMENT PROGRAM REVIEW: (I) *Dr. Cindy Bond & Mark Daily***

**PRESIDENT'S REPORT / LEGISLATIVE REPORT: (I) *President Beck***

**OLD BUSINESS**

**NEW BUSINESS**

THE COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
MARCH BOARD OF TRUSTEES MEETING  
MARCH 18, 2013

CALL TO ORDER: 4:00 p.m. Presiding: Dr. Thad Scholes

Attending: Trustees: Dr. Thad Scholes, Karl Kleinkopf,  
Bob Keegan, Laird Stone and Jan Mittleider

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. Mark Sugden, Instructional Dean  
Terry Patterson, Instructional Dean  
Dr. Cindy Bond, Instructional Dean  
Scott Scholes, Dean of Student Services  
Jeff Harmon, Dean of Finance  
Monty Arrossa, Director of Human Resources  
Randy Dill, Physical Plant Director  
Doug Maughan, Public Relations Director  
Terri Fattig, Library Director and Museum Department  
Chair  
Debra Wilson, Executive Director of the College of  
Southern Idaho Foundation  
Kathy Deahl, Administrative Assistant to the  
President

CSI Employees: Mark Daily and Joseph Gardner

Visitors: Jeremy Bridges, Emilee Petersen, Angela Ellis,  
Vickie Stone, Gerald Martens and Gary Slette

Faculty Representatives: Robyn Swainston

PACE Representatives: None

Times News: None

KMVT: Brandon Redmond

The agenda was amended to move the Highway 93 Property  
Stoplight Request item to the first agenda item. The amended  
agenda was approved on MOTION by Jan Mittleider. Affirmative  
vote was unanimous

MINUTES OF THE REGULAR AND EXECUTIVE SESSIONS OF FEBRUARY 25, 2013 WERE APPROVED AS WRITTEN on MOTION by Bob Keegan.  
Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's report was accepted on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

Open Forum: Gerald Martens of EHM Engineers presented a proposal requesting the College's support for the installation of a stoplight on Highway 93 south of the Interstate 84 intersection. The stoplight would serve a developers property on the west side of Highway 93 and the College's property on the east side. Mr. Martens stated that there would be no cost to the College for the stoplight.

Board Agenda Items:

1. Board Chairman Dr. Thad Scholes called for a MOTION in support of the stoplight on Highway 93 bordering College property. The request for support died based upon the lack of a MOTION.

2. The Board approved the sole bid of Yamas Controls of Draper, Utah in the amount of \$58,296.75 for the specified HVAC controls on MOTION by Jan Mittleider. Affirmative vote was unanimous.

The Idaho State Division of Public Works is providing \$56,300 for this project. The balance of \$1,996.75 will be paid from the Plant Facility Fund.

3. The Board approved the Head Start/Early Head Start monthly operational and fiscal report on MOTION by Bob Keegan. Affirmative vote was unanimous.

4. The fiscal year 2014 Board meeting schedule was approved on MOTION by Jan Mittleider. Affirmative vote was unanimous. The fiscal year 2014 budget hearing was set for August 19, 2013 at 4:00 p.m. in the Taylor Administration Building.

5. After hearing from Student Body President Jeremy Bridges, Student Body Vice President Angela Ellis, Dean of Students Scott Scholes, Vice President of Administration Mike Mason and President Jerry Beck, the Board discussed the proposed move to per credit charges for tuition and fees. Bob Keegan MOVED to approve the move to per credit charges for tuition and fees for the 2013-2014 school year. The MOTION passed with Thad Scholes, Bob Keegan, Laird Stone and Jan Mittleider voting in favor of and Karl Kleinkopf voting against the MOTION.

