

**College of Eastern Idaho
Board of Trustees**

March 23, 2020

College of Eastern Idaho Campus, Christofferson/Building 3, Room 306, Idaho Falls, Idaho
and remotely via Zoom

A Regular Meeting of the Board of Trustees of the College of Eastern Idaho was held on March 23, 2021 at the College of Eastern Idaho campus in Idaho Falls, Idaho and via Zoom. Chairman Park Price presided.

Present:

Park Price, Chairman
Stephanie Mickelsen, Vice Chairman
Cal Ozaki, Treasurer
Craig Miller
Carrie Scheid

Guests:

Rick Aman, CEI President
Sean Coletti, CEI Attorney
John Detwiler, CEI Radiological Safety Program Director
Amanda Logan, CEI Executive Liaison
Byron Miles, CEI Vice President of Finance and Administration
Ann Marie Peters, CEI Director of Strategic Partnerships
Clint Reading, CEI Dean of Health and Human Services
Angela Sackett, CEI Dean of General Education

The meeting was called to order at 6:01pm by Chairman Price.

APPROVAL OF AGENDA

M/S Scheid/Ozaki to approve the agenda for the March 23, 2021 meeting. Motion passes unanimously.

APPROVA OF MINUTES

M/S Ozaki/Scheid to approve the minutes of the February 10, 2020 Regular Board Meeting, as amended. Motion passes unanimously.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MONTHLY FINANCIALS

Trustee Ozaki provided an overview of the monthly financials to the Board through January 2021. Overall, we are doing well in our General Fund budget, Other Fund budget, and WTCE budget despite all of the uncertainties in the past year with COVID-19.

Ozaki noted that an additional \$2.2 million in federal CRRSA funding will be available to CEI soon as well as an additional \$3 million later on – some of which is set aside to go directly to students. He commented that it will be important for the College to expend those funds in a meaningful and impactful way. While the College has a longer timeline to expend those funds, it may not be able to spend them all due to the limitations to which the funds can be spent.

M/S Scheid/Ozaki to approve the month's CEI financials as they have been presented.

Motion passes unanimously.

APPROVAL OF REVISED REGULAR TRUSTEE MEETING SCHEDULE

Due to a scheduling conflict, it has been proposed that the Board of Trustee Regular Meeting be moved from the second Wednesday of the month to the fourth Tuesday of the month.

M/S Scheid/ Ozaki to approve the revised FY 2021 Regular Trustee Meeting schedule as presented. *Motion passes unanimously.*

CAMPUS REPORT

Update on Future Tech

Ann Marie Peters, Director of Strategic Partnerships provided the Trustees an overview of the work to date this year on the College's planned Future Tech building. Peters also explained the funding to date for the building – \$2.24 million secured for the planning and design of the building, along with \$12 million towards the construction of the building. The College is continuing to explore additional sources for the remaining funds needed for the building.

The College has held two workshops with the architect team, consisting of Lombard Conrad Architects, OPSIS, and Andersen Construction. Peters highlighted some of the items that the committees working with the architect team have put together using the architects' Miro platform, including ideas for what needs to go in the Future Tech building, what it might look like, where various programs may end up in the building, and so on.

One issue that was discussed at the meeting and during the workshops with the architects was a concern about parking and access to 25th S. Peters noted that this could be a good time to think about a master plan for these issues for the campus.

Peters explained that there is a desire that the building be useful for all students, even if their program is not located in Future Tech, and a resource for the community. At this point, we are still listing everything we want, but at some point we will need to make tradeoffs.

Peters noted that the plans for the building are all within the current boundary of CEI's property.

Update on Futuring Process

Aman outlined CEI leadership's plans for Futuring to continue to be strategically innovative to take the College forward. Aman listed the programs that CEI leaders had brainstormed over several sessions as being areas we should explore. Chairman Price noted that the College should ensure programs viable long-term. Vice President Miles briefly touched upon the ideas that the Futuring sessions have developed regarding equipment and space. The last session will focus on revisiting the organization of the College.

