Dear Trustees,

It’s been another busy and productive month on campus. We’re working through the budgeting process and readying ourselves and our prospective graduates for commencement. Just think; this upcoming board meeting will be our last before the end of the school year.

Before I report on matters and events from around campus, I’ll provide you with this month’s update to the strategic plan.

NIC Strategic Plan
Theme V: College Image and Relations

Goal 1: Enhance community perception of NIC.

Objective: Develop strategies to involve community members in NIC activities and events.

Action Item: Explore feasibility and fiscal implications of a mass mailing to county senior citizens offering the NIC “Gold Card” and/or to be added to our senior class mailing.

It was determined in FY10 that a county-wide mailing was too expensive to complete. We are revisiting this issue during our FY11 budget process. Meanwhile, we are looking at other options such as presentations at senior centers or working through the Area Agency on Aging.

Action Item: Expand upon the “Be Our Guest” program.

The “Be Our Guest” program is designed to get community members to campus and to our athletic events. The passes are good for a free admission. Again this fall semester, we gave “Be Our Guest” passes to our Management Team group to distribute in the community for NIC athletic events. We are also exploring other ways to get more passes into the hands of the public and will expand distribution in time for fall and winter athletics.

Objective: Promote the value of NIC to the community.

Action Item: Develop NIC Speakers Bureau and survey campus community for willingness to serve and topical subjects. Bureau will be posted on NIC website.

The website is not functional yet. Once we have the web capability to support the program, we will establish a list of college speakers and create a marketing strategy to introduce it to our communities. Our goal is to have a program in place by Fall Semester 2010.

Goal 2: Promote awareness and recruitment through a strong marketing campaign.

Objective: Market four-year degree opportunities that exist via relationships with partner institutions.

Action Item: Coordinate with partner institutions on a once-a-semester public information event promoting cooperative programs.

In March 2010, North Idaho College, University of Idaho, Lewis-Clark State College, Boise State University and Idaho State University participated in an “Info Night” at NIC. This event gave the students/community the opportunity to receive information on all the college’s opportunities available in North Idaho.
**Action Item:** Conduct a fall workshop for NIC frontline staff involving University of Idaho and Lewis-Clark State College officials to familiarize NIC staff with available programming in North Idaho.

This workshop is slated for Fall Semester 2010.

**Action Item:** Marketing representatives from partner schools’ North Idaho branches will meet periodically to coordinate strategies for marketing purposes.

The group adopted a mission, vision, and marketing strategies last fall and continues to meet on a regular basis.

**Objective:** Improve the marketing strategies that facilitate a potential student’s interest in professional-technical programs.

**Action Item:** Create a PTWE webpage that is easily accessible, information rich, and inclusive of all aspects of PTWE.

On hold pending budget and workload assessments.

**Action Item:** Explore the potential for a dedicated PTWE newsletter.

On hold pending budget and workload assessments.

**Action Item:** Work with PTWE leadership and staff to create a PTWE specific presentation to be used in conjunction with community speaking opportunities.

On hold pending budget and workload assessments.

These three action items are new and were developed as a means to address potential enrollment decreases in specific Professional Technical Workforce Education programs. With our overall enrollment surge we now have a window of opportunity to work on these systematically, not as a crash project. We are working on a proposal to the dean of Professional Technical Workforce Education to establish a small working group to assess all PTWE marketing efforts and look at the necessity and feasibility of these action items. As in any new endeavor, we will need to see how the budget and current workloads can be adjusted or reprioritized.

**Other news and events happening at NIC:**

*Spring 2010 Semi-annual Retiree Luncheon*

On April 8, the spring semi-annual retiree luncheon was held at Emery’s. This college coordinated effort provides an opportunity for retirees to return to campus, visit with current and former staff and faculty, and learn about current happenings at the college. We enjoyed the company of approximately 35 of our former staff and faculty, and retiree, Virginia Johnson, shared memories of our wonderful friend and retiree Betty McLain who had passed away earlier in the week. Dean Bob Murray was the featured speaker and he gave an overall college update including information about the Seiter hall renovation and the increased enrollment the college is currently facing. The culinary arts students prepared lunch and it was fantastic!

**STUDENT SERVICES**

The contract with our Financial Aid consultant has ended. We have concluded our search for a director and our new hire, Joseph Bekken, will officially join us on May 3. The management of Financial Aid is still taking a considerable amount of time, although many of our systems have
been corrected. Datatel is up and running, and as of this month, we are awarding for summer and fall.

The campus is gearing up for XPLOR NIC which is scheduled for May. This event will bring approximately 1,500 seventh graders from around Kootenai County to NIC for a directed college experience.

Three hundred eleventh graders from around Region 1 were honored on April 12 at the Schuler Performing Arts Center for their academic excellence in the Top Scholar event.

Much time was spent working on diversity matters over the past month. From investigating incidents to finishing up intercultural competency training to dealing with policy and procedure, a number of folks made diversity a top priority in March and April.

**OFFICE OF INSTRUCTION**

**Health Information Technology Grant**

North Idaho College, as part of an eight college consortium, has been awarded a $625,000 grant to train health information technology professionals. The consortium, led by Bellevue College in Washington, includes colleges from Oregon, Colorado, Utah, Montana, North Dakota, Idaho and Washington.

The community colleges funded under the grant will be responsible for training 2,400 students in health information technology over a two year period. Each college will establish intensive training programs that will result in a certificate that can be obtained in six months or less. North Idaho College will focus on programs designed for implementation support specialists, implementation managers, and technical/software support staff.

