



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

March 23, 2015

EXECUTIVE SESSION

1:30 P.M.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

2:30 P.M.

Taylor Building – SUB 248

AGENDA

CALL TO ORDER

APPROVAL OF MEETING AGENDA: (A) *Chairman Kleinkopf*

MINUTES – EXECUTIVE SESSION – FEBRUARY 23RD, 2015: (A) *Mike Mason*

MINUTES – REGULAR MEETING – FEBRUARY 23RD, 2015: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

HEAD START OPERATIONAL REPORT: (A) *Mike Mason*

OPEN FORUM

UNFINISHED BUSINESS

FY16 TUITION INCREASE AND FUND SHIFT: (A)

Mike Mason, Scott Scholes & ASCSI Representatives

CAMPUS MASTER PLANNING SERVICES: (A) *Mike Mason*

NEW BUSINESS

AUDITOR PROPOSALS: (A) *Mike Mason*

VETERANS WAIVER OF NON-RESIDENT FEES: (A) *Dr. Michele McFarlane*

CSI SELF-EVALUATION REPORT AND ACCREDITATION VISIT: (I) *Chris Bragg*

NATIVE STUDENT ALLIANCE PROJECT PRESENTATION: (I) *Lee Wilkerson*

REMARKS FOR THE GOOD OF THE ORDER

PRESIDENT’S REPORT / LEGISLATIVE REPORT: (I) *President Fox*

ADJOURNMENT

General Fund YTD Board

YEAR: 1415

Statement of Revenue and Expenses

Acct Month: 8

Thursday, March 05, 2015

Last Year

This Year

Budget

Remaining Budget

Rem Bud%

Revenue

Tuition & Fees	(\$10,332,707.03)	(\$9,705,046.89)	(\$10,813,300.00)	(\$1,108,253.11)	10.25%
County Tuition	(\$485,360.00)	(\$900,675.00)	(\$1,380,000.00)	(\$479,325.00)	34.73%
State Funds	(\$15,920,206.26)	(\$16,587,533.27)	(\$18,612,500.00)	(\$2,024,966.73)	10.88%
County Property Tax	(\$3,728,329.28)	(\$3,929,566.26)	(\$6,348,200.00)	(\$2,418,633.74)	38.10%
Grant Management Fees	(\$300,739.50)	(\$336,665.43)	(\$500,000.00)	(\$163,334.57)	32.67%
Other	(\$551,531.19)	(\$410,608.87)	(\$432,600.00)	(\$21,991.13)	5.08%
Unallocated Tuition	(\$940,264.49)	(\$1,383,392.36)	\$0.00	\$1,383,392.36	0.00%
Departmental Revenues	(\$618,910.14)	(\$809,240.54)	(\$728,400.00)	\$80,840.54	-11.10%
Total Revenue	(\$32,878,047.89)	(\$34,062,728.62)	(\$38,815,000.00)	(\$4,752,271.38)	12.24%

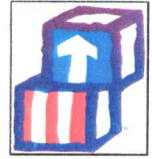
Expenditures

Personnel					
Salaries	\$13,689,317.57	\$13,156,502.56	\$21,188,800.00	\$8,032,297.44	37.91%
Variable Fringe	\$2,803,093.81	\$2,699,556.92	\$4,345,900.00	\$1,646,343.08	37.88%
Health Insurance	\$2,370,545.97	\$2,269,141.16	\$3,579,600.00	\$1,310,458.84	36.61%
Total Personnel	\$18,862,957.35	\$18,125,200.64	\$29,114,300.00	\$10,989,099.36	37.74%
Expense Categories					
Services	\$1,395,250.90	\$1,399,492.39	\$2,445,200.00	\$1,045,707.61	42.77%
Supplies	\$587,834.49	\$620,446.79	\$1,000,100.00	\$379,653.21	37.96%
Other	\$396,085.34	\$407,328.98	\$561,400.00	\$154,071.02	27.44%
Capital	\$275,223.43	\$479,106.99	\$802,400.00	\$323,293.01	40.29%
Institutional Support	\$2,713,179.63	\$4,093,631.74	\$4,891,600.00	\$797,968.26	16.31%
Transfers	\$37,955.76	\$16,967.50	\$0.00	(\$16,967.50)	0.00%
Total Expense Categories	\$5,405,529.55	\$7,016,974.39	\$9,700,700.00	\$2,683,725.61	27.67%
Total Expenditures	\$24,268,486.90	\$25,142,175.03	\$38,815,000.00	\$13,672,824.97	35.23%
Rev/Expense Total	(\$8,609,560.99)	(\$8,920,553.59)	\$0.00	\$8,920,553.59	0.00%

