

AGENDA

Board of Trustees
Bob Keegan, Chair
Jan Mittleider
Laird Stone
Jack Nelsen
Karl Kleinkopf

CSI Mission Statement:
To provide quality educational, social, cultural, economic, and workforce development opportunities that meet the diverse needs of the communities we serve.

Board Mission Statement:
The mission of the Board of Trustees of the College of Southern Idaho is to lead in the constant definition, interpretation, articulation, implementation and evaluation of the College mission.

- | | | |
|--------------|---|--|
| I. | CALL TO ORDER | Vice Chairman Mittleider
3:00PM/Taylor Building - Room #112 |
| II. | RECESS TO EXECUTIVE SESSION | Vice Chairman Mittleider
Taylor Building - Room #112 |
| III. | RECONVENE REGULAR MEETING | Vice Chairman Mittleider
3:45PM/Taylor Building - Room #112 |
| IV. | PRESENTATION OF CSI POLICE CAR | Vice Chairman Mittleider
Plaza between Fine Arts & Taylor Building |
| V. | APPROVAL OF MEETING AGENDA | Vice Chairman Mittleider
Taylor Building – Room #276 |
| VI. | MINUTES & BUSINESS REPORTS | |
| | Approval of Minutes | Jeff Harmon |
| | June 18, 2018 | |
| | Approval of Treasurer’s Report | Jeff Harmon |
| | Approval of Head Start/Early Head Start Report | Mancole Fedder |
| VII. | OPEN FORUM | Vice Chairman Mittleider |
| VIII. | UNFINISHED BUSINESS | |
| IX. | NEW BUSINESS | |
| | Action Items | |
| | 1. FY19 Budget Hearing | Jeff Harmon |
| | Information Items | |
| | 1. 2018 Trustee Election Schedule | Jeff Harmon |
| | 2. Student Services Summer Internships | Jason Ostrowski |
| | 3. 2018 Summer i-STEM Institute & Department Reorganization | John Hughes |
| | 4. BAS of Food Service & BAT of Education Update | Dr. Todd Schwarz |
| X. | REMARKS FOR THE GOOD OF THE ORDER | Vice Chairman Mittleider |
| XI. | PRESIDENT’S REPORT | President Fox |
| XII. | ADJOURNMENT | Vice Chairman Mittleider |

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I. CALL TO ORDER

Vice Chairman Mittleider
3:00PM/President's Board Room

A. Pursuant to Idaho Code 74-206, the Board will convene to:

- ◆ Consider personnel matters
[Idaho Code §74-206(1)(a) & (b)]

- ◆ Deliberate regarding an acquisition of interest in real property
[Idaho Code § 74-206(1)(c)]

II. ADJOURNMENT

Vice Chairman Mittleider

EXECUTIVE SESSION MOTION AND ORDER

DATE: Monday, July 16, 2018

I, Jan Mittelider, move that the Board, pursuant to Idaho Code §74-206, convene in Executive Session to:

- Consider personnel matters
 [Idaho Code §74-206(1)(a) & (b)]
- Deliberate regarding an acquisition of interest in real property
 [Idaho Code § 74-206(1)(c)]

Vote to do so by roll call:

	YES	NO	ABSTAIN	ABSENT
<i>Chair Bob Keegan</i>	_____	_____	_____	_____ ✓
<i>Trustee Jan Mittelider</i>	_____ X	_____	_____	_____ ✓
<i>Trustee Laird Stone</i>	_____ X	_____	_____	_____ ✓
<i>Trustee Jack Nelsen</i>	_____ X	_____	_____	_____ ✓
<i>Trustee Karl Kleinkopf</i>	_____ X	_____	_____	_____ ✓

CALL TO ORDER: 3:00p.m.

ATTENDING:

Trustees:

Jan Mittleider, Vice Chairman
Laird Stone, Clerk
Jack Nelsen, Trustee
Karl Kleinkopf, Trustee

College Administration:

Dr. Todd Schwarz, Executive Vice President and Chief Academic Officer
Jeff Harmon, Vice President of Finance and Administration
Robert Alexander, Board Attorney
Eric Nielson, Human Resources Director

Employees, visitors and media:

Attached List

EXECUTIVE SESSION: 3:00p.m.

