

College of Eastern Idaho  
Board of Trustees  
March 13, 2019  
College of Eastern Idaho Campus, John E Christofferson, Building 3 – Room 352  
Idaho Falls, Idaho

A Regular Meeting of the Board of Trustees of the College of Eastern Idaho was held March 13, 2019 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  
Craig Miller  
Cal Ozaki

**Guests:**

Rick Aman, President  
Sean Coletti, CEI Attorney  
Mary Taylor, Executive Director HR  
Byron Miles, VPFA  
Don Bourne, Controller

**TRUSTEE WORK**

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

APPROVAL OF AGENDA

**M/S Ozaki/Mickelsen to approve the agenda as presented** *Motion passes unanimously*

APPROVAL OF MINUTES

Minutes from the previous meeting held on February 6 were presented to the Board  
**M/S Ozaki/Miller to approve the minutes** *Motion passes unanimously*

## DISCUSSION OF AMENDMENT TO EMPLOYEE BENEFIT PACKAGE

Executive Director of HR, Mary Taylor, joined the Board to facilitate a discussion of amending the current employee benefit package. Taylor noted that in the time the current plan has been in place, she has received input from employees to help shape the package to a more comprehensive offering. Taylor recommended that the employee probation period be shortened from six months to three months and that employees be allowed to earn both sick and vacation leave during that time – with access during probationary period to sick leave only. She added that earned hours would not be paid to employees that were terminated during their probation. She also recommended that employees currently on probation be credited with sick leave and vacation accruals from the date of hire. Taylor also discussed a change from existing policy to a procedure that would allow supervisors to recommend that employees take five consecutive days off instead of requiring it. No vote was taken, Chairman Price encouraged Trustees to contact HR with any further questions they may have and would call for a vote in the April meeting.

## APPROVAL OF MONTHLY FINANCIALS

Controller Don Bourne presented the January 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 Bourne added that the tax revenue from Bonneville County had been applied to the budget and more payments were expected in coming months.

**M/S Scheid/Ozaki to approve the monthly financials** *Motion passes unanimously*

## AMENDMENT TO FINANCE COMMITTEE CHARTER

Counsel Coletti and Trustee Scheid explained the proposed changes to the Charter.

**M/S Mickelsen/Miller to accept the amendments to the Finance Committee Charter amended to include a change from “maintain” to develop in relation to financial decisions**  
*Motion passes unanimously*

## APPROVAL OF CHANGE TO EARLY COLLEGE FEES

President Aman noted that at a recent meeting of the Presidents of Community Colleges, the cost of providing dual credit classes had been reviewed. The presidents of CSI, CWI, and NIC reported they are unable to recover the costs of dual credit classes at \$65 per credit hour. President Aman noted that under current State Board of Education policy, reimbursement up to \$75 per credit hour was permitted without prior approval of the SBOE. He noted that CEI has limited experience in dual credit courses since the college is so new, but it is likely that \$65 would be insufficient to cover our costs as well. Since all other community colleges will be raising their fees to \$75 and recommended CEI change its fees to \$75 per credit hour as well.

**M/S Mickelsen/Scheid to increase the Dual Credit fee from \$65 to \$75** *Motion passes unanimously*

AMENDMENT TO REGULAR MEETING SCHEDULE

**M/S Miller/Scheid to move the April meeting from Wednesday, April 10<sup>th</sup> to Monday, April 8<sup>th</sup> Motion passes unanimously**

REPORTS

Finance Committee - Trustee Scheid had no additional information to report on related to the Finance Committee.

CEI Foundation - Trustee Ozaki updated that the Foundation had just finished scholarship reviews and invited the Trustees to the award ceremony at Waterfront on April 18<sup>th</sup>. He added that the endowment account had surpassed \$4.4 Million.

K-12 Update - Trustee Miller reported that local districts are comfortable with the shift in Dual Credit fees. He added that they are patiently waiting for a final decision out of legislature for the K12 Budget.

President Aman updated the Board on his continued connections with legislators and plans to meet with others during his visits to the capitol. He reminded the Trustees that the Accreditation evaluators would be on campus at the end of the month. He briefed the Board on a variety of meetings he had been a part of in Boise, including WICHE, Idaho Technology Council, and the upcoming ICC. Aman reported that a new Leadership Cohort had been created to help grow internal leaders and he was pleased with the response and looked forward to future groups.

EXECUTIVE SESSION

**M/S Ozaki/Mickelsen to enter into Executive Session pursuant to Idaho Code Sec. 74-206(c), to consider the acquisition of an interest in real property and Idaho Code Sec. 72-206(b) to consider the evaluation of an employee Motion passes unanimously with vote by roll-call**

Entered into Executive Session at 7:26pm and exited at 8:52pm

Seeing no other business, the meeting was adjourned at 8:53pm by Chairman Price.

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Park Price, Chairman

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Date