

College of Eastern Idaho  
Board of Trustees  
September 12, 2018  
College of Eastern Idaho Campus, Healthcare Building 6 – Room 6164  
Idaho Falls, Idaho

A Work Session of the Board of Trustees of the College of Eastern Idaho was held September 12, 2018 at the College of Eastern campus in Idaho Falls, Idaho. Chairman Park Price presided.

**Present:**

Park Price, Chairman  
Stephanie Mickelsen, Vice Chairman  
Carrie Scheid, Treasurer  
Cal Ozaki  
Craig Miller

**Guests:**

Rick Aman, President  
Tim Hopkins, CEI Attorney  
Byron Miles, Vice President of Finance  
Don Bourne, Controller  
Dana Cotton, Barbara Miller, Bob Gutzman, Lemhi Education Project  
John Detwiler, Program Director – Radiation Safety  
Lori Barber, Dean General Education  
Mike Walker, Dean Student Affairs  
Clint Reading, Dean CTE

The Regular Meeting was called to order at 6:00pm by Chairman Park Price

APPROVAL OF AGENDA

**M/S Mickelson/Scheid To approve the agenda as presented *Motion passes unanimously***

APPROVAL OF MINUTES

Minutes from the previous meeting held on August 8<sup>th</sup> were presented to the Board

**M/S Mickelson/Miller To approve the minutes *Motion passes unanimously***

## **PUBLIC COMMENT**

Members of the Lemhi Education Project, Dana Cotton, Barbara Miller, and Bob Knutsman, presented to the Board on their recent successes and challenges at the Salmon outreach center. Cotton added that the center offers GED classes and testing, technical and career training, CNA classes, and has just begun LPN and general education courses. Cotton noted that only 30% percent of local young people go-on to any sort of higher education. With that considered, Cotton presented the signed and certified petitions for Lemhi County to join into the College of Eastern Idaho Community College Taxing District. Trustees discussed with the guests. Steps will be taken to further discussion and prepare for a possible election. *No motion of support was made.*

## **TRUSTEE WORK**

### **APPROVAL OF MONTHLY FINANCIALS**

Controller Don Bourne presented the Monthly Financials to the Board. Trustee Scheid noted that the CEI Finance Committee met prior to the meeting to go over the financials and had approved the reports presented to the Board. Controller Bourne noted that a new reporting system, Synoptics, is being implemented and employees are being trained currently, he is hopeful that this program will create a simpler reporting system for finances and budgets.

**M/S Mickelson/Ozaki to approve the monthly Financials** *Motion passes unanimously*

### **AMENDMENT OF REGULAR SCHEDULE**

Executive Liaison Buchan updated the Board on conflicts in the month of October and recommended that the regular meeting on October 12 be cancelled.

**M/S Ozaki/Mickelsen to amend the regular meeting schedule by cancelling the October Board meeting** *Motion passes unanimously*

### **APPROVAL OF 2018-2019 MEETING SCHEDULE**

The Board reviewed the proposed meeting schedule and discussed possible meeting dates. Ultimately, the Board decided to continue to meet the second Wednesday of each month at 6:00pm. President Aman noted that the scheduled February meeting conflicted with the Idaho State Board of Education meeting and recommended that the CEI meeting be rescheduled to allow employees to attend. A final calendar of meeting times will be made available.

**M/S Mickelson/Ozaki to approve the Proposed 2018-2019 CEI Board of Trustees Meeting Calendar with the adjustment for the February meeting date** *Motion passes unanimously*

## REPORTS

Trustee Scheid reported that the Finance Committee Charter will be edited to clarify the section regarding large dollar amount purchases. She noted that the current charter limits the College to make needed purchases.

Trustee Ozaki reported the Foundation has seen an increase in pass-through scholarships which means outside businesses are increasing their support of the College and students. He added that the CEI license plates are now available from the DMV.

Trustee Miller reported there had recently been an area principals meeting. Principals report that enrollment is up across the district, online learning is growing but dual credit numbers remain flat. He noted that many institutions are increasing their standards to be similar to the standards set by CEI and are struggling to find instructors.

President Aman invited John Detwiler, program director of Radiation Safety, to present to the Board. John reported on his program's successes and detailed his plans for the future and growth of the program.

Aman invited each of the three Deans to report on recent activities and successes within their departments. Deans gave short presentations and stood for questioning by the Board.

Aman then updated the Board on the beginning on the fall semester and growth, plans for the spring semester, campus master planning, parking growth, VPI search, and upcoming events.

## EXECUTIVE SESSION

**M/S Mickelson/Ozaki to enter into Executive Session pursuant to Idaho Code Sec. 74-206(c), to consider the acquisition of an interest in real property. Motion passes unanimously with vote by roll-call**

Entered into Executive Session at 7:38pm and exited at 8:14pm

Seeing no other business, the meeting was adjourned at 8:15pm by Chairman Price.

---

Park Price, Chairman

---

Date