Pursuant to Idaho Code § 77-206 the Board agreed to convene in Executive Session to Consider:

- ◆ Consider personnel matters
[Idaho Code §74-206(1)(a) & (b)]
- ◆ Deliberate regarding an acquisition of interest in real property
[Idaho Code § 74-206(1)(c)]

Karl Kleinkopf moved to go into Executive Session.

The vote to do so by roll call:

- Karl Kleinkopf Aye
- Laird Stone Aye
- Bob Keegan Absent
- Jan Mittleider Aye
- Jack Nelsen Aye

The Board returned to public session at 3:45p.m.

SPECIAL PRESENTATION: CSI board members, administration and guests moved outside where the Twin Falls Police Department presented their new CSI themed patrol unit. Chief Kingsbury expressed his appreciation for the continuing partnership between CSI and the station.

APPROVAL OF AGENDA: The agenda was approved on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

BOARD MINUTES: The following Board of Trustee meeting minutes were accepted as written on MOTION by Karl Kleinkopf

June 18, 2018 – Regular Meeting

TREASURER’S REPORT: The Treasurer’s report was accepted on MOTION by Jack Nelsen. Affirmative vote was unanimous.

HEAD START/EARLY HEAD START REPORT: The Board approved the Head Start/Early Head Start monthly fiscal and operational reports on MOTION by Laird Stone. Affirmative vote was unanimous.

Mancole Fedder asked for approval to accept a donation from an annual Beer Fest event scheduled to take place in Buhl. Board members approved the request with the condition the event coordinators do not use the CSI or Head Start/Early Head Start logos and names of organizations in advertising for promotion, support, or sponsorship of the event. They will be allowed to indicate the proceeds from the event will be donated to the West End Head Start/Early Head Start program. MOTION by Laird Stone. Affirmative vote was unanimous.

OPEN FORUM: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Action Items

1. The Board approved the FY19 budget as presented by Jeff Harmon on MOTION by Jack Nelsen. Affirmative vote was unanimous.

Information Items

1. Jeff Harmon presented the 2018 CSI Trustee Election Schedule for the November 2018 election. There are two positions up for election in November. He announced interested applicants can pick up packets from the CSI Business office.
2. Jason Ostrowski, CSI Dean of Students, introduced Raezheen Pascua and Beatrice DeBelen as student interns who have been working on some special projects in his office this summer. They came to us through an undergraduate fellowship program sponsored by NASPA, a Student Affairs Administrators in Higher Education organization.

Information Items - continued

3. John Hughes, CSI Instructional Dean, gave a brief overview of the recent 9th annual i-STEM conference held on campus in June. The event is always ranked at the top for best facilities and services by the attendees. Dr. Schwarz, CSI Exec. VP, thanked John for stepping up as the i-STEM Coordinator.

Mr. Hughes also reported on a new campus department he oversees called the Center for Instructional Excellence. The center's focus is to provide faculty development opportunities around four themes: teaching support, learning initiatives, educational technologies, plus evaluation and assessment. He has several new support staff providing services and will be hosting an open house for the department in September.

4. Dr. Todd Schwarz, CSI Executive Vice President, provided the board with an update on pending CSI bachelor's degrees. He announced the Advanced Food Processing Technology Bachelor of Applied Technology has been approved by the Idaho State Board of Education and is slated to begin in fall 2019 if everything goes as planned. He indicated the Education Bachelor of Applied Science has not been approved, but they will continue working with the SBOE over the next few months.

Dr. Schwarz announced the selection of several new department chairs. He recognized Tracey Meyerhoeffler as the Education Department Chair, Kory Lloyd as the Trade and Industry Department Chair, Matt Quesnell as the Ag Department Chair, and Jan Simpkin as the Biology Department Chair.

REMARKS FOR THE GOOD OF THE ORDER

PRESIDENT'S REPORT

ADJOURNMENT DECLARED: 5:20 p.m.



Jeffrey M. Harmon, Secretary Treasurer

Approved: August 20, 2018



Bob Keegan, Chairman

**COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING MINUTES**
Monday, July 16, 2018 – 3:00p.m.
315 Falls Ave. – Twin Falls, ID 83301