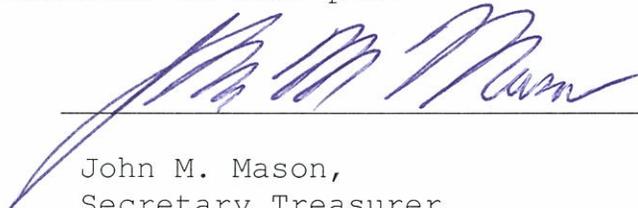
6. President Beck advised the Board that the administration was putting together the budget for fiscal year 2014 with an emphasis on maintaining health insurance coverages, funding the employer retirement increases, possibly adding some faculty and providing some level of pay raises for employees.

7. Dr. Cindy Bond introduced Chemistry Department Chair Mark Dailey and chemistry instructor Dr. Joseph Gardner. Dr. Gardner presented the Chemistry department program review to the Board.

President Beck and the Board thanked Dr. Gardner for his work on the project.

8. The President reviewed his activities for the month with the Board.

ADJOURNMENT was declared at 5:27 p.m.



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John M. Mason,  
Secretary Treasurer

Approved: April 15, 2013



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Chairman

**General Fund YTD Board**

YEAR: 1213

**Statement of Revenue and Expenses**

Acct Month: 8

Wednesday, March 13, 2013

Last Year

This Year

Budget

Remaining Budget

Rem Bud%

**Revenue**

Tuition & Fees	(\$10,932,116.42)	(\$10,867,903.09)	(\$11,414,900.00)	(\$546,996.91)	4.79%
County Tuition	(\$548,200.00)	(\$854,705.00)	(\$1,500,000.00)	(\$645,295.00)	43.02%
State Funds	(\$14,015,121.02)	(\$15,467,557.34)	(\$17,319,400.00)	(\$1,851,842.66)	10.69%
County Property Tax	(\$3,429,262.76)	(\$3,524,163.09)	(\$5,867,600.00)	(\$2,343,436.91)	39.94%
Grant Management Fees	(\$257,620.26)	(\$278,764.15)	(\$480,000.00)	(\$201,235.85)	41.92%
Other	(\$399,069.23)	(\$512,712.20)	(\$325,000.00)	\$187,712.20	-57.76%
Unallocated Tuition	(\$737,993.94)	(\$832,340.45)	\$0.00	\$832,340.45	0.00%
Departmental Revenues	(\$582,591.55)	(\$564,898.32)	(\$720,200.00)	(\$155,301.68)	21.56%

**Total Revenue** (\$30,901,975.18) (\$32,903,043.64) (\$37,627,100.00) (\$4,724,056.36) 12.55%

**Expenditures**

**Personnel**

Salaries	\$13,002,103.18	\$13,237,744.77	\$21,144,100.00	\$7,906,355.23	37.39%
Variable Fringe	\$2,551,950.38	\$2,593,871.30	\$4,309,800.00	\$1,715,928.70	39.81%
Health Insurance	\$2,262,635.99	\$2,454,424.63	\$3,814,100.00	\$1,359,675.37	35.65%
<b>Total Personnel</b>	<b>\$17,816,689.55</b>	<b>\$18,286,040.70</b>	<b>\$29,268,000.00</b>	<b>\$10,981,959.30</b>	<b>37.52%</b>

**Expense Categories**

Services	\$1,015,573.62	\$1,224,847.38	\$2,096,800.00	\$871,952.62	41.58%
Supplies	\$622,628.77	\$617,409.05	\$975,700.00	\$358,290.95	36.72%
Other	\$477,682.58	\$489,436.44	\$649,300.00	\$159,863.56	24.62%
Capital	\$289,565.39	\$336,701.56	\$815,900.00	\$479,198.44	58.73%
Institutional Support	\$3,092,878.81	\$3,155,385.35	\$3,791,400.00	\$636,014.65	16.78%
Transfers	\$12,041.04	\$38,347.38	\$30,000.00	(\$8,347.38)	-27.82%
<b>Total Expense Categories</b>	<b>\$5,510,370.21</b>	<b>\$5,862,127.16</b>	<b>\$8,359,100.00</b>	<b>\$2,496,972.84</b>	<b>29.87%</b>