CEI's Input to SBOE Strategic Plan

Aman noted that the College had submitted its Strategic Plan to the State Board of Education, as all of the eight, public higher education institutions in Idaho are required to do, and highlighted several metrics in the report. The Trustees received a copy of the Strategic Plan.

Update on Enrollments

Aman provided an update on enrollment the Spring semester, noting that CEI is essentially flat year over year, which is great considering COVID-19. He also noted that we are now retaining 2/3 of our students from Fall to Spring, which is a good place to be for a community college. Additionally, applications are up to date.

We are anticipating that life will begin to return to normal this fall and that we will be able to have relatively "pre-COVID" operations in our classrooms. Aman noted that we will continue to offer HyFlex courses and that he thinks at least one-third of our courses will be offered online, especially now that we have improved technology in place to do so.

COVID-19 Update

Logan provided a brief update on COVID-19 cases at the College, noting that in March, so far we have had 4 students and 15 employees self-identify as having tested positive.

Update on COVID-19 Funding and Spending

Byron Miles, Vice President of Finance and Administration, provided an update regarding COVID-19 funding, spending, and the different limitations that come with that money. Currently we are in round two of government allocations for COVID-19 money, this round being Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA). CEI has been allocated \$2.2 million, with approximately \$493,000 allocated for students and the remainder available for institutional use. Currently we are working on implementing a “Virtual Campus,” which would allow everything that we do in person to be available online, such as teaching, student services, etc. We are also putting together a recommendation and plan for an overhaul on our current website.

Miscellaneous Updates

Aman highlighted how commencement will be handled this year. We hold two ceremonies with just the graduates, their program's faculty and a couple members of administration in attendance so that we can have physical distancing etc. Graduates' loved ones will be invited to attend virtually. Everything will be recorded.

Aman briefly explained a waiver the College is working on for instructors in our Early College program who are pursuing Graduate education High school teachers who teach with us, with certain requirements in place, would be eligible to receive a tuition waiver *in lieu of a stipend*. The College has been holding a hard line about requiring a Masters in discipline of our Early College teachers, as it keeps our quality very high. This will help interested teachers obtain that degree.

Aman noted that we are holding interviews for the WTCE Executive Director and have highly qualified candidates.

Aman concluded by noting that he had provided the Trustees with his self-assessment.

In response to a question from Scheid, Peters provided a brief update regarding the Regional Skilled Trades Building. She noted that ideally the College would be in an entire building a year from now and that we are looking at potential funding opportunities for retrofitting and purchasing equipment. Peters also commented that a business planning exercise would be needed at some point.

In response to a question from Ozaki, Peters provided a brief update regarding the proposed “land swap” and purchase between the College and the City of Idaho Falls, explaining that the City is not interested in the swap as they do not want to relocate the community garden.

Finally, Logan briefly presented the updated Calendar of upcoming tasks for the Board.

TRUSTEE REPORTS

Trustee Ozaki noted that the Finance Committee has discussed the possibility of moving their meeting later in the month so that they will be able to see the previous month's data rather than data that is two months old. Miles staff is working to accommodate this request beginning in April.

Trustee Scheid updated that the CEI Foundation currently just over \$6.7 million in its combined portfolio. The April scholarship event will be virtual due to COVID-19. Each of the scholarship applications were reviewed online by three reviewers this year. The Foundation is looking to recruit new Board members as a number will be finishing their terms this year.


Trustee Miller updated the Board on K-12. There was a large, 350 to 400 person, regional meeting regarding dual credit several weeks ago and Mary Stephenson represented the College well.

TRUSTEE REMARKS

Trustee Scheid applauded Dean Reading and the entire health care team for their remarkable accreditation visit.

Chairman Price expressed his appreciation to Peters for how quickly the development of Future Tech is coming along. He also congratulated Aman and CEI staff for their remarkable results in a difficult year. The College is performing at an extremely high level and has a very exciting future.

Seeing no other business, Chairman Price adjourned the meeting at 7:43pm.



Park Price, Chairman

4/27/2021

Date