



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

August 17, 2015

EXECUTIVE SESSION

2:00 P.M.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

4:00 P.M.

Taylor Building – Taylor 277

AGENDA

CALL TO ORDER

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

MINUTES – EXECUTIVE SESSION – JULY 20TH, 2015: (A) *Mike Mason*

MINUTES – REGULAR MEETING – JULY 20TH, 2015: (A) *Mike Mason*

MINUTES – SPECIAL SESSION – AUGUST 3RD, 2015: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

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

OPEN FORUM

UNFINISHED BUSINESS

CSI BOARD OF TRUSTEES OPEN FORUM POLICY: (A) *Chairman Kleinkopf*

NEW BUSINESS

FY16 BUDGET HEARING: (A) *Mike Mason*

CT3 EQUIPMENT BID: (A) *Mike Mason*

CSI MISSION STATEMENT UPDATE: (A) *Chris Bragg*

REMARKS FOR THE GOOD OF THE ORDER

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

ADJOURNMENT

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
AUGUST REGULAR BOARD OF TRUSTEES MEETING
AUGUST 17, 2015

CALL TO ORDER: 4:00 p.m. Presiding: Karl Kleinkopf

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

College Administration: Dr. Jeff Fox, President
Robert Alexander, Board Attorney
Dr. Todd Schwarz, Executive Vice President and Chief
Academic Officer
John M. Mason, Vice President of Administration
Dr. Michelle Schutt, Associate Vice President of
Student Services
Kevin Mark, Chief Technology Officer
Jayson Lloyd, Instructional Dean
Terry Patterson, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Jeff Harmon, Dean of Finance
Chris Bragg, Associate Dean of Institutional
Effectiveness
Nolan Goubeaux, Associate Dean of Student Affairs
Eric Nielson, Director of Human Resources
Dr. Michelle McFarlane, Registrar
Dr. Teri Fattig, Library Director and Museum
Department Chair
Doug Maughan, Public Information Director
Debra Wilson, Executive Director of the College of
Southern Idaho Foundation
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Heidi Campbell, Mancole Fedder, Samra Culum,
Jasmine Lopez, Steve Poppino, Jennifer Zimmers, Chris
Anderson, Melissa Joelson and Jim Ellington

Visitors: Adrian Arp, Kristy Hill, Robert F. Powers, Erika
Wilsey, Larry Olsen, Sherrel Olsen, Rick Martin, Terry
Edwards, Ruth Ann House, Sparkie House, Gigi Johnson,
Deborah Silver, Ron James, Julie Edwards, Bethany
Rasmussen and Linda Rasumussen

Faculty Representatives: R.D. Van Noy

PACE Representative: Kim Lapray

Times News: Nathan Brown

KMVT: Joey Martin

APPROVAL OF AGENDA: The agenda was amended to remove the College of Southern Idaho Open Forum Policy. The amended agenda was approved on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

BOARD MINUTES: The Board minutes of the Regular Session and Executive Session of July 20, 2015 and the Special Session of August 3, 2015 were accepted as corrected by the Board.

TREASURER'S REPORT: The Treasurer's report was accepted by the Board on MOTION by Jan Mittleider. Affirmative vote was unanimous.

HEAD START/EARLY HEAD START REPORT: The Board approved the Head Start/Early Head Start monthly fiscal and operational reports and the 2015 budget modification moving personnel costs to capital outlay in Head Start and Early Head Start as presented by Head Start/Early Head Start Director Mancole Fedder on MOTION by Thad Scholes. Affirmative vote was unanimous.

OPEN FORUM: Prior to opening Open Forum, Chairman Kleinkopf read a prepared statement answering some common questions concerning the College of Southern Idaho Refugee program.

The following individuals addressed the Board in support of the College of Southern Idaho Refugee Center: Steve Poppino, Kristy Hill and Chris Anderson

The following individuals addressed the Board with comments against the continued operation of the College of Southern Idaho Refugee Center: Adrian Arp

The following individuals expressed concerns relating to the proposed College of Southern Idaho Board of Trustee Meeting Open Forum Policy: Gigi Johnson, Sherrel Olsen and Rick Martin

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. The Board approved the fiscal year 2016 budget as presented on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

2. The Board approved the following bids on MOTION by Jan Mittleider:

Donut Fryer	Stratton Sales	\$ 8,042.13
Bottle Washer	BS&R	\$ 5,472.00
Food Metal Detector	Ideal Sales & Services	\$22,719.00
Packaging System	Summit Packaging	\$20,170.00

Total		\$56,403.12

Affirmative vote was unanimous.

