Dear Trustees,

It’s hard to believe that we’re so near spring break, but time passes quickly when we’re all so busy! I have much to tell you about this month, but will start with our March update to the strategic plan.

NIC Strategic Plan  
**Theme IV: Finance and Funding**

**GOAL 1:** Pursue expanded funding opportunities through NIC Foundation for student success, faculty-staff support, facility development, and program development.

**Objective A:** Provide appropriate support for future college expansion and special initiatives.

**Action Item 1:** Actively support special initiatives for priority needs.

The Foundation has successfully purchase the DeArmond mill site and continues to assist the college as needed as the site is developed.

**Action Item 2:** Pursue expanded funding for priority needs.

The Development Department continues to work closely with college leadership to identify priority needs to guide external private fundraising and grant requests.

Expanded communications with departments and divisions has been taking place this academic year to further identify unmet priority needs and to develop strategies to successfully assist in securing external resources as appropriate.

**Objective B:** Develop and implement a more comprehensive annual giving campaign to expand resources for priority needs.

**Action Item 1:** Continue to expand on the newly formed external annual giving campaign.

The Foundation and Development Department staff launched a new annual campaign strategy in spring 2008, which continues to gain momentum. From 2008 to 2009, the total number of donors has grown by over 150% and total dollars raised has nearly doubled from 2008 to 2009. Expanding donations for the “greatest needs” of NIC continues to be a challenge. Those funds are the dollars that provide the flexibility for the Foundation Board to target unmet needs served through the Foundation Grant Program and directed program support.

**Action Item 2:** Develop an internal annual campaign that the NIC family feels positive about and actively participates in.

In spring 2009, the Development Department staff worked closely with an employee steering committee to implement a collaborative plan tailored to NIC employees to build awareness and increase participation in the giving opportunities available. The first Employee Giving Campaign was a great success with 40 percent participation, and this year’s campaign wrapped up March 17 with a celebratory reception.

**GOAL 2:** Pursue opportunities for alternative funding sources.

**Objective A:** Seek federal and state special appropriations for suitable college priority activities and programs.
The FY 11 budget request has been submitted to the State Board of Education in accordance with their guidelines and is awaiting legislative funding, and we review federal grant opportunities as they arise. Reports on the stimulus funding are being submitted per directions and our advocates in Washington, DC, K & L Gates, routinely update us about relevant programs for our evaluation and consideration.

The final FY 2010 appropriations bills included an appropriation of $100,000 for our health professions training. We will use this to begin the work on a new Physical Therapist Assistant (PTA) program.

We submitted two appropriation requests for FY 2011. One is for an additional $200,000 to fully fund the start of the PTA program and a $370,000 request for POST equipment and a campus wide crisis management database system.

It will be a difficult year to get these funded as the House Republicans recently voted for a moratorium on earmarks for this budget cycle. The Senate has not done so, thus we will have to rely on them.

Objective C: Expand total external private and federal grant applications for targeted college priority needs.

Action Item 1: Increase targeted request for grant sources such as Title III, Part A Strengthening Institutions; TRIO (SSS, EOC, Talent Search); NSF Programs (ATE, CCLI, STEP, S-STEM, etc.); other federal and private grants.

A renewal grant application has been submitted for the U.S. Department of Education to provide $235,000 annually for five years for TRIO Student Support Services. The grants coordinator is working with an internal team to provide initial data to the Title III consultants for the upcoming U.S. Department of Education Title IIIA, Strengthening Institutions grant, which will focus on eLearning and Outreach. Title III grants average $365,000 annually for three years. Two NSF grants submitted in 2009 (S-STEM for $600,000 and STEP for $500,000) were not funded. The grants coordinator is working with program managers to re-write the grants and resubmit later this year. NIC is collaborating with eight community colleges in a ten-state region for a $625,000 health information technology training grant. The grant is funded through ARRA stimulus funding and is administered by U.S. Department of Health and Human Services (HHS). If funded, NIC will be the lead college in Idaho for this grant and will subcontract with ISU, CSI and LCSC to provide a certificate via on-site and distance learning.

Action Item 2: Increase campus involvement in grants development.

The Development Department has developed a communications strategy to enhance understanding and participation in the external grant seeking process and future opportunities. This strategy includes presentations and meetings with Management Team, Instruction, and Student Services, academic and administrative departments, and individuals regarding their funding priorities and potential grant sources. The Development Department staff has been realigned for increased emphasis on external grant seeking and grants development.

Goal 3: Align the Budget with the Strategic Plan.

Objective A: Ensure that the strategic plan is addressed in the budget and at the board of Trustee’s meetings.

Action Item 1: The President’s Cabinet will review the strategic plan each year at the start, middle and end of the budgeting process. Discuss the completion of objectives and changes to the plan as necessary.
The FY10 budget is being reviewed by the President’s Cabinet as we prepare our FY 11 Operating Budget.

Other news and events happening at NIC:

Complete College America
Governor Butch Otter and the Idaho State Board of Education recently accepted an invitation from the non-profit organization, Complete College America, to join 16 other states in the Complete College America Alliance of States. The goals of this alliance are to increase the number of young adults with a college degree or credential, to set degree goals and develop and implement aggressive state and campus-level action plans to meet those goals.

According to the Complete College America organization, less than 40 percent of young adults hold an associate’s degree or higher and by the end of this decade, more than 60 percent of jobs in Idaho will require college education.

Governor Otter, the Idaho SBOE, legislators and Idaho college and university presidents, including North Idaho College, are among those who have been assembled and are committed to this initiative. Our combined goal is to advance education goals for our state and long term, improve Idaho’s economic and social well-being.

Office of Instruction
Sabbatical Applications
Two applications were submitted for review. The Sabbatical Leave Committee (David Foster, Michele Jerde, John Klassen, Laurie Olson-Horswill, and Gayne Clifford) met and recommended the approval of both applications. Terry Jones proposes to further his background in teaching world music through the study of three instruments and the cultural relevance of the instruments. His sabbatical plan also includes attending various music/cultural festivals and the Lincoln Center Band Director Academy. Annie McKinley proposes to study service-learning in more depth to apply to her classes. She will investigate opportunities available through the Learn and Serve America program that supports and encourages service-learning throughout the United States for the purpose of building students’ academic and civic skills.

Awarding of Tenure
The Tenure Committee has reviewed the files and portfolios of six instructors. Based on this review the committee recommends the conferral of tenure status to Ryan Hayes, Audry Bourne, Mark Magill, Max Mendez, Debra Ortiz, and Casey Wilhelm.

Accreditation Update
The Accreditation Steering Committee met on Friday, March 12, to discuss the work accomplished since their first meeting in August 2009. The executive committee has met on a weekly basis using the information gathered through the Theme Teams and the Community Rooms to form the Core Themes, Objectives, Outcomes and Indicators that will form the basis of NIC’s Year One Report (due in spring 2011). The Core Themes of Student Success, Instructional Excellence and Community Engagement will be guiding principles of NIC’s accreditation work throughout the new NWCCU accreditation cycle and processes.

Budget Work
The Office of Instruction spent much of the last thirty days working to develop a budget plan for FY11. The plan has been especially difficult in light of the large increase in enrollment and the additions made in the number of classes and instructors to accommodate the
additional students. The plan for FY11 reflects small increases in personnel expenses, the addition of special appointment faculty and a small increase within the supply budgets.