PROUD TO BE PART OF THE CSI FAMILY



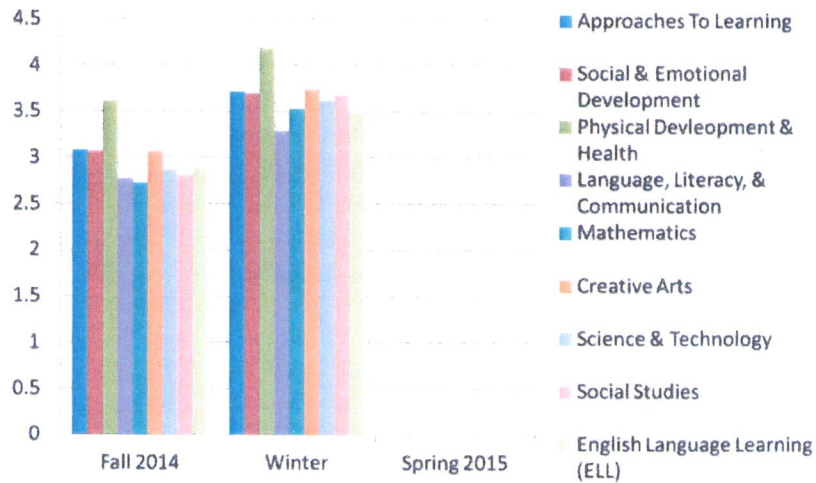
COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



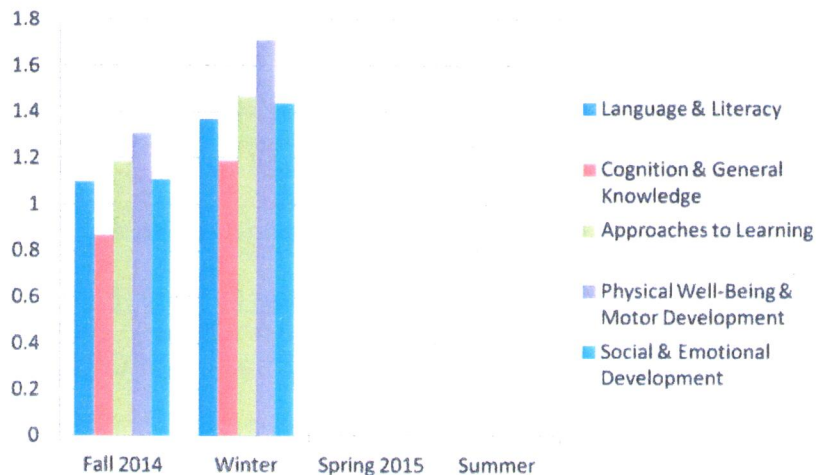
School Readiness

The attached graphs show the progress of children towards school readiness. Once children reach a score between a 4 and a 5 they are seen as ready for kindergarten on the COR. If they children are between a 2 and a 3 they are seen as ready for preschool. At the midpoint of the program year 57 children are already prepared for kindergarten and 534 are making progress towards school readiness.

Program Baseline Summary for Head Start/Early Head Start Children



Program Baseline Summary for Early Head Start's Five Essential Domains



**College of Southern Idaho Head Start/ Early Head Start
Monthly Program Summary
For February 2015**

Enrollment

Head Start ACF Federal Funded	560
Head Start TANF	27
Early Head Start	82
Total	669

Program Options

Part-day/ Part-year, Double Sessions, Home Based/School District Enhanced, Pre- K, Early Head Start -Home Based, EHS Infant and Toddler Combo

Head Start Attendance

February Head Start Overall Attendance	81%
January Head Start Self Transport Attendance	79%
January EHS Home Toddler Combo	64%

Meals and Snacks

Total meals served for January	5,625
Total snacks served for January	5,467

Early Head Start

The Early Head Start Toddler combination option started provided transportation starting the week of March 2nd. By looking at the data and attendance record for this option, the budget supported the use of transporting the children two days a week. There are 8 children each in this option at the North Side Center (Jerome) and Minidoka Center (Rupert). Parents and staff have been trained on bus monitoring and safety practices. Attendance the first two weeks since changing from self transport has risen from around 50 % to mid 90's.

