

**College of Eastern Idaho
Board of Trustees**

August 12, 2020

College of Eastern Idaho Campus, John E 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 August 12, 2020 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
Carrie Scheid, Treasurer
Cal Ozaki
Craig Miller

Guests:

Rick Aman, CEI President
Lori Barber, CEI Vice President of Academics and Student Affairs
Sean Coletti, CEI Attorney
Ryan Faulkner, Director of CEI Online Services
Christy Haack, Manager, CEI WTCE Operations
Hailey Holland, Counselor, CEI Center for New Directions
Michelle Holt, Executive Director of CEI WTCE
Amanda Logan, CEI Executive Liaison
Byron Miles, CEI Vice President of Finance and Administration
Angela Sackett, CEI Dean of General Education
Lee Stimpson, Director of CEI Institutional Effectiveness
Mary Taylor, CEI Human Resources Executive Director
Mike Walker, CEI Dean of Student Affairs
Todd Wightman, CEI Director of Marketing and Communications

The meeting was called to order at 6:09pm by Chairman Price.

APPROVAL OF AMENDED AGENDA

M/S Mickelsen/Ozaki to approve the amended agenda. Motion passes unanimously.

APPROVAL OF MINUTES

Minutes from the previous meeting held on July 8, 2020 were presented to the Board.

M/S Mickelsen/Miller to approve the July 8, 2020 meeting minutes *Motion passes unanimously*

Minutes from the Trustee work session held on June 10, 2020 were presented to the Board.

M/S Mickelsen/Ozaki to approve the June 10, 2020 work session minutes *Motion passes unanimously*

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MONTHLY FINANCIALS

Trustee Scheid reviewed the monthly financial reports and balance sheet, which were the yearend financial reports, with the Board. Scheid commented that the College is in a good place, especially considering where many other higher education intuitions find themselves.

M/S Mickelsen/Miller to approve the monthly CEI financials as they were presented *Motion passes unanimously*

CAMPUS REPORT

President Aman provided an overview of COVID-19 preparations for the fall 2020 semester, keeping students' and employees' health in mind. Aman also provided the Trustees with an update on year-to-date enrollment in for the fall semester compared to last fall, noting that levels have slightly increased. 72% of our General Education face-to-face courses are full and 68% of our online General Education courses are full. We could add additional online courses, but not additional face-to-face courses.

Aman then walked the Trustees through CEI's 2020 Performance Measures Report (PMR). He highlighted ten measures that were important focus areas for CEI. There was a robust discussion about the measures. The participants agreed that many of the measures were not pertinent to CEI. President Aman will present his recommendations for areas of focus for the Trustees next month.

Director Wightman provided an overview of the College's marketing tactics for the fall semester highlighting both in-person and online course offerings in light of COVID-19's ongoing impact. Wightman also played CEI's three, 30-second videos advertising the College's online and in-person offerings, which the Trustees praised.

Vice President Barber expressed to the Trustees how hard the faculty and staff have worked to prepare for the fall semester, especially in light of COVID-19, and commented that the College is ready to handle multiple scenarios. Barber also highlighted the College's recent joining of the Interstate Passport. The Interstate Passport guarantees students who graduate from CEI and want to transfer out of state that their credits will transfer seamlessly and without question to the approximately 60 participating Interstate Passport Schools.

Additionally, Barber and Aman briefly discussed how the College will be contributing to the new Online Idaho program that the State and all eight, public, higher education institutions, are beginning to build.

Vice President Miles provided the Trustees with an overview of the approximately \$1,200,000.000 that the College has or will receive from the government related to COVID-19. This includes \$492,000.000 that has been and is in the process of being distributed directly to students. He explained that the money is geared toward COVID expenses for faculty and students. Miles also noted and that many of the funds are earmarked for specific uses, such as technology to facilitate online learning and remote work, while other funds are being used for items such as face coverings and additional disinfecting supplies. Miles also noted that most of the funds must be expended by December 31, 2020.

Aman then updated the Trustees on the work that he is doing with the other Idaho community colleges to try to develop a cyber security operations center (SOC) at each college with the Idaho National Laboratory (INL) and the State. He noted that it is looking promising that each college may be awarded approximately \$50,000.00 and part of a faculty member's time to work on this effort.

Finally, Aman advised the Trustees that the College would bring a business case for increasing tuition to the next meeting.

COMMITTEE REPORTS

Scheid noted that the annual financial audit of the College is going well.

Ozaki noted that the annual audit of the Foundation is also going well and should wrap-up on September 1. Ozaki also noted that the Foundation's endowment is up 20% year over year, however, there have not been any events to raise money for scholarships this year, due to COVID-19, so those funds are likely down.

Miller noted that dual credit are so important. Relatedly, Miller asked that the College think about offering training to high school dual credit instructors.

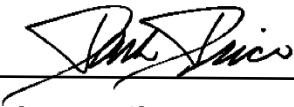
Chairman Price thanked Scheid for her column in the *Post Register* this past weekend.

EXECUTIVE SESSION

M/S Price/Ozaki to go into executive session, pursuant to Idaho Code Sections 74-206(1)(c) (acquisition of interest in real property) and 74-206(1)(f) (pending litigation)
Motion passes unanimously by roll call

The Trustees entered Executive Session at 7:34pm and exited at 8:02pm.

Chairman Price announced no action was taken during the session and the meeting was adjourned at 8:02pm.



Park Price, Chairman

9/9/2020

Date