Sue Shibley, Computer Applications and Office Technology instructor, will act as the program manager for the grant. Shibley and Grant Coordinator Jack Purdie, worked during the holiday break (December-January) to complete the documents necessary for the grant application. Their efforts have resulted in this first-of-its-kind grant for NIC.

**Accreditation Update**

The Accreditation Steering Committee, under the leadership of Karen Ruppel, has completed the 2010 progress report. This report specifically addresses the Northwest Commission on Colleges and Universities (NWCCU) recommendation from the 2008 regular interim evaluation for NIC to address the assessment of general education outcomes. Since the 2008 NWCCU evaluation, NIC has:

- Developed a faculty standing committee to coordinate assessment.
- Developed and implemented a three-year assessment plan.
- Expanded assessment projects in an effort to assess the nine general education abilities.
- Worked on campus-wide education efforts regarding general education assessment.
- Identified criteria and created a curriculum council review process for general education courses.
- Implemented a new program review process that integrates department goals, assessment practices and program improvement plans.

**Sentinel Success**

The North Idaho College student newspaper continues to be recognized as an outstanding community college newspaper. During the Spring 2010 Semester, the Sentinel was named the “Best in Show” among community college newspapers by both the Associated Collegiate Press and College Media.
The Associated Collegiate Press, in their spring semester meeting in Austin, Texas, named the NIC Sentinel the Best in Show for its design, coverage, photos, art work, originality and writing. Sentinel writer Loren Kelly was named Reporter of the Year (among two year school papers) for his work in three submitted articles.

College Media named the Sentinel the Best in Show among community college newspapers in the “Broadsheet” category for the ninth time in the last ten years. College Media awards only the top performers in each category.

The Society of Professional Journalists meets regionally each April. This year the NW Region will meet in Seattle. During the 2008-2009 school year, the Sentinel won the top honors in the NW Region and then went on to win the top award for non-daily newspapers among both two- and four-year institutions. This year, the Sentinel bought home the following honors:

- First Place, Breaking News Writing – Jake Donahue
- First Place, Editorial Writing – Jake Donahue and Eli Francovich
- First Place, Feature Writing – Eli Francovich
- First Place, General Columns – Loren Kelly
- Third Place, General News Reporting – Kalyn Lovlyn
- Third Place, Sports Writing – Kalyn Lovlyn
- First Place, General Excellence – The Sentinel

First place winners (including the paper itself) will move on to the national competition with winners from the other 11 regions. The top three national winners will be recognized at the national convention in Las Vegas in October.

Finally, the Sentinel’s 2009-2010 Managing Editor, Eli Francovich, was awarded the Poynter Institute Fellowship in recognition of his overall body of work with the Sentinel. Eli will serve his fellowship in St. Petersburg, Florida in May following the NIC graduation.

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

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
        Phi Theta Kappa spring induction ceremony

Mar 26  Rotary
        Rotary auction and dinner
Mar 27  NIC Softball vs. Community College of Southern Nevada
Mar 29  Met with Meet & Confer Committee Chair to discuss FY11 budget recommendations. Interviewed candidate for Financial Aid Director position
Mar 30  Interviewed candidate for Financial Aid Director position
Mar 31  Interviewed candidate for Financial Aid Director position
Apr 1   Foundation Board meeting
         Met with Coeur d’Alene Chamber president to discuss advocacy and international trade and education.
         Met with executive committee of Kootenai County Task Force on Human Relations
Apr 2   Rotary
Apr 5   Attended Felix Aripa’s history of the Coeur d’Alene Tribe in the SUB
Apr 6   Jobs Plus Board meeting
         Presidents’ Council Meeting
         Observed stick game demonstration in the SUB which was one of the events for American Indian Heritage week.
Apr 7   Visited the SUB for coffee and conversation with students and employees and attended the Native American art show
Apr 8   CASA Ray of Hope breakfast
         Alumni Association NIC Retiree Spring luncheon
         Visited with staff in Hedlund Building
Apr 9   Rotary
         Attended funeral for Betty McLain, longtime member and friend of NIC.
Apr 12  Visit the SUB for coffee and conversation with students and employees
         Diversity Committee meeting
         Meeting with NIC Board Chair
         Human Rights Banquet – Coeur d’Alene Inn
Apr 13  Visit with faculty and staff at Ft. Sherman Officers’ Quarters
         Lunch with legislative advocate from Boise
         Meet with student club leadership to discuss intercultural competency and diversity.
         Public radio event
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
 Seiter Hall walk-through
 Informal open session for conversation and discussion with division chairs
 Monthly meeting with constituent group leaders
 Opera Development Committee meeting