Monthly Board Meeting List of Additional Attendees

Employees

Jayson Lloyd, Dean of Instruction
John Hughes, Dean of Instruction – Student Success
Jason Ostrowski, Dean of Student Affairs
Kristy Carpenter, Controller
Chris Bragg, Associate Dean of Institutional Effectiveness
Dr. Heidi Campbell, Associate Dean of STEM
Jonathan Lory, Associate Dean of Early College
Eric Nielson, Director of Human Resources
Dr. Teri Fattig, Director, Library & Herrett Center
Dr. Michele McFarlane, Registrar
Gail Schull, Director of Admissions
Jennifer Zimmers, Director of Financial Aid
Spencer Cutler, Director of Physical Plant
Kim LaPray, Director of Public Information
Jim Munn, Interim Director of Public Safety
Debra Wilson, Executive Director Foundation
Mancole Fedder, Director of Head Start
Suzanne McCampbell, Director of Office on Aging
Ed Ditlefsen, Director IT Application and Data
Larisa Alexander, IT Service Owner/Business Operations
Kathy Deahl, Executive Administrative Assistant to the President
Kelly Wilson, Public Information Specialist

Media and Visitors

Julie Wootton, Times News
Beatrice DeBelen
Raezheen Pascua
Scott McClure



General Fund Board Report

As of June 30, 2018

	Prior Year	Current Year	Budget	Remaining	Remaining %
Revenue					
Tuition & Fees	(\$11,702,746)	(\$11,282,913)	(\$11,206,200)	\$76,713	(0.68)%
County Tuition	(\$1,967,030)	(\$1,761,700)	(\$1,698,700)	\$63,000	(3.71)%
State Funds	(\$20,596,286)	(\$21,837,379)	(\$21,472,200)	\$365,179	(1.70)%
County Property Tax	(\$7,129,614)	(\$5,030,625)	(\$7,179,900)	(\$2,149,275)	29.93%
Grant Management Fees	(\$541,548)	(\$553,889)	(\$540,000)	\$13,889	(2.57)%
Other	(\$507,359)	(\$813,672)	(\$411,000)	\$402,672	(97.97)%
Unallocated Tuition	\$0	(\$901,720)	\$0	\$901,720	-
Departmental Revenues	(\$2,012,314)	(\$863,394)	(\$715,000)	\$148,394	(20.75)%
Total Revenue	(\$44,456,899)	(\$43,045,291)	(\$43,223,000)	(\$177,709)	0.41%
Expenses					
Personnel Expense					
Salaries	\$21,794,316	\$21,904,531	\$22,387,600	\$483,069	2.16%
Variable Fringe	\$4,449,506	\$4,472,489	\$4,588,000	\$115,511	2.52%
Health Insurance	\$4,445,278	\$4,540,893	\$5,017,400	\$476,507	9.50%
Total Personnel Expense	\$30,689,100	\$30,917,913	\$31,993,000	\$1,075,087	3.36%
Operating Expense					
Services	\$3,634,353	\$3,708,812	\$3,446,750	(\$262,062)	(7.60)%
Supplies	\$1,344,755	\$1,887,172	\$1,641,450	(\$245,722)	(14.97)%
Other	\$632,674	\$33,136	\$0	(\$33,136)	-
Capital	\$743,643	\$527,109	\$1,020,400	\$493,291	48.34%
Institutional Support	\$4,532,199	\$4,654,213	\$5,121,400	\$467,188	9.12%
Transfers	\$28,454	\$33,300	\$0	(\$33,300)	-
Total Operating Expense	\$10,916,078	\$10,843,741	\$11,230,000	\$386,259	3.44%
Total Expense	\$41,605,178	\$41,761,655	\$43,223,000	\$1,461,345	3.38%
Rev/Expense Total	(\$2,851,721)	(\$1,283,636)	\$0	\$1,283,636	-



College of Southern Idaho
Head Start/Early Head Start

Program Summary for June 2018



Enrollment

Head Start ACF Federal Funded	457
Head Start TANF	12
Early Head Start	92
Total	576

Program Options

Center Based (PD/PY; FD/PY) Pre- K, Early Head Start -Home Based, Early Head Start Toddler Combo.

Head Start Attendance

June Head Start Overall Attendance	*Out for Summer
June Head Start Self Transport Attendance	*Out for Summer
June EHS Toddler Combo Attendance	81%
Number of IEP's/IFSP's	49

Meals and Snacks

Total meals served for June	295
Total snacks served for June	298

Documents for Board Review and Approval: Financial Reports, Approval for Beer fest donations from Buhl.