**Total Expenditures** \$23,327,059.76 \$24,148,167.86 \$37,627,100.00 \$13,478,932.14 35.82%

**Rev/Expense Total** (\$7,574,915.42) (\$8,754,875.78) \$0.00 \$8,754,875.78 0.00%



March 13, 2013

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

From: Mike Mason

Re: HVAC Controls

We properly advertised and received one bid for the specified HVAC controls. Based upon a review of the bid Allen Scherbinske, I recommend that we accept the sole bid of Yamas Controls of Draper, Utah in the amount of \$58,296.75

This project involves replacing outdated HVAC controls in the Evergreen Building, Geothermal Wells 1 and 2 and the Art Complex. The project was requested and approved by the Idaho Division of Public Works as a part of our FY 2013 preventative maintenance request. As a part of the request, we agreed to install the controls with our own in house HVAC technicians. The controls have to be compatible with our existing campus wide HVAC control system.

The Idaho State Division of Public Works is providing \$56,300 for this project. The balance of \$1,996.75 will be from the Plant Facility Fund. The project will be completed over the summer.



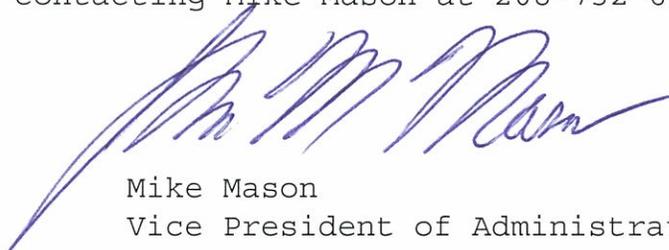
College of Southern Idaho  
Board of Trustees  
Notice of Regular Meetings

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 2013-2014 regular meeting schedule is as follows:

July 15, 2013	January 27, 2014
August 19, 2013	February 24, 2014
September 16, 2013	March 17, 2014
October 21, 2013	April 21, 2014
November 18, 2013	May 19, 2014
December 16, 2013	June 16, 2014

The Fy 2014 budget hearing date is set for August 19, 2013.

Information concerning specific meeting times and places may be obtained by contacting Mike Mason at 208-732-6203.



Mike Mason  
Vice President of Administration

Please publish the above ad in the legal section on the following dates:

Times News: July 3rd and 10th  
Buhl Herald: July 3rd and 10th

# PROUD TO BE PART OF THE CSI FAMILY



## COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



### Center Based Training

Center based training addresses the needs of home visitors in pursuit of modeling and encouraging lifelong learning for the families they support.

The **purpose** of these trainings is to offer individual and group support to all home visitors. The **goals** of these trainings will be to meet the needs of the program and individual employees (1304.52 (k) 1-3) by enhancing inter/intrapersonal communication and increasing personal and professional growth with the intent of sharing training information and resources with families throughout the program (1304.52).

**Benefits for Parents in the Program** include the promotion of parents as teachers through lifelong learning. Former Head Start/Early Head Start parents that are part of the program structure serve as role models and mentors for other parents (1304.52 (b) 3). As home visitors assimilate information acquired through these trainings they are able to apply it to their own lives and utilize and disseminate the knowledge as additional resources for families. This allows families to enhance and strengthen their role as parents (1304.40 (e) 3). By building upon the foundation of people, we support the goal of empowerment through knowledge, skill building, resources and community partnerships. The foundation of any team is its ability and desire to communicate respect and trust between members towards a common organizational goal.

#### **Types of Training offered:**

- Communication
- Time Management/Organizational Skills
- Cultural Competency
- Stress Reduction/Promoting Wellness
- Motivation
- Family Partnership Agreements
- Respect
- Identifying burnout, compassion fatigue
- Activities for families
- Self-Awareness
- Practicing Safety on Home Visits
- Trust Building
- "What About You? A Workbook for Those Who Work with Others"

Center based trainings will not only meet performance standards but will address the needs of families and home visitors so that lifelong learning becomes a mainstay of the program.