Education

Item Level Report (From Graphs on Front Page)

There are 36 items on the Preschool Child Observation Record divided into 9 categories (Approaches to Learning (3 items), Social and Emotional Development (5 items), Physical Development & Health (3 items), Language, Literacy, & Communication (7 items), Mathematics (5 items), Creative Arts (4 items), Science & Technology (4 items), Social Studies (3 items), and English Language Learning ELL (2 items).

Strengths – *Data Analysis, Music, Measurement*

Area of Need – *Gross-motor skills, Alphabetic Knowledge, Speaking*

Head Start Child Development and Early Learning Framework

Strengths – Mathematics Knowledge & Skills, Social Studies Knowledge and Skills, and Cognition & General Knowledge

Area of Need – Language Development & Language and Literacy

Continuous Improvement Plan for Rest of Program Year 2014-2015

- Head Start** –
- 1) Classroom support and observation and feedback to staff.
 - 2) CLASS observations/feedback, March 9 training on Organization and Instructional Support
 - 3) HOVERS home visit observation and feedback

- Early Head Start** –
- 1) Train staff on planning around the COR Advantage for home visits, Socialization, and Toddler Combo Class
 - 2) HOVERS home visit observations and feedback

CATEGORY	TOTAL		TOTAL THIS		CASH OUTLAY		BALANCE		PROJ		ACTUAL	
	APPROVED	MONTH	MONTH	TO DATE	BALANCE	OF BUDGET	BALANCE	%	BALANCE	%		
SALARIES	\$ 2,571,670.00	\$ 207,697.05	\$ 401,721.51	\$ 2,169,948.49	\$ 2,169,948.49	\$ 2,169,948.49	17.0%	\$ 2,169,948.49	17.0%	\$ 2,169,948.49	17.0%	15.6%
BENEFITS	\$ 1,410,617.00	\$ 106,525.78	\$ 210,639.93	\$ 1,199,977.07	\$ 1,199,977.07	\$ 1,199,977.07	17.0%	\$ 1,199,977.07	17.0%	\$ 1,199,977.07	17.0%	14.9%
OUT OF AREA TRAVEL	\$ -		\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -	0.0%	0.0%
EQUIPMENT	\$ -		\$ -	\$ -	\$ -	\$ -		\$ -		\$ -		
SUPPLIES												
OFFICE CONSUMABLES	\$ 14,106.00	\$ 614.81	\$ 1,115.86	\$ 12,990.14	\$ 12,990.14	\$ 12,990.14	17.0%	\$ 12,990.14	17.0%	\$ 12,990.14	17.0%	7.9%
CLASSROOM SUPPLIES	\$ 15,000.00	\$ 2,891.74	\$ 2,891.74	\$ 12,108.26	\$ 12,108.26	\$ 12,108.26	17.0%	\$ 12,108.26	17.0%	\$ 12,108.26	17.0%	19.3%
CENTER SUPPLIES	\$ 33,216.00	\$ 4,553.97	\$ 5,379.28	\$ 27,836.72	\$ 27,836.72	\$ 27,836.72	17.0%	\$ 27,836.72	17.0%	\$ 27,836.72	17.0%	16.2%
TRAINING SUPPLIES	\$ 3,000.00	\$ 57.52	\$ 537.52	\$ 2,462.48	\$ 2,462.48	\$ 2,462.48	17.0%	\$ 2,462.48	17.0%	\$ 2,462.48	17.0%	17.9%
FOOD	\$ 3,000.00	\$ 342.46	\$ 342.46	\$ 2,657.54	\$ 2,657.54	\$ 2,657.54	17.0%	\$ 2,657.54	17.0%	\$ 2,657.54	17.0%	11.4%