Adult Basic Education Classes
NIC’s ABE operation continues to grow at the same rate (and sometimes higher rates) as our credit enrollment. ABE classes are full and wait lists have been established for the classes at the Coeur d’Alene Center.

In addition to dealing with the increased enrollment in ABE classes, the ABE staff have partnered with Kootenai County public libraries and the Coeur d’Alene School District in two unique programs. ABE is working with the area’s public libraries and has created a “re-tool box” program to assist unemployed or underemployed individuals in the region that have little or no computer knowledge. This program facilitates computer literacy and electronic job searching skills.

The second partnership with the Coeur d’Alene School District is designed to facilitate credit recovery for high school juniors, seniors and students returning to complete their high school diploma requirements. The program incorporates on-line curriculum and GED preparation in an after-school format, and is designed to supplement, not replace, any existing district or school program.

Grow Green Grant
NIC has been selected to participate in the Grow Green Grant through the Idaho Department of Labor and Professional Technical Education. The grant awards efforts to bring “green/sustainable technologies” to professional technical programs. NIC will use more than $134,000 in grant funds to purchase a diesel tractor and diagnostic equipment and an additional $62,000 in grant funds to purchase a wind energy turbine and related tools.

Business Professionals of America Competition
North Idaho College students continued a history of excellence and accomplishment at the Idaho State Business Professionals of America competition in Boise on March 5. In the competition against students from the University of Idaho, Lewis-Clark State College, Idaho State University and the College of Western Idaho, NIC students brought back six first place awards and six second place awards. The winning students and the NIC team now prepare for the national competition held in Anaheim, California in May. The team was led by BPA faculty advisor Kathie O’Brien.

Meetings
The following is an overview of meetings and events that I attended over the past month:

Upcoming meetings:
Feb 25 Participated in online College Skills class
Met with prospective Foundation donors to discuss giving opportunities
Men’s and women’s basketball vs. College of Eastern Utah

Feb 26 Addressed NIC Management Institute
Rotary

Feb 27 Men’s and Women’s basketball vs. Colorado Northwestern Community College

Mar 1 Visited the SUB for coffee and conversation with students and employees
Mar 2  Presidents’ Council meeting - Boise

Mar 4  Foundation board meeting
Interview with Sentinel reporter about February Coeur d’Alene Press column
Informal get-together with Trustee Judy Meyer
Natural Science and Health Professions and Nursing Division meetings
Meet and Confer Committee meeting

Mar 5  Rotary

Mar 8-13  National Legislative Summit – Washington, DC
  •  Mar 9  Attended Sen. Mike Crapo’s constituent coffee, met with Congressman Mike

Mar 15  Met with city administration, NIC Foundation members to discuss annexation of
         the mill site.
         Diversity Committee meeting
         Visited faculty and staff in Lee Kildow Hall
         In the TS Spirit – jazz ensemble and program honoring Tony Stewart and the 30th
         year of the Kootenai County Task Force on Human Relations

Mar 16  Met with ASNIC Board and discussed the FY11 budget
         Met with Phi Theta Kappa students for a review of their recent trip to the Spring
         Honors Conference in Vancouver, WA and an update of recent chapter
         accomplishments.

Mar 17  Visited faculty and staff in Meyer Health Science building
         Visited the SUB for coffee and conversation with students and employees
         CASA committee meeting
         Employee Giving Campaign celebration with the Foundation

Mar 18  Inland Northwest Partners spring meeting – Northern Quest Casino, Spokane
         Opera Coeur d’Alene board meeting

Mar 19  Rotary

Upcoming meetings:
Mar 22  Visit the SUB for coffee and conversation with students and employees
        Meeting with Constituent Leaders
        CASA Board meeting

Mar 23  Meeting with prospective Foundation donor

Mar 24  Visit the SUB for coffee and conversation with students and employees
        Met with city administration and foundation members to discuss negotiations on
        mill site annexation.
Mar 25
Meeting with Jim Hogge, Idaho Small Business Development Center
Visit with staff and faculty in Seibert and McLean Halls and the Hedlund Building
Phi Theta Kappa spring induction ceremony

Mar 26
Rotary
Rotary auction and dinner

Apr 1
Foundation Board meeting

Apr 2
Rotary

Apr 5
State Board of Education fee setting meeting – Boise

Apr 6
Jobs Plus Board meeting
Presidents’ Council Meeting

Apr 7
Visit the SUB for coffee and conversation with students and employees

Apr 8
CASA Ray of Hope breakfast
Alumni Association NIC Retiree Spring luncheon
Faculty Assembly meeting

Apr 9
Women in Higher Education Roundtable (WHET) spring luncheon – Moscow

Apr 12
Visit the SUB for coffee and conversation with students and employees
Human Rights Banquet – Coeur d’Alene Inn

Apr 13
Visit with faculty and staff at Ft. Sherman Officers’ Quarters.

Apr 14
Coeur d’Alene Chamber’s Executive Roundtable meeting hosted by Rathdrum Power
Visit the SUB for coffee and conversation with students and employees

Apr 16-21
AACC’s Annual Convention in Seattle
North Idaho College

NIC Board of Trustees Meeting Agenda

4:00 p.m. Executive Session

6:00 p.m. Meeting

Driftwood Bay Room

March 24, 2010

Mission statement: North Idaho College is committed to student success, teaching excellence and lifelong learning. As a comprehensive community college, North Idaho College provides educational opportunities that expand human potential and enhance the quality of life for the students and the communities it serves.

4:00 p.m.

CALL TO ORDER

Verification of Quorum

Christie Wood

EXECUTIVE SESSION

Idaho Code Sections 67-2345 (b), (c)

6:00 p.m.

RECONVENE BOARD MEETING

Verification of Quorum/Introduction of Guests

Christie Wood

Minutes Review/Approval

Christie Wood

Public Comment

Pat Lippert

Celebrating Success: Phi Theta Kappa

Pat Lippert

CONSTITUENT REPORTS

ASNIC

Jack Vanderlinden

Faculty Assembly

Pat Lippert

Staff Assembly

Alex Harris

Senate

Laurie Olson-Horswill

OLD BUSINESS

None

NEW BUSINESS

Tab 3: ACTION: Sabbatical Leaves for Academic Year 2011

Jay Lee

Tab 4: First Reading: College Calendar for FY 14-15

Eric Murray

Tab 5: First Reading: ASNIC Budget FY11

Eric Murray

Tab 6: First Reading: FY11 Budgets Head Start & Area Agency on Aging

Rolly Jurgens

INFORMATION ITEMS

Kootenai Technical Education Campus (KTEC)

Ron Vieselmeyer

Education Corridor

Christie Wood/Mic Armon
REPORTS
College President
Legislative Session Update

Board Chair

REMARKS FOR THE GOOD OF THE ORDER*

ADJOURN

* Remarks are subject to NIC Policy and Procedure 2.01.03. Copies are available from the President’s Office and at each board meeting.

** Executive sessions may be called for the purposes of considering hiring a candidate for public employment; considering the evaluation, dismissal, or disciplining of a public employee; conducting deliberations concerning labor negotiations or to acquire an interest in real property not owned by a public agency; advising its legal representatives in pending or probable litigation or considering preliminary negotiations in matters of competitive trade or commerce with governing bodies in other states or nations.

NEXT BOARD MEETING
April 21, 2010
SUBJECT
Executive Session

BACKGROUND
From time to time the board will find it necessary to adjourn to executive session.