**College of Southern Idaho Head Start/ Early Head Start  
Monthly Program Summary  
For February 2013**

**Enrollment**

Head Start ACYF Federal Funded	565 *
Head Start TANF	27
Early Head Start	80
<b>Total</b>	<b>672 *</b>

**Program Options**

Part-day/ Part-year, Double Sessions, School District, Pre- K, Early Head Start -Home Based.

**Head Start Attendance**

Head Start March Attendance	85%
Head Start Double Session	82%
Early Head Start Home Visit Participation	93%

**Meals and Snacks**

Total meals served for March	4,983
Total snacks served for March	4,426

The program will no longer be able to claim siblings of HS/EHS children for USDA reimbursement. Initial estimates indicate that the program serves about 20 HS/EHS siblings per month.

**Education**

Transitions are a key part to Head Start. Head Start helps prepare children for kindergarten in a variety of ways. This includes activities with children and parents to familiarize them with the public school such as visiting a kindergarten classroom and conducting parent-teacher conferences. Families are given a Building Bluebirds booklet that talks about their child's development, expectations of the public school, and parents rights and opportunities. Head Start also helps families prepare by teaching parents to continue working with their children over the summer on child goals and kindergarten skills.

**Parent Involvement**

Part 1 of the parent survey has been completed and Part 2 is near completion and community surveys are underway as part of Head Start/Early Head Start's Community wide Assessment. Parents assess the needs, strengths and action plans for their communities. Parents and staff are wrapping up the self-assessment process at each of our centers. Child Abuse and Neglect Prevention activities such as walks, planting pin wheel gardens, mayor proclamations, delivery of pinwheel vases to community partners, guest speakers and rallies are under way to raise awareness locally and nationally. Parent-Teacher conferences are ongoing.

**Early Head Start**

Early Head Start has an active contract with South Central District Health Department to provide Nurse Home Visits to Early Head Start families. Nurse Home Visits focus on the medical needs of expectant mothers and Early Head Start children, address any concerns, provide referrals as identified, and encourage parents to follow EPSDT guidelines. Each Early Head Start participant has the opportunity to receive at least four nurse home visits per year. Early Head Start also has a contract with an independent registered nurse that provides Nurse Home Visits with families as well as lactation counseling services.

**Documents for Board Review/ Approval:**

- Financial Reports
- Policy Council By-Laws and Policies & Procedures (please sign and return)