Apr 15  Meet with ASNIC President to review proposed tuition and fees for FY11

Apr 16-21  AACC’s Annual Convention in Seattle

Upcoming meetings:
Apr 21  Budget review with Chair Christie Wood and Trustee Judy Meyer
Apr 22  State Board of Education meeting in Moscow
Apr 23  CASA committee meeting
         Rotary
         NIC Softball vs. NW Community College
Apr 24  NIC Softball vs. NW Community College
         NIC Booster Club and Athletics Banquet and Auction
Apr 25  Opera Coeur d’Alene Gala
Apr 26  CASA Board meeting
Apr 27-30  DC Fly-in – Washington, DC
May 1  CASA Board Retreat
         Coeur d’Alene Symphony performance
May 3  Visit the SUB for coffee and conversation with students and employees
May 4  Presidents’ Council meeting – Boise
May 5  Visit the SUB for coffee and conversation with students and employees
         All Campus Spring Retiree Celebration
         Visit with candidate for VP Resource Management position
May 6  Foundation Board meeting
         Visit with candidate for VP Resource Management position
         CASA Volunteer Recognition Event
May 7  Rotary
May 10  Visit with candidate for VP Resource Management position
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>May 11</td>
<td>Jobs Plus annual luncheon and meeting</td>
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<td>Legislator welcome back reception hosted by the Coeur d'Alene Chamber</td>
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<tr>
<td>May 12</td>
<td>Coeur d'Alene Chamber’s Executive Roundtable meeting</td>
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<td>Visit with candidate for VP Resource Management</td>
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<tr>
<td>May 13</td>
<td>Presentation of Presidential Scholarships</td>
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<td>Visit with candidate for VP Resource Management position</td>
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<td>Keynote speaker at meeting of the Inland Northwest Chapter of the National Association of Women Business Owners– Greenbriar Inn</td>
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<td>NIC RN Pinning Ceremony</td>
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<td>May 14</td>
<td>NIC commencement breakfast and Commencement exercises</td>
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<td>May 19</td>
<td>State Board of Education retreat – Boise</td>
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<td>May 20</td>
<td>Opera Coeur d'Alene Board meeting</td>
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<td>May 21</td>
<td>Rotary</td>
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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

- Celebrating Success: eLearning Course Improvement Project
  
  Jamie Green

**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: Refinancing Residence Hall
  
  Rolly Jurgens/Danielle Quade

- Tab 4: ACTION: Awarding Tenure
  
  Jay Lee

- Tab 5: ACTION: Board of Trustees Meeting Calendar
  
  Priscilla Bell

**INFORMATION ITEMS**
- Tab 6: Third Quarter FY10 Budget Review
  
  Rolly Jurgens

- Kootenai Technical Education Campus (KTEC)
  
  Ron Vieselmeyer

- Education Corridor
  
  Christie Wood/Mic Armon
REPORTS
College President
Legislative Session Update
AACC Conference in Seattle
DC Fly-in – Washington, DC
Idaho Education Network (IEN) / Dual Credit Courses

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
May 26, 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
Board Chair Christie Wood called the meeting to order at 5:15 p.m. and verified that a quorum of the board was present.

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

Executive Session
Following the call to order, a motion was made by Trustee Meyer, seconded by Trustee Williams, to go into executive session under Idaho Code § 67-2345(b), for the purpose of considering the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Roll call vote was taken as follows:

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

At 8:40 p.m., a motion was made to return to open session by Trustee Meyer. The motion, seconded by Trustee Armon, carried unanimously. Chair Wood adjourned the meeting.

________________________________________  ________________________________
Board of Trustees Chair   Board of Trustees Secretary
CALL TO ORDER AND VERIFICATION OF QUORUM
Chair Christie Wood called the meeting to order at 4:00 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

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

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

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

Trustee Mic Armon arrived at 4:10 p.m.

At 5:55 p.m., a motion was made to return to open session by Trustee Armon, seconded by Trustee Williams. Chair Christie Wood recessed the meeting to reconvene in the Driftwood Bay Room.

RECALL TO ORDER AND VERIFICATION OF QUORUM
Chair Wood recalled the meeting to order at 6:05 pm and verified that a quorum of the board was present. She recognized guests including Nils Rosdahl and several of his journalism students, County Commissioner Rick Currie and other guests present.

ATTENDANCE
Trustees: Ron Vieselmeyer
          Rolly Williams
          Mic Armon
          Judy Meyer
          Christie Wood
APPROVAL OF MINUTES
Chair Wood called for remarks regarding the meeting minutes. There were no remarks.

Motion was made by Trustee Armon and seconded by Trustee Williams to approve the minutes of the meeting held February 24, 2010. The motion passed unanimously.

PUBLIC COMMENT
None.

CELEBRATING SUCCESS
Phi Theta Kappa advisor Pat Lippert introduced PTK Officer Victoria Day. Ms. Day reviewed events from the recent spring conference hosted by Clark College in Vancouver, Washington and she reviewed awards received by NIC’s Delta Kappa members at the conference. Awards included the Chapter’s achievement of Four Star status for the Five Star Chapter Development Program, which has to do with the four hallmarks of PTK – Service, Leadership, Scholarship and Fellowship. She continued to report that they received the Heifer International first place award for raising $648 which was approximately two-thirds of the total funds raised. They also received third place for Overall Greater Northern Region Service Project and third place for the regional cookbook. She added that the region will be selling the cookbooks at the upcoming international conference in Orlando and the proceeds will go to scholarships in this region. She next reported that Rose Robbins Schild’s photography entry won the third place Di Braun Award for Visual Arts.

She finished her report by stating that the chapter is working on a presentation to take to the international conference with the goal of being selected to host an upcoming summer conference. She added that they are exploring a new honors study topic called the Democratization of Information and hope to hold another seminar series like they did this year.

Dr. Bell added that the Chapter has worked hard to achieve Four Star status and they are working now towards achieving Five Star status next year. She commended the students for their commitment and innovation.

CONSTITUENT LEADER REPORTS
ASNIC
ASNIC President Jack Vanderlinden took this opportunity to read a statement from the NIC student cultural clubs that requests the college administration make it known to the college community, through all possible means, that the institution has a zero tolerance policy towards harassment of any kind and strongly supports the civil and human rights of every student and employee.
Vanderlinden moved on to his report by highlighting activities held during the recent Cardinal Connections event and mentioned that one of the events was a hands-on demonstration of an electric car and that ASNIC is now considering using additional funds from their budget to bring an electric car on campus. He reported that the Go Green Committee has added three more recycling bins across campus and they have received their newest shipment of refillable water bottles in time for Earth Day in April. He stated that the student events board organized an Easter egg hunt for children in the community and several of the ASNIC Board members will be traveling to Sisters, Oregon during spring break to work on a house project for Habitat for Humanity. He finished by stating they will conduct elections after spring break.