DISCUSSION
When an executive session is required, a number of specific steps must be taken. These steps are:
2. Cite one or more specific subsections in the code section.
3. Approve a motion to adjourn by two-thirds, roll call vote.
4. Take no action and make no final decisions in executive session.

COMMITTEE ACTION
Roll call vote of the members of the board of trustees with a two-thirds majority is necessary to adjourn to executive session.

FINANCIAL IMPACT
None.

REQUESTED BOARD ACTION
A motion under Idaho Code Section 67-2345 subsection:
_____ (a) To consider hiring a public officer, employee, staff member or individual agent;
_____ (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent;
_____ (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency;
_____ (d) To consider records that are exempt from disclosure as provided in Chapter 3, Title 9, Idaho Code
_____ (e) To consider preliminary negotiations involving matters trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
_____ (f) To consider and advise its legal representatives in pending litigation or where there is a general public awareness of probable litigation;

Moved by ________ Seconded by ________ Carried: Yes _______ No ______
Roll call:  ___________ Armon  
___________ Meyer  
___________ Vieselmeyer  
___________ Williams  
___________ Wood
CALL TO ORDER AND VERIFICATION OF QUORUM
Chair Christie Wood called the meeting to order at 4:05 p.m. and verified that a quorum of the board was present at the meeting.

ATTENDANCE
Trustees: Rolly Williams
Ron Vieselmeyer
Judy Meyer
Christie Wood
Mic Armon

Also present: Priscilla Bell, President
Marc Lyons, Attorney for North Idaho College

EXECUTIVE SESSION
Motion was made by Trustee Armon, seconded by Trustee Williams, to go into executive session under Idaho Code § 67-2345(b), (c) and (f) for the purpose of discussing issues related to specific personnel matters, matters related to the acquisition of property not owned by a public agency and consultation with legal counsel regarding litigation. Roll call vote was taken as follows:

Rolly Williams  aye
Ron Vieselmeyer aye
Judy Meyer  aye
Christie Wood  aye
Mic Armon  aye

At 5:45 p.m., a motion was made to return to open session by Trustee Williams, seconded by Trustee Vieselmeyer. Chair Christie Wood left the meeting. Vice Chair Mic Armon assumed the role of chair and recessed the meeting to reconvene in the Driftwood Bay Room.

RECALL TO ORDER AND VERIFICATION OF QUORUM
Vice Chair Armon recalled the meeting to order at 6:00 pm and verified that a quorum of the board was present.

ATTENDANCE
Trustees: Ron Vieselmeyer
Rolly Williams
Mic Armon
Judy Meyer
Also present: Priscilla Bell, President  
  John Martin, Vice President for Community Relations and Marketing  
  Jay Lee, Vice President for Instruction  
  Rolly Jurgens, Vice President for Administrative Services  
  Eric Murray, Vice President for Student Services  
  Marc Lyons, Attorney for North Idaho College

APPROVAL OF MINUTES
Vice Chair Armon called for remarks regarding the meeting minutes. There were no remarks.

  Motion was made by Trustee Meyer and seconded by Trustee Williams to approve the minutes of the meeting held January 19, 2010. The motion passed unanimously.

Vice Chair Armon acknowledged and welcomed guests Cyndie Hammond of Lewis-Clark State College and NIC Dean of Professional Technical and Workforce Education Mike Mires.

PUBLIC COMMENT
None.

CELEBRATING SUCCESS
Mr. Wade Larson, NIC Human Resources director provided an overview of the college’s internal management training program. Mr. Larson described the comprehensive management institute as a five-week course consisting of 40 hours of training, homework and team assignments. He stated that the sessions give participants the opportunity to do internal presentations, have discussions and problem solve. He finished his report by stating that over 60 managers and supervisors had been trained including the management team of Head Start, both deans, a number of division chairs and other managers and supervisors from around the college.

CONSTITUTENT LEADER REPORTS
  
  ASNIC
  ASNIC President Jack Vanderlinden reported that a penny drive for Haiti had been instituted in coordination with LCSC and University of Idaho Coeur d’Alene and $44 had been raised in the first day. He stated that a program titled “Feel Good Friday” was started late last semester in which ASNIC provide treats and hot chocolate to students between classes on Fridays. He commented that the pep band, cheerleaders and ASNIC were to have traveled to Twin Falls recently for the NIC/CSI basketball games, but the bus they chartered didn’t show up. He added that ASNIC held a sexual awareness event in which senators distributed posters and information to students on how to be safe and aware. ASNIC is also participating in Cardinal Connections Committee with Chair Rachel Dolezal and have several activities planned for the week of March 15-19. He next commented about spirit week activities. He also stated that they had coordinated with facilities to have water taps installed on all the metal drinking fountains around campus that would accommodate filling water bottles to reduce the use of disposable plastic water bottles. He finished by reporting that a group of volunteers would be traveling to Sisters, Oregon during spring break to take part in a Habitat for Humanity construction project.
Staff Assembly
Chair Alex Harris reported that the Assembly was optimistic after Senate passed the first reading of the proposed reapportionment of Senate membership. He stated that Staff Assembly is finalizing changes to the staff appreciation awards to clarify criteria and separate awards to recognize those who make contributions to the college staff. He commented that they are looking forward to having Dr. Bell join them for a meeting to discuss Meet and Confer recommendations and he complimented Wade Larson for the management training of which he is a participant.

Senate
Chair Laurie Olson-Horswill reported that during its January 15 meeting, Senate considered procedures for Committees and Sabbatical Leave and they approved changes recommended by Dr. Bell and President’s Cabinet and both revised procedures were added to the college policy manual. She added that during the January 15 meeting, the proposal for reapportionment of Senate was tabled to allow Faculty Assembly more time to consider the proposal. She reported that during their February 8 meeting, Senate began to work on amendments to the Senate Constitution and Bylaws and approved the changes for a first reading and planned a second reading at their March meeting. She finished her report by stating that Senate had begun discussing faculty policies and procedures on tenure, remediation, suspension and termination.

Faculty Assembly
Chair Pat Lippert reported that Faculty Assembly held a special meeting on January 28 to reopen the discussion of approving the proposal for reapportionment of the College Senate. He continued to report that during their February 11 meeting, Faculty Assembly voted in favor of reapportionment. He next reported that Vice Chair Kim Johnson had recently met with college attorney Marc Lyons to review revisions to the Tenure and Termination policies. The Assembly hopes the changes to the policies will be completed by May.

Vice Chair Armon commended the Faculty Assembly for considering changes to the Tenure and Termination policies and he added his pleasure with the manner in which the four constituent groups have worked together to move business forward.

OLD BUSINESS
None.

NEW BUSINESS
Dual Naming of Seiter Hall and Lee-Kildow Hall:
Vice President Eric Murray reported that as a part of the 9-Point Agreement with the Coeur d’Alene Tribe, the committee is recommending the addition of names, in the language of the Tribe, to Seiter and Lee-Kildow Halls. The proposed Coeur d’Alene name for Seiter Hall is Chelean Hall and the name for Lee-Kildow is Nepten Hall. He added that it is the intent of the committee to nominate the remaining 10 campus buildings for dual naming more frequently in order to complete this part of the 9-Point Agreement. Some discussion ensued regarding the dual naming of the Sherman Building.
Motion: 2-24-10 73: Trustee Meyer moved to approve the nomination of dual names in the language of the Coeur d'Alene Tribe for Seiter Hall and Lee-Kildow Hall. The motion, seconded by Trustee Williams, carried unanimously.