Funding for the equipment is from a federal grant awarded under the Community College and Career Training program.

3. The Board approved the recommendation to change the College of Southern Idaho mission statement to "The College of Southern Idaho provides quality educational, social, cultural, economic, and workforce development opportunities that meet the diverse needs of the communities it serves." on MOTION by Bob Keegan. Affirmative vote was unanimous.

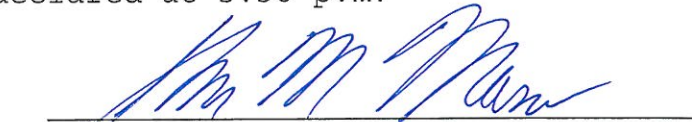
REMARKS FOR THE GOOD OF THE ORDER

1. Jan Mittleider commented on the need to continuously work on effective communication with constituents.

2. Laird Stone reported that the State of the College was well attended and the message well received by employees.

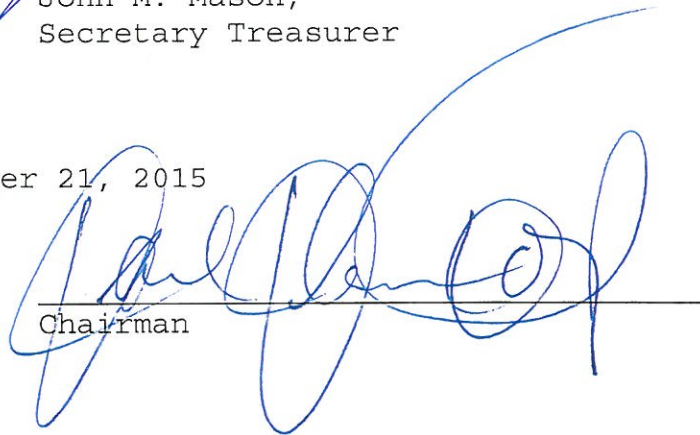
3. The President reported on his activities for the month.

ADJOURNMENT was declared at 5:36 p.m.



John M. Mason,
Secretary Treasurer

Approved: September 21, 2015



Chairman

General Fund YTD Board

YEAR: 1516

Statement of Revenue and Expenses

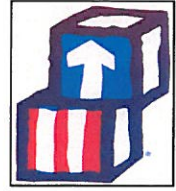
Acct Month: 1

<i>Wednesday, August 11, 2015</i>	<i>Last Year</i>	<i>This Year</i>	<i>Budget</i>	<i>Remaining Budget</i>	<i>Rem Bud%</i>
Revenue					
Tuition & Fees	(\$17,438.46)	(\$25,431.00)	\$0.00	\$25,431.00	0.00%
County Tuition	\$147,200.00	(\$10,850.00)	\$0.00	\$10,850.00	0.00%
State Funds	(\$12,795,341.27)	(\$18,378,533.08)	\$0.00	\$18,378,533.08	0.00%
County Property Tax	\$150,658.62	\$160,000.35	\$0.00	(\$160,000.35)	0.00%
Grant Management Fees	(\$32,832.91)	(\$34,552.97)	\$0.00	\$34,552.97	0.00%
Other	(\$49,933.49)	(\$5,201.65)	\$0.00	\$5,201.65	0.00%
Unallocated Tuition	(\$214,953.46)	(\$618,986.03)	\$0.00	\$618,986.03	0.00%
Departmental Revenues	(\$193,636.62)	(\$298,653.98)	\$0.00	\$298,653.98	0.00%
Total Revenue	(\$13,006,277.59)	(\$19,212,208.36)	\$0.00	\$19,212,208.36	0.00%
Expenditures					
Personnel					
Salaries	\$1,442,397.40	\$1,440,670.73	\$0.00	(\$1,440,670.73)	0.00%
Variable Fringe	\$313,170.53	\$315,125.89	\$0.00	(\$315,125.89)	0.00%
Health Insurance	\$273,999.35	\$289,207.26	\$0.00	(\$289,207.26)	0.00%
Total Personnel	\$2,029,567.28	\$2,045,003.88	\$0.00	(\$2,045,003.88)	0.00%
Expense Catagories					
Services	\$220,936.26	\$237,989.12	\$0.00	(\$237,989.12)	0.00%
Supplies	\$17,395.26	\$31,625.83	\$0.00	(\$31,625.83)	0.00%
Other	\$23,488.14	\$68,454.97	\$0.00	(\$68,454.97)	0.00%
Capital	\$8,342.36	\$54,571.01	\$0.00	(\$54,571.01)	0.00%
Institutional Support	\$24,998.13	\$106,135.31	\$0.00	(\$106,135.31)	0.00%
Total Expense Catagories	\$295,160.15	\$498,776.24	\$0.00	(\$498,776.24)	0.00%
Total Expenditures	\$2,324,727.43	\$2,543,780.12	\$0.00	(\$2,543,780.12)	0.00%
Rev/Expense Total	(\$10,681,550.16)	(\$16,668,428.24)	\$0.00	\$16,668,428.24	0.00%