Trustee Armon asked what the catalyst had been for the cultural clubs to request the administration to disseminate the message about harassment. Vanderlinden replied that there was a recent incident of harassment directed at the Latino Club that caused the student club leadership to make this request. Dr. Bell commented that the board, administration, faculty and staff of NIC are all committed to human and civil rights, equity and diversity. She added that diversity is prominently placed in the college's strategic plan as well as in the college's vision and in policy. She offered to meet with the student leadership anytime to discuss issues and concerns related to diversity. She added that anytime an incident comes to the attention of the administration, it is thoroughly investigated and appropriately acted upon.

Faculty Assembly
Chair Pat Lippert reported that during its last meeting, Faculty Assembly was informed of the progress of the reapportionment of Senate membership and VP Lee attended in place of Dr. Bell and explained her response to the Meet and Confer Committee requests. He commented that faculty appreciated Dr. Bell’s response and recommendations regarding steps and columns and stated they are heartened to see that the salary schedule may begin to be considered as a line item category and priority. He added that faculty and the Meet and Confer Committee appreciate the efforts to restructure the staff compensation schedule and the efforts to make NIC a living wage institution. He finished his report by stating Faculty Assembly would be discussing a step policy at a special meeting the next day.

Trustee Armon asked Mr. Lippert what the morale would be among the members of the campus community if the Meet and Confer Committee’s recommendations regarding compensation were implemented and some employees were given increases and others little to no increases. Lippert responded that there would be dissatisfaction, but he and Alex Harris, the Staff Assembly chair, had discussed something equitable for both faculty and staff.

Chair Wood asked Mr. Lippert what types of conversations were happening among campus groups about the issues facing public employment around the state and the community. Lippert responded that Meet and Confer and Faculty Assembly worked within a series of positions that allowed flexibility, with the largest concern being the maintenance of a salary schedule as a stand-alone item.

Staff Assembly
Chair Alex Harris expressed Staff Assembly’s pleasure with Senate’s approval of membership reapportionment to reflect equal representation of staff and faculty. He reported that the Assembly had recently rolled out a new and improved staff appreciation awards program including a Rising Star Award for those who are newer to NIC, an award for Outstanding Service to the College
Community and the traditional Staff Excellence Awards for part time and full time employees. He concluded his remarks by requesting that the board consider the philosophy put forth by the Meet and Confer Committee and during the budgeting process, give equal consideration to NIC employees as it does to buildings and property.

Trustee Williams asked for clarification about the request for equal emphasis. Harris replied that discussion was had about the college’s great efforts in considering growth through property and buildings, and employees would like similar consideration given to the growth of employees, and for employees to be kept in the forefront of decisions.

Chair Wood commented that the college’s employees are valuable and without them the institution would not be here. Trustee Amon added his appreciation for the constituent leaders’ openness.

**Senate**
Chair Laurie Olson-Horswill reported that during its March 18 meeting, Senate approved Senate reapportionment. She added that editorial revisions clarifying Article VIII of the Senate Constitution and Bylaws were also approved. She next reported that faculty members of Senate had been working with the college attorney on revisions to four faculty policies and procedures regarding Tenure, Remediation, Suspension and Termination. She reported that the Tenure Committee then Faculty Assembly will next review the revisions and Senate will consider them for a first reading on April 15.

**OLD BUSINESS**
None.

**NEW BUSINESS**

**Sabbatical Leaves for Academic year 2011**
Vice President Jay Lee presented the recommendations of the Sabbatical Leave Committee for leaves in 2010-2011 for Terry Jones, music instructor and Annie McKinlay, communications instructor. He provided specifics about the structure and purpose of each of the proposed leaves and added that both he and Dr. Bell concur with the recommendations of the Sabbatical Committee.

*Motion: 3-24-10 74: Trustee Williams moved to approve the 2011 Sabbatical Leaves for Terry Jones and Annie McKinlay. The motion, seconded by Trustee Meyer, carried unanimously.*

**College Calendar for FY14-15**
Vice President Eric Murray reported that traditionally the college has calendar projections approved for the coming five years and he presented the recommendations of the Calendar Committee for FY14-15. He explained that an annual Employee Day had been added to the 14-15 calendar which, if approved, will be retroactive to all calendars beginning with FY10-11. He explained that Employee Day is set aside for employee professional development and in the current year it was held in December. He added that the event was well received, but employees were dissatisfied with the particular day on which it was held, so the last Friday in February was selected for future years as it is a day that is non-impactful to staff or faculty processes.
VP Murray added that the registrars from all of the two and four year institutions and the state board of education have begun a renewed effort to get all school districts and institutions of higher education to have the same spring break.

Motion: 3-24-10 75: Trustee Armon moved to approve the FY14-15 college calendar, as presented. The motion, seconded by Trustee Vieselmeyer, carried unanimously.

ASNIC Budget FY11
VP Murray reported that the ASNIC budget had been developed by the students, reviewed by their advisor and the Auxiliary Services accountant as well as himself and Dr. Bell. Jack Vanderlinden explained the rationale used by students as they prepared the budget and further explained the budget is funded entirely from student fees which are proposed to remain the same at $25 for FY11.

Trustee Armon asked Mr. Vanderlinden if ASNIC was planning to fund the orientation leaders in the coming year. Staff Assembly Chair and Assistant Dean of Students Alex Harris responded that the orientation program was originally funded entirely by ASNIC but three years ago a student orientation fee was instituted. He added that with the increased enrollment, the fee revenue has allowed the orientation program to become financially independent of ASNIC.