Official Enrollment Report for FY10 Spring Semester:
Vice President Murray provided the FY10 Spring Semester enrollment report. Highlights included a 22% increase in general studies students, a 17% increase in Professional Technical Education enrollments and an 8% increase in dual enrollments. He added that as the dual enrollment population grows, the college is challenged with handling more cases of ADA accommodations and judicial matters for those students. He continued to report student demographic information including age, gender and Idaho Counties headcounts. Some discussion took place regarding the availability of classes for new students versus continuing students, and the increased demand to staff support services brought on by the additional students.

Trustee Vieselmeyer commended staff and faculty for maintaining high levels of instruction and provision of services for the additional students.

INFORMATION ITEMS
Kootenai Technical Education Campus (KTEC):
Trustee Ron Vieselmeyer stated that he had been unable to attend the last KTEC meeting, so Dean of Professional Technical and Workforce Training Mike Mires provided the report. He commented that during the most recent KTEC meeting there was some discussion about permits and zoning regulations, marketing strategy and a survey of prospective students regarding topics they would like to see offered at the campus. Mr. Mires reported that culinary arts was shown a great deal of interest and automotive, engineering, construction trades, health sciences and welding were also shown some interest by prospective students. He added that he had met with several members of the manufacturing consortium and Post Falls Superintendent of Schools Jerry Keane to discuss the importance of the campus to NIC students.

Education Corridor
Dr. Bell reported that there had not been a stakeholders meeting since before the holidays. She commented that litigation is ongoing over the issue of the lease between the college and the NIC Foundation. She added that discussions are ongoing between the higher education partners regarding needs for a joint-use building on the mill site. She stated that planning funds, approved in FY09, have been released by the Department of Public Works to the University of Idaho to begin planning and design work on a joint-use building.

REPORTS
College President
Dr. Bell reported on presentations and meetings with legislators during JFAC week the end of January. She stated that the presentation to JFAC went well although some pointed questions were asked regarding NIC’s Workforce Training Center programs and about the POST program. She commented that presentations and subsequent question and answer periods for the House and Senate education committee meetings both went well and NIC was well received. She added that the college had received final numbers from JFAC for a second holdback equaling 1.6% or $162,500 for a total holdback of $766,000 for FY10. Dr. Bell stated that the college
plans to cover the holdback with tuition and fees revenue that has been received over the projected budgeted amount to avoid making cuts to the FY10 expenditures budget. She commented that no additional holdbacks are anticipated in FY10, but there may be an additional reduction for FY11 in addition to the 7.6% holdback from FY10 which moves into the base for FY11.

Dr. Bell next reported that the National Legislative Summit in Washington, DC scheduled in February had been rescheduled for March 10-12 due to unprecedented snowfall in the east. She commented that this summit was important to attend because of the legislation being considered including improving community college graduation rates and the funding incorporated into that bill for community college programming and construction. She then mentioned the ACCT fall conference taking place in Toronto, Canada in October and encouraged trustees to attend.

Dr. Bell reported that the funds had been received from the Albertson Foundation for awarding credit and non-credit scholarships. Student populations that will be served with these scholarships at NIC include first generation students, getting students to complete, non-traditional students and the Know How to Go Idaho students.

Dr. Bell finished her report with some items for trustees’ calendars.

Discussion took place about the presentations on Professional Technical Education programs made to the Joint Education Committee during JFAC week by two Idaho employers, about faculty development programs and teaching effectiveness and about some items from Dr. Bell’s monthly letter to trustees.

**Board Chair**
Vice Chair Armon again commended faculty and staff for their hard work and commended ASNIC for their positive approach to involving students in campus activities.

**REMARKS FOR THE GOOD OF THE ORDER**
Trustee Meyer mentioned the board making time to meet with the Mayor and LCDC and she requested a time for the board to meet and conduct an annual self-evaluation.

**ADJOURNMENT**
At 7:20 p.m. Vice Chair Armon adjourned the meeting.

__________________________________________  ________________________________
Board of Trustees Chair   Board of Trustees Secretary
SUBJECT          TAB 3
ACTION:  Sabbatical Leave for the Academic Year 2010-11

BACKGROUND
Each year at this time, the trustees are presented with the name or names of faculty that have been selected for sabbatical leave, as well as the intended use of the sabbatical leave.

DISCUSSION
In accordance with Board Policy 3.04.08, Terry Jones, Music Instructor, has applied for a sabbatical leave at full pay for the 2010-11 academic year in order to further his background in teaching world music through the study of three instruments and the cultural relevance of the instruments. Mr. Jones’ sabbatical is somewhat unique in that he proposes to continue his duties as the NIC Jazz Ensemble and NIC Symphonic Band director while completing his sabbatical studies. Essentially, Terry will do a half sabbatical and half teaching assignment in 2010-2011. Additional information regarding Jones’ intended use of his sabbatical is included in Attachment B. Attachment C is a memo from Max Mendez, Division Chair of Communications, Fine Arts, and Humanities to the Sabbatical Committee, also supporting the sabbatical leave.

Speech instructor, Annie McKinlay, proposes to study service-learning in more depth to apply to her classes during the spring semester of 2011. She will investigate opportunities available through the Learn and Serve America program, which supports and encourages service-learning through the United States for the purpose of building student’s academic and civic skills. Her sabbatical plan includes travel and exploring service-learning opportunities for future classes to volunteer in other places in the nation and world. Additional information regarding McKinlay’s intended use of her sabbatical is included in Attachment D. Attachment E is a memo from Max Mendez, division chair of Communications, Fine Arts, and Humanities to the Sabbatical Committee, also supporting the sabbatical leave. Attachment A is a memo from Vice President Jay Lee to President Priscilla Bell in support of the two proposed sabbaticals.

President Bell has reviewed the sabbatical request and recommends board approval.

COMMITTEE ACTION
The Sabbatical Committee has recommended that Terry Jones and Annie McKinlay be awarded sabbatical leave during the 2010-2011 school year.

FINANCIAL IMPLICATIONS
The teaching duties of both Terry Jones and Annie McKinlay will be covered by letters of appointment or other mechanisms within their department to ensure continuity. No new funds will be needed.

REQUESTED BOARD ACTION
It is recommended that the board of trustees approve and grant the sabbatical leave of Terry Jones at full pay for the 2010-2011 academic year and Annie McKinlay at full pay for the 2011 spring semester, per Board Policy 3.04.08.

Prepared by
Jay Lee
Vice President for Instruction
North Idaho College

DATE: 23 February 2010

TO: President Bell

FROM: Jay Lee

RE: Sabbatical Leaves for 2010-2011

The Sabbatical Leave Committee (David Foster, Michele Jerde, John Klassen, Laurie Olson-Horswill, and Gayne Clifford) has met and recommended the following sabbaticals during the 2010-2011 school year:

1) Terry Jones – full year sabbatical

Music instructor, Terry Jones, proposes to further his background in world music through the study three instruments and the cultural relevance of the instruments (the Shakuhachi of Japan, flutes of Ireland and Native American cultures). His sabbatical plan includes learning to play the instruments and attending various music/cultural festivals. Mr. Jones will also attend the Lincoln Center Band Director Academy.

Mr. Jones’ sabbatical is somewhat unique in that he proposes to continue his duties as the NIC Jazz Ensemble and NIC Symphonic Band director while completing his sabbatical studies. Essentially, Terry will do a half sabbatical and half teaching assignment in 2010-2011 (very similar to the sabbatical granted to David Foster for the 2008-2009 school year).

