

College of Eastern Idaho
Board of Trustees
June 6, 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 June 6, 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

Absent:

Craig Miller

Guests:

Rick Aman, President
Sean Coletti, CEI Attorney
Mike Mason, Acting Vice President of Administration
John Thomas, Account Executive – Ellucian
Kevin Jones, Regional Director – Ellucian

TRUSTEE WORK

The Work Session was called to order at 4:15pm by Chairman Park Price

DISCUSSION OF CEI ENTERPRISE RESOURCE PLANNING SYSTEM

John Thomas and Kevin Jones, representatives from Ellucian updated the Board of achievements, future goals, and remaining timelines for the full Colleague implementation. Thomas and Jones both reported they remained confident that the July 1 deadline for HR and Finances to transition off the State system would go well. Trustees discussed additional modules available that might benefit the institution. Consultants from Ellucian will be on campus in the coming weeks to assist in the transition.

DISCUSSION OF 2018-2019 BUDGET

Mike Mason, Acting Vice President of Administration, presented the draft budget for FY 2019 to the Board. In particular, Mason reported on the status of the initial \$5 million given to the College as start up funds, credit counts as related to tuition and funding, and a comparison of projected budgets and actual budgets. The Board discussed information as presented and will have future work sessions to work through updated budgets.

Seeing no other business, the meeting was adjourned at 5:57pm by Chairman Price.

Park Price, Chairman

Date

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

A Regular Meeting of the Board of Trustees of the College of Eastern Idaho was held June 6, 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

Absent:

Craig Miller

Guests:

Rick Aman, President
Sean Coletti, CEI Attorney
Mike Mason, Acting Vice President of Administration
Don Bourne, Controller
Mary Taylor, Executive Director - HR

TRUSTEE WORK

The meeting was called to order at 6:13pm by Chairman Park Price

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes from the previous meeting held on May 8th were presented to the Board
M/S Ozaki/Scheid To approve the minutes *Motion passes unanimously*

APPROVAL OF MONTHLY FINANCIALS

Controller Don Bourne presented the April Financials and May Invoice 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. Trustees asked that financial be reported in a more straightforward way for future meetings to give the public more access to information.

M/S Scheid/Ozaki to approve the April Financials and May Invoice *Motion passes unanimously*

APPROVAL OF RESOLUTION 2018-03 – RESOLUTION TO ADOPT THE STATE PLAN FOR DEFERRED COMPENSATION

Mary Taylor, Executive Director of Human Resources explained Resolution 2018-03 would allow CEI to defer compensation to Nationwide accounts and noted the language in the resolution came from the firm. She added that this resolution would assist in the transition off the State system and would serve as a trickle down to additional employees requiring compensation deferment in the future.

M/S Mickelsen/Scheid to approve Resolution 2018-03 – Resolution to Adopt the State Plan for Deferred Compensation as presented *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*

APPROVAL OF CONTINUING BUDGET RESOLUTION

Mike Mason, Acting Vice President of Administration presented the continuing budget and resolution to the Board. Mason explained that the continuing budget would allow the College to continue all campus activities even without a finalized budget. Trustees asked that the final budget only include information relevant to continuity of services to simplify the report.

M/S Scheid/Mickelsen to approve the Continuing Budget and Continuing Budget Resolution with Amendments *Motion passes unanimously*

REPORTS

Trustee Scheid reported that Shane Webster, a member of the CEI Finance Committee, had resigned as BYU-Idaho is undergoing an Accreditation review that limits his availability. She asked Trustees to provide recommendations of other education finance experts to be added to the committee.

Trustee Ozaki gave an update on recent Foundation activities and upcoming events. He also added that in the last six months, the Foundation had brought in over \$96 thousand in new scholarships and endowments. Ozaki also noted that the Foundation is looking forward to being integrated into the ERP system as growth allows.

President Aman reported on K-12 initiatives in Trustee Miller's absence. Aman noted that CEI has been working closely with local schools and districts to increase enrollment in concurrent course on the College campus and is working on a cohort model that would allow students to attend up to 36 credits of general education courses while still in high school. Aman added that recruiters had been attending back to school nights at local high schools to interact with parents in addition to students.

President Aman continued into his own report and updated the Trustees on recent hiring, partnership building, and College initiatives. Aman introduced Clint Reading, the third and final initial Dean hire. Reading was hired as the Dean of Career Technical Education and will work closely with CEIs existing and future technical programs. Aman added details about the implementation and growth of a Veteran's Center on campus in partnership with TRIO. Finally, Aman updated the Trustees on the schedule for ICCC meetings and CWI tours at the end of the week.

REMARKS

Chairman Price complimented those present on their hard work and excitement in launching the institution. As the one-year mark approaches, Price added that he is confident the right hires have been made to continue to grow and build CEI.

Seeing no other business, the meeting was adjourned at 7:30pm by Chairman Price.

Park Price, Chairman

Date