

**College of Eastern Idaho
Board of Trustees**

October 26, 2021

College of Eastern Idaho Campus, 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 October 26, 2021 at the College of Eastern Idaho campus in Idaho Falls, Idaho and via Zoom. Trustee Carrie Scheid presided.

Present:

Cal Ozaki, Treasurer

Craig Miller

Carrie Scheid

Absent:

Park Price, Chairman

Stephanie Mickelsen, Vice Chairman

Guests:

Rick Aman, CEI President

Lori Barber, CEI Vice President of Academic & Student Affairs

Chuck Bohleke, CEI Dean of Career Technical Education (CTE) (via Zoom)

Sean Coletti, CEI Counsel

John Detwiler, CEI Director of Radiation Safety Program (via Zoom)

Dave Facer, CEI Foundation Executive Director

Ryan Faulkner, CEI Dean of Online Learning Services

Theresa Flannery, Wipfli, LLP, Senior Manager

Jacob Haeberle, CEI Interim Dean of General Education

Steve Harrison, CEI English Instructor (via Zoom)

Dusty Klenk, CEI Staff Senate President (via Zoom)

Amanda Logan, CEI Executive Liaison

Hailey Mack, CEI Interim Associate Dean of Enrollment Management (via Zoom)

Julie McMurtrey, CEI Sr. Coordinator, Center for New Directions, (via Zoom)

Byron Miles, CEI Vice President of Finance & Administration

Ann Marie Peters, CEI Director of Strategic Partnerships

Angela Sackett, CEI Interim Dean of Health & Human Services (via Zoom)

Jeff Sneddon, CEI Workforce & Continuing Education (WTCE) Executive Director

Mary Taylor, CEI Human Resources Executive Director

Mike Walker, CEI Dean of Student Affairs

Todd Wightman, CEI Marketing & Communications Director (via Zoom)

CALL TO ORDER

The meeting was called to order at 6:04 PM by Trustee Scheid.

ACTION ITEMS

APPROVAL OF AGENDA

M/S Miller/Ozaki to approve the agenda for the October 26, 2021 Regular Board Meeting. Motion passes unanimously.

APPROVAL OF MINUTES

M/S Ozaki/ Miller to approve the minutes of the September 28, 2021 Regular Board Meeting as amended. Motion passes unanimously.

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

APPROVAL OF MONTHLY CEI FINANCIALS

Trustee Ozaki highlighted the September Financials to the group. We have received 78 percent of our General Fund Revenues. Moving onto Other Funds: Course Fees, Restricted Grants, Unrestricted, and Allocated Student Fees. Also, a brief review of the Cash Availability Report. Ozaki noted that the Finance Committee had reviewed the monthly report and found it satisfactory as well.

M/S Miller/Ozaki to approve the month's CEI financials. Motion passes unanimously.

ACCEPTANCE OF THE FY 2021 CEI AUDIT REPORT

After brief introductions from Trustee Ozaki and Vice President Byron Miles, Theresa Flannery of Wipfli, LLP presented the final FY 2021 audit report to the Board. Ozaki noted that the Finance Committee had reviewed the audit and the committee was happy with the outcome. Flannery overviewed to the different auditor's reports included in the Financial Statement. She provided a high-level summary of the financials year over year, noting some of the bigger changes and the notes in the statement that tie to them. Flannery commended the College on the extraordinary amount of growth in students year-over-year.

Flannery noted to the Board that what was presented is the financial part of the audit, and there is still a single audit for the federal funding that needs to be completed; the federal government is causing delays with the single audit report due to complications from COVID funding. When the single audit is complete a report will be delivered.

There was a brief discussion about some of the recommendations from the auditors to improve policy, procedure, and controls in the College.

M/S Ozaki/Miller to accept the FY2021 Audit Report as presented. Motion passes unanimously

DISCUSSION ITEMS

CAMPUS REPORT

Instructional and Student Affairs Updates

Vice President Barber provided the Trustees with an update on Instruction activities at the College. We are at week ten in the semester, and the spread of COVID has been kept under control, so we have been able to keep face to face classes open and moving forward. Our enrollment numbers are currently at record numbers with 2157 students enrolled. Early college students enrolled are also at a record high with being up 49 percent compared to last Fall, and 22 percent year over year.

The first annual pumpkin chucking contest will be held this week. The annual Trunk or Treat will be held this Thursday, and we are expecting record crowds. The Center for New directions sponsored the Clothesline project on campus earlier in the month, and it was successful in honoring survivors of, and bringing awareness to domestic violence. The vaccine incentive program had 168 students, as of today, enter meaning they are fully vaccinated. The laptop program has also given out 166 laptops to date.