OTHER												
CONTRACTS	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	17.0%	\$ 10,000.00	17.0%	\$ 10,000.00	17.0%	0.0%
MEDICAL	\$ 10,000.00	\$ 1,605.90	\$ 1,605.90	\$ 8,394.10	\$ 8,394.10	\$ 8,394.10	17.0%	\$ 8,394.10	17.0%	\$ 8,394.10	17.0%	16.1%
DENTAL	\$ 13,465.00	\$ 495.79	\$ 495.79	\$ 12,969.21	\$ 12,969.21	\$ 12,969.21	17.0%	\$ 12,969.21	17.0%	\$ 12,969.21	17.0%	3.7%
CHILD TRAVEL	\$ 104,398.00	\$ 8,255.27	\$ 14,216.22	\$ 90,181.78	\$ 90,181.78	\$ 90,181.78	17.0%	\$ 90,181.78	17.0%	\$ 90,181.78	17.0%	13.6%
EMPLOYEE TRAVEL	\$ 28,000.00	\$ 2,431.55	\$ 2,990.45	\$ 25,009.55	\$ 25,009.55	\$ 25,009.55	17.0%	\$ 25,009.55	17.0%	\$ 25,009.55	17.0%	10.7%
CAREER DEVELOP	\$ -	\$ 897.60	\$ 897.60	\$ (897.60)	\$ (897.60)	\$ (897.60)	17.0%	\$ (897.60)	17.0%	\$ (897.60)	17.0%	0.0%
PARENT TRAINING	\$ 15,400.00	\$ 913.28	\$ 8,732.36	\$ 6,667.64	\$ 6,667.64	\$ 6,667.64	17.0%	\$ 6,667.64	17.0%	\$ 6,667.64	17.0%	56.7%
SPACE	\$ 57,779.00	\$ 7,192.84	\$ 7,642.96	\$ 50,136.04	\$ 50,136.04	\$ 50,136.04	17.0%	\$ 50,136.04	17.0%	\$ 50,136.04	17.0%	13.2%
DEPRECIATION	\$ 30,600.00	\$ 2,448.00	\$ 4,896.00	\$ 25,704.00	\$ 25,704.00	\$ 25,704.00	17.0%	\$ 25,704.00	17.0%	\$ 25,704.00	17.0%	16.0%
UTILITIES	\$ 58,300.00	\$ 2,470.65	\$ 3,023.65	\$ 55,276.35	\$ 55,276.35	\$ 55,276.35	17.0%	\$ 55,276.35	17.0%	\$ 55,276.35	17.0%	5.2%
TELEPHONE	\$ 34,500.00	\$ 7,493.25	\$ 8,834.59	\$ 25,665.41	\$ 25,665.41	\$ 25,665.41	17.0%	\$ 25,665.41	17.0%	\$ 25,665.41	17.0%	25.6%
OTHER	\$ 34,216.00	\$ 3,179.13	\$ 13,058.03	\$ 21,157.97	\$ 21,157.97	\$ 21,157.97	17.0%	\$ 21,157.97	17.0%	\$ 21,157.97	17.0%	38.2%
TOTAL DIRECT COSTS	\$ 4,447,267.00	\$ 360,066.59	\$ 689,021.85	\$ 3,758,245.15	\$ 3,758,245.15	\$ 3,758,245.15	17.9%	\$ 3,758,245.15	17.9%	\$ 3,758,245.15	17.9%	15.5%
ADMIN COSTS	\$ 327,663.00	\$ 24,530.84	\$ 24,530.84	\$ 303,132.16	\$ 303,132.16	\$ 303,132.16	8.0%	\$ 303,132.16	8.0%	\$ 303,132.16	8.0%	7.5%
GRAND TOTAL	\$ 4,774,930.00	\$ 384,597.43	\$ 713,552.69	\$ 4,061,377.31	\$ 4,061,377.31	\$ 4,061,377.31	17.4%	\$ 4,061,377.31	17.4%	\$ 4,061,377.31	17.4%	14.9%
IN KIND NEEDED	\$ 1,193,733.00											
IN KIND GENERATED	\$ -											
IN KIND (SHORT)/LONG	\$ (1,193,733.00)											
PROCUREMENT CARD												
EXPENSE	\$ 10,826.77	3% of Total Expense. Detailed report of PCARD charges available upon request.										
USDA	Food	Non-Food	Repair/Maint	Total for Month	Revenue Received	YTD						
Total All Centers	16,687.31	828.18	737.74	18,253.23		23,686.25						