Trustee Armon asked if there were any specific plans to use excess funds in the ASNIC budget available because of the increased enrollment. Vanderlinden responded that ASNIC projects for which excess funds are being considered include an electric car, renovations to the ASNIC offices to make it more inviting to students and he mentioned that during this year, ASNIC helped Outdoor Pursuits purchase a sail boat for use in sailing classes.

Trustee Armon asked if consideration had been given to using fee revenue for scholarships. Vanderlinden responded that they were restricted from using fees for scholarships.

Chair Wood asked if consideration had been given to making the student handbook available on line instead of a print version. Vanderlinden explained that the handbook was a personal planning device for students to write in. VP Murray explained that there are requirements to provide students with a hard copy of the handbook.

Motion: 3-24-10 76: Trustee Armon moved to approve the ASNIC Budget for FY11. The motion, seconded by Trustee Williams, carried unanimously.

Head Start and Area Agency on Aging FY11 Budgets
Vice President Rolly Jurgens reviewed budgets for each of the agencies as the NIC Board of Trustees is the governing board over both and has approval authority for their budgets.

A brief discussion ensued about the services provided to the community by these two agencies.

Motion: 3-24-10 77: Trustee Armon moved to approve the FY11 Budgets for Head Start and the Area Agency on Aging. The motion, seconded by Trustee Williams, carried unanimously.
INFORMATION ITEMS

Kootenai Technical Education Campus (KTEC)
Trustee Ron Vieselmeyer reported that Mark Cottner of Canyon-Owyhee School Service Agency (COSSA), which provides professional technical education in southwestern Idaho, was the guest speaker at the March KTEC meeting. He stated that Cottner provided some insight and ideas useful for KTEC and added that of the participants in the COSSA program, 49% enroll in post secondary education and 51% enter the workforce.

REPORTS

College President
Dr. Bell reported that the state legislature had provided the final budget cuts for FY11 which include a 9.6% reduction in the base budget from FY10 and a reduction of more than $500,000 in stimulus funds. She added that the college did not build the stimulus funds into the FY10 budget, so that reduction does not affect the college's base budget for FY11. She went on to say that professional technical education funds will be reduced by approximately 8.5%. She mentioned that the trustee zoning bill recently introduced by Rep. Henderson is no longer being considered.

Dr. Bell reminded the board about the special appropriations requests into the federal delegation to fund the start up work for a Physical Therapist Assistant program and to fund equipment for the POST program. She stated that both requests were well received by the Idaho delegation. She reported some details about the House fix bill that is pending review by the Senate and added that the American Graduation Initiative is no longer in the bill.

Dr. Bell next reported that this year's Foundation's Annual Employee Giving Campaign realized 46% participation and more than $32,000 in contributions. She finished her report with some items on her schedule and some upcoming events for trustees' calendars. She announced seasonal athletic team successes and recent wins for the Business and Professional Programs students participating in the annual Business Professionals of America competition.

Board Chair
Chair Wood thanked faculty and staff for their continued hard work and wished them well over spring break.

REMARKS FOR THE GOOD OF THE ORDER
None.

ADJOURNMENT
At 7:20 p.m. Chair Wood adjourned the meeting.

____________________________  ______________________________
Board of Trustees Chair   Board of Trustees Secretary
Call to Order and Verification of Quorum
Board Chair Christie Wood called the meeting to order at 4:00 p.m. and verified that a quorum of the board was present.

Attendance
Trustees:        Rolly Williams
            Christie Wood
            Judy Meyer

Also Present:    Dr. Priscilla Bell, President

Executive Session
Following the call to order, a motion was made by Trustee Meyer, seconded by Trustee Williams, to go into executive session under Idaho Code § 67-2345(b), for the purpose of considering the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Roll call vote was taken as follows:

        Judy Meyer   aye
        Rolly Williams aye
        Christie Wood aye

Ron Vieselmeyer arrived at 4:15 p.m. and Mic Armon arrived at 5:08 p.m.

At 7:55 p.m., a motion was made to return to open session by Trustee Williams. The motion, seconded by Trustee Meyer, carried unanimously. Chair Wood adjourned the meeting.

__________________________________________  ________________________________
Board of Trustees Chair   Board of Trustees Secretary
SUBJECT
ACTION: Refinancing Residence Hall

BACKGROUND
The residence hall was constructed in 2001. The construction was financed by bonds issued by the Dormitory Housing Commission.

DISCUSSION
Ms. Danielle Quade of Hawley, Troxell, Ennis, & Hawley LLP will make the presentation to the board of trustees and will represent the college in this transaction. The administration is requesting a Resolution by the North Idaho College Board of Trustees to approve the Amended and Restated Agreement for Student Union Building Revenues, Student Dormitory Revenues and Student Union Fees between the college and the Dormitory Housing Commission of North Idaho College to be entered into in connection with the refinance of a portion of the Commission's Certificates of Participation, Series 2001.

COMMITTEE ACTION
This action will also require approval action by the Dormitory Housing Commission. The Commission is made up of three members appointed by the Governor. The members are Dave Holinka, Katie Brodie, and John Marcheso. This action has been discussed with them and they informally approved proceeding with the refinance. After the board of trustees approves the action, motions will be presented to the Dormitory Housing Commission requesting their formal approval. Both bodies must approve this action.

FINANCIAL IMPACT
Because of favorable interest rates, NIC can save approximately $12,000 each year by refinancing the residence hall. There is approximately $5,165,000 principal remaining on the original bond and the current bond will expire in 2031.