PROUD TO BE PART OF THE CSI FAMILY



COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START Relationship Based Competencies



Head Start is not only for children but for the entire family. Staff members who provide home visits to families play a critical role in this endeavor. Family well-being is a positive predictor of child outcomes and directly impacts children's school readiness. Research has shown that stressors such as unexpected life events and fear of an unsafe community can make it harder for families to form relationships with early childhood providers. However, when parents have adequate resources, live in safe home environments that support learning and development, and provide active and intentional learning experiences, children have better outcomes. These conditions result in children who are more likely to perform better upon entry to kindergarten and show resilience throughout childhood and adolescence.

There are nine relationship based competencies that home visitors and supervisors utilize when working with Head Start and Early Head Start families:

Positive Goal Oriented Relationships:

Engages in mutually respectful, goal-oriented partnerships to promote parent-child relationships and family well being.

Self Aware and Culturally Responsive Relationships:

Respects and responds appropriately to the culture, language, values, and family structures of each family served.

Family Well Being and Families as Learners:

Supports families' safety, health, financial stability, life goals and aspirations.

Positive Parent-Child Relationships and Families as Lifelong Educators:

Enhances the parent-child relationship and supports parents' role as the first and lifelong educators of their children.

Family Connections to Peers and Community:

Facilitates group networks and activities that supports families' strengths, interests, and needs.

Family Access to Community Resources:

Supports families in using community resources that enhance family well-being and children's learning and development.

Coordinated, Integrated, and Comprehensive Services :

Acts as a member Coordinated, Integrated and of a comprehensive services team so that family service activities are coordinated, and integrated throughout the program.

Data Driven Services and Continuous Improvement and the PFCE :

Collects and analyzes information to find new solutions to challenges as part of ongoing monitoring in order to continuously improve services.

Foundations for Professional Growth:

Actively Participates in opportunities for professional growth.



**College of Southern Idaho Head Start/ Early Head Start
Monthly Program Summary
For July 2015**



Enrollment

Early Head Start	82
Total	82 *

* Early Head Start services are provided year round including the summer months. Head Start services are suspended for the summer months and will resume again in September.

Program Options

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

Program Participation for July

EHS Toddler Combo Attendance	70%
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Meals and Snacks

Total meals served for July	111
Total snacks served for July	96

Education

Pre-Service training for staff is August 10-14, 2015. Training will include Highscope Curriculum best practices and CLASS observation and improvement techniques for classroom staff . Other trainings will include Child Plus (data base for program), USDA, and pre-trip inspection for transportation.

Parent Involvement

Recruitment of children and families for the upcoming school year is in full swing. Home visits with families begin the week of August 17th. Parents can learn more about their child's center and the program by participating in class room active-ties, riding as a bus monitor, participating in policy council and parent committees, as well as in-kind activities. Parents are an integral part of the program and are their child's first teacher and shape the success of the program through early childhood education and parent development.

Early Head Start

As of July 31st, 21 EHS children transitioned into HS program wide. All of those slots were filled and EHS is currently fully enrolled. EHS is welcomed one new staff to start the program year and one staff was promoted to EHS Coordinator. Staff will be in training the Week of August 10th for training.