CATEGORY	TOTAL	TOTAL THIS	CASH OUTLAY	PROJECTED	ACTUAL
	APPROVED	MONTH	TO DATE	BALANCE	%
OUT OF AREA TRAVEL	\$ 33,334.00	\$ 498.91	\$ 2,011.21	\$ 31,322.79	17.0%
SUPPLIES					
Training Supplies	\$ 4,118.00	\$ 203.25	\$ 543.09	\$ 3,574.91	17.0%
OTHER					
Contracts	\$ -				
Career Development	\$ 16,527.00	\$ -	\$ 1,200.00	\$ 15,327.00	17.0%
TOTAL DIRECT COSTS	\$ 53,979.00	\$ 702.16	\$ 3,754.30	\$ 50,224.70	17.0%
GRAND TOTAL	\$ 53,979.00	\$ 702.16	\$ 3,754.30	\$ 50,224.70	17.0%
IN KIND NEEDED	\$ 13,495.00				
IN KIND GENERATED	\$ -				
IN KIND (SHORT)/LONG	\$ (13,495.00)				

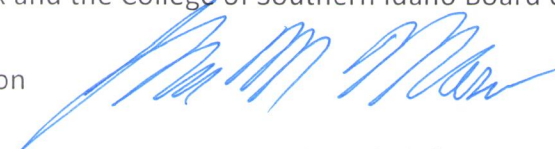
CATEGORY	TOTAL		TOTAL THIS MONTH		CASH OUTLAY		BALANCE		BALANCE		PROJ		ACTUAL	
	APPROVED		MONTH	TO DATE	OF BUDGET	OF BUDGET	%	%			%	%		
SALARIES	\$ 552,886.00		\$ 42,037.88	\$ 82,589.53	\$ 470,296.47	\$ 470,296.47	17.0%	17.0%						
BENEFITS	\$ 286,935.00		\$ 20,368.38	\$ 40,632.73	\$ 246,302.27	\$ 246,302.27	17.0%	17.0%						14.9%
OUT OF AREA TRAVEL	\$ -				\$ -	\$ -	0.0%	0.0%						14.2%
EQUIPMENT	\$ -				\$ -	\$ -	0.0%	0.0%						0.0%
SUPPLIES														0.0%
OFFICE CONSUMABLES	\$ 3,505.00		\$ 28.84	\$ 29.90	\$ 3,475.10	\$ 3,475.10	17.0%	17.0%						0.9%
CENTER SUPPLIES	\$ 13,265.00		\$ 334.75	\$ 403.40	\$ 12,861.60	\$ 12,861.60	17.0%	17.0%						3.0%
CLASSROOM SUPPLIES	\$ 10,047.00		\$ 1,220.78	\$ 1,220.78	\$ 8,826.22	\$ 8,826.22	17.0%	17.0%						12.2%
TRAINING SUPPLIES	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00	17.0%	17.0%						0.0%
FOOD	\$ 2,066.00			\$ -	\$ 2,066.00	\$ 2,066.00	17.0%	17.0%						0.0%
CONTRACTUAL														
OTHER														
CONTRACTS	\$ 56,940.00		\$ 1,503.66	\$ 1,503.66	\$ 55,436.34	\$ 55,436.34	17.0%	17.0%						2.6%
MEDICAL	\$ 7,500.00		\$ 245.01	\$ 245.01	\$ 7,254.99	\$ 7,254.99	17.0%	17.0%						3.3%
DENTAL	\$ 5,000.00		\$ 222.24	\$ 222.24	\$ 4,777.76	\$ 4,777.76	17.0%	17.0%						4.4%
CHILD TRAVEL	\$ -		\$ -											
EMPLOYEE TRAVEL	\$ 4,453.00		\$ 316.74	\$ 664.36	\$ 3,788.64	\$ 3,788.64	17.0%	17.0%						14.9%
CAREER DEVELOP	\$ -		\$ 220.00	\$ 220.00	\$ (220.00)	\$ (220.00)	0.0%	0.0%						0.0%
PARENT TRAINING	\$ 2,300.00		\$ 1,320.00	\$ 2,120.00	\$ 180.00	\$ 180.00	17.0%	17.0%						92.2%
FACILITIES/CONST.	\$ 3,400.00		\$ 44.58	\$ 161.70	\$ 3,238.30	\$ 3,238.30	17.0%	17.0%						4.8%
DEPRECIATION	\$ 20,400.00		\$ 1,700.00	\$ 3,400.00	\$ 17,000.00	\$ 17,000.00	17.0%	17.0%						16.7%
UTILITIES	\$ 8,400.00		\$ 288.12	\$ 336.01	\$ 8,063.99	\$ 8,063.99	17.0%	17.0%						4.0%
TELEPHONE	\$ 4,000.00		\$ 524.86	\$ 671.89	\$ 3,328.11	\$ 3,328.11	17.0%	17.0%						16.8%
OTHER	\$ 6,211.00		\$ 451.58	\$ 2,584.23	\$ 3,626.77	\$ 3,626.77	17.0%	17.0%						41.6%
TOTAL DIRECT COSTS	\$ 990,808.00		\$ 70,827.42	\$ 137,005.44	\$ 853,802.56	\$ 853,802.56	16.1%	16.1%						13.8%
ADMIN COSTS	\$ 69,100.00		\$ 5,003.94	\$ 5,003.94	\$ 64,096.06	\$ 64,096.06	8.0%	8.0%						7.2%
GRAND TOTAL	\$ 1,059,908.00		\$ 75,831.36	\$ 142,009.38	\$ 917,898.62	\$ 917,898.62	15.6%	15.6%						13.4%
IN KIND NEEDED	\$ 264,977.00													
IN KIND GENERATED	\$ 531,990.71													
IN KIND (SHORT)/LONG	\$ 267,013.71													
USDA														
Total All Centers	529.47		424.51	199.52	1,153.50	-			Revenue Received	YTD Expense				1,345.75

