

**College of Eastern Idaho
Board of Trustees**

July 8, 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 July 8, 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
Michelle Holt, Executive Director of CEI WTCE
Amanda Logan, CEI Executive Liaison
Hailey Mack, CEI Senior Coordinator, Recruitment and Student Life, Student Affairs
Byron Miles, CEI Vice President of Finance and Administration
Dustin Nielson, CEI Budget Director
Ann Marie Peters, Director of CEI Strategic Partnerships
Mary Taylor, CEI Human Resources Executive Director
Justin Esplin, CEI Senior Coordinator, Advising and Enrollment
Mike Walker, CEI Dean of Student Affairs

The meeting was called to order at 6:03pm 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 June 10, 2020 were presented to the Board. **M/S Mickelsen/Miller 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 May, noting that it represented over 90% year. Scheid noted for the General Fund that the college is in very good shape on the revenue and in good shape on the expense side. She commented that we are also in good shape for Other Funds Workforce Training is estimating that they will be short \$15,000, which is far better than anticipated given the impact of COVID-19 on Workforce's ability to hold courses.

Scheid also provided an overview of the bank balance report as of the end of June, which showed the College to be in a healthy financial state.

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

APPROVAL OF FY 2021 BUDGET

Vice President Miles described the process used last year and this year with the Bonneville County Clerk to regarding the L2 Form and levy rate.

Miles then provided an overview of the FY 2021 budget, noting that there had not been any substantive changes since the budget discussion at June 10, 2020 Work Session and June 10, 2020 Trustee Meeting.

There was a discussion around credit cost, the introduction of an additional \$15.00 fee for online courses, which will take effect in January, and the planned offering of face-to-face, hybrid, and online courses this fall given the ongoing COVID-19 pandemic. There was also discussion around changes to revenue and operating costs in various portions of the budget.

Regarding approval of the FY 2021 Budget, M/S Mickelsen/Scheid that the Board of Trustees dispense with the rule requiring two separate readings, and that the two readings be waived *Motion passes unanimously by roll call vote*

M/S Mickelsen/Miller to approve the FY 2021 Budget as presented *Motion passes unanimously by roll call vote*

APPROVAL OF 2020 – 20201 TUITION AND FEES

Regarding the setting of in district and out of district tuition and fees for the College of Eastern Idaho, M/S Mickelsen/Ozaki that the Board of Trustees dispense with the rule requiring two separate readings, and that the two readings be waived *Motion passes unanimously by roll call vote*

Mickelsen/Miller to approve the setting of in district tuition rate for the College of Eastern Idaho for the upcoming school year at \$129 per credit and the out-of-district tuition rate at \$179 per credit *Motion passes unanimously by roll call vote*

APPROVAL OF FY 2021 MEETING CALENDAR

M/S Mickelsen/Ozaki to approve the FY 2021 Meeting Calendar as presented *Motion passes unanimously by roll call vote*

CAMPUS REPORT

President Aman provided an overview of two face covering proposals for the falls semester, both of which would allow for medical exemptions:

- 1) Employees and students must wear a face covering whenever a minimum of 6 feet cannot be maintained inside a CEI building
- 2) Employees and students must wear a face covering at all times in a CEI building

There was a discussion around enforcement mechanisms for the face covering proposals. The Trustees agreed with the second proposal and noted that students should be made aware of the face covering policy and enforcement mechanisms in advance of the fall semester.

Aman also provided the Trustees with an update on year-to-date enrollment in various categories for the fall semester compared to last fall, noting that enrollment levels have slightly increased.

Senior Coordinator Mack provided the Trustees with an overview of the College's new customer relationship management (CRM) technology, Recruit, and all of the benefits that it has already brought to CEI and will continue to bring to the College.

Vice President Barber updated the Trustees on how courses and externships are going this summer, noting that things are going well, especially considering the ongoing impact of COVID-19 and the need to hold courses online. She also described the preparations that the College is taking to prepare for the fall semester, keeping students' and employees' health in mind, not knowing what the COVID-19 situation will look like. Barber also briefly described futures thinking to the Trustees and how it could apply to the College.

Aman then highlighted 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.

Aman also noted that the State should soon award the Governor's Emergency Education Relief (GEER) funding (a part of the CARES Act) that CEI applied for to help with COVID-19-related expenses. Additionally, the State Board of Education should make an announcement on July 9, 2020 about whether \$4,000,000 will be used for an online, ninth institution in Idaho or a marketplace for all of the online courses and degrees currently offered by Idaho's existing universities and colleges.

Aman noted that ID State Representative Horman had recently touted the 13,000 students served by CEI's Workforce courses this year while she has been working in Washington, DC with U.S. Senator Risch.

Director Peters provided the Trustees with an update on the College's proposals for: 1) Virtual Campus, 2) Future Tech, and 3) State economic recovery/development funding for a Regional Skilled Labor Facility/Welding Expansion. There was also a discussion about how CEI's burgeoning Job Corps might fit in with the latter.


COMMITTEE REPORTS

Ozaki noted that the Foundation is contemplating how to replace the fundraising that was lost by cancelling all of the regular events because of COVID-19. Ozaki additionally requested that the Trustees help introduce Executive Director Facer to the community and potential donors.

Miller noted that it would be great to offer online courses, degrees to high school students. He also commented that it would be helpful to have College faculty who are strong in online instruction help those at the high school level.

Chairman Price complemented the College and noted that he believes it is developing a reputation for being innovative and leading things.

Seeing no other business, the meeting was adjourned at 7:34pm by Chairman Price.



Park Price, Chairman

8/12/2020

Date