

College of Eastern Idaho
Board of Trustees

May 13, 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 May 13, 2020 at the College of Eastern 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, President
Lori Barber, VP of Academics and Student Affairs
Sean Coletti, CEI Attorney
Michelle Holt, Executive Director of WTCE
Byron Miles, VP of Administration and Finance
Dustin Nielson, Budget Director
Ann Marie Peters, Director of Strategic Partnerships

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes from the previous meeting held on were presented to the Board. Chairman Price had one minor edit to the minutes.

M/S Mickelsen/Ozaki to approve the minutes with the requested changes *Motion passes unanimously*

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MONTHLY FINANCIALS

Trustee Scheid reviewed the financial reports with the Board. She reviewed the balance sheet through the end of March, noting that it represented three-quarters of the year. Scheid noted revenues are largely in for the year, aside from county taxes. The Finance Committee is currently expecting, based on staff projects, to be in relatively good shape at the end of FY20 given the COVID-19 situation that is continuing to plague the nation and the financial implications that it is having on higher education and the broader economy.

M/S Mickelsen/Ozaki to approve the monthly financials as they were presented

Motion passes unanimously

PRESIDENTS REPORT

Aman noted that the Northwest Commission requested an acknowledgement from the Trustees that CEI will offer an online AS degree. Barber explained the course difference between an AS and an AA degree.

The Trustees unanimously acknowledged the online AS degree

Aman noted that the College successfully completed the spring semester on time. Barber commented there were only 67 incompletes this semester and the Faculty are actively working with the students on how they plan to finish the course, typically in the summer.

Aman walked the Trustees through the College's Draft plan to return Faculty, Staff, and in some cases students, to campus, largely following the Governor's four stages to reopen Idaho. The Trustees discussed the consequences of following the draft plan. Opinions ranged from requiring all staff and employees to wear masks while on campus to requiring masks for specific circumstances such as when social distancing cannot be maintained. Another suggestion was that masks would not be required when outside while another encouraged the campus to open with minimal restrictions as soon as possible, safely.

Aman noted to the Trustees that immunocompromised can talk to CEI's HR Executive Director Mary Taylor and demonstrate their condition. He also commented that summer is fully online, and that employees are largely teleworking until early- to mid-June. Additionally, Aman told the Trustees about CEI's successful Facebook Live Graduation Celebration.

A concern was expressed about limited library days/hours. Barber noted that library days/hours will extend after June 1.

Aman then updated the Board on where the College currently stands with enrollment in various categories, year to date, compared to last year, noting that enrollment levels are up. Peters discussed the College's GEER proposal to the State Board of Education for a Virtual Campus, which includes classes, student serves, and learning technology, such as a learning management system. Peters also walked the Trustees through plans to apply for State economic recovery/development funding for a Skilled Labor Facility/Welding Expansion. Additionally, Peters provided an update on the status of the Future Tech proposal.

Barber provided the Trustees with an overview of the College's plans for online instruction during the summer semester and three potential scenarios in the fall (all face to face back to normal, all online, a hybrid of the two with social distancing in the classroom), depending on what the COVID-19 situation is at the time. There was also a brief discussion about the financial impact of these scenarios.

Barber also told the Trustees that CEI has enrolled in Idaho Job Corps, which is completely funded through the Idaho Department of Labor, and comes with five positions that we will begin posting for in the next month or so. The program will pay the tuition for 50 students who will also receive support to complete the program and obtain a living wage career/job.

Miles provided the Trustees with a summary of the FY21 budget scenarios the College is developing to recognize the potential impact on enrollment of COVID-19, and assuming a 5% holdback from the State. Participants agreed to hold a work session to discuss the budget after the Finance Committee meeting next month.

Miles also briefed the Trustees on the distribution of the first portion of its federal CARES Act funding, based on Title IV eligibility, the number of credits taken, and its plans for additional distribution of emergency CARES Acts funding, based on student need as detailed in an application form.

COMMITTEE REPORTS

Ozaki reported that the College has hired Dave Facer to be the new Executive Director of the CEI Foundation, starting June 1. Ozaki noted that the Foundation has been forced to cancel the Great Race this year due to the COVID-19 situation. Idaho Gives raised a record \$3.9M for 630+ nonprofits, including several thousand dollars for the CEI Foundation

Miller reported that K-12 is continuing to try to sort through COVID-19 issues, budget impacts, and plans for the fall.

EXECUTIVE SESSION

M/S Ozaki/Mickelsen to enter into Executive Session pursuant to Idaho Code Sec. 74-206(1)(b) to consider the evaluation of an employee evaluation *Motion passes unanimously*

The Trustees entered Executive Session at 7:44pm and exited at 8:05pm.

ADJOURNMENT

Chairman Price announced no action was taken during the session and the meeting was adjourned at 8:07.



Park Price, Chairman

6/10/2020

Date