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 2,618,170.00	\$ 211,653.10	\$ 1,142,622.80	\$ 1,475,547.20	56.4%
BENEFITS	\$ 1,791,666.00	\$ 120,175.28	\$ 652,040.30	\$ 1,139,625.70	63.6%
OUT OF AREA TRAVEL	\$ -	\$ -	\$ -	\$ -	
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	
SUPPLIES	\$ 115,205.00	\$ 10,422.57	\$ 35,622.06	\$ 79,582.94	69.1%
CONTRACTUAL			\$ -		
FACILITIES/CONST.			\$ -		
OTHER	\$ 496,335.00	\$ 51,178.26	\$ 237,958.33	\$ 258,376.67	52.1%
TOTAL DIRECT COSTS	\$ 5,021,376.00	\$ 393,429.21	\$ 2,068,243.49	\$ 2,953,132.51	58.8%
ADMIN COSTS (9.0%)	\$ 402,084.00	\$ 29,587.84	\$ 161,814.75	\$ 240,269.25	59.8%
GRAND TOTAL	\$ 5,423,460.00	\$ 423,017.05	\$ 2,230,058.24	\$ 3,193,401.76	58.9%

IN KIND NEEDED	\$ 1,368,752.00
IN KIND GENERATED	\$ 892,464.75
IN KIND (SHORT)/LONG	\$ (476,287.25)

PROCUREMENT CARD EXPENSE \$ 17,220.51 4% of Total Expense. Detailed report available upon request.

CACFP	Repair/Maint	Food	Non-Food	Total for Month	YTD Expense
Total All Centers	922.09	7,216.91	7,419.39	15,558.39	73,594.40

HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 33,624.00	\$ 410.88	\$ 12,088.21	\$ 21,535.79	64.0%
SUPPLIES	\$ 2,609.00	\$ -	\$ 114.31	\$ 2,494.69	95.6%
OTHER	\$ 15,317.00	\$ 2,141.12	\$ 11,239.71	\$ 4,077.29	26.6%
GRAND TOTAL	\$ 51,550.00	\$ 2,552.00	\$ 23,442.23	\$ 28,107.77	54.5%

IN KIND NEEDED	\$ 12,888.00
IN KIND GENERATED	\$ 5,132.00
IN KIND (SHORT)/LONG	\$ (7,756.00)

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 579,081.00	\$ 46,558.35	\$ 281,626.36	\$ 297,454.64	51.4%
BENEFITS	\$ 375,897.00	\$ 25,825.06	\$ 157,555.32	\$ 218,341.68	58.1%
OUT OF AREA TRAVEL		\$ -	\$ 225.00	\$ (225.00)	
EQUIPMENT		\$ -	\$ -	\$ -	
SUPPLIES	\$ 17,562.00	\$ 1,931.51	\$ 4,659.85	\$ 12,902.15	73.5%
CONTRACTUAL FACILITIES/CONST. OTHER	\$ 131,188.00	\$ 11,110.63	\$ 50,387.10	\$ 80,800.90	61.6%
TOTAL DIRECT COSTS	\$ 1,103,728.00	\$ 85,425.55	\$ 494,453.63	\$ 609,274.37	55.2%
ADMIN COSTS (9.0%)	\$ 85,948.00	\$ 6,514.51	\$ 39,526.35	\$ 46,421.65	54.0%
GRAND TOTAL	\$ 1,189,676.00	\$ 91,940.06	\$ 533,979.98	\$ 655,696.02	55.1%

IN KIND NEEDED	\$ 297,419.00
IN KIND GENERATED	\$ 204,783.11
IN KIND (SHORT)/LONG	\$ (92,635.89)

USDA	Repair/Maint	Food	Non-Food	Total for Month	YTD Expense
Total for All Centers	\$ 160.35	\$ 513.08	\$ 314.25	\$ 987.68	\$ 4,729.57

EARLY HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 13,694.00	\$ 1,475.05	\$ 4,864.54	\$ 8,829.46	64.5%
SUPPLIES	\$ 2,379.00	\$ -	\$ 1,440.23	\$ 938.77	39.5%
OTHER	\$ 12,854.00	\$ 2,312.99	\$ 4,832.99	\$ 8,021.01	62.4%
GRAND TOTAL	\$ 28,927.00	\$ 3,788.04	\$ 11,137.76	\$ 17,789.24	61.5%