Documents for Board Review/ Approval:

Financial Reports

MONTHLY FINANCIAL REPORT
COLLEGE OF SOUTHERN IDAHO HEAD START

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,571,670.00	\$ 209,139.66	\$ 1,452,943.61	\$ 1,118,726.39	\$ 1,118,726.39	58.0%	56.5%
BENEFITS	\$ 1,410,617.00	\$ 118,149.08	\$ 769,146.89	\$ 641,470.11	\$ 641,470.11	58.0%	54.5%
OUT OF AREA TRAVEL	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -		
SUPPLIES		\$ -	\$ -				
OFFICE SUPPLIES	\$ 14,106.00	\$ 70.80	\$ 4,119.46	\$ 9,986.54	\$ 9,986.54	58.0%	29.2%
CLASSROOM SUPPLIES	\$ 15,000.00	\$ -	\$ 6,677.65	\$ 8,322.35	\$ 8,322.35	58.0%	44.5%
CENTER SUPPLIES	\$ 33,216.00	\$ 43.89	\$ 33,622.43	\$ (406.43)	\$ (406.43)	58.0%	101.2%
TRAINING SUPPLIES	\$ 3,000.00	\$ 1,084.86	\$ 8,490.49	\$ (5,490.49)	\$ (5,490.49)	58.0%	283.0%
FOOD	\$ 3,000.00	\$ -	\$ 1,520.17	\$ 1,479.83	\$ 1,479.83	58.0%	50.7%
CONTRACTUAL		\$ -	\$ -				
OTHER		\$ -	\$ -				
CONTRACTS	\$ 10,000.00	\$ -	\$ 3,602.46	\$ 6,397.54	\$ 6,397.54	58.0%	36.0%
MEDICAL	\$ 10,000.00	\$ -	\$ 2,590.89	\$ 7,409.11	\$ 7,409.11	58.0%	25.9%
DENTAL	\$ 13,465.00	\$ -	\$ 917.79	\$ 12,547.21	\$ 12,547.21	58.0%	6.8%
CHILD TRAVEL	\$ 104,398.00	\$ 4,210.44	\$ 61,872.17	\$ 42,525.83	\$ 42,525.83	58.0%	59.3%
EMPLOYEE TRAVEL	\$ 28,000.00	\$ 1,009.44	\$ 11,954.57	\$ 16,045.43	\$ 16,045.43	58.0%	42.7%
STAFF TRAINING	\$ -	\$ -	\$ 533.34	\$ (533.34)	\$ (533.34)	0.0%	0.0%
PARENT TRAINING	\$ 15,400.00	\$ -	\$ 12,188.63	\$ 3,211.37	\$ 3,211.37	58.0%	79.1%
FACILITIES/CONST.	\$ 57,779.00	\$ 563.18	\$ 27,007.53	\$ 30,771.47	\$ 30,771.47	58.0%	46.7%
DEPRECIATION	\$ 30,600.00	\$ 2,550.00	\$ 17,442.00	\$ 13,158.00	\$ 13,158.00	58.0%	57.0%
UTILITIES	\$ 58,300.00	\$ 3,236.53	\$ 29,746.76	\$ 28,553.24	\$ 28,553.24	58.0%	51.0%
TELEPHONE	\$ 34,500.00	\$ 3,545.69	\$ 22,813.55	\$ 11,686.45	\$ 11,686.45	58.0%	66.1%
OTHER	\$ 34,216.00	\$ 4,657.01	\$ 48,030.67	\$ (13,814.67)	\$ (13,814.67)	58.0%	140.4%
TOTAL DIRECT COSTS	\$ 4,447,267.00	\$ 348,260.58	\$ 2,515,221.06	\$ 1,932,045.94	\$ 1,932,045.94	58.0%	56.6%
ADMIN COSTS (8.228%)	\$ 327,663.00	\$ 26,929.32	\$ 154,205.84	\$ 173,457.16	\$ 173,457.16	58.0%	47.1%
GRAND TOTAL	\$ 4,774,930.00	\$ 375,189.90	\$ 2,669,426.90	\$ 2,105,503.10	\$ 2,105,503.10	58.0%	55.9%
IN KIND NEEDED	\$ 1,193,733.00						
IN KIND GENERATED	\$ 762,180.76						
IN KIND (SHORT)/LONG	\$ (431,552.24)						
PROCUREMENT CARD EXPENSE	\$ 9,933.55	3% of Total Expense. Detailed report of PCARD charges available upon request.					
USDA	Food	Non-Food	Repair/Maint	Total for Month	Revenue Received	YTD	
Total All Centers	-	112.30	-	112.30	-	80,581.29	