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,450,999.00	\$ 194,600.45	\$ 386,672.94	\$ 2,064,326.06	\$ 2,064,326.06	17.0%	15.8%
BENEFITS	\$ 1,419,536.00	\$ 110,544.92	\$ 221,157.19	\$ 1,198,378.81	\$ 1,198,378.81	17.0%	15.6%
OUT OF AREA TRAVEL	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ 32,230.00	\$ -	\$ -	\$ 32,230.00	\$ 32,230.00	17.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 22,351.00	\$ 1,315.43	\$ 1,331.07	\$ 21,019.93	\$ 21,019.93	17.0%	6.0%
CLASSROOM SUPPLIES	\$ 12,800.00	\$ 491.21	\$ 491.21	\$ 12,308.79	\$ 12,308.79	17.0%	3.8%
CENTER SUPPLIES	\$ 35,600.00	\$ 3,635.94	\$ 4,038.46	\$ 31,561.54	\$ 31,561.54	17.0%	11.3%
TRAINING SUPPLIES	\$ 14,500.00	\$ 1,155.04	\$ 1,155.04	\$ 13,344.96	\$ 13,344.96	17.0%	8.0%
FOOD	\$ 3,200.00	\$ 682.70	\$ 682.70	\$ 2,517.30	\$ 2,517.30	17.0%	21.3%
OTHER							
CONTRACTS	\$ 22,463.00	\$ -	\$ -	\$ 22,463.00	\$ 22,463.00	17.0%	0.0%
MEDICAL	\$ 10,000.00	\$ 633.90	\$ 633.90	\$ 9,366.10	\$ 9,366.10	17.0%	6.3%
DENTAL	\$ 10,600.00	\$ -	\$ 35.00	\$ 10,565.00	\$ 10,565.00	17.0%	0.3%
CHILD TRAVEL	\$ 105,977.00	\$ 13,130.59	\$ 15,779.04	\$ 90,197.96	\$ 90,197.96	17.0%	14.9%
EMPLOYEE TRAVEL	\$ 31,680.00	2,616.21	\$ 3,010.80	\$ 28,669.20	\$ 28,669.20	17.0%	9.5%
CAREER DEVELOP	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
PARENT TRAINING	\$ 21,590.00	\$ 614.98	\$ 6,228.38	\$ 15,361.62	\$ 15,361.62	17.0%	28.8%
SPACE	\$ 58,084.00	2,627.75	\$ 4,975.58	\$ 53,108.42	\$ 53,108.42	17.0%	8.6%
DEPRECIATION	\$ 30,600.00	2,422.50	\$ 4,845.00	\$ 25,755.00	\$ 25,755.00	17.0%	15.8%
UTILITIES	\$ 45,216.00	\$ 4,393.20	\$ 4,667.73	\$ 40,548.27	\$ 40,548.27	17.0%	10.3%
TELEPHONE	\$ 32,352.00	\$ 2,359.71	\$ 4,634.65	\$ 27,717.35	\$ 27,717.35	17.0%	14.3%
OTHER	\$ 48,146.00	\$ 3,027.39	\$ 12,216.26	\$ 35,929.74	\$ 35,929.74	17.0%	25.4%
TOTAL DIRECT COSTS	\$ 4,407,924.00	\$ 344,251.92	\$ 672,554.95	\$ 3,735,369.05	\$ 3,735,369.05	17.9%	12.0%
ADMIN COSTS	\$ 305,729.00	\$ 24,904.90	\$ 24,904.90	\$ 280,824.10	\$ 280,824.10	8.0%	8.1%
GRAND TOTAL	\$ 4,713,653.00	\$ 369,156.82	\$ 697,459.85	\$ 4,016,193.15	\$ 4,016,193.15	13.0%	10.1%
IN KIND NEEDED	\$ 1,178,413.25						
IN KIND GENERATED	\$ 6,342.92						
IN KIND (SHORT)/LONG	\$ (1,172,070.33)						
PROCUREMENT CARD							
EXPENSE	\$ 12,587.24	4% of Total Expense					
USDA	Food	Non-Food	Repair/Maint	Total for Month	Revenue Received	YTD	
Total All Centers	14,215.62	1,340.27	57.95	15,613.84	(14,068.34)	15,740.28	

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 36,728.00	\$ 2,028.63	\$ 2,028.63	\$ 34,699.37	17.0%	5.5%
6e. SUPPLIES						
Training Supplies	\$ 7,318.00	\$ 1,533.46	\$ 1,621.01	\$ 5,696.99	17.0%	22.2%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 10,115.00	\$ 401.30	\$ 866.80	\$ 9,248.20	17.0%	8.6%
<b>TOTAL DIRECT COSTS</b>	\$ 54,161.00	\$ 3,963.39	\$ 4,516.44	\$ 49,644.56	17.0%	8.3%
<b>GRAND TOTAL</b>	\$ 54,161.00	\$ 3,963.39	\$ 4,516.44	\$ 49,644.56	17.0%	8.3%
<b>IN KIND NEEDED</b>	\$ 13,540.25					
<b>IN KIND GENERATED</b>	\$ -					
<b>IN KIND (SHORT)/LONG</b>	\$ (13,540.25)					