IN KIND NEEDED	\$ 7,232.00
IN KIND GENERATED	\$ 8,985.00
IN KIND (SHORT)/LONG	\$ 1,753.00

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2018 TO JUNE 30, 2019

	BUDGET FY18	BUDGET FY19	PERCENT CHANGE	DOLLAR CHANGE	PERCENT OF BUDGET
REVENUE					

TUITION & FEES	11,206,200	11,275,000	0.61%	68,800	26.07%
TUITION COUNTY	1,698,700	1,720,000	1.25%	21,300	3.98%
STATE APPROPRIATION-ACADEMIC	14,105,000	14,264,000	1.13%	159,000	32.98%
STATE COLLABORATIVE CENTER	39,300	39,300	0.00%	0	0.09%
LIQUOR FUND REVENUE	200,000	200,000	0.00%	0	0.46%
STATE APPROPRIATION CTE	7,127,900	7,320,700	2.70%	192,800	16.93%
COUNTY PROPERTY TAXES	6,539,900	6,838,000	4.56%	298,100	15.81%
INVENTORY TAX PHASEOUT	640,000	668,000	4.38%	28,000	1.54%
INTEREST ON INVESTMENTS	95,000	150,000	57.89%	55,000	0.35%
GRANT MANAGEMENT FEES	540,000	520,000	-3.70%	(20,000)	1.20%
OTHER REVENUE	316,000	250,000	-20.89%	(66,000)	0.58%
TOTALS	<u>42,508,000</u>	<u>43,245,000</u>	<u>1.73%</u>	<u>737,000</u>	<u>100.00%</u>

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2018 TO JUNE 30, 2019

	BUDGET FY18	BUDGET FY19	PERCENT CHANGE	DOLLAR CHANGE	PERCENT OF BUDGET
EXPENDITURES					

ADMINISTRATION & MARKETING	1,882,400	2,168,000	15.17%	285,600	5.01%
HUMAN RESOURCES	354,600	329,000	-7.22%	(25,600)	0.76%
FOUNDATION SUPPORT	222,300	226,000	1.66%	3,700	0.52%
LIBRARY	764,100	763,000	-0.14%	(1,100)	1.76%
STUDENT SERVICES	2,666,000	2,856,000	7.13%	190,000	6.60%
HERRETT CENTER	400,000	400,000	0.00%	0	0.92%
CONTINUING EDUCATION	100,000	100,000	0.00%	0	0.23%
INSTITUTIONAL EFFECTIVENESS	643,800	586,000	-8.98%	(57,800)	1.36%
INFORMATION TECHNOLOGY	2,999,500	3,170,000	5.68%	170,500	7.33%
PHYSICAL PLANT	5,016,000	5,071,000	1.10%	55,000	11.73%
INSTITUTIONAL SUPPORT	4,986,400	5,359,300	7.48%	372,900	12.39%
ACADEMIC INSTRUCTION	15,295,000	14,846,000	-2.94%	(449,000)	34.33%
TECHNICAL INSTRUCTION	7,177,900	7,370,700	2.69%	192,800	17.04%
TOTALS	42,508,000	43,245,000	1.73%	737,000	100%

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2018 TO JUNE 30, 2019

	BUDGET FY18	BUDGET FY19	PERCENT CHANGE	DOLLAR CHANGE
ADMINISTRATION PAYROLL & MARKETING *****				
REVENUES	-	-		0
PERSONNEL	993,600	1,161,000	16.85%	167,400
FRINGE BENEFITS	408,800	437,000	6.90%	28,200
OPERATING EXPENCE	480,000	570,000	18.75%	90,000
CAPITAL OUTLAY	0	0	0.00%	0
TOTALS	<u>1,882,400</u>	<u>2,168,000</u>	<u>15.17%</u>	<u>285,600</u>

HUMAN RESOURCES

PERSONNEL	210,100	212,000	0.90%	1,900
FRINGE BENEFITS	94,500	77,000	-18.52%	(17,500)
OPERATING EXPENCE	50,000	40,000	-20.00%	(10,000)
CAPITAL OUTLAY	0	0	0.00%	0
TOTALS	<u>354,600</u>	<u>329,000</u>	<u>-7.22%</u>	<u>(25,600)</u>

FOUNDATION SUPPORT

REVENUES	(25,000)	(25,000)	100.00%	0
PERSONNEL	178,700	186,000	4.09%	7,300
FRINGE BENEFITS	68,600	65,000	-5.25%	(3,600)
OPERATING EXPENCE	0	0	0.00%	0
CAPITAL OUTLAY	0	0	0.00%	0
TOTALS	<u>222,300</u>	<u>226,000</u>	<u>1.66%</u>	<u>3,700</u>

