CALL TO ORDER AND VERIFICATION OF QUORUM
Board Chair Williams called the meeting to order at 6:00 p.m. and verified that a quorum of the Board was present.

ATTENDANCE
Trustees:  Mic Armon
          Denny Hague
          Judy Meyer
          Rolly Williams
          Christie Wood
          Ron Vieselmeyer, Trustee-Elect

Also present:
          Barbara Hanson, Vice President for Instruction
          Rolly Jurgens, Vice President for Administrative Services
          Eric Murray, Vice President for Student Services
          Kent Propst, Assistant to the President for Community Relations
          Marc Lyons, Attorney for North Idaho College
          Jim DeMoss, Senate Chair
          Patrice Wheeler, Staff Assembly Chair
          Bill Richards, Faculty Assembly Chair
          Ryan Robinson, ASNIC President

APPROVAL OF MINUTES
MOTION:  11-28-06: 40 Motion was made by Trustee Armon and seconded by Trustee Hague to approve the minutes as corrected. The motion was unanimously approved.

OPEN FORUM FOR PUBLIC REMARKS
None.

CELEBRATING SUCCESS
Dr. Eric Murray, Vice President for Student Services, gave a presentation on enrollment management and recruitment and retention. He explained processes under development, including restructuring of the scholarship award process, the addition of senior enrollment marketing, and other methods under consideration to recruit and retain students.

LEGISLATIVE AGENDA 2007
Vice President Kent Propst presented the revisions to the draft legislative agenda since the last Board meeting. He said that the Legislative Committee requested that the board members
present the legislative agenda at the December 11, 2006 meeting with the regional legislators. Following discussion of the legislative agenda topics and minor revisions, the following motion was made:

**MOTION: 11-28-06: 41** Motion was made by Trustee Armon and seconded by Trustee Wood to approve the 2007 Legislative Agenda with the suggested revisions. The motion was unanimously approved.

**EXTERNAL AUDIT FY06**
Vice President Jurgens introduced Stan Wood of Magnuson McHugh & Co., CPAs, P.A., who recapped the recent audit. Wood stated that the financial statements were presented fairly and the information contained therein was in accordance with generally accepted accounting principles. He discussed the unrestricted fund balance and its uses, such as capital expenditures or improvements. Wood noted that 12-14% of the current revenue is the recommended fund balance. He said that one-time projects had reduced the fund balance, but that the reduction in the fund balance had been planned. He recommended that effort should be directed toward replacing the reduction. Trustee Armon noted that he had participated in the audit exit interview and was very pleased with the results of the audit. The following motion was then made:

**MOTION: 11-28-06: 42** Motion was made by Trustee Armon and seconded by Trustee Wood to accept the FY2006 external audit as presented. The motion was unanimously approved.

**CANVASS OF THE BOARD OF TRUSTEES ELECTION AND OATH OF OFFICE**
Jurgens reported on the total number of votes cast for the candidates for the NIC Board of Trustees position as follows:

Bill Brooks received 4,623 votes or 16.96% of the votes cast.
R. James (Jim) Coleman received 6,666 votes or 24.46% of the votes cast.
Dennis A. Connors received 4,436 votes or 16.28% of the votes cast.
Stan Hess received 3,252 votes or 11.93% of the votes cast.
Ron Vieselmeyer received 8,274 or 30.36% of the votes cast and was declared winner of the election. The following motion was then made:

**MOTION: 11-28-06: 43** Motion was made by Trustee Meyer and seconded by Trustee Armon to accept the canvass of the election of November, 2006, for North Idaho College trustee as presented. The motion was unanimously approved.

Following the canvassing of the election and acceptance of the election results, Jurgens administered the Oath of Office to Ron Vieselmeyer, who then replaced Denny Hague at the Trustees' table for the remainder of the meeting.
ELECTION OF BOARD OFFICERS
Board Chair Williams conducted the election of officers as follows:

Trustee Meyer nominated Trustee Armon as Treasurer, the nomination was seconded and nominations were closed. Vote was unanimous for Trustee Armon for Treasurer.

Trustee Armon nominated Trustee Meyer as Secretary, the nomination was seconded and nominations were closed. Vote was unanimous for Trustee Meyer as Secretary.