MONTHLY FINANCIAL REPORT  
COLLEGE OF SOUTHERN UTAH EARLY HEAD START

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 515,526.00	\$ 43,797.93	\$ 88,460.83	\$ 427,065.17	\$ 427,065.17	17.0%	17.2%
BENEFITS	\$ 279,134.00	\$ 20,979.89	\$ 43,925.88	\$ 235,208.12	\$ 235,208.12	17.0%	15.7%
OUT OF AREA TRAVEL	\$ -			\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -			\$ -	\$ -	0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 6,420.00	\$ 329.92	\$ 330.47	\$ 6,089.53	\$ 6,089.53	17.0%	5.1%
CENTER SUPPLIES	\$ 15,006.00	\$ 217.62	\$ 217.62	\$ 14,788.38	\$ 14,788.38	17.0%	1.5%
CLASSROOM SUPPLIES	\$ 14,590.00	\$ 37.90	\$ 37.90	\$ 14,552.10	\$ 14,552.10	17.0%	0.3%
TRAINING SUPPLIES	\$ 2,225.00	\$ 225.77	\$ 225.77	\$ 1,999.23	\$ 1,999.23	17.0%	10.1%
FOOD	\$ 2,400.00	\$ -	\$ -	\$ 2,400.00	\$ 2,400.00	17.0%	0.0%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 61,730.00	\$ 546.28	\$ 546.28	\$ 61,183.72	\$ 61,183.72	17.0%	0.9%
MEDICAL	\$ 14,000.00	\$ -	\$ -	\$ 14,000.00	\$ 14,000.00	17.0%	0.0%
DENTAL	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	17.0%	0.0%
CHILD TRAVEL	\$ -	\$ -					
EMPLOYEE TRAVEL	\$ 10,604.00	\$ 259.39	\$ 259.39	\$ 10,344.61	\$ 10,344.61	17.0%	2.4%
CAREER DEVELOP	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
PARENT TRAINING	\$ 2,925.00	\$ 102.75	\$ 831.89	\$ 2,093.11	\$ 2,093.11	17.0%	28.4%
FACILITIES/CONST.	\$ 15,000.00	\$ 102.21	\$ 374.21	\$ 14,625.79	\$ 14,625.79	17.0%	2.5%
DEPRECIATION	\$ 20,400.00	\$ 1,700.00	\$ 3,400.00	\$ 17,000.00	\$ 17,000.00	17.0%	16.7%
UTILITIES	\$ 4,500.00	\$ 813.70	\$ 813.70	\$ 3,686.30	\$ 3,686.30	17.0%	18.1%
TELEPHONE	\$ 4,800.00	\$ 382.10	\$ 692.91	\$ 4,107.09	\$ 4,107.09	17.0%	14.4%
OTHER	\$ 5,661.00	\$ -	\$ -	\$ 5,661.00	\$ 5,661.00	17.0%	0.0%
<b>TOTAL DIRECT COSTS</b>	<b>\$ 980,921.00</b>	<b>\$ 69,495.46</b>	<b>\$ 140,116.85</b>	<b>\$ 840,804.15</b>	<b>\$ 840,804.15</b>	<b>17.0%</b>	<b>14.3%</b>
ADMIN COSTS	\$ 65,385.00	\$ 5,562.86	\$ 5,562.86	\$ 59,822.14	\$ 59,822.14	8.0%	8.5%
<b>GRAND TOTAL</b>	<b>\$ 1,046,306.00</b>	<b>\$ 75,058.32</b>	<b>\$ 145,679.71</b>	<b>\$ 900,626.29</b>	<b>\$ 900,626.29</b>	<b>16.5%</b>	<b>13.9%</b>
IN KIND NEEDED	\$ 261,576.50						
IN KIND GENERATED							
IN KIND (SHORT)/LONG	\$ (261,576.50)						