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
OUT OF AREA TRAVEL	\$ 33,334.00	\$ 8,241.46	\$ 17,139.15	\$ 16,194.85	50.0%	51.4%
SUPPLIES						
Training Supplies	\$ 4,118.00		\$ 543.09	\$ 3,574.91	50.0%	13.2%
OTHER						
Contracts	\$ -					
Staff Training	\$ 16,527.00	\$ 7,339.13	\$ 17,131.45	\$ (604.45)	50.0%	103.7%
TOTAL DIRECT COSTS	\$ 53,979.00	\$ 15,580.59	\$ 34,813.69	\$ 19,165.31	50.0%	64.5%
GRAND TOTAL	\$ 53,979.00	\$ 15,580.59	\$ 34,813.69	\$ 19,165.31	50.0%	64.5%
IN KIND NEEDED	\$ 13,495.00					
IN KIND GENERATED	\$ 8,597.00					
IN KIND (SHORT)/LONG	\$ (4,898.00)					

MONTHLY FINANCIAL REPORT
 COLLEGE OF SOUTHERN ILLINOIS EARLY HEAD START

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 542,886.00	\$ 46,347.72	\$ 302,525.04	\$ 240,360.96	\$ 240,360.96	58.0%	55.7%
BENEFITS	\$ 281,935.00	\$ 21,999.86	\$ 146,220.30	\$ 135,714.70	\$ 135,714.70	58.0%	51.9%
OUT OF AREA TRAVEL	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
SUPPLIES							
OFFICE SUPPLIES	\$ 3,505.00	\$ 3.18	\$ 689.33	\$ 2,815.67	\$ 2,815.67	58.0%	19.7%
CENTER SUPPLIES	\$ 13,265.00	\$ 213.77	\$ 7,445.37	\$ 5,819.63	\$ 5,819.63	58.0%	56.1%
CLASSROOM SUPPLIES	\$ 10,047.00	\$ 1,619.30	\$ 4,077.43	\$ 5,969.57	\$ 5,969.57	58.0%	40.6%
TRAINING SUPPLIES	\$ 3,500.00	\$ -	\$ 1,688.16	\$ 1,811.84	\$ 1,811.84	58.0%	48.2%
FOOD	\$ 2,066.00	\$ -	\$ 55.62	\$ 2,010.38	\$ 2,010.38	58.0%	2.7%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 56,940.00	\$ -	\$ 21,627.85	\$ 35,312.15	\$ 35,312.15	58.0%	38.0%
MEDICAL	\$ 7,500.00	\$ -	\$ 260.23	\$ 7,239.77	\$ 7,239.77	58.0%	3.5%
DENTAL	\$ 5,000.00	\$ -	\$ 1,104.74	\$ 3,895.26	\$ 3,895.26	58.0%	22.1%
CHILD TRAVEL	\$ 5,000.00	\$ 19.13	\$ 1,731.57	\$ 3,268.43	\$ 3,268.43	58.0%	34.6%
EMPLOYEE TRAVEL	\$ 4,453.00	\$ 195.81	\$ 2,851.10	\$ 1,601.90	\$ 1,601.90	58.0%	64.0%
CAREER DEVELOP	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
PARENT TRAINING	\$ 12,300.00	\$ 120.42	\$ 9,301.16	\$ 2,998.84	\$ 2,998.84	58.0%	75.6%
FACILITIES/CONST.	\$ 3,400.00	\$ 457.82	\$ 2,288.56	\$ 1,111.44	\$ 1,111.44	58.0%	67.3%
DEPRECIATION	\$ 20,400.00	\$ 1,700.00	\$ 11,900.00	\$ 8,500.00	\$ 8,500.00	58.0%	58.3%
UTILITIES	\$ 8,400.00	\$ 373.20	\$ 3,634.55	\$ 4,765.45	\$ 4,765.45	58.0%	43.3%
TELEPHONE	\$ 4,000.00	\$ 531.85	\$ 3,324.54	\$ 675.46	\$ 675.46	58.0%	83.1%
OTHER	\$ 6,211.00	\$ 1,362.17	\$ 7,140.53	\$ (929.53)	\$ (929.53)	58.0%	115.0%
TOTAL DIRECT COSTS	\$ 990,808.00	\$ 74,944.23	\$ 527,866.08	\$ 462,941.92	\$ 462,941.92	58.0%	53.3%
ADMIN COSTS (8.228%)	\$ 69,100.00	\$ 5,623.64	\$ 31,524.42	\$ 37,575.58	\$ 37,575.58	58.0%	45.6%
GRAND TOTAL	\$ 1,059,908.00	\$ 80,567.87	\$ 559,390.50	\$ 500,517.50	\$ 500,517.50	58.0%	52.8%
IN KIND NEEDED	\$ 264,977.00						
IN KIND GENERATED	\$ 268,226.99						
IN KIND (SHORT)/LONG	\$ 3,249.99						
USDA	Food	Non-Food	Repair/Maint	Total for Month	Revenue Received	YTD Expense	
Total All Centers	-	12.85	-	12.85	-	3,603.99	