REQUESTED BOARD ACTION
The board is requested to consider a motion to adopt a resolution to approve the Amended and Restated Agreement for Student Union Building Revenues, Student Dormitory Revenues and Student Union Fees between the college and the Dormitory Housing Commission of North Idaho College, to be entered into in connection with the refinance of a portion of the Commission's Certificates of Participation, Series 2001.

Prepared by
Rolly Jurgens
Vice President for Administrative Services
RESOLUTION NO. 2010-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF NORTH IDAHO COLLEGE, KOOTENAI COUNTY, IDAHO, APPROVING AND AUTHORIZING THE EXECUTION OF THE AMENDED AND RESTATED AGREEMENT FOR STUDENT UNION BUILDING REVENUES, STUDENT DORMITORY REVENUES AND STUDENT UNION FEES BETWEEN THE COLLEGE AND THE DORMITORY HOUSING COMMISSION OF NORTH IDAHO COLLEGE; APPROVING A GROUND LEASE BETWEEN THE COLLEGE AND THE DORMITORY HOUSING COMMISSION OF NORTH IDAHO COLLEGE AND PROVIDING FOR THE EFFECTIVE DATE.

WHEREAS, North Idaho College, a community college district organized pursuant to the laws of the State of Idaho (the “College”), previously entered into that certain Agreement for Student Union Building Revenues, Student Dormitory Revenues and Student Union Fees effective June 25, 2008 (the “2008 Agreement”), by and between the College and the Dormitory Housing Commission of North Idaho College (the “Commission”) to set forth the agreement between the College and Commission as to their roles and duties with respect to the operation of the student union building (the “Student Union Building”) and student dormitory housing building (the “Student Dormitory Building”) located at the College, and the collection and use of the rents, charges, fees and other revenues derived from such buildings;

WHEREAS, in connection with the Commission’s proposed issuance of its Student Fee Revenue Refunding Bonds, Series 2010, to refund certain outstanding obligations of the Commission previously issued to finance certain improvements to the Student Union Building or Student Dormitory Building, the College and Commission desire to amend and restate the 2008 Agreement in the form of the Amended and Restated Agreement for Student Union Building Revenues, Student Dormitory Revenues and Student Union Fees (the “Amended and Restated Agreement”) presented to the Board of Trustees of the College (the “Board”), and attached to this Resolution as Exhibit A;

WHEREAS, in connection with the Amended and Restated Agreement, the College, as lessor, and the Commission, as lessee, desire to enter into a ground lease for the land upon which the Student Union Building and the Student Dormitory Building are constructed and to provide reasonable access thereto;

WHEREAS, the Board desires to approve the terms and provisions of the Amended and Restated Agreement and to authorize the execution thereof and to approve entering into a ground lease with the Commission, in a form approved by the President of the College, and to authorize the execution thereof;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

COLLEGE RESOLUTION (4/21/10)- 1
1. The terms and provisions of the Amended and Restated Agreement between the College and the Commission are hereby approved.

2. The Chairman of the Board of Trustees and/or the President of the College are authorized to execute, and the Secretary to the Board is authorized to attest, the Amended and Restated Agreement in the form attached hereto as Exhibit A.

3. A ground lease between the College, as lessor, and the Commission, as lessee, for the land upon which the Student Union Building and Student Dormitory Building are constructed, as well as reasonable access thereto, in a form approved by the President of the College and including the following terms (i) the term of the ground lease shall continue until all indebtedness of the Commission on the Student Union Building and Student Dormitory Building is repaid in full, and (ii) nominal rent shall be payable thereunder, is hereby approved.

4. The Chairman of the Board of Trustees and/or the President of the College are authorized to execute, and the Secretary of the Board is authorized to attest, the ground lease in a form approved by the President of the College.

3. All resolutions or parts thereof in conflict herewith, to the extent of such conflict, are hereby repealed.

4. This Resolution shall be in full force and effect immediately upon adoption.

PASSED AND ADOPTED by the Board of Trustees of North Idaho College, Kootenai County, Idaho, this 21st day of April, 2010.

NORTH IDAHO COLLEGE

_______________________________
Chairman, Board of Trustees

ATTEST:

_______________________________
Secretary
EXHIBIT A

AMENDED AND RESTATED AGREEMENT
AMENDED AND RESTATED AGREEMENT FOR STUDENT UNION BUILDING REVENUES, STUDENT DORMITORY REVENUES AND STUDENT UNION FEES

This Amended and Restated Agreement for Student Union Building Revenues, Student Dormitory Revenues and Student Union Fees (this “Agreement”) is made this ____ day of ________, 2010, by and between NORTH IDAHO COLLEGE, a community college organized and existing under the laws of the State of Idaho, whose address is 1000 W. Garden Avenue, Coeur d’Alene, Idaho 83814 (“NIC”), and the DORMITORY HOUSING COMMISSION OF NORTH IDAHO COLLEGE, whose address is 1000 W. Garden Avenue, Coeur d’Alene, Idaho 83814 (the “Commission”), to amend and restate the Agreement for Student Union Building Revenues, Student Dormitory Revenues and Student Union Fees effective June 25, 2008, between NIC and the Commission (the “2008 Agreement”).

RECITALS:

A. WHEREAS, NIC is a duly organized and acting community college district authorized under Title 33, Chapter 21 of the Idaho Code and the Commission is a duly organized and acting dormitory housing commission authorized under Section 33-2116 et seq., Idaho Code.

B. WHEREAS, the Board of Trustees of NIC (the “Board”) has authority pursuant to Idaho Code Section 33-2110 to fix and collect student fees (the “Student Fees”) from each student in attendance at NIC.