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 10,755.00	\$ -	\$ -	\$ 10,755.00	17.0%	0.0%
6e. SUPPLIES						
Training Supplies	\$ 1,084.00	\$ 301.59	\$ 301.59	\$ 782.41	17.0%	27.8%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 14,319.00	\$ 6,491.30	\$ 6,491.30	\$ 7,827.70	17.0%	45.3%
<b>TOTAL DIRECT COSTS</b>	<b>\$ 26,158.00</b>	<b>\$ 6,792.89</b>	<b>\$ 6,792.89</b>	<b>\$ 19,365.11</b>	<b>17.0%</b>	<b>26.0%</b>
<b>GRAND TOTAL</b>	<b>\$ 26,158.00</b>	<b>\$ 6,792.89</b>	<b>\$ 6,792.89</b>	<b>\$ 19,365.11</b>	<b>17.0%</b>	<b>26.0%</b>
<b>IN KIND NEEDED</b>	<b>\$ 6,539.50</b>					
<b>IN KIND GENERATED</b>	<b>\$ -</b>					
<b>IN KIND (SHORT)/LONG</b>	<b>\$ (6,539.50)</b>					

March 14, 2013

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

From: Mike Mason



Re: JFAC Academic Appropriation Recommendation

The Joint Finance and Appropriations Committee has completed their budget recommendation for community colleges. The recommendation will now go to the House and Senate for approval.

The academic appropriation recommendation included the following:

1. \$107,100 of the \$284,000 that we will need for increases in employer retirement contribution and health insurance increases.
2. Enrollment Workload Adjustment of \$46,800.
3. Occupancy costs for two months of fiscal year 2014 for the Applied Technology and Innovation Center of \$70,000. \$28,200 of this will have to go to the Plant Facility Fund for long term maintenance. We will request the remaining ten months of occupancy costs in the fiscal year 2015 budget.
4. \$180,000 for the funding of 3.5 FTE of nursing positions that are currently being funded with one time money. We will shift the personnel costs for the 3.5 FTE to the General Fund.

The total of the Fy 2014 appropriation increase is \$403,900. This increases our general fund academic appropriation from \$11,544,300 to \$11,948,200 which is a 3.5% increase.

The Professional Technical appropriation will also cover employer retirement contribution and health insurance increases. There is work underway for the provision of additional funds for capital outlay. The total allocation will go to the Division of Professional Education for allocation and distribution to both high schools and higher education institution.

The attached sheet shows the academic allocations for each of the community colleges. If you have questions or need further information, let me know.

**Idaho Community Colleges  
FY 2014 Appropriation Allocation  
7-Mar-13**

	CSI	CWI	NIC	Total
1	FY 13 Total Appropriation			
2	11,544,300	6,528,400	9,677,200	27,749,900
3	200,000	200,000	200,000	600,000
4	<u>11,744,300</u>	<u>6,728,400</u>	<u>9,877,200</u>	<u>28,349,900</u>
5				-
6	FY 14 Base			
7	11,544,300	6,528,400	9,677,200	27,749,900
8	200,000	200,000	200,000	600,000
9	<u>11,744,300</u>	<u>6,728,400</u>	<u>9,877,200</u>	<u>28,349,900</u>
10				-
11	FY 14 Maintenance			
12	11,698,200	7,348,800	9,779,600	28,826,600
13	200,000	200,000	200,000	600,000
14	<u>11,898,200</u>	<u>7,548,800</u>	<u>9,979,600</u>	<u>29,426,600</u>
15				-
16	FY 14 Line Items			
17	70,000	-	-	70,000
18	180,000	-	-	180,000
19	0	900,000	0	900,000
20	0	0	250,000	250,000
21	800	5,700	4,500	11,000
22				-
23	FY 14 Total Appropriation			
24	11,948,200	8,248,800	10,029,600	30,226,600
25	200,800	205,700	204,500	611,000
26	<u>12,149,000</u>	<u>8,454,500</u>	<u>10,234,100</u>	<u>30,837,600</u>
27				
28				
29	GF Change from FY 13 Total	3.5%	26.4%	3.6%
30				8.9%
31	Appropriation Allocation			
32	9,498,500	5,196,200	9,150,900	23,845,600
33	1,545,800	3,052,600	878,700	5,477,100
34	903,900		0	903,900
35		0		0
36	<u>11,948,200</u>	<u>8,248,800</u>	<u>10,029,600</u>	<u>30,226,600</u>