2) Annie McKinley – Spring 2011 semester sabbatical

Speech instructor, Annie McKinley, proposes to attend the Learn and Serve America program. This program supports and encourages service-learning throughout the United States for the purpose of building student’s academic and civic skills. Her sabbatical plan includes travel and working with the Learn and Serve America program to help establish partnerships between NIC and other higher education institutions.

I concur with the committee’s recommendations and seek your approval to award two sabbaticals in the 2010-2011 school year (a full-year sabbatical for Terry Jones and a Spring 2011 semester sabbatical for Annie McKinley). I respectfully request that the two sabbaticals be placed on the March 2010 Board of Trustee agenda for the Board’s approval.
MEMO
From
Bob Murray
Dean of General Studies
Molstead Library 254
Phone: (208) 769-3474
FAX: (208) 769-7728
E-mail: rdmurray@nic.edu

North Idaho College
1000 W. Garden Avenue
Coeur d'Alene, ID 83814

Date: January 6, 2010

To: Sabbatical Leave Committee

Subject: Sabbatical Leave Proposal from Terry Jones

I have read Terry's proposal for sabbatical, and I can support either the summer sabbatical or the sabbatical during the school year. I would like to explain Terry's request for sabbatical during the school year. I need to clarify, he is not asking for a year-long sabbatical at half pay, what he is really asking for is a sabbatical that is halftime for the year. There are certain activities that he wants to continue to coordinate - Gathering of the Bands, and a World Music class that is still in the developmental stages. Handing these over to someone else for a year would result in two years of catch up. Terry's teaching load would be approximately 7.5 credits each semester and the other 7.5 credits would be sabbatical. This is identical to David Foster's sabbatical for the 2009-2010 school year.

Terry's is very passionate and dedicated to his students, North Idaho College, and the community-at-large. He is a great recruiter for NIC! I would strongly urge the committee consider both proposals. I think that the summer sabbatical, while unique, could be the most beneficial for Terry's rather unique situation. If the committee wants to stay with the more traditional concept of sabbaticals at NIC, then the year-long, half-time sabbatical can be made to work.
Education
Bachelor Arts, Music Education K-12, Montana State University
Masters of Arts, Music Education, Eastern Washington University
Masters of Music, Conducting, Eastern Washington University
Numerous professional development credits both in house and through a variety of the area colleges. I have successfully accumulated enough credits to move into the last column. Development credits include work in the humanities, technology, teaching with technology, world music, and music literature.

Work History
Corvallis Public Schools, Corvallis, MT - General music and instrumental music
Bunt River Public Schools, Unity, OR - Instrumental music, art classes
Fort Benton Public Schools, Fort Benton, MT - Instrumental music
Eastern Washington University, Cheney, WA - Graduate teaching assistant
North Idaho College, Coeur d'Alene, ID - Director of bands, various music appreciation classes (both in class and online), including Survey of American Popular Music and Survey of World Music. Both classes I initiated at NIC.
University of Idaho, Coeur d'Alene campus - Music Methods for Elementary Teachers and Music Reading workshops
Coeur d'Alene Charter Academy, Coeur d'Alene, ID - Band director

Contest Judging
District 1, North Idaho - large group and solo/ensemble contests
District 2, Idaho (Lewiston and/or Moscow) - large group contests
District 4, Helena, Montana - large group contest
Lionel Hampton Jazz Festivals, Moscow, Idaho
Spokane District - large group and solo/ensemble contests
Spokane Falls District - large group and solo/ensemble contests
Jazz Unlimited at Columbia Basin Community College

Honors
Guest Conducting:
  Bi-County Honor Band, Chewelah, WA
  B Honor Band, Spokane, WA
  AA Honor Band, Polson, MT
  District 1 Honor Band, Coeur d'Alene, ID
  Gem State Honor Band, Idaho Falls, ID
Idaho Music Education State Board, Higher Education representative
Idaho Humanities Council Summer Teacher Institute selected participant

Accomplishments at North Idaho College
Organizing committee for NEH grant, workshop, and curriculum implementation
Critical Literacy organizing committee, recipient of Kellogg grant and part of curriculum implementation
General Education committee - organizing committee and workshop leader
Co-founder of the "Gathering of the Bands" annual mass band clinic involving 15 area middle schools and more than 300 students
Founder of JazzNIC - annual jazz clinics involving groups from all over North Idaho and Eastern Washington. The three-day festival brings more than 450 students to campus.
**Sabbatical Plan**

My sabbatical plan will have three components. Each component is intended to improve my teaching effectiveness in a specific area of my teaching assignment.

∞ **Survey of World Music**

The majority of my sabbatical will be spent improving my ability to teach Survey of World Music. I have decided to adopt a very traditional approach. Most of the world’s musics are part of oral traditions. Music was passed down from one generation to the next through an apprenticeship-like relationship. Cultural values were passed down from one generation to the next by learning and performing music, not by reading or study, but through active involvement. (The idea of doing art as an alternative to studying art was the focus of a recent humanities workshop.) I plan to follow a similar path.

I have selected three instruments from three different cultures: Shakuhachi from Japanese culture and flutes from the Irish and Native American cultures. I plan to purchase and take lessons on each instrument. I hope that by learning each instrument and its repertoire I will gain insight into each culture. I also hope to improve my ability to learn and play by ear in an attempt to compensate for a deficiency, aided by growing up in the western music tradition, where reading notation shapes the music making.

In addition to learning specific instruments, I plan to attend various ethnic music festivals. After spending considerable time on the Internet, I discovered that I didn’t need to leave the country in order to experience the world’s musics. Most of the large metropolitan areas offer ethnic festivals depending on that area’s ethnic makeup. The majority of these festivals take place in the summer. Possible festivals include:

- Irish Fair, Irvine, CA
- Lotus Festival, Bloomington, IN
- California Worldfest, Grass Valley, CA
- Red Earth, Native American Cultural Festival, Washington, D.C.
- Cherry Blossom Festival, Seattle, WA
- LEAF — Being Kind Is Cool, Black Mountain, NC

Although of perhaps lesser importance, the activities included in this section would also help me make a stronger contribution to the work of the Cultural Diversity committee.

∞ **Survey of Popular Music and NIC Jazz Ensemble**

Attend Jazz at the Lincoln Center Band Director Academy - time and place are not available until December. The band director workshops are part of the Lincoln Center’s educational outreach program and are intended to give educators a better historical understanding as well as improve their rehearsal techniques.

∞ **NiC Jazz Ensemble and NIC Symphonic Band**

Attend new music workshops. There are several workshops held in the Northwest where the participants play through new band and jazz band literature. The workshops provide an access to new music where you can not only hear it and play it, but discuss it with other educators as well.
Benefits for North Idaho College

By developing a greater understanding of the world's diverse cultures, I will do a better job enabling my students to gain greater cultural perspective (a general education ability). Cultural understanding is an important tool our students need in order to be successful in the modern workforce.

Conducting and directing performance groups is a major part of my assignment at NIC. These groups provide an outreach into our community by providing quality family entertainment and by providing quality performance opportunities for the musicians in our area. Providing quality entertainment requires me to understand the music and its context. Deeper music understanding also contributes to the quality of these performance experiences. The proposed activities would enhance my abilities to ensure quality outreach.