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
OUT OF AREA TRAVEL	\$ 13,585.00	\$ 943.62	\$ 4,913.49	\$ 8,671.51	58.0%	36.2%
SUPPLIES						
Training Supplies	\$ 1,424.00	\$ -	\$ -	\$ 1,424.00	58.0%	0.0%
OTHER						
Contracts	\$ 4,000.00	\$ -				
Staff Training	\$ 7,489.00	\$ 1,493.48	\$ 4,675.22	\$ 2,813.78	58.0%	62.4%
TOTAL DIRECT COSTS	\$ 26,498.00	\$ 2,437.10	\$ 9,588.71	\$ 16,909.29	58.0%	36.2%
GRAND TOTAL	\$ 26,498.00	\$ 2,437.10	\$ 9,588.71	\$ 16,909.29	58.0%	36.2%
IN KIND NEEDED	\$ 6,625.00					
IN KIND GENERATED	\$ 1,150.00					
IN KIND (SHORT)/LONG	\$ (5,475.00)					

College of Southern Idaho
P.O. Box 1238
Twin Falls, Idaho 83303-1248
Tel (208) 732-6201 Fax (208) 732-6388

GUIDELINES FOR ADDRESSING THE BOARD DURING OPEN FORUM

The Board of Trustees of the College of Southern Idaho procedures for conducting an Open Forum allowing members of the public to address the Board. Anyone wishing to address the Board must fill out a request form and submit it to the Board Secretary at the address above at least two (2) days prior to the Board meeting. **The form is available for download at [to be determined.]**

As noted on the request form, each speaker is limited to three (3) minutes. If there are a large number of speakers addressing the same issue or topic, the Chairman of the Board may limit the time allocated to each speaker, ask representatives of the group to summarize their colleagues' statements, or limit the number of speakers. Total time allotted for the Open Forum will not exceed thirty (30) minutes.

If topic has been addressed in a recent Board meeting, the Board chairman may not recognize speakers wishing to comment on the topic. However, the Board Secretary will accept written comments for future distribution to the Board. Speakers may not air personnel matters, personal complaints, grievances or partisan political issues.

The following priority will be given to speakers during the Open Forum:

- i. Presentations from individuals or groups on matters scheduled for Board action or discussion on the meeting agenda;
- ii. Presentations from individuals or groups on matters not scheduled for Board action or consideration, and who have not made presentations at the Open Forum within the previous six (6) months; and
- iii. Presentations from individuals or groups on matters not scheduled for Board action or consideration and who have made presentations at the Open Forum within the previous six (6) months.

Please submit written comments or other material for the Board to the Board Secretary. The material should include your name. A copy of your materials will be forwarded to all Board members for their review. **DO NOT DISTRIBUTE ANY MATERIALS DIRECTLY TO BOARD MEMBERS.**

The Board Chairman will call upon speakers one at a time. When you are called, please come forward, and for the record, please state your name and the organization, if any, you are representing.