The nursing department received their final letter of full accreditation. This has been several years in the making and is a great achievement for everyone involved. CEI has been awarded the second half (50 thousand dollars) of the BRIDGES grant. The Strategic Enrollment Management Committee and Academic Standards Committee met together to share information and collaborate at how data can be used across campus and how we can better serve our students.

Steve Harrison, CEI English Instructor, has started service learning with his English 101 classes. Students are getting hands on experience beyond our CTE programs and providing service to different parts of our community in places like the animal shelter, food bank, and the habitat for humanity restore. They are writing about their experiences, what they are learning about the organizations and about themselves.

WTCE Update

Executive Director Jeff Sneddon provided a brief update on recent activities in Workforce Training and Continuing Education. As of the first of October, there have been 113 classes with 1197 participants! Focusing on new programming for the trades such construction and job site readiness, scaffolding and hoisting, annual asbestos accreditation, forklift and heavy equipment simulation and certification; in January in partnership with Sage Trucking we'll be able to offer CDL training and certification. In partnership with Mountain View Hospital, we'll be having phlebotomy classes in November. We'll be doing "byte" size training in different Cyber areas to help build skills for people in the community.

As Vice President Barber mentioned, CEI received the BRIDGES grant. We did a gathering of information in Driggs regarding the programs needed, and did a presentation to the Mayor of Driggs for the results of the information gathered. Moving ahead with a stakeholder meeting soon to advance with working with Driggs and starting to implement some of these ideas. We have been talking with the high schools in Driggs, and they are amenable to Welding programs, having apprenticeship readiness, and potential of doing construction projects for things like sheds or tiny homes.

The Regional Skills Labor Center project has a potential building with 38,000 square feet, nine high bays, two classrooms, meeting spaces, and a reception area; working with a taskforce to decide how we could use this space. This could potentially be a third campus for the College to increase training in the community. Updates will be provided as more information comes to light regarding this project.

Future Tech Update

Ann Marie Peters, CEI Director of Strategic Partnerships, provided an update in regard to Future Tech. Report using Burning Glass data looking at the jobs that will be available to students in the programs that we are planning to have in Future Tech – 2,800 across just Idaho. Submitted EDA ARPA grant under Build Back Better coalition with the City of Idaho Falls. Submitting an RFI to the Department of Energy this week. We have been awarded two grants which are both \$15,000. Working on additional grant applications and relationships. Speaking to legislators and the Governor's office.

Finance and Administration Updates

Vice President Miles highlighted a report showing the funds received and spent related to COVID, including HEERF funding. Over \$3 million has been allocated to students over the past two years. Beyond that, most of the funds have been spent to establish a virtual campus.

Miles also briefly touched upon the College's five-year budget model, noting that we are taking a granular look at our numbers to understand all of them thoroughly and be able to fine tune our projections.

Additionally, Miles mentioned that the Finance Committee discussed property taxes and their trend since CEI was established.

Other Updates

President Aman asked whether the Trustees if they would like to vote on raising or maintaining tuition at its current rate, or just provide verbal instruction. They indicated that they preferred the latter.

Aman also provided a brief readout on a meeting he had with the other Idaho community college presidents and JFAC, including emphasizing the need for a building like the Micron Center in Idaho Falls.

Sean Coletti noted to the Trustees that we are waiting on the county to get back to us about rezoning with the 2020 Census data. The county has informed Coletti that they do not anticipate large shifts in the Zones.

Aman noted that he will not publicly endorse a candidate but that other College employees can if they do not do so in their capacity as a CEI employee/official.

Amanda Logan, CEI Executive Liaison and Executive Secretary to the Board of Trustees, provided a brief update on recent COVID-19 cases at the College, noting that in September, CEI had a total of 15 self-reported, cases and so far in October, the College has had 24 cases.

Logan also provided the Trustees with a preview of what is on the calendar.

TRUSTEE REPORTS

Trustee Scheid updated the Board on CEI Foundation activities, noting that the Foundation's endowment stood at \$7.2 million. Scheid also reported that \$250,000 was donated to the Foundation last month from an estate and has been earmarked for scholarships. Giving will come out in November. Trunk or Treat is scheduled for Thursday, October 28th.

Trustee Miller reported that dual enrollment is up. Some small schools have contacted him about how to increase enrollment in early college courses – have put them in touch with Mary Stephenson.

ADJOURNMENT

Seeing no further business, the meeting was adjourned by Trustee Scheid at 7:31 PM.



Park Price, Chairman

11/23/21

Date