

College of Eastern Idaho
Board of Trustees
April 8, 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 April 8, 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
Marji Price, Interim VPASA

TRUSTEE WORK

The meeting was called to order at 6:06pm by Chairman Park Price

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes from the previous meeting held on March 13 were presented to the Board
M/S Ozaki/Miller to approve the minutes *Motion passes unanimously*

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 and VPFA Byron Miles detailed financial and hourly implications of the change to the Board. Chairman Price encouraged any Trustees with concerns to meet further with College staff to clarify details.

M/S Mickelsen/Ozaki to table the motion and discuss further *Motion passes 4-1 with Scheid voting “nay”*

APPROVAL OF INCREASE IN EMPLOYEE COMPENSATION

Aman and Miles detailed the CEC plans for the coming fiscal year. Legislature approved a 3% increase for employees, CEI decided to mirror the other institutions in giving a flat \$550 base and a 2% compensation increase for all employees with positive evaluations. Miles also noted that due to vacant positions at the College, the pool of money given would cover all employees receiving positive evaluations. Chairman Price then reviewed the annual evaluation for President Aman noting that he was ranked at the solid level in all four categories.

M/S Mickelsen/Ozaki to approve the proposed increase in compensation for President Aman *Motion passes unanimously*

APPROVAL OF MONTHLY FINANCIALS

Controller Don Bourne presented the February 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 county taxes and liquor funds had come in and that the personnel budget was under due to position vacancies. Bourne noted that CTE grants would be rolling in soon and would add to the balancing budget. Michelle Holt went through the details of the WTCE budget and clarified any offages within the budget and noted the various charges that had not been paid yet.

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

REPORTS

Finance Committee - Trustee Scheid led a discussion of how reports should show budgeting and noted that with the difficulty of a month-to-month accrual analysis, perhaps the Board should consider reporting on “milestones” like quarters to help. Scheid added that the committee is looking into

investments policy options with the finance department and intends to diversify cash accounts in the future.

CEI Foundation - Trustee Ozaki updated that the Foundation had just finished scholarship allocation and 260 students had received over \$307,000 and less than ten students who submitted applications did not receive scholarships. Ozaki added that the scholarship showcase would take place on April 18th at the Waterfront and all Trustees were invited.

K-12 Update - Trustee Miller reported that he had received many calls regarding the increase in dual credit fees. Aman clarified the intent of other institutions to raise the fee and noted the section of Idaho code that gives high schools credit for dual credit students attending higher education institutions.

President Aman reflected on two student visitors that presented during the Board dinner. He noted that high school students are receiving scholarships specific to CEI and that the College is quickly becoming an institution of choice. Aman noted that ICCC had met recently and was joined Senator Burgoyne to discuss his proposal for free community college. He added that legislature had allocated \$50,000 to be used for OER and textbooks for students as well as the opportunity for a Board retreat in the coming months and the various training opportunities happening nationwide.

Aman invited Marji Price to present on Master Planning, Price has met with Jerry Meyers a few times to begin the detailed process of planning and will include faculty, staff, and constituents in the planning process as well.

Aman then invited Ann Marie Peters to discuss the finalized lease of the westside building formally known as the Boy Scout Building. Peters and key staff and faculty are working with the architects to effectively plan for the renovations.

EXECUTIVE SESSION

M/S Mickelsen/Scheid 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 7:26pm and exited at 8:52pm

M/S Mickelsen/Ozaki to approve the terms of lease and give signing authority to President Aman *Motion passes unanimously*

Seeing no other business, the meeting was adjourned at 8:41pm by Chairman Price.

Park Price, Chairman

Date