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2018 TO JUNE 30, 2019

	BUDGET FY18	BUDGET FY19	PERCENT CHANGE	DOLLAR CHANGE
LIBRARY				

REVENUES	(1,000)	(1,000)	0.00%	0
PERSONNEL	398,400	410,000	2.91%	11,600
FRINGE BENEFITS	184,700	174,000	-5.79%	(10,700)
OPERATING EXPENCE	132,000	180,000	36.36%	48,000
CAPITAL OUTLAY	50,000	0	-100.00%	(50,000)
TOTALS	<u>764,100</u>	<u>763,000</u>	<u>-0.14%</u>	<u>(1,100)</u>

STUDENT SERVICES

REVENUE	(116,000)	(125,000)	7.76%	(9,000)
PERSONNEL	1,666,000	1,824,000	9.48%	158,000
FRINGE BENEFITS	816,000	857,000	5.02%	41,000
OPERATING EXPENCE	300,000	300,000	0.00%	0
CAPITAL OUTLAY	0	0	0.00%	0
TOTALS	<u>2,666,000</u>	<u>2,856,000</u>	<u>7.13%</u>	<u>190,000</u>

HERRETT CENTER

REVENUES	(133,200)	(126,000)	-5.41%	7,200
PERSONNEL	327,000	338,000	3.36%	11,000
FRINGE BENEFITS	156,200	138,000	-11.65%	(18,200)
OPERATING EXPENCE	50,000	50,000	0.00%	0
CAPITAL OUTLAY	0	0	0.00%	0
TOTALS	<u>400,000</u>	<u>400,000</u>	<u>0.00%</u>	<u>0</u>

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2018 TO JUNE 30, 2019

	BUDGET FY18	BUDGET FY19	PERCENT CHANGE	DOLLAR CHANGE
COMMUNITY EDUCATION				

OTHER REVENUE	(388,000)	(384,000)	-1.03%	4,000
PERSONNEL	121,000	123,000	1.65%	2,000
FRINGE BENEFITS	47,200	45,000	-4.66%	(2,200)
OPERATING EXPENCE	17,000	16,000	-5.88%	(1,000)
CAPITAL OUTLAY	0	0	0.00%	0
SPCL PROJECTS EXPENSE	302,800	300,000	-0.92%	(2,800)
TOTALS	<u>100,000</u>	<u>100,000</u>	<u>0.00%</u>	<u>0</u>

INFORMATION TECHNOLOGY

DEPARTMENTAL REVENUE	(30,000)	(25,000)	-16.67%	5,000
PERSONNEL	1,060,000	1,205,000	13.68%	145,000
FRINGE BENEFITS	474,500	505,000	6.43%	30,500
OPERATING EXPENCE	975,000	975,000	0.00%	0
CAPITAL OUTLAY	20,000	10,000	-50.00%	(10,000)
SOFTWARE & EQUIP PURCHASE	500,000	500,000	0.00%	0
TOTALS	<u>2,999,500</u>	<u>3,170,000</u>	<u>5.68%</u>	<u>170,500</u>

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2018 TO JUNE 30, 2019

	BUDGET FY18	BUDGET FY19	PERCENT CHANGE	DOLLAR CHANGE
INSTITUTIONAL EFFECTIVENESS				

REVENUES			0.00%	0
PERSONNEL	406,800	355,000	-12.73%	(51,800)
FRINGE BENEFITS	181,000	147,000	-18.78%	(34,000)
OPERATING EXPENCE	56,000	84,000	50.00%	28,000
CAPITAL OUTLAY	0	0	0.00%	0
TOTALS	<u>643,800</u>	<u>586,000</u>	<u>-8.98%</u>	<u>(57,800)</u>

PHYSICAL PLANT & SECURITY

DEPARTMENTAL REVENUES	(30,000)	(96,000)	220.00%	(66,000)
PERSONNEL	2,395,000	2,527,000	5.51%	132,000
FRINGE BENEFITS	1,386,000	1,359,000	-1.95%	(27,000)
OPERATING EXPENCE	715,000	965,000	34.97%	250,000
CAPITAL OUTLAY	130,000	316,000	143.08%	186,000
OTHER EXPENDITURES	420,000	0	-100.00%	(420,000)
TOTALS	<u>5,016,000</u>	<u>5,071,000</u>	<u>1.10%</u>	<u>55,000</u>