Throughout any given year, I represent NIC by judging numerous musical contests. During these contests I come in contact with hundreds of potential students and dozens of band directors. The proposed activities would make me a better musician and a better representative of NIC.

I would like to propose two possible options for the committee to consider.
My first choice would be to take leave during the summer. The second option would be to request the funds over fall and spring semester.

Rationale for Summer Sabbatical

This option is a bit odd and unconventional. However, considering I have taught summer school almost as long as I have been a full time instructor and for the reasons stated below, I believe that a summer sabbatical would be of the greatest benefit for the college as well as for me.

The primary reason for me to make this unusual request is concern for my performing groups. If I were granted a conventional leave it would mean handing over my performing groups to guest directors/conductors. Changing directors/conductors seems to have a damaging effect on groups. In recent years I have witnessed this in various schools in the area as well as with the NIC choir.

Taking leave in the summer would also avoid two major conflicts. Taking a sabbatical during fall semester means that I have to find someone to organize and run "The Gathering of the Bands." If I take it in the spring, I would have to find someone to organize and run JazzNIC. Both events bring hundreds of students to campus and are extremely important recruiting tools for the music department.

If I take a regular one-semester sabbatical, it will cost the college approximately $13,860 plus half of my regular contract. I am requesting (for reasons stated in my application) to be paid that amount of money for the summer term. Although I teach courses in the summer, the funding for those courses is independent of my contract. In the long run funding my summer activities instead of a more traditional sabbatical saves the college money.

Taking a sabbatical during fall semester also means that I have to find someone to organize and run The Gathering of the Bands. If I take spring off, I would have to find someone to organize and run JazzNIC. Both events bring hundreds of students to campus and are extremely important recruiting tools for the music department.
Regular Sabbatical Costs

$6849, summer classes (usually 9 credits)
One half of my contracted salary
$15,499.50 regular class load

Savings to the college: $15,499+ and either cancel or hire someone to run "Gathering of Bands" and JazzNIC.

Proposed Summer Sabbatical Costs

$6849, summer classes
One half of my contracted salary
$0 to cover regular class load

Rationale for Year Long Sabbatical

If the committee decides that a summer sabbatical isn't possible because of policy conflicts, and if they find the activities of my plan worthwhile, I would like to be considered for a full year sabbatical. This option would allow me to teach some of my classes and direct the two major events.
MEMORANDUM

DATE: December 15, 2009

TO: Sabbatical Leave Committee

FROM: Max Mendez, Chair
Division of Communications, Fine Arts, and Humanities

SUBJECT: Sabbatical Leave Proposal from Terry Jones

I am writing in support of Terry Jones’ proposal for sabbatical leave for Summer 2010. I have read his proposal and discussed it at length with Terry and I believe it is an interesting proposal and worthwhile to his teaching duties, the music department, and the entire NIC community. Additionally, his proposal fulfills two of the purposes in which a sabbatical leave can be granted as listed in the NIC Policy and Procedure Manual: “To complete refresher courses or a program of study, work or travel designed to keep the instructor abreast of the latest developments in his/her discipline.” and “To pursue research or publication related to the instructor’s teaching area(s).”

Terry is passionate about his students and programs. He is also committed to teaching excellence. His proposal focuses on his study of World Music and includes travel to national music festivals and study of ethnic instruments. These experiences detailed in his proposal will certainly give him more extensive knowledge in World Music and aid him not only in his MUS 163 Survey of World Music course, but all of the music courses that he teaches.

Knowing that his proposal is unconventional by asking for a summer sabbatical, he has made this request with student success in mind. His dedication not only to the NIC student body, but the North Idaho community warrants serious consideration of his proposal. Taking his leave in the summer would allow him to continue teaching his Fall and Spring classes as well as continue programs that are not part of his teaching load such as “Gathering of the Bands” and “NIC Jazz Clinic.” Both of these programs bring hundreds of middle and high school students on campus and provide irreplaceable recruitment opportunities. Leaving these events as well as the NIC instrumental ensembles in the hands of a “temporary” replacement, no matter how competent, could cause serious damage to these quality programs.

Terry’s 20+ years of service to NIC is a true testament to his dedication to the institution, its mission, and the students. I have no doubt that what he will gain though his proposal will be immediately implemented in his classes and ensembles. I would urge you to seriously consider his proposal.
MEMO
From
Bob Murray
Dean of General Studies
Molstead Library 254
Phone: (208) 769-5474
FAX: (208) 769-7728
E-mail: rdmurray@nic.edu

North Idaho College
1000 W. Garden Avenue
Coeur d’Alene, ID 83814

Date: December 21, 2009
To: Sabbatical Leave Committee
Subject: Sabbatical Leave Proposal from Annie McKinley

I am writing in support of Annie McKinley’s proposal for sabbatical leave for Spring Semester 2011. The last few years, NIC has gotten away from a strong and active service learning program. The concept of service to others supports our mission statement and many of our core values.

Knowing Annie’s past accomplishments, I’m sure that she will approach this full of energy, and she will make it work for the benefit our students, for North Idaho College and for those that receive our services. This could be a great indirect recruitment tool for North Idaho College.
I am requesting a sabbatical leave for the spring semester of 2011 to pursue experiences outside the institution that would enhance my teaching effectiveness by researching and developing opportunities for students through the “Learn and Serve America” program and help develop my grant writing skills.

Learn and Serve America is a division of the government program called, National Community Service. They described their program this way:

Learn and Serve America supports and encourages service-learning throughout the United States, and enables over one million students to make meaningful contributions to their community while building their academic and civic skills. By engaging our nation’s young people in service-learning, Learn and Serve America instills an ethic of lifelong community service.

Learn and Serve America provides direct and indirect support to K-12 schools, community groups and higher education institutions to facilitate service-learning projects by:

- Providing grant support for school-community partnerships and higher education institutions;
- Providing training and technical assistance resources to teachers, administrators, parents, schools and community groups; and
- Collecting and disseminating research, effective practices, curricula, and program models.

Various disciplines at NIC already incorporated service learning into their classes. With the resources available through Learn and Serve America, we could be able to have more service learning projects that would benefit both the students of NIC and the community. Funds may also be available to help students with tuition costs. Several communities in Idaho have already taken part in this program. National Service in Idaho reported:

*More than 9,700 people of all ages and backgrounds are helping to meet local needs, strengthen communities, and increase civic engagement through 37 national service projects across Idaho. Serving with national and local nonprofits, schools, faith-based organizations and other groups, these citizens tutor and mentor children, coordinate after-school programs, build homes, conduct neighborhood patrols, restore the environment, respond to disasters, build nonprofit capacity and recruit and manage volunteers. This year, the Corporation for National and Community Service will commit*
more than $6,500,000 to support Idaho communities through three national service initiatives

This program has a variety of opportunities for the NIC community but needs a person to be able to research and implement the program. Spokane Falls Community College has a half time position just dedicated to service learning and the Learn and Serve America program.

* This proposal would benefit North Idaho College and its students and would be in line with college’s mission statement and values. One of the college’s core values in “nurturing creativity.” This endeavor would give our students an opportunity to take what they have learned in a classroom setting and apply it to real life. An example would be if a student takes the Intercultural Communication class and studies about cultural differences and then volunteers on a Habitat For Humanity Build in Mississippi.

Two of the other college values are “culture diversity” and “fostering diversity.” What a better way to develop these two values than to live, eat and work side by side with people from another lifestyle? Service learning opportunities can take place right in the community or in other communities around the United States or in other parts of the world.

