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
Judy Meyer
Ron Vieselmeyer
Rolly Williams
Christie Wood

Also present: Michael Burke, President
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
Patrice Wheeler, Staff Assembly Chair
Bill Richards, Faculty Assembly Chair

APPROVAL OF MINUTES
MOTION: 12-20-06: 44 Motion was made by Trustee Armon and seconded by Trustee Wood to approve the minutes as revised. The motion was unanimously approved.

OPEN FORUM FOR PUBLIC REMARKS
Dennis Connors, one of the candidates for the November 2006 Board of Trustees election, spoke about his motivation and experience for running for the Board and offered suggestions.

Stan Hess, also a candidate for the Board of Trustees election, expressed his view about the election and a proposed student club.

CELEBRATING SUCCESS
Rayelle Anderson, Executive Director of the NIC Foundation, introduced David Foster, Biology Instructor, and Jean Gay Thomas, Signing Interpreter and Access Specialist. Each was the recipient of an NIC Foundation grant, and each talked about how the grant funds will be used in their specific programs.
APPROVAL OF PTE PLAN FOR 2006-2013
President Burke told the trustees that the Professional Technical Plan for 2006-2013 for program development had been discussed at the last Board meeting. He explained that the timelines for the plan are flexible and dependent upon various factors. Discussions took place regarding possible programs, how new programs are implemented, the function of advisory boards, funding of programs, and responsiveness to community requests for programs. Subsequent to the discussions, the following motion was made:

MOTION: 12-20-06: 45 Motion was made by Trustee Wood and seconded by Trustee Meyer to approve the Professional Technical Plan for 2006-2013 as presented. The motion was unanimously approved.

AGING AND ADULT SERVICES UPDATE
Pearl Bouchard, Director of Aging and Adult Services, explained the services of that organization, as well as the structure, the mission, and the responsibilities of NIC as the fiduciary agent of the organization. With a budget of nearly three million dollars, Aging and Adult Services oversees delivery of services through other organizations. Bouchard explained that many of the services have long waiting lists, and many elders encounter hardships while awaiting services. Due to the increase in the aging population, the need for aid and services for seniors is growing.

HEAD START UPDATE
Doug Fagerness provided the Board of Trustees with a packet of information outlining the Revised Performance Standard Requirements, the Strategic Plan for Program Year 2006-2007, and information on the clarifications on oversights by boards. The information also included the complete report of the skill levels of North Idaho children of NIC Head Start for the Head Start National Reporting System.

Fagerness updated the Board on Boundary County Head Start building project. The community has provided many resources, but the program still has a $62,100 shortfall. By the time the building was funded, construction costs had increased. Monte Factor of Max Factor recently donated $1,000, but Fagerness said there is a need a fundraising expert to help.

In October 1998, the NIC Board recommended that the Vice President for Administrative Services be delegated the oversight of Head Start. The regulation has been revised and the Board needs to have a system for Board oversight. Fagerness suggested either a Board representative or a committee from the Board be designated.

Rolly Jurgens, the Vice President for Administrative Services, explained his responsibilities: hiring director, reviewing of the minutes of meetings, meeting with the auditors, the policy council, oversight of all fiscal funding, assurance of adequate checks and balances for the funds, and supervision of expenditures.

Discussion took place on how to meet the regulation of Board oversight. A motion was made by Trustee Vieselmeyer to have a report on Head Start within the NIC quarterly budget.
The motion died for lack of a second to the motion. College Attorney Marc Lyons said that certain policies and procedures need to be in place before a decision is made for Board oversight. He suggested that the matter be researched for clarification.

Fagerness provided data on the demographics and growth in the counties served and showed number of children living in poverty and those that are being served. There are currently lists for children awaiting enrollment in the program.

**LEGISLATIVE SESSION PREVIEW**

President Burke said that the NIC Legislative Agenda was presented to the legislators on December 11, and he felt it was well received. Vice President Kent Propst has organized the annual CSI/NIC pizza lunch with the legislators on January 15, 2007. The NIC presentation before the Joint Finance-Appropriations Committee will be on January 24, 2007, and Chamber of Commerce Days at the Legislator are January 28-30.

NIC will again use the services of Lucas Braden, the Coeur d'Alene Chamber of Commerce legislative liaison, to help represent NIC's legislative issues.

**EDUCATIONAL CORRIDOR UPDATE**

President Burke told the Board that the charrette process and the first planning document on the educational corridor have been completed. Feedback is being sought prior to the presentation of a redraft for final consideration. A number of representatives from various local entities comprise the committee working on the education corridor. The group has been meeting for some time to develop a concept for the educational corridor. The trustees will be kept advised of progress on the plan.

**REPORTS**

**PRESIDENT**

President Burke thanked the campus community for the condolences extended to him and his family due to his mother's recent death. He reported on his activities, which included: attendance at the American Association of Community Colleges (AACC) board meeting, the NIC Ponderay Center Grand Opening, and attendance at A Midsummer Night's Dream, a NIC drama production. Burke stated that Vice President for Student Services Eric Murray, had developed a crisis management procedure manual and exercises to train employees on this topic. He noted that spring enrollment data looks promising. Burke also told the Trustees about a collaborative effort with the military and NIC's videoconferencing staff to connect service people in Iraq with family members in Idaho via IVC. Fifty-five families in the Inland Northwest will participate.

**SENATE**

Jim DeMoss, Senate Chair, noted that the Senate would meet the following day, so he had no report.

**FACULTY ASSEMBLY**

Bill Richards, Faculty Assembly Chair, reported that he would be participating in a lunch with legislators and his counterparts at the other Idaho colleges and universities. Richards stated that Vice President for Instruction Barbara Hanson had met with faculty for discussion regarding instruction. He said that faculty will be meeting with Kent Propst on the legislative
process and how faculty can help with the legislative agenda. They will also meet with Rolly Jurgens on the budget requests to the legislature.

**STAFF ASSEMBLY**
Patrice Wheeler, Staff Assembly Chair, said that Vice President Murray gave a presentation on recruitment and retention for staff. In February Vice President Hanson will update staff on the instruction area. Wheeler said the staff web forum is now in use and that the staff will be participating in planning for the spring semester.

**ASNIC**
Ryan Robinson, ASNIC President, was not present.

**BOARD CHAIR**
Board Chair Williams had no remarks.

**REMARKS FOR GOOD OF ORDER**
Vice President Jurgens showed a cover of *Northwest Woman* magazine featuring NIC faculty member, Mikki Stevens, as founder of the “Red Hot Mamas.”

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

Time: 9:10 p.m.

________________________________  __________________________________
Board of Trustees Chair          Board of Trustees Secretary