Because of the diversity of issues, members of the Board do not respond to the speaker during the Open Forum. Instead, the speakers concerns are noted and referred to the proper resource for follow-up. The Board is informed of the outcomes of these efforts by the college resource responding to the speaker's concern.

To mail your comments directly to the Board, please address them to the Board Secretary at the address shown above.

The Board President reserves the right to set the agenda with or without the Open Forum.

COLLEGE OF SOUTHERN IDAHO

P.O. Box 1238, Twin Falls, ID 83303-1238
Phone: (208)732-6201 – FAX: (208)732-6388
Board Secretary email: mmason@csi.edu

OPEN FORUM REQUEST TO SPEAK FORM

PLEASE PRINT

TODAY'S DATE: _____

MEETING DATE: _____

NAME: _____

ADDRESS: _____

PHONE #: _____

AFFILIATION OR GROUP YOU REPRESENT (IF ANY): _____

AGENDA TOPIC YOU WISH TO ADDRESS
(**THE TOPIC MUST APPEAR ON THE CURRENT BOARD AGENDA**):

IF YOU HAVE WRITTEN MATERIALS FOR THE BOARD, PLEASE SUBMIT THEM WITH THIS FORM.

TIME LIMIT: EACH SPEAKER IS LIMITED TO THREE (3) MINUTES TO ADDRESS THE BOARD IN OPEN FORUM. Should a large number of speakers wish to address the board the chairman may limit the time allocated to each speaker.

Have you addressed the Board in the last six (6) months? Yes No

If yes, when and on what topic? _____

I have read the guidelines for addressing the Board, and I agree to abide by them.

Signed: _____ Date: _____



August 17, 2015

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

From: Jeffrey M. Harmon 

Re: Manufacturing Technology Food Processing Equipment

We properly advertised to purchase equipment for the food manufacturing technology program. The equipment will be used in the new program supported by the grant "Trade Adjustment Assistance Community College and Career Training" (TAACCCT) grant, *Growing Idaho's Food Processing Industry*, and will target food manufacturing and processing sectors.

Low and acceptable bids were received from:

- | | | | |
|-----------------------|------------------------|----------------------|---------------------|
| • Doughnut Fryer | Stratton Sales | Salt Lake City, Utah | \$ 8,042.12 |
| • Bottle Washer | BS&R | Twin Falls, Idaho | \$ 5,472.00 |
| • Food Metal Detector | Ideal Sales & Services | Molalla, Oregon | \$ 22,719.00 |
| • Packaging System | Summit Packaging | Streetsboro, Ohio | <u>\$ 20,170.00</u> |

Total of four recommended bid packages \$ 56,403.12

Based upon the review of the bids by Terry Patterson, Alan Heck, Janna Hamlett and Ben Hamlett I recommend that we accept the four bids from the above vendors in the amount of \$ 56,403.12. Each bid includes all of the specified equipment including the installation and orientation in the use of each component.

Funding for this equipment is from a grant awarded under the Trade Adjustment Assistance for Community College and Career Training program, as implemented by the U.S. Department of Labor's Employment and Training Administration to implement a Food Processing Technology program.

Proposed CSI Mission Statement Update By Chris Bragg

Current CSI Mission Statement:

The College of Southern Idaho, a comprehensive community college, provides quality educational, social, cultural, economic, and workforce development opportunities that meet the diverse needs of the communities it serves. CSI prepares students to lead enriched, productive, and responsible lives in a global society.

Proposed CSI Mission Statement with edits:

The College of Southern Idaho, ~~a comprehensive community college~~, provides quality educational, social, cultural, economic, and workforce development opportunities that meet the diverse needs of the communities it serves. ~~CSI prepares students to lead enriched, productive, and responsible lives in a global society.~~

Proposed CSI Mission Statement after editing:

The College of Southern Idaho provides quality educational, social, cultural, economic, and workforce development opportunities that meet the diverse needs of the communities it serves.

Rationale: The intent of this change is to condense the mission statement into a more focused, measurable statement that will better guide institutional planning and will allow for a more clearly focused measurement of mission fulfillment. The phrase "a comprehensive community college" is being deleted because it only functions as a descriptive phrase and because that phrase does not have a clear universal definition. The intent is to preserve the spirit of the second sentence but to move it into a future vision statement for the college.