

**College of Eastern Idaho
Board of Trustees**

September 9, 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 September 9, 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

Absent:

Craig Miller

Guests:

Rick Aman, CEI President
Lori Barber, CEI Vice President of Academics and Student Affairs
Sean Coletti, CEI Attorney
John Detwiler, CEI Radiation Safety Program Director
Josh Duersch, CEI Instructor – Computer Networking Technologies
Ege Gurer, Manager of the CEI IT Help Desk
Michelle Holt, Executive Director of CEI WTCE
Amanda Logan, CEI Executive Liaison
Byron Miles, CEI Vice President of Finance and Administration
Mary Stephenson, CEI Director of Early College
Mike Walker, CEI Dean of Student Affairs

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes from the previous meeting held on August 12, 2020 were presented to the Board.

M/S Scheid/ Ozaki to approve the August 12, 2020 meeting minutes as amended *Motion passes unanimously*

PUBLIC COMMENT

There was no public comment.

CAMPUS REPORT

President Aman provided an update to the Trustees on the College's enrollment figures for Fall 2020, including the 10th Day numbers, which were up year over year. He also explained that CEI expects to see an increase in dual enrollment students and is also offering block B courses for the first time, which will start October 19th and are already filling up.

Aman then provided the Trustees with revised recommendations for CEI Performance Measures, ranging from annual headcount and credit hours, to retention rates, degrees and certificates awarded, and positive career placement. The Trustees provided additional feedback on the measures, including a request to track average credit hours per student and goal setting for each measure.

Logan and Aman provided a brief update on COVID-19 and Fall 2020 College operations, directing the Trustees to the information that CEI continues to provide and add to on its website.

Aman then updated the Trustees on his work with the other Idaho community colleges and Lewis and Clark State College to develop a cyber security operations center (SOC) at each college with the Idaho National Laboratory (INL) and the State. He noted that the President's Council appointed Dr. Michael Haney (University of Idaho) as the main point of contact for the SOC. Aman commented that CEI is ahead of the curve in terms of setting up its SOC, with the goal to have it up and running in the Yellowstone Building by the end of calendar year 2020.

Vice President Miles provided the Trustees an update on CEI's Financial Audit, noting that it is wrapping up with no findings, and that he and Trustee Scheid should have a fulsome presentation for the Board by the November Regular meeting.

Miles also provided the Trustees with an update on an RFQ for a Fire Service Training Live Fire Trailer, which the Trustees had already approved the funding for earlier this year. This prompted a discussion about whether the Trustees wanted to grant someone on the College's administrative staff the authority to make a decision about RFQs that come back from bid on their behalf so all bids don't have to come back to the Board.

Aman and Executive Director Holt then updated the Trustees on the plan for Fire Service Technology (FST) to transition to Idaho Career & Technology Education (CTE) in Boise at the end of FY 2021. Holt explained that FST relocated from Boise to CEI (when it was EITEC) five years ago, and that the College has administered FST on behalf of the state since then. She also noted relocating the program back to the State as CEI operates FST at cost and it takes up space on campus that could be used for other purposes. The College will do its best to help the impacted employees.

Vice President Barber provided an overview of CEI’s Fall In-service, which was the College’s first virtual In-service. She explained that all sessions were held via YouTube Live and Microsoft Teams and were recorded so that employees could go back and watch sessions that they weren’t able to watch live. The College is already beginning to plan for Spring 2021 In-service, which will also be held virtually.

Barber also provided the Trustees with an overview of how remote learning and the first two weeks of the semester have gone, summing it up by saying “really, really well.” She highlighted that the Tutoring Center is offering in-person and virtual sessions and that the Director of Online Learning is tracking metrics specific to remote education that are helpful to the accreditation process.

Finally, Aman applauded Dean Walker and Student Affairs for their work over the past several months, especially in increasing enrollment year over year. Walker noted that he thinks this increase is due to the College individually calling everyone, making sure no one is left behind, automating as many things as possible, and ensuring that students know they are cared about.

COMMITTEE REPORTS


Scheid noted that the Finance Committee did not meet this month due to the Labor Day holiday.

Ozaki noted that the Foundation has raised \$50,000 in the past month. He also noted that annual audit of the Foundation wrapped-up without any findings.

TRUSTEE REMARKS

Chairman Price expressed his appreciation and praise for CEI’s employees in how they have faced the challenges of the past several months.

Seeing no other business, Chairman Price adjourned the meeting at 7:03pm.



Park Price, Chairman

10/14/2020

Date