CATEGORY	TOTAL	TOTAL THIS	CASH OUTLAY	BALANCE	PROJECTED	ACTUAL
	APPROVED	MONTH	TO DATE		%	%
OUT OF AREA TRAVEL	\$ 13,585.00	\$ 364.50	\$ 975.86	\$ 12,609.14	17.0%	7.2%
SUPPLIES						
Training Supplies	\$ 1,424.00	\$ -	\$ -	\$ 1,424.00	17.0%	0.0%
OTHER						
Contracts	\$ 4,000.00	\$ -				
Career Development	\$ 7,489.00		\$ -	\$ 7,489.00	17.0%	0.0%
TOTAL DIRECT COSTS	\$ 26,498.00	\$ 364.50	\$ 975.86	\$ 25,522.14	17.0%	3.7%
GRAND TOTAL	\$ 26,498.00	\$ 364.50	\$ 975.86	\$ 25,522.14	17.0%	3.7%
IN KIND NEEDED	\$ 6,625.00					
IN KIND GENERATED	\$ -					
IN KIND (SHORT)/LONG	\$ (6,625.00)					

March 16, 2015

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

From: Mike Mason



Re: Fiscal Year 2016 Tuition Increase and Fund Shift

Scot Scholes, Laird Stone and I met with the Student Senate on March 9th to discuss increasing Tuition by \$5 and the shifting of \$1 from Student Association funds, the shifting of \$1 from Student Union funds and the shifting of \$.20 from Student Health funds to Tuition. The effect of this change would be to increase per credit tuition and fee charges from \$115 per credit to \$120 per credit which is an increase of 4.35%. The Tuition portion of tuition and fees would increase from \$72.15 to \$79.35 which is an increase of 9.98%. Idaho Code Section 33-2110 limits tuition increases to 10% per year.

