

COLLEGE OF SOUTHERN IDAHO

BOARD OF TRUSTEES MEETING

**MAY 19, 1997
PRESIDENT'S BOARD ROOM
5:30 p.m.**

**Executive Session
5:30 p.m.**

**Regular Session
(following)**

AGENDA

MINUTES

TREASURER'S REPORT

**BIDS:
COMPUTER
MEETING ROOM TABLE AND CHAIRS**

SOLE SOURCE PURCHASE OF TELECOMMUNICATIONS ROUTER

BOARD MEETING SCHEDULE

**ADULT BASIC EDUCATION EVALUATION:
Janie Brumbach, Director, ABE
*Lynn Irons, Director, Academic Development Center***

OLD AND NEW BUSINESS

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
TAYLOR ADMINISTRATION BUILDING
EXECUTIVE SESSION
MAY 19, 1997

CALL TO ORDER: 5:30 p.m. PRESIDING: LeRoy Craig

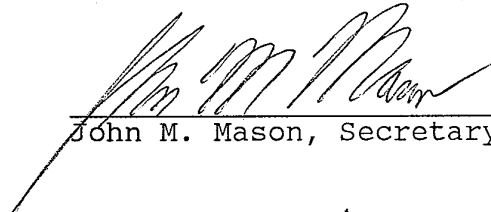
ATTENDING: Trustees: Leroy Craig, Dr. Thad Scholes, Donna
Brizee, Bill Babcock and Dr. Charles Lehrman

College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer

Attorneys: Robert Alexander, College Attorney
John Rosholt


The Board of Trustees entered into Executive Session in accordance with Idaho Code 67-2345 (f) to consider and advise its legal representatives in pending litigation or where there is a general public awareness of probable litigation on MOTION by Donna Brizee. Affirmative vote was unanimous.

ADJOURNMENT was declared at 5:45 p.m.



John M. Mason, Secretary/Treasurer

APPROVED June 16, 1997



Chairman

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
MAY 19, 1997

CALL TO ORDER: 5:30 p.m. PRESIDING: LeRoy Craig

ATTENDING: Trustees: LeRoy Craig, Bill Babcock, Dr. Thad Scholes, Dr. Charles Lehrman and Donna Brizee

College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer
Robert Alexander, College Attorney
Dr. Ken Campbell, Dean of Technology
Dick Sterling, Physical Plant Director
Graydon Stanley, Director of Student Information
Jeff Duggan, Assistant to the President
Annette Jenkins, Public Information Director

CSI Staff: Lynn Irons, Jane Brumbach, Bill West and Holly Capps

Visitors: Shane Ridley-Stevens, Glenn Judd

Faculty Representatives: Joel Bate, Alice Anderson

Times News: Liz Wright

The Board entered into executive session at 5:30 p.m. on MOTION by Donna Brizee. Affirmative vote was unanimous. At 5:45 p.m. the Board returned and the regular board meeting was reconvened.

MINUTES OF April 21, 1997 were approved as written on MOTION by Bill Babcock. Affirmative vote was unanimous.

TREASURERS REPORT: Acceptance of the Treasurer's report was approved on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

BIDS:

1. The Board approved the low bid of BJR Microsystems of Boise, Idaho in the amount of \$775.00 for the specified base computer system. The Board approved buying up to 110 of these computers in various configurations conditional upon a full report being provided to the Board at the June Board meeting on MOTION by Donna Brizee. Affirmative vote was unanimous.

2. The Board accepted the low bid of Intermountain Design of Boise, Idaho in the amount of \$35,552.00 for the specified 26 tables and 168 chairs on MOTION by Bill Babcock. Affirmative vote was unanimous.

Funding for this purchase is from the Plant Facility Taylor Remodel Project Fund.

3. The Board, based upon a recommendation by College Attorney Robert Alexander, directed that the proposed purchase of the telecommunications router be bid rather than declared a sole source purchase.

PRESIDENT'S REPORT:

1. Shane Ridley-Stevens, outgoing student body president, and Glenn Judd, incoming student body president, presented President Meyerhoeffer with a picture of the Meyerhoeffer Building. The picture was painted by Bill West.

2. The Board instructed John Roshalt to file a petition to continue the moratorium on geothermal water use for another five years on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

3. The fiscal year 1998 Board Meeting Schedule was approved on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

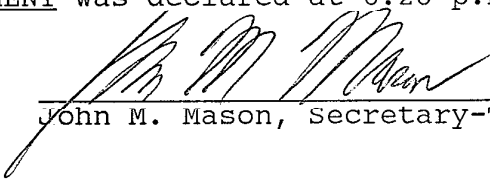
4. Lynn Irons and Jane Brumbach reviewed their recent accreditation evaluation of the Adult Basic Education Program and General Equivalency Degree Program. The accreditation report included numerous commendations with few recommendations for improvement. Our program was recognized as being one of the best the accreditation team had ever seen.

Jane Brumbach thanked the administration and Board for their strong support of the program. Lynn Irons and Jane Brumbach were commended by the President and the Board for their outstanding performance in operating the program.