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2018 TO JUNE 30, 2019

	BUDGET FY18	BUDGET FY19	PERCENT CHANGE	DOLLAR CHANGE
INSTITUTIONAL SUPPORT				

TELEPHONE	80,000	80,000	0.00%	0
LEGAL & AUDIT	102,000	108,000	5.88%	6,000
UTILITIES	941,000	988,000	4.99%	47,000
INSURANCE	170,000	196,000	15.29%	26,000
PRESIDENTIAL SCHOLARSHIPS	400,000	400,000	0.00%	0
FINANCIAL AID CONTRIBUTION	40,000	40,000	0.00%	0
PLANT FACILITY TRANSFER	947,300	1,191,300	25.76%	244,000
INNOVATION GRANTS	63,000	63,000	0.00%	0
SMALL BUSINESS CENTER	63,000	63,000	0.00%	0
ECONOMIC DEVELOPMENT	110,100	110,000	-0.09%	(100)
WELLNESS AND PACE	62,000	62,000	0.00%	0
HEADSTART TRANSFER	62,000	62,000	0.00%	0
WORKFORCE TRAINING	56,000	56,000	0.00%	0
AG ENDOWMENT TRANSFER	20,000	20,000	0.00%	0
ATHLETICS TRANSFER	1,685,000	1,735,000	2.97%	50,000
SENIOR PROGRAM SUPPORT	35,000	35,000	0.00%	0
CONTINGENCY	150,000	150,000	0.00%	0
TOTALS	<u>4,986,400</u>	<u>5,359,300</u>	<u>7.48%</u>	<u>372,900</u>

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2018 TO JUNE 30, 2019

	BUDGET FY18	BUDGET FY19	PERCENT CHANGE	DOLLAR CHANGE
ACADEMIC INSTRUCTION				

REVENUE	(125,000)	(130,000)	4.00%	(5,000)
PERSONNEL	10,566,000	10,336,000	-2.18%	(230,000)
FRINGE BENEFITS	4,034,000	3,870,000	-4.07%	(164,000)
OPERATING EXPENCE	770,000	750,000	-2.60%	(20,000)
CAPITAL OUTLAY	50,000	20,000	-60.00%	(30,000)
TOTALS	<u>15,295,000</u>	<u>14,846,000</u>	<u>-2.94%</u>	<u>(449,000)</u>

TECHNICAL INSTRUCTION				

PERSONNEL	4,338,100	4,541,500	4.69%	203,400
FRINGE BENEFITS	1,893,500	2,036,100	7.53%	142,600
OPERATING EXPENCE	606,300	489,100	-19.33%	(117,200)
CAPITAL OUTLAY	340,000	304,000	-10.59%	(36,000)
TOTALS	<u>7,177,900</u>	<u>7,370,700</u>	<u>2.69%</u>	<u>192,800</u>

July 16, 2018

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

From: Jeff Harmon

Re: Trustee Election 2018

The Trustee positions held by Karl Kleinkopf (Zone #1) and Bob Keegan (Zone #5) are up for election this year. The following is general information concerning the election:

1. Our election will be held on the first Tuesday after the first Monday in November (November 6th) in conjunction with the general election. (*Sec. 34-1101, Idaho Code*)
2. Petitions for candidates must be turned in to me by 5:00 p.m. on Tuesday September 4, 2018. (*Sec. 34-1404, Idaho Code*)
3. The notice of deadline for filing a declaration of candidacy will be published by each county in the local newspaper not more than 14 nor less than 7 days prior to the filing deadline. (*Sec. 34-1405, Idaho Code*)
4. The notice of election will be published by each county not less than 12 days prior to the election and the last publication must be not less than 5 days prior to the election. (*Sec. 34-602 and 34-1406, Idaho Code*)
5. The deadline for the declaration of write in candidates is Monday, September 24, 2018. (*Sec. 34-1407, Idaho Code*)

Kristina Glascock and Michelle Emerson (Twin Falls and Jerome County Clerks) will run our election for us again this year.

College of Southern Idaho
Trustee Election Calendar
2018

Based upon the preceding information, the schedule of events concerning the election is as follows:

September 4, 2018 - Nominating Petitions due by 5:00 pm

September 24, 2018 - 5:00 pm Deadline for filing Declaration of Intent for write in candidates

November 6, 2018 - Election

If you have questions, please contact me at 208-732-6210.