C. WHEREAS, pursuant to Idaho Code Section 33-2125, when a student union building or student dormitory has been constructed by a community college dormitory housing commission through the issuance of bonds or other obligations, revenues of the financed project may be pledged as part of the revenues necessary to pay off the bonds or other obligations.

D. WHEREAS, pursuant to Section 33-2137, Idaho Code, college districts are directed to set and collect from each student in attendance thereat a student union fee (the “Student Union Fee”) for the use and availability of student union buildings and student centers, including dormitories, and such Student Union Fee may be included as revenue derived from the operation of such facilities.

E. WHEREAS, pursuant to Section 33-2122, Idaho Code, NIC and the Commission are authorized to enter into such agreements as they may see fit with respect to the amounts of such fees and the manner of the collection and disposition thereof.

F. WHEREAS, the Commission, on May 1, 1997, issued Dormitory Housing Commission of North Idaho College, Kootenai County, Idaho, Certificates of Participation, Series 1997 (the “1997 Certificates”), in the principal amount of $4,995,000 to finance the cost of improvements to the student union building at NIC (the “Student Union Building”), and pledged the Student Union Fee and net revenues of the Student Union Building to the payment of the 1997 Certificates.
G. WHEREAS, pursuant to the Agreement for Student Union Building and Student Fees between NIC and the Commission dated March 26, 1997 (the “1997 Agreement”), and pursuant to Section 33-2137, Idaho Code, NIC agreed to set the amount of the Student Union Fee and to charge and collect revenues of the Student Union Building and to transfer amounts thereof sufficient to pay the principal and interest on the 1997 Certificates.

H. WHEREAS, the Commission, on April 10, 2001, pursuant to a Loan Agreement and Trust Indenture dated April 10, 2001 (the “2001 Indenture”), issued the Certificates of Participation, Series 2001 (the “2001 Certificates”), to finance the costs of construction of a student dormitory housing building (the “Student Dormitory Building”), and pledged Student Union Fee and revenues of the Student Dormitory Building, net of operation and maintenance expenses, to the payment of said 2001 Certificates.

I. WHEREAS, pursuant to the Agreement for Student Dormitory Building and Student Fees between NIC and the Commission dated January 31, 2001 (the “2001 Agreement”), NIC agreed to set the amount of the Student Union Fee and to charge and collect revenues of the Student Dormitory Building and to transfer amounts thereof sufficient to pay the principal and interest on the 2001 Certificates.

J. WHEREAS, on July 15, 2008, the Commission issued its Dormitory Housing Commission of North Idaho College Student Fee Revenue Refunding Bonds, Series 2008 (the “2008 Bonds”), in the principal amount of $3,155,000, pursuant to a bond resolution authorizing the issuance thereof (the “2008 Resolution”) to refund its outstanding 1997 Certificates, said 2008 Bonds secured by a pledge of the Student Union Fee, net revenues of the Student Dormitory Building (on parity with the 2001 Certificates), and net revenues of the Student Union Building (which Student Union Building revenues were not pledged to payment of the 2001 Certificates).

K. WHEREAS, pursuant to the 2008 Resolution and as referenced in paragraph J above, it was the intent of the Commission to pledge on a parity with the 2001 Certificates the net revenues of the Student Union Building, even though such revenues were not pledged to payment of the 2001 Certificates;

L. WHEREAS, the Commission intends to adopt a resolution (the “2010 Resolution”) authorizing the issuance of a series of bonds referred to as the Dormitory Housing Commission of North Idaho College Student Fee Revenue Refunding Bonds, Series 2010 (the “2010 Bonds”), in the principal amount not exceeding $______, to refund certain of the 2001 Certificates, said 2010 Bonds to be secured, on parity with the 2008 Bonds and the non-refunded 2001 Certificates, by a pledge of the Student Union Fee and revenues of the Student Union Building and the Student Dormitory Building less operations and maintenance expenses (the “Net Revenues”), and monies held under certain other funds established under the 2010 Resolution.

M. WHEREAS, pursuant to and resulting from the above-described financings, the Commission owns the Student Union Building and the Student Dormitory Building (collectively,
the “Buildings”). The Buildings are constructed on land owned by the College and the College intends to ground lease to the Commission the land upon which Buildings are located and reasonable access thereto.

N. WHEREAS, the Commission has authority, pursuant to Idaho Code Section 33-2122, to arrange or contract for the management and operation of the Buildings.

O. WHEREAS, NIC operates the Buildings and collects fees, charges, rents and other revenues therefor, as agent for the Commission, pursuant to the terms and provisions of the 1997 Agreement, the 2001 Agreement and the 2008 Agreement, as amended and restated by this Agreement.

P. WHEREAS, the Commission desires to ratify the fees, charges and rents being charged for Fiscal Year 2010 for services at and use of the Buildings.

Q. WHEREAS, the Commission desires to continue to contract with NIC for the management and operation of the Buildings and for the collection and management of the Student Union Fee and revenues of the Buildings and the transfer of such Student Union Fees and Net Revenues for use pursuant to the 2010 Resolution, the 2008 Resolution and the 2001 Indenture (collectively, the “Resolutions”).

R. WHEREAS, NIC desires to continue to manage and operate the Buildings as agent for the Commission.

S. WHEREAS, NIC and the Commission desire to clarify their respective roles and duties with respect to the operation of the Buildings and the collection and use of the rents, charges, fees and other revenues derived therefrom.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. Student Union Fees. NIC agrees to continue to set and collect from each student enrolled at NIC the Student Union Fee, as a component of the Student Fees imposed by the Board, and to transfer proceeds thereof in the amount sufficient, together with other revenues pledged therefor, to pay the principal and interest on the 2010 Bonds, the 2008 Bonds, and the outstanding 2001 Certificates (collectively, the “Obligations”), as they become due.