5. President Meyerhoeffer advised the Board that Darrell Manning, former Director of the Department of Transportation, had been selected at the interim Executive Director of the State Board of Education.


CSI Trustees
May 19, 1997
Page 3

ADJOURNMENT was declared at 6:28 p.m.



John M. Mason, Secretary-Treasurer

APPROVED June 16, 1997



Chairman



COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

May 19, 1997

To: President Meyerhoeffer and the College of Southern
Idaho Board of Trustees

From: Mike Mason

A handwritten signature in black ink, appearing to read 'Mike Mason', is written over the printed name.

Re: Computer Bid

We received 12 bids for the specified computers. The bid listing is on the attached page. Based upon a review of the bids by Dr. Ken Campbell and Gary Baum, I recommend that we accept the low bid of BJR Microsystems of Boise, Idaho in the amount of \$775.00 for a base system.

We are still in the process of deciding how many computers and the exact configurations of the computers that we will be buying for both this fiscal year and next fiscal year.

We are estimating that we will be buying a total of 70 to 110 computers depending upon the needs of the instructional division. We definitely will be buying 20 computers for the library, 30 computers for the Canyon Computer Lab, 1 for the Hailey Center, 1 for the Human Resource Department, 2 for Information Technology and 3 for Trans IV.

We request that the Board authorize us to order up to 110 computers from the low bidder next week when we can finalize the orders. If the Board authorizes this purchase, a full report on the computer purchases will be made at the June board meeting.

It is critical that we order the computers as soon as possible so that we can get them installed and tested prior to the students arriving next fall.



COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

May 15, 1997

To: President Meyerhoeffer and the College of Southern
Idaho Board of Trustees

From: Mike Mason

A handwritten signature in black ink, appearing to read 'Mike Mason', is written over the printed name.

Re: Meeting Room Tables and Chairs Bid

We received two bids for the specified 26 tables and
168 chairs. The bids were as follows:

Intermountain Design	\$35,552.00
Fine Furniture	\$45,320.00

Based upon a review of the bids by Graydon Stanley, I
recommend that we accept the low bid of Intermountain Design
of Boise, Idaho in the amount of \$35,552.00.

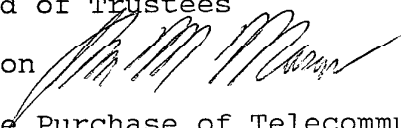
Funding for this purchase is from the Plant Facility
Fund as a part of the Taylor Remodel Project.



COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

May 15, 1997

To: President Meyerhoeffer and the College of Southern
Idaho Board of Trustees

From: Mike Mason 

Re: Sole Source Purchase of Telecommunications Router

In July of 1995 we accepted the sole bid for a 32 x 32 router from Iris Technologies in the amount of \$20,790.00. The router is at capacity and we need to upgrade to a 64 x 64 router.

The 64 x 64 refers to the number of from and to sites that we can serve. On campus and off campus telecommunication classrooms, the state microwave system and satellite systems are example of sites that need to be both origination and destination sites.

We are requesting approval to upgrade the existing Iris Technology router with the new one without going out to bid. The justification for not bidding is as follows:

1. We have invested in a significant amount of software to operate the Iris system.
2. Our staff has had to learn the software and the configuration of the existing router. The software and configuration will be the same for the new router.
3. We are being offered \$12,600 for the old router from Iris Technologies if we trade it in on the new router.
4. We bid the first router two years ago and found it to be satisfactory in price and quality. Iris Technologies was the sole bidder.

It is my recommendation that we designate the upgraded router a sole source purchase. The cost of the router is \$44,245 less the \$12,600 trade in for a total of \$31,645. The purchase will be made from Iris Technologies of Greensburg, Pennsylvania.

Funding for this purchase is from a grant from the Division of Vocational Education.



COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

May 12, 1997

To: President Meyerhoeffer and the College of Southern Idaho
Board of Trustees

From: Mike Mason

A handwritten signature in black ink, appearing to read 'Mike Mason', is written over the 'From:' line.

Re: Board Meeting Schedule

In order to comply with Idaho Code Section 67-2343 concerning the "Notice of Meeting" notification requirements, we need to publishing our annual meeting schedule in the newspaper each July. The proposed newspaper ad is listed below.

The Board of Trustees for the College of Southern Idaho has established the third Monday of each month as their regular meeting date. In the event that the third Monday is a holiday or conflicting with other events, the regularly scheduled meeting will be held the following Monday. The 1997-98 regular meeting schedule is as follows:

July 21, 1997	January 26, 1998
August 18, 1997	February 23, 1998
September 15, 1997	March 23, 1998
October 20, 1997	April 20, 1998
November 17, 1997	May 18, 1998
December 15, 1997	June 15, 1998

Information concerning specific meeting times and places may be obtained by contacting Mike Mason at 208-733-9554 ext. 2203.

The only conflicts are Martin Luther King day on January 19, 1998, Presidents day on February 16, 1998 and spring break which is currently scheduled to run from March 16 through March 20, 1998. All other Board meeting dates are on the third Monday of each month.