

**College of Eastern Idaho  
Board of Trustees**

**September 27, 2022**

College of Eastern Idaho Campus, Christofferson Building/Building 3, Boardroom (306)  
1600S. 25<sup>th</sup> E., Idaho Falls, ID 83404 and remotely via Zoom

A Regular Meeting of the Board of Trustees of the College of Eastern Idaho was held on September 27, 2022 on the College of Eastern Idaho campus in Idaho Falls, Idaho and via Zoom. Chairman Park Price presided.

**Present:**

Park Price, Chair  
Amy Gardels  
Carrie Scheid

**Absent:**

Cal Ozaki, Vice Chair & Treasurer  
Craig Miller

**Guests:**

Rick Aman, CEI President  
Lori Barber, CEI Vice President of Academic & Student Affairs  
Chuck Bohleke, CEI Dean of Career Technical Education (via Zoom)  
Amy Brumfield, CEI Interim Director of Institutional Effectiveness  
Kim Reeves, CEI Counsel (via Zoom)  
John Detwiler, CEI Director of Radiation Safety Program (via Zoom)  
Josh Deursch, CEI Cybersecurity & Technology Department Chair (via Zoom)  
Dave Facer, CEI Foundation Executive Director  
Angela Hays, Executive Director of CEI Workforce Training & Continuing Education (WTCE)  
Jake Haeberle, CEI Interim Dean of General Education (via Zoom)  
Dusty Klenk, CEI Staff Senate President (via Zoom)  
Amanda Logan, CEI Director of External Affairs & Board Executive Secretary  
Byron Miles, CEI Vice President of Finance & Administration  
Linda Montgomery, CEI Adjunct Faculty (via Zoom)  
Ann Marie Peters, CEI Director of Strategic Partnerships (via Zoom)  
Angela Sackett, CEI Dean of Health & Human Services (via Zoom)  
Mary Taylor, CEI Vice President of Human Resources  
Todd Wightman, CEI Director of Marketing & Communications (via Zoom)  
Connor Sorensen, CEI Admissions/Recruitment Counselor  
Gabe Clark, CEI Head Student Ambassador  
Liliana Velasquez-Duran, CEI Student Ambassador  
Fatima Navarro, CEI Student Ambassador  
Rocio Galvan, CEI Student Ambassador

**CALL TO ORDER**

The meeting was called to order at 6:05 PM by Chairman Price.

**ACTION ITEMS**

APPROVAL OF AGENDA

**M/S Scheid/Gardels to approve the agenda for the September 27, 2022 Regular Board Meeting.**  
*Motion passes unanimously.*

APPROVAL OF MINUTES

**M/S Gardels/Scheid to approve the minutes of the August 23, 2022 Regular Meeting.** *Motion passes unanimously.*

**PUBLIC COMMENT**

There was no public comment.

**ACTION ITEMS**

APPROVAL OF MONTHLY CEI FINANCIALS

Byron Miles, CEI Vice President of Finance & Administration, reviewed the August 2022 financial report with the group. As of the end of August, we 17 percent of the fiscal year has elapsed. Reviewing *The General Fund* budget, we have received 74 percent of our budgeted revenue, and expensed 16 percent. Revenues tend to be front loaded due to when we receive the bulk of the state allocations and tuition; this is typical due to how our funding is set up.

The *Other Funds* Budget is made up of four separate funds. *Fund 35 – Grants* is made up State and Federal Grants (CCR, Job Corps, CTE); for these funds we must spend money first and then claim the money back and includes several personnel costs. We have received 13 percent of our expected revenue and have expensed 23 percent. *Fund 36 – Unrestricted* is where the HEERF funds for COVID are located with other one-time funds; we have received 19 percent of our budgeted revenue and expensed 13%. Due to some discussions that happened during the Finance Committee, some funds that are slotted in Fund 36 currently for Future Tech will be moved to where the rest of the Future Tech funds are being held with the Foundation.

Miles next reviewed the *WTCE Budget*, which has received 19 percent of its budgeted revenue and expensed 16 percent of its budget. Miles then reviewed the traditional *Bank Balance Report* of where the College currently has its funds and the *Cash Availability Report*. There was a brief discussion about the restricted funds claims on cash listed and the LGIP fund on the Cash Availability Report.

**M/S Scheid/Gardels to approve the month's CEI financials as they have been presented. Motion passes unanimously.**

#### APPROVAL OF POLICY 118: PUBLIC RELATIONS/MEDIA CONTACT

Mary Taylor, CEI Vice President of Human Resources, presented Policy 118: Public Relations/Media Contact to the Board. She noted to the group this policy is only up for review since it was last approved in 2017 and for accreditation purposes it needs to be reviewed. There are no changes in the policy.

**M/S Gardels/Scheid to re-approve Policy 118 as presented. Motion passes unanimously.**

#### DISCUSSION ITEMS

##### CAMPUS REPORT

###### *Acknowledgements*

President Rick Aman recognized the Scheid family for their donation to Future Tech. He then moved on to recognize Amanda Logan, CEI Director of External Affairs, for her graduation from Syracuse University with her master's in public administration. He also congratulated her on her recognition as one of the twelve winners of the *2022 Distinguished Under 40* awards from the Greater Idaho Falls Chamber of Commerce.