Trustee Meyer nominated Trustee Wood as Vice Chair, the nomination was seconded and nominations were closed. Vote was unanimous for Trustee Wood as Vice Chair.

Trustee Wood nominated Trustee Williams to remain as Board Chair, the nomination was seconded and nominations were closed. Vote was unanimous for Trustee Williams as Board Chair.

After discussion the Trustees determined that Trustee Armon will be the Board representative and liaison to the NIC Foundation and Trustee Wood will remain voting delegate for the American Association of Community College Trustees.

DISTANCE EDUCATION AND OFF-CAMPUS ENROLLMENTS
Dr. Candace Wheeler, Director of Distance Education, presented data on five-year trends and increases in enrollment in distance education and off-campus enrollments. She noted that hybrid classes—those classes that are conducted via the internet or video conferencing as well as in the classroom—are increasing and are a preferred delivery method by students. Wheeler also reported on the collaboration of entities in the communities of Bonners Ferry, the Silver Valley, and Sandpoint that support the outreach centers in those areas.

DEGREE ATTAINMENT AND TRANSFER RATES
Vice President for Student Services Eric Murray presented data on degree attainment rates over the past several years for fulltime, first-time degree seeking students. He discussed possible causes for changes in enrollment figures, transfer rates, trends on degree completion, as well as other statistics regarding degree attainment.

EDUCATIONAL CORRIDOR UPDATE
Vice President Jurgens, substituting for President Burke who was attending a funeral, said meetings continued to take place about the educational corridor. Representatives from several of the organizations involved were scheduled to be at an executive session of the Idaho State Board of Education the following day to discuss plans for the educational corridor. Following dialogue about the planning of the corridor, the trustees said that there have been misconceptions in the news and in the community about the project.

LEGISLATIVE INTERIM COMMITTEE ON COMMUNITY COLLEGES
Vice President Kent Propst reported on the findings of the Legislative Interim Committee on Community Colleges. Draft bills will be introduced in the next legislative session to revise the majority of votes needed for approval of community college taxing districts, to standardize professional-technical education tuition and fees, to reduce trustees’ terms of office, as well as other legislation.
REPORTS
PRESIDENT
President Burke was not present at the meeting due to the death of his mother.

SENATE
Jim DeMoss, Senate Chair, said that the Senate had a first reading of alcohol policy and is attempting to address a backlog of policies from last academic year. The resignations, layoffs, and dismissals policy will be reviewed in December. DeMoss said that the Senate is also reviewing changes to student by-laws and the balance of staff and faculty membership in the Senate.

FACULTY ASSEMBLY
Bill Richards, Faculty Assembly Chair, had to leave the meeting. Patrice Wheeler said that Richards asked her to report that Kent Propst will be the featured guest at the December meeting.

STAFF ASSEMBLY
Patrice Wheeler, Staff Assembly Chair, said that Drs. Murray and Hanson had been invited to Staff Assembly to give information on projects in their areas. The Staff Assembly web forum is up and running, and it is on the college intranet rather than the internet.

ASNIC
Ryan Robinson, ASNIC President, said that two Senators had resigned and that ASNIC was seeking replacements. He said three new clubs were approved: LDS Club, Improvisational Club, and a Conservative Club. Robinson reported that he will be meeting with the student leaders of the College of Southern Idaho and that it was hoped that a coalition of students can be formed. He reported on various activities taking place in December.

BOARD CHAIR
Board Chair Williams urged the other trustees to visit the outreach centers.

REMARKS FOR GOOD OF ORDER
Trustee Meyer suggested a review of the Professional Technical eight-year plan in order to avoid non-duplication of previous work. She also reported on a conference call with the higher education committee members of Idaho Business Coalition on Higher Education to discuss professional-technical programs.

Trustee Wood commended Denny Hague on his many years of service on the Board of Trustees, and she welcomed Ron Vieselmeyer.
ADJOURNMENT

Motion was made by Trustee Vieselmeyer, seconded by Trustee Armon, and unanimously approved to adjourn the meeting.

Time:  8:55 p.m.

____________________________   ______________________________
Board of Trustees Chair    Board of Trustees Secretary