

College of Eastern Idaho  
Board of Trustees  
May 8, 2019  
College of Eastern Idaho Campus, John E Christofferson, Building 3 – Room 352  
Idaho Falls, Idaho

A Work Session of the Board of Trustees of the College of Eastern Idaho was held May 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  
Byron Miles, VPFA  
Dustin Nielson, Budget Director  
Marji Price, Interim VPA&SA  
Latecia Herzog, Meyer Anderson

**TRUSTEE WORK**

The Work Session was called to order at 4:07pm by Chairman Park Price

**DISCUSSION OF FY2020 BUDGET**

Byron Miles and Dustin Nielson went line-by-line through the proposed FY 2020 Budget. Nielson explained the budget request process that began in December 2019. Trustees discussed the differing numbers between student headcount versus total credit count in relation to budget numbers. A public budget hearing will take place during the June Board meeting with a final approval in either July or August once details come in from Bonneville County.

**DISCUSSION OF CAMPUS MASTER PLANNING**

Marji Price was joined by Latecia Herzog from Meyer Anderson to discuss the steps coming up for campus master planning. A variety of focus groups have been established including faculty, staff, and

community members. Meetings will take place in the next few months with a report and next steps at the fall 2019 Inservice.

Seeing no other business, the meeting was adjourned at 5:55pm by Chairman Price.

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Park Price, Chairman

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Date

College of Eastern Idaho  
Board of Trustees  
May 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 May 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  
Byron Miles, VPFA  
Don Bourne, Controller

**TRUSTEE WORK**

The meeting was called to order at 5:56pm by Chairman Park Price

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes from the previous meeting held on April 8 were presented to the Board

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

## PUBLIC COMMENT

President Aman introduced two students and two faculty members from the Web Development department who recently travelled to the National BPA Tournament and received a first place award. Trustees and visitors congratulated them for their achievements and hard work.

## AMENDMENT OF EMPLOYEE BENEFIT PACKAGE

The Board was presented with and had discussion about the amended employee benefit package. The proposed amendments included shortening the probation period from 6 months to 3 months, allowing employees to accrue sick and vacation leave, back-accruing existing employees, and shifts from policy to procedure on time-off requirements.

**M/S Ozaki/Miller to amend the employee benefit package as presented** *Motion passes unanimously*

## APPROVAL OF MONTHLY FINANCIALS

Controller Don Bourne presented the latest 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. Bourne added details about the inclusion of bank balance records he had included in reporting. Bourne also noted that with current reporting, he believes there will be a significant surplus left over at the end of the fiscal year. Trustees discussed the role the Board and Finance Committees play in approving large expenditures.

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

## REPORTS

Trustee Scheid reported that the Finance Committee will be cancelling its July meeting as it falls on the fourth and final year end reports will not be prepared yet.

Trustee Ozaki reported that the Scholarship Showcase in April was a huge success and that the endowment had recently crossed the 4.5 million dollar threshold. He added information about the car show and senior health fair coming up and reminded trustees about the June Swing for the Green and July Great Race fundraisers.

Trustee Miller reported that K12 has been very busy lately with year-end events and graduations. He added that career and college advisors in the D93 high schools have been working closely with CEI to help advise students on post-secondary plans. Miller also added that the districts have been working through the new finance laws passed by legislature and he is hopeful that they will work out.

President Aman introduced the Board to Lori Barber who has recently been chosen as the Vice President of Academic and Student Affairs after a rigorous nationwide search. Aman also introduced Linda Montgomery, a new joint appointment with INL. Aman updated the Board on the status of a new parking lot near the Health Care Building that should be done before the fall semester begins. Aman invited Ann Marie Peters to report on the status of the Boy Scout Building, Peters gave the Board a

timeline on RFPs and architecture plans. The building should be ready for program use prior to the fall semester. Aman updated the Board on plans for a June retreat, it will be held at the outreach center in Driggs on Friday, June 28<sup>th</sup>. The president's office will provide information as it is settled. Aman also updated the Board on the status of the Lemhi vote, due to a clerical mishap the vote will not take place in May as originally planned but could happen as soon as November 2019.

REMARKS

Chairman Price thanked the many guests in attendance and reiterated the Board's confidence in the future of CEI.

Trustee Scheid thanked Todd Wightman for the excellent publicity happening lately.

Trustee Miller congratulated Frankie Adams for the success of the web students at their national tournament.

EXECUTIVE SESSION

**M/S Mickelsen/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 6:48pm and exited at 7:41pm

Seeing no other business, the meeting was adjourned at 7:42pm by Chairman Price.

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Park Price, Chairman

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Date