The vision statement of the college also states that NIC is an “institution dedicated to scholarship, personal growth and lifelong learning.” After twenty one years of teaching here at North Idaho College, I have not had the chance to grow and learn more about volunteering opportunities for students. I have wanted to arrange volunteer trips for students for several years but have never had the time to put the trips together. I want to be able to have first-hand knowledge of the trips before I take students so I can best prepare them to have a good experience. During part of my leave, I will travel to and participate in the Karina rebuilding. I will also go outside the United States to examine various volunteer opportunities for students.

The information provided by Learn and Serve America says that service learning “improves communities while developing the lifelong habit of service in young people”. Volunteering has been a part of my life as long as I can remember. I built a post office in the hills of Jamaica, poured foundations for homes in Hungary and served in the soup
kitchens in Spokane on numerous occasions to name a few. Each opportunity has taught me something and has helped me grow as a person. NIC currently has a volunteer club and claims that over 150 students have participated in volunteer projects within the last year. The number of students would grow if there were more opportunities and a chance to get tuition dollars for their volunteer efforts.

I am asking that a sabbatical be granted for a semester during the 2010-2011 academic year to be able to make these opportunities available for the students of North Idaho College. The possibilities are exciting and endless of what can be accomplished and experienced.
Annie McKinlay Curriculum Vita

Speech Instructor at North Idaho College since 1989
Masters of Science in Communication EWU 1988

Currently teaching or have taught the following classes at NIC:
COMM101 Intro to Speech (taught on line class since 2002)
COMM101 Interpersonal Communication (taught on line class since 2003)
COMM220 Intercultural Communication
COMJ140 Mass Media in Our Society
PE 236 Intro to Yoga for Seniors
PE 236 Senior Fitness

Conferences attended and/or presented at since 2003
Eastern States Communication Association, Washington DC, April 2003
National Communication Association, Chicago, November 2004
National Communication Association, Boston, November 2005
National Media Educator Conference, San Francisco, June 2005
Northwest Media Literacy Conference, Seattle, March 2006
National Communication Association, San Antonio, November 2006
Western States Communication Association Conference, Seattle, February 2007
PNAJE Conference, Priest Lake, October 2007
National Communication Association Conference, Chicago, November 2007
National Communication Association Conference, San Diego, November 2008
Registered for: Basic Course Directors Conference, Las Vegas, January 2010

College Involvement:
College Welfare Committee 2002
Meet and Confer Committee 2003 and 2004
Chair of Meet and Confer 2005
Tenure Committee 2005 to present
Conducted interviews for both full time and part time instructors for the Speech Dept
Help organize and judge the student speech contest every semester
Currently serve on the tenure team for Audry Bourne
Participated as a character in the Popcorn Forum for the past five years
Served as a mentor to a student through the Thrakill Scholarship Program since 2000
Set up the “McKinlay Memorial Scholarship Fund” in 2009, which awards an annual
$500 scholarship to a NIC student who has earned a certificate in communication through NIC

Community Involvement:
Northwest Alliance for Media Literacy Board Member
Thrivent Financial Community Board Member
Vice President of Programs for American Association of University Women,
Participated in Habitat for Humanity Build in Hungary in 2006
Member of the Volunteer Usher Team for the Fox Theater in Spokane since Nov 2007
Volunteer Usher for Interplay Theater since 2000
Learn and Serve America

GENERAL BACKGROUND

Learn and Serve America provides an "on ramp" to a lifetime of civic engagement for more than a million students each year. The program awards grants to state education agencies, schools, nonprofit groups, and institutions of higher education to engage students in service activities linked to academic achievement and civic responsibility. This type of service, called service-learning, improves communities while developing the lifelong habit of service in young people. Learn and Serve America also provides free resources on service-learning to the public, teachers, faculty members, schools, youth, and youth service groups through the National Service-Learning Clearinghouse.

LEARN AND SERVE AMERICA STATISTICS FOR 2005:

- Program Participants: 1.47 million
- Hours Served by Participants: 25.6 million
- Community Volunteers Recruited/Managed: 175,000
- Youth From Disadvantaged Circumstances Serving through Learn and Serve America: 486,000
- Fiscal Year 2005: $42.65 million
- Fiscal Year 2006: $37.12 million

OTHER FACTS

- 32 percent of America's elementary and secondary schools have adopted service-learning programs.
- 45 percent of K-12 schools receiving Learn and Serve America funds have embraced service-learning as a part of their core curriculum.
- 35 states have adopted some form of service-learning policy—either a mandatory, statewide policy or one granting districts the freedom to create their own.
- At least a quarter of all higher education institutions and more than half of all community colleges have adopted service-learning programs.
- 66 percent of higher education institutions that receive Learn and Serve America funds have embraced service-learning as a part of their core curriculum.

(Continued)
• 89 percent of Learn and Serve America grantees and sub-grantees meet a majority of the characteristics of high-quality service-learning programs.
• 51 percent of Learn and Serve America-funded programs report that activities related to service-learning have had a substantial positive impact on making service-learning a permanent part of their institution.
• 41 percent of the resources for Learn and Serve America are provided by sources outside the Corporation for National and Community Service.
• The most common community-service areas for Learn and Serve America programs are education (40 percent), the environment (25 percent), and health and nutrition (24 percent).

CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

Learn and Serve America is administered by the Corporation for National and Community Service, which also administers Senior Corps and AmeriCorps. The mission of the Corporation is to improve lives, strengthen communities, and foster civic engagement through service and volunteering. Together with USA Freedom Corps, the Corporation is working to foster a culture of citizenship, service, and responsibility in America. For more information, visit www.nationalservice.gov.

MORE INFORMATION

To learn more about Learn and Serve America, visit www.learnandserve.gov or call (202) 606-6879.

June 2006
MEMORANDUM

DATE: December 15, 2009

TO: Sabbatical Leave Committee

FROM: Max Mendez, Chair
       Division of Communications, Fine Arts, and Humanities

SUBJECT: Sabbatical Leave Proposal from Annie McKinley

I am writing in support of Annie McKinley’s proposal for sabbatical leave for Spring 2011. Annie’s proposal is one that will not only engage students in the department of communications, but the entire student body and the North Idaho community at large. Her proposal also fulfills one of purposes in which a sabbatical leave can be granted as outlined in the NIC Policy and Procedure manual, which reads, “To pursue work outside the institution that may be determined to contribute to useful ideas and practices that would enhance teaching effectiveness.”

The idea of service learning is an interesting one. Given the struggles that our students face each day, strengthening our sense of service to others builds a stronger community and places value on their efforts. Annie’s desire to learn more about the programs of Learn and Serve America is a crucial step to strengthening the sense of service.

Her proposal supports not only the mission of the college, but many of its core values.

Annie has been at NIC since 1989 and her 20 years of service to NIC shows a true commitment to the institution, its mission, and the students. What Annie will gain from her experience with Learn and Serve America can prove to have long-lasting value to our institution.
SUBJECT
First Reading: College Calendar, Academic Year 2014-2015

BACKGROUND
The North Idaho College Calendar Committee has prepared the 2014-2015 calendar. See Attachment A.

DISCUSSION
NIC’s instructional calendar includes two 17-week semesters. A semester is comprised of 16 weeks of instruction and 1 week of final exams. The proposed calendar includes all holiday closures as well as those dates when the college is open but classes are not in session.