President Aman introduced Angela Hays, Executive Director of CEI Workforce Training & Continuing Education (WTCE). Hays explained her background and her excitement to work for the College and in Workforce Training.

###### *EIWTC Ribbon Cutting*

President Aman remarked on the Eastern Idaho Workforce Training Center ribbon cutting that was held on September 21<sup>st</sup>. The whole event went spectacularly! There were over 125 people in attendance across many different industries. We are looking at hosting construction trades, electrical, plumbing, HVAC, welding, apprenticeships, and more within this building. Through this event some important connections were made for wonderful connections with industry partners as we look to build classes and have training for the community. The building is off to a great start with classes beginning in October!

###### *Future Tech Updates*

Ann Marie Peters, CEI Director of Strategic Partnerships, gave the Trustees an update on fundraising for the Future Tech building. We are nearing our total fundraising goal: \$34,387,600 raised / pledged and roughly \$8.3 million to go. Peters highlighted that over this summer that we were able to raise a significant amount of funds and have other organizations lined up for pledges. Peters reviewed sources of funding that are being investigated such as different grant options. Peters also reviewed different redesign options to the building to save in building costs.

President Aman reminded the Trustees that the goal is to get to the \$43 million so that we can bring the project to bid. Related to Future Tech, President Aman reported to the Trustees that he had attended the groundbreaking for Micron groundbreaking last Monday. He was able to be part of a three-hour education forum after the groundbreaking. There were only three higher education presidents that attended the forum. CEI was able to be represent higher education, and we were able to find out more on how we can support Micron as they build up their production in the state. There are great possibilities for our students with these types of partnerships and industries.

#### *Instructional & Student Affairs Updates*

Vice President Barber provided the Trustees an update on Instruction activities at the College. We are up in headcount 9.1 percent and up 1.2 percent in credit count compared to this time last year; those numbers will continue to grow as we enter the second half of the semester when the second set 8-week class blocks start in October.

Surg Tech week was last week and all week we had community members on campus which culminated in an open house on Thursday. Medical Assisting week is in mid-October where similar events will happen. The new debate team on campus competed and placed in a tournament that was held at College of Southern Idaho this past weekend.

President Aman and VP Barber were able to meet with the Student Senate last week and, among other things, asked the group what they would like to see at the College; the students responded that they would like to see more student recognition, more clubs, and more diverse general education classes such as music and performing arts.

Several members from the College were able to attend a meeting at BYU-I today and able to tour their remodeled Science and Technology Center and visit with staff; it was a great experience to explore collaborative opportunities. The CTE Connect Conference was hosted on our campus at the start of August and in conjunction with that conference a later one was held in Lewiston; at the Lewiston conference CEI was praised on how well it was hosted. In late August we were able to host a Gaumard conference and we had nine schools with just over 50 people that came for training.

This past Monday our eSports team beat the University of Denver eSports team! It is great to see our extracurricular activities grow and take root in the College.

CEI Deans and several Directors met with ISU's new Provost about how CEI can offer courses at University Place, which will soon be renamed. ISU asked that we help offer the 100 and 200 level courses as they now mainly offer them online rather than face to face. They are very open to collaborating with CEI!

Idaho Launch is going well, lots of people are taking advantage of the funds and the Workforce Development Council is looking for additional funding to continue the program. VP Taylor noted that we are educating CEI employees about this opportunity for professional development.

*Accreditation Update*

Amy Brumfield, CEI Interim Director of Institutional Effectiveness gave the Trustees an update on Accreditation. There is a dashboard available with all the metrics of data that is gathered about programs, so everything is in one place. Along with this, a data committee has been established to run this dashboard to know what data should be displayed. The whole campus has been engaged in the process of accreditation and we have meaningful indicators and are tracking them for accreditation.

*Other Updates*

President Aman noted District 91 hosted a ribbon cutting for their new CTEC building yesterday. Several members from around the College were able to attend. It is a wonderful building and we're talking with them about what technical credits could transfer over to CEI. President Aman also noted that House Bill 1 is an opportunity for a portion of \$80 million for workforce training. It still needs to be determined what the money can be used for and how it will be allocated.

Logan highlighted what will be coming to the Trustees in the next couple of months.

**TRUSTEE REPORTS**

At Trustee Scheid's request, Dave Facer, CEI Foundation Executive Director updated the Board on the CEI Foundation activities. The endowment is down 10 percent from last meeting, as is to be expected with current market activities. We received multiple large gifts including an anonymous donation to Future Tech, the Maeck family donated funds towards the science labs, and other notable donations. All the donations related to the Great Race have now come in and the Great Race has officially netted just over \$60,000 this year. Drive through style Trunk-or-Treat will be held on Friday, October 28<sup>th</sup> from 3:00 PM to 6:00 PM and sponsorships for the trunks have started to come in. The Giving magazine is slotted to be sent out in the first part of November. The Foundation Chair resigned, and a new Chair will be starting in October.

**TRUSTEE REMARKS**

Trustee Gardels commented on the wonderful community feeling that is apparent at the College, including the Trustee meetings and stories shared by students during the dinner held immediately before the meeting tonight. Chairman Price expressed his thanks to the College for continuing to do all the wonderful work that they are doing.

**ADJOURNMENT**

Seeing no further business, Chairman Price adjourned the meeting at 7:17 PM.

\_\_\_\_\_  
Park Price, Chairman

\_\_\_\_\_  
Date