

College of Eastern Idaho  
Board of Trustees  
October 11, 2017  
College of Eastern Idaho Campus, Healthcare Building, Room 6164  
Idaho Falls, Idaho

A meeting of the Board of Trustees of the College of Eastern Idaho was held October 11, 2017 at the College of Eastern campus in Idaho Falls, Idaho. Vice Chair Stephanie Mickelsen presided.

**Present:**

Stephanie Mickelsen, Vice Chairman  
Carrie Scheid, Treasurer  
Cal Ozaki

**Absent:**

Park Price  
Craig Miller

**Guests:**

Rick Aman, Interim President  
Sean Coletti, CEI Attorney  
Christian Godfrey, Vice President of Finance  
Don Bourne, Controller  
Michelle Holt, Division Manager Workforce Training and Community Education

**TRUSTEE WORK**

The meeting was called to order at 6:00pm by Vice Chair Stephanie Mickelsen.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes from the previous meetings held on September 20 were presented to the Board  
**M/S Scheid/Ozaki To approve the minutes** *Motion passes unanimously*

## BUDGET UPDATE

Vice Chair Mickelsen turned the floor over to Vice President Christian Godfrey to discuss the monthly invoice between EITC and CEI. Godfrey presented a detailed breakdown of any purchases that were charged to the CEI budget. Discussion and clarifications followed.

**M/S Scheid/Ozaki To approve the Invoice for services rendered** *Motion passes unanimously*

## SOCIAL MEDIA POLICY

Sean Coletti explained the minor changes he made the Social Media policy to reflect requests from the previous meeting. In particular language clarifying the difference between personal opinions and official company positions was added. Coletti noted that if issues should ever arise, amendments could be made.

**M/S Ozaki/Scheid To approve resolution 2017-06: Social Media Policy** *Motion passes unanimously*

## FINANCE COMMITTEE CHARTER

Trustee Scheid presented and explained the charter for the Finance Committee, noting that the committee will be subject to public meeting laws and will have to be sure to follow all the details. Discussion regarding a multi-year budget followed

**M/S Ozaki/Scheid To approve the Finance Committee Charter** *Motion passes unanimously*

## TRUSTEE REPORTS

Trustee Ozaki reported that he was able attend the last Foundation Board meeting and gave updates on recent activities of the Board. The group discussed the upcoming Bingham County vote and recommended that a member be added from the county should the vote pass.

Vice Chair Mickelsen gave an update on the Presidential Search. Applications have closed, each member was sent an electronic version of candidates. The committee will meet on October 27<sup>th</sup> to narrow down and initial interviews will take place on November 6<sup>th</sup> and 7<sup>th</sup>.

## PRESIDENT'S REPORT

President Aman yielded the floor to Michelle Holt, Division Manager of Workforce Training and Community Education, to provide updates on enrollment numbers, recent successes, and upcoming challenges to the division. Focus in particular has been resting in Apprenticeship programs in relation to Federal initiatives.

Aman gave time to Vice President Godfrey to provide an update on progress with Colleague. Consultants have been on campus exploring the programs that are already present in campus systems and have

discovered areas that can be improved with existing software. He noted that the State has recently been discussing implementing a statewide ERP system and is leaning toward implementing Colleague. This will be discussed more as decisions are made.

TRUSTEE REMARKS

Trustee Scheid asked for updates on the numbers of applications received in direct relation to the marketing mailer sent out recently.

Sean Coletti mentioned that by the next regular meeting we will have an answer on Bingham County joining the district, boundaries and zones will have to be reassessed.

Seeing no other reports or comments, the meeting was adjourned at 7:47pm by Vice Chair Mickelsen.

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Stephanie Mickelsen, Vice-Chair

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Date