These dates were vetted by the Calendar Committee. There are no major departures from the current operating timeline in this new calendar.

COMMITTEE ACTION
The College Senate is being provided this calendar as an information item.

FINANCIAL IMPACT
None

REQUESTED BOARD ACTION
Request approval of the draft calendar.

Prepared by
Eric W. Murray, Ph.D.
Vice President for Student Services
May 2014
8 Last day of regular classes
9 Curriculum Day - classes not in session
12-15 Final exams
16 Commencement
19 Summer sessions I & II begin
19 Summer sessions I & II add/drops
20 Final grades for spring due
26 Memorial Day - campus closed

June 2014
2 Summer session III begins
2-3 Summer session III add/drops
12 Summer session I ends
17 Summer session I final grades due
30 Last day to withdraw from Summer session III courses or college

July 2014
4 Independence Day - campus closed
10 Summer session II ends
15 Summer session II final grades due
21 Summer session IV begins
21 Summer session IV add/drops
25 Summer session III ends
29 Summer session III final grades due

August 2014
14 Summer session IV ends
19 Summer session IV final grades due
19 Faculty returns to campus
25 Fall semester begins
25-28 Fall semester course add/drops

September 2014
1 Labor Day - campus closed

October 2014
6 Last day to remove incompletes for spring ’14 & summer ’14
13-17 Mid-term exams
21 Mid-term grades due
28 Advising Day - day classes not in session
**November 2014**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>7</td>
<td>Last day to withdraw from semester-length fall courses or college</td>
</tr>
<tr>
<td>26-28</td>
<td>Thanksgiving Break - campus closed</td>
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**December 2014**

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<tr>
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<td>12</td>
<td>Curriculum Day - classes not in session</td>
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<td>15-18</td>
<td>Final exams</td>
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<td>23</td>
<td>Final grades due</td>
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<tr>
<td>25</td>
<td>Christmas Day - campus closed</td>
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<tr>
<td>26-31</td>
<td>Holiday Break - campus closed</td>
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**January 2015**

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<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>1</td>
<td>New Year's Day - campus closed</td>
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<tr>
<td>6</td>
<td>Faculty returns to campus</td>
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<tr>
<td>12</td>
<td>Spring semester begins</td>
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<tr>
<td>12-15</td>
<td>Spring semester course add/drops</td>
</tr>
<tr>
<td>19</td>
<td>Martin Luther King Day - campus closed</td>
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**February 2015**

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<td>16</td>
<td>President's Day - campus closed</td>
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<tr>
<td>23</td>
<td>Last day to remove incompletes for fall '14</td>
</tr>
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<td>27</td>
<td>Employee Day</td>
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**March 2015**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>2-6</td>
<td>Mid-term exams</td>
</tr>
<tr>
<td>10</td>
<td>Mid-term grades due</td>
</tr>
<tr>
<td>27</td>
<td>Last day to withdraw from semester-length spring courses or college</td>
</tr>
<tr>
<td>30</td>
<td>Spring Break begins - classes not in session</td>
</tr>
</tbody>
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**April 2015**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>1-3</td>
<td>Spring Break continues - classes not in session</td>
</tr>
<tr>
<td>9</td>
<td>Advising Day - day classes not in session</td>
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**May 2015**

<table>
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<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>7</td>
<td>Last day of regular classes</td>
</tr>
<tr>
<td>8</td>
<td>Curriculum Day - classes not in session</td>
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<tr>
<td>11-14</td>
<td>Final exams</td>
</tr>
<tr>
<td>15</td>
<td>Commencement</td>
</tr>
<tr>
<td>18</td>
<td>Summer sessions I &amp; II begin</td>
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<tr>
<td>18</td>
<td>Summer sessions I &amp; II add/drops</td>
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<tr>
<td>19</td>
<td>Final grades for spring due</td>
</tr>
<tr>
<td>25</td>
<td>Memorial Day - campus closed</td>
</tr>
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Rev. 03/12/10
SUBJECT
First Reading: ASNIC Budget

BACKGROUND
The Associated Students of North Idaho College (ASNIC) budget is presented to the board for their first reading.

DISCUSSION
This budget is funded entirely by student fees and accurately reflects the priorities and goals of the student government for the next academic year.

COMMITTEE ACTION
The ASNIC Budget Committee, the ASNIC Board, and their Financial Advisor have reviewed and approved the attached budget.

FINANCIAL IMPACT
There are no institutional financial implications as there are no college operational funds associated with this budget.

REQUESTED BOARD ACTION
No action is required at first reading, but the board may consider a motion approving the ASNIC budget for FY11, as presented.

Prepared by
Eric W. Murray, Ph.D.
Vice President for Student Services
NORTH IDAHO COLLEGE

ASSOCIATED STUDENTS OF NORTH IDAHO COLLEGE

OPERATING BUDGET

FISCAL YEAR 2011
July 01, 2010 - June 30, 2011
## Associated Students of North Idaho College
### Operating Budget
#### Fiscal Year 2011 (July 01, 2010 - June 30, 2011)

<table>
<thead>
<tr>
<th>Account Title</th>
<th>Fund / Department Object Code</th>
<th>Fiscal Year 2011 Budget</th>
<th>Fiscal Year 2010 Feb 2010 Actual</th>
<th>Fiscal Year 2010 Budget</th>
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<td>Student Fees</td>
<td>10-22005-4120</td>
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<td>$ 200,163.90</td>
<td>$ 177,028.00</td>
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<td><strong>Total Income</strong></td>
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<td>$ 207,637.00</td>
<td>$ 200,163.90</td>
<td>$ 177,028.00</td>
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<td><strong>EXPENDITURES</strong></td>
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SUBJECT
Approval: Operating Budgets for Head Start and Area Agency on Aging for FY10-11

BACKGROUND
North Idaho College is the umbrella organization under which both Head Start and the Area Agency on Aging operate. As such, NIC has financial responsibility for the two organizations.

DISCUSSION
Funding for Head Start is provided by the federal government. Funding for the Area Agency on Aging is also primarily from the federal government through the state of Idaho. These two budgets are presented to the board of trustees at this time to provide a more complete picture of the financial operation of the college. Attachment A is the budget for Head Start. Attachment B is the budget for the Area Agency on Aging.

COMMITTEE ACTION
None

FINANCIAL IMPACT
None

REQUESTED BOARD ACTION
Recommend approval of the FY11 Budgets for Head Start and the Area Agency on Aging as presented.

Prepared by
Rolly Jurgens
Vice President for Administrative Services
## NIC Head Start Budget, 2010-2011

### Funding Description

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<th>Description</th>
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<th>FY2011 Budget</th>
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<td>Facilities/Construction - Emergency Mold Remediation</td>
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### Category Description - Expenditures

#### A. Personnel

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<td><strong>D. Equipment/Furniture/Maintenance</strong></td>
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<tr>
<td>Respite - Inst. &amp; Direct</td>
<td>$ 14,891</td>
<td></td>
</tr>
<tr>
<td>Respite Total</td>
<td>$ 52,067</td>
<td></td>
</tr>
<tr>
<td>Supplemental Services</td>
<td>$ 21,850</td>
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</tr>
<tr>
<td>Subtotal Family Care</td>
<td>$ 106,144</td>
<td>$ 12,162</td>
</tr>
<tr>
<td>TOTAL Budget</td>
<td>$ 925,150</td>
<td>$ 226,966</td>
</tr>
</tbody>
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