The students discussed the March 9th proposal and we agreed to come back on March 16th to get their input. Scott Scholes, Laird Stone, Karl Kleinkopf and I met again with the Student Senate on March 16th. At the March 16th meeting, an alternate proposal was discussed. This proposal was to increase Tuition by \$6, shift \$1 from the Student Union fund and shift \$.20 from the Student Health fund to Tuition. The effect of this proposal is to increase per credit tuition and fees from \$115 per credit to \$121 per credit which would be an increase of 5.2%. The Tuition portion of tuition and fees would increase the same amount as in the first proposal – from \$72.15 to \$79.35 which is still 9.98%.

The Student Senate has discussed both proposals at length and will advise the Board at the March 23rd board meeting of their decision. Either proposal will provide the additional revenue needed in the General Fund for the fiscal year 2016 budget.

COLLEGE OF SOUTHERN IDAHO
Tuition & Fee Charges for FY 16
MARCH 9, 2015 - Proposal 1

FEE DESCRIPTION	2014-2015 DOLLARS PER CREDIT	2015-2016 DOLLARS PER CREDIT	2015-2016 PERCENT CHANGE	FY 16 PERCENT OF TOTAL
TUITION	\$72.15	\$79.35	9.98%	66.12%
REGISTRATION SERVICES	\$17.08	\$17.08	0.00%	14.24%
LAB AND LIBRARY	\$7.20	\$7.20	0.00%	6.00%
CHILD CARE	\$0.67	\$0.67	0.00%	0.56%
ATHLETICS	\$6.70	\$6.70	0.00%	5.58%
STUDENT ASSOCIATION	\$5.36	\$4.36	-18.69%	3.63%
EVENTS & HONORS	\$0.63	\$0.63	0.00%	0.53%
STUDENT UNION	\$2.50	\$1.50	-40.00%	1.25%
STUDENT HEALTH	\$0.73	\$0.53	-27.43%	0.44%
GRADUATION FEE	\$0.20	\$0.20	0.00%	0.17%
TECHNOLOGY FEE	\$1.40	\$1.40	0.00%	1.17%
CONTINGENCY	\$0.38	\$0.38	0.00%	0.32%
TOTAL	\$115.00	\$120.00	4.35%	100.00%

In State
Per Credit \$280.00
12 Credits \$3,360.00

DUAL CREDIT PER CREDIT CHARGES \$ 65.00

Overload charges are for over 12 credits

COLLEGE OF SOUTHERN IDAHO
 TUITION & FEE CHARGES FOR FY 16
MARCH 16, 2015 - Proposal 2

FEE DESCRIPTION	2014-2015 DOLLARS PER CREDIT	2015-2016 DOLLARS PER CREDIT	2015-2016 PERCENT CHANGE	FY 16 PERCENT OF TOTAL
TUITION	\$72.15	\$79.35	9.98%	65.58%
REGISTRATION SERVICES	\$17.08	\$17.08	0.00%	14.12%
LAB AND LIBRARY	\$7.20	\$7.20	0.00%	5.95%
CHILD CARE	\$0.67	\$0.67	0.00%	0.55%
ATHLETICS	\$6.70	\$6.70	0.00%	5.54%
STUDENT ASSOCIATION	\$5.36	\$5.36	0.00%	4.43%
EVENTS & HONORS	\$0.63	\$0.63	0.00%	0.52%
STUDENT UNION	\$2.50	\$1.50	-40.00%	1.24%
STUDENT HEALTH	\$0.73	\$0.53	-27.43%	0.44%
GRADUATION FEE	\$0.20	\$0.20	0.00%	0.17%
TECHNOLOGY FEE	\$1.40	\$1.40	0.00%	1.16%
CONTINGENCY	\$0.38	\$0.38	0.00%	0.31%
TOTAL	\$115.00	\$121.00	5.22%	100.00%

In State
 Per Credit \$280.00
 12 Credits \$3,360.00

DUAL CREDIT PER CREDIT CHARGES \$ 65.00

Overload charges are for over 12 credits



March 16, 2015

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

From: Mike Mason

A handwritten signature in blue ink, appearing to read "Mike Mason", is written over the "From:" line and extends slightly into the "Re:" line.

