

College of Eastern Idaho  
Board of Trustees  
January 10, 2018  
College of Eastern Idaho Campus, Healthcare Building, Room 6164  
Idaho Falls, Idaho

A Work Session of the Board of Trustees of the College of Eastern Idaho was held January 10, 2018 at the College of Eastern campus in Idaho Falls, Idaho. Chairman Park Price presided.

**Present:**

Park Price, Chairman  
Carrie Scheid, Treasurer  
Craig Miller  
Cal Ozaki

**Absent:**

Stephanie Mickelsen, Vice Chairman

**Guests:**

Rick Aman, President  
Sean Coletti, CEI Attorney  
Mary Taylor, Human Resources Director

**TRUSTEE WORK**

The work session was called to order at 4:05pm by Chairman Park Price

**DISCUSSION OF CEI BENEFITS**

Human Resources Director, Mary Taylor presented comparative details for employee benefits as well as a proposal for CEI employee benefits. Discussion followed.

Trustees will hold work sessions in future months to further discuss details related to employee benefits and their implementation.

Seeing no other business, the work session was adjourned at 5:23pm

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Park Price, Chairman

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Date

College of Eastern Idaho  
Board of Trustees  
January 10, 2018  
College of Eastern Idaho Campus, Healthcare Building, Room 6164  
Idaho Falls, Idaho

A Regular Meeting of the Board of Trustees of the College of Eastern Idaho was held January 10, 2018 at the College of Eastern campus in Idaho Falls, Idaho. Chairman Park Price presided.

**Present:**

Park Price, Chairman  
Carrie Scheid, Treasurer  
Craig Miller  
Cal Ozaki, via phone conference

**Absent:**

Stephanie Mickelsen, Vice Chairman

**Guests:**

Rick Aman, President  
Sean Coletti, CEI Attorney  
Mary Taylor, Human Resources Director  
Sharee Anderson, Vice President Student Services  
Jared Gardner, Advisor  
Rae Lynn Patterson, Registrar  
Trevor Peterson, Director of Financial Aid  
Hailey Mack, Recruitment and Career Placement  
Lori Barber, General Education Coordinator  
Tonya Tracy, Dual Credit Coordinator

**TRUSTEE WORK**

The meeting was called to order at 6:00pm by Chairman Park Price

**APPROVAL OF AGENDA**

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

## APPROVAL OF MINUTES

Minutes from the previous meeting and work session held on December 13<sup>th</sup> were presented to the Board

**M/S Scheid/Ozaki To approve the minutes** *Motion passes unanimously*

## PUBLIC COMMENT

Christy Haack, Healthcare Administrative Assistant commented to the Board on the subject of Staff Senate at CEI. She noted that the organization had recently been dissolved and she believed it was a necessary part of the College structure. She asked the Board for their support of the group and also requested them to be open to comments and concerns. Board members noted that they are always willing to listen to employee concerns and encourage Haack to continue her efforts related to the senate.

## COLLEGE UPDATE

Dr. Sharee Anderson, Vice President of Student Services, presented to the Board on the status of Student Services and recent change and growth. She invited various members of her department to give details into their recent activities and each opened for questions. Chairman Price encouraged and challenged the group to work on improving retention and completion rates and complimented them on their hard work.

## APPROVAL OF LEGACY GIFT

**M/S Scheid/Miller to accept the Bill and Shirley Maeck Legacy gift in the amount of \$1.73 million, begin the RFP process, and approve related expenditures.** *Motion passes unanimously*

## APPROVAL OF MONTHLY FINANCIALS

Controller Don Bourne presented the November Financials and December Invoice to the Board. Trustee Scheid noted that the CEI Finance Committee met prior to the meeting to go over the financials as well and gave their full support and approval of the data Don presented.

**M/S Scheid/Miller to approve the December 2017 CEI/EITC Invoice** *Motion passes unanimously*

**M/S Scheid/Ozaki to approve the November 2017 Financials** *Motion passes unanimously*

The Board discussed the cash projection presented by Bourne, he felt the College was doing well with cash spending and budgets. Aman noted that he will be asking for further funding during the coming legislative session that will and to the financial health of the College. The subject of cash reserves was also discussed, Bourne noted that the reserves exist as part of a requirement from the State and are currently in good health as well.

## REPORTS

Trustee Scheid reported on the Finance Committee and its recent meeting. She remarked the group had excellent questions and energy and all were interested in the path the College was taking. The committee plans to continue to meet monthly for the first short while as the information is abundant, and will attempt to approve finances and invoices prior to each Board meeting.

Trustee Ozaki attended the last Foundation Board meeting, he and Aman gave details about structural updates and changes within the board and invited the Trustees to a check presentation in the next few weeks.

Trustee Miller turned the floor over to Tonya Tracy, Dual Credit Coordinator, to discuss the Journeys Dual Credit system being established. Tracy noted that a combination of aggressive internal and external advising, with both receiving the same information, will lead to rapid growth. She added that potential high school partnerships continue to grow and she is hopeful of the coming opportunities.

President Aman reported that enrollment for spring 2018 has now reached 1,040 students where this time last year enrollment was in the 700s. He is hopeful that numbers will be as high as 2000 for the fall 2018 term. Aman updated the Board on funding requests and presentations to JFAC during legislative session. Aman also noted his recent partnership meetings including INL, Monsanto, United Way, and others. He anticipates the summer 2018 term growing, potentially to 600 students, and hopes in the future to transform the term into a longer session.

## REMARKS

Trustee Miller remarked he continues to work with high school students to bridge them into their next term, hoping that classes at CEI might fit into their schedules and put students ahead. He also added that he, and the rest of the Board, are thankful for all of the hard work put in by CEI employees.

Chairman Price added that all of the hard work being done is important and employees should continue to focus on doing what is right for employees and students.

Seeing no other business, the meeting was adjourned at 7:39pm by Chairman Price.

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Park Price, Chairman

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Date