Re: Campus Master Planning Services

We advertised for the services of a design professional to develop a comprehensive master plan for the college. In response to the advertisement we received proposals from the following firms:

CTA Architects of Boise, Idaho

LCA Architects of Boise, Idaho

MHTN Architects of Salt Lake City, Utah

Yost Grube Hall Architecture of Portland, Oregon

On February 19th, a committee comprised of Bob Keegan, Thad Scholes, Chris Bragg, Allen Scherbinske, Randy Dill and Mike Mason reviewed the proposals. While all firms are qualified to perform the master planning services, the committee selected CTA Architects as the top firm.

Since this was a qualification based selection, pricing is to be negotiated with the selected firm. I have been in contact with CTA Architects and reviewed their pricing proposal. We discussed each subcontractor, work to be performed, hours to be charged and rates of pay. It is my opinion that the proposed price of \$164,750 appears to be reasonable for the scope of work to be performed.

Based upon the above, I respectfully request permission from the Board to negotiate a contract with CTA Architects in the amount of \$164,750 for comprehensive master planning services for the college.



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Re: Audit Firm Selection

We published a request for comprehensive auditing services for all college programs and received four responses. The firms responding are as follows:

- Clifton Larson Allen – Bellevue, Washington
- Eide Bailey – Boise, Idaho
- France, Basterrechea, Wagner & Bunn – Gooding, Idaho
- Ware and Associates – Twin Falls, Idaho

The selection of the audit firm is qualification based with a negotiated price. Clifton Larson Allen did not submit a price. The remaining three firms submitted prices ranging from \$40,000 to \$50,000. All three firms are qualified to conduct the audit.

In order to provide consistency and allow the auditors to recover initial costs, I suggest that we enter into a three year contract with the auditing firm. Due to summer audit schedules being finalized, we need to make the selection as soon as possible.

I respectfully request that the Board advise me of their audit firm selection and authorize me to negotiate a contract with the successful firm.



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Re: Veteran's Waiver of Non-Resident Fees

In order for the college to continue to participate in federal veterans educational programs, we must have a veteran's residency policy in accordance with Section 3678 (c) of Title 38, United State Code. The required policy must state that we will charge resident tuition to any veteran or eligible beneficiaries who are receiving Chapter 30 or Chapter 33 veteran's benefits. Board approval of this policy is required for documentation to the Secretary of Veterans Affairs.

In order to meet this requirement, we are recommending that the following policy be inserted into the catalogue: The College of Southern Idaho will provide a waiver of non-resident tuition and fees to students who can prove to the institution that they meet the eligibility criteria set forth under Section 3679 (c) of Title 38, United States Code.

The attached page provides information concerning the eligible programs for veterans for the out of state tuition and fee waiver. We have approximately six students that would be eligible for this program. The fiscal impact will be minimal.

Based upon our long term service to veterans and our continued participation in veteran's educational programs, I respectfully request the Board approve this policy. Upon Board approval, we will seek formal recognition and approval of the policy from the US Department of Veteran's Affairs.

Compliance as explicitly required by Section 702:

The following individuals shall be charged a rate no higher than the rate charged a resident of the State of Idaho:

- A Veteran using educational assistance under either chapter 30 (Montgomery G.I. Bill – Active Duty Program) or chapter 33 (Post-9/11 G.I. Bill), of title 38, United States Code, who lives in the State of Idaho while attending a school located in the State of Idaho (regardless of his/her formal State of residence) and enrolls in the school within three years of discharge from a period of active duty service of 90 days or more.
- Anyone using transferred Post-9/11 GI Bill benefits (38 U.S.C. § 3319) who lives in the State of Idaho while attending a school located in the State of Idaho (regardless of his/her formal State of residence) and enrolls in the school within three years of the transferor's discharge from a period of active duty service of 90 days or more.
- Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in the State of Idaho while attending a school located in the State of Idaho (regardless of his/her formal State of residence) and enrolls in the school within three years of the Servicemember's death in the line of duty following a period of active duty service of 90 days or more.
- Anyone described above while he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school. The person so described must have enrolled in the school prior to the expiration of the three year period following discharge or death described above and must be using educational benefits under either chapter 30 or chapter 33, of title 38, United States Code.