2. Fees, Charges and Rents. The Commission hereby ratifies and approves the fees, charges and rents being charged for services at and use of the Buildings for Fiscal Year 2010. The Commission agrees that it will set such fees, charges and rents annually prior to the commencement of each fiscal year.

3. Net Revenues. NIC agrees to continue to charge and collect revenues from services provided by the Buildings as set by the Commission and to pay operation and maintenance expenses on the Buildings therefrom.
4. **Revenue Funds.** NIC agrees to deposit, upon receipt, the Net Revenues from the Buildings and the Student Union Fee into the Revenue Funds as set forth in the 2010 Resolution. NIC, on behalf of the Commission, agrees to use the Net Revenues, Student Union Fees and the income earned on the investments in the Revenue Funds, and other funds under the 2010 Resolution, in the order of priority as set forth in the 2010 Resolution.

5. **Reports and Services.** NIC agrees to continue to provide to the Commission all accounting and support services necessary to open and maintain the accounts required by the Resolutions and to abide by the covenants and conditions set forth in the Resolutions in its control and management of the accounts and reports required therein.

6. **Maintenance and Operation of the Buildings.** The Commission appoints NIC and NIC accepts the appointment, as agent of the Commission, to continue to manage and operate the Buildings, collect the revenues and the Student Union Fee, pay the operation and maintenance expenses of the Buildings, effect transfer of the Student Union Fees and Net Revenues pursuant to the Resolutions for use in accordance with the Resolutions, so long as any of any Obligations are outstanding, and abide by the covenants and conditions set forth in the Resolutions.

7. **Compliance with Resolutions.** NIC agrees to take no action which would cause the Commission to violate any provision or covenant of the Resolutions, so long as any Obligations are outstanding, including maintaining the debt service coverage requirement thereunder.

8. **Meaning of Terms.** Unless otherwise defined herein, the capitalized terms that appear in this Agreement shall have the same meanings assigned to them in the 2010 Resolution.

9. **Severability.** All of the provisions of this Agreement are distinct and severable, and if any provision shall be deemed illegal, void or unenforceable, it shall not affect the validity, legality or enforceability of any other provision or portion of the Agreement.

10. **Binding Effect.** This Agreement shall be binding upon all parties hereto and their respective successors and assigns.
IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed the day and year above set forth.

BOARD OF TRUSTEES
NORTH IDAHO COLLEGE

By: ___________________________
Chairman

ATTEST:

____________________________________
Secretary

DORMITORY HOUSING COMMISSION
OF NORTH IDAHO COLLEGE
BOARD OF COMMISSIONERS

By: ___________________________
Chairman

ATTEST:

____________________________________
Secretary
BOARD OF TRUSTEES MEETING
April 21, 2010

SUBJECT
ACTION: Awarding Tenure

BACKGROUND
Each year the Tenure Committee provides the vice president for Instruction a list of faculty recommended for tenure.

DISCUSSION
Board Policy and Procedure 3.02.09 sets forth the process for tenure as follows:

APRIL BOARD MEETING: “The vice president for Instruction will convey both the Tenure Committee’s and his/her recommendation to the college president and the board of trustees. At the board’s request, all of the applicants’ personnel files, including data from previous student, peer, and administrative observations and evaluations will be forwarded to the college president for review by the board. The vice president for Instruction may not recommend tenure conferral in the absence of a favorable recommendation from the Tenure Committee. If the board chooses to discuss the recommendation with the applicant in an executive session, a faculty member appointed by the chair of the Faculty Assembly may be invited to participate.”

Each candidate’s application and the recommendation of the Tenure Committee have been reviewed by the vice president for Instruction and the president, both of whom recommend these six candidates for conferral of tenure. The files of the candidates have been made available for board review.

The candidates are:
Audrey Bourne Speech
Ryan Hayes Physical Education
Mark Magill Automotive Technology
Max Mendez Music, Division Chair
Debra Ortiz Radiography
Casey Wilhelm Business

FINANCIAL IMPLICATIONS
None

RECOMMENDATION
It is recommended that the board of trustees consider a motion approving tenure for the faculty members presented.

Prepared by:
Jay Lee
Vice President for Instruction
TENURE CANDIDATE SUMMARY

Tenure Candidate’s Name:        BOURNE, Audry

Start Date with North Idaho College:
August 21, 2006

Division:
Communications, Fine Arts, and Humanities

Classes the Candidate Teaches:
COMM 101, Intro to Speech Communication
COMM 133, Improving Listening Skills
COMM 134, Non-verbal Communication (online)

Educational Background:
B.A., Speech Communication, Montana State University
M.A., Communications and Leadership Studies, Gonzaga University
M.S., Adult and Organizational Learning, University of Idaho
Currently enrolled in Ph.D. program, Professional Leadership, Univ. of Idaho
MEMO TO: North Idaho College Board of Trustees  
FROM: Priscilla Bell, Ph.D., President  
DATE: March 18, 2010  
SUBJECT: Recommendation for Tenure

I enthusiastically concur with the recommendation of the Tenure Committee and Vice President Jay Lee to confer tenure for Audry Bourne.

Audry’s talent and genuine style help to demonstrate her dedication and support of the mission of North Idaho College. She serves as the lead faculty advisor for the Communications and Fine Arts Division and her work has earned her the respect of her colleagues campus wide. Her students recognize her as an instructor that adapts her teaching style and strategies to meet their diverse learning styles.

Audry’s involvement in the campus community includes presentations, organizing such events as the speech contest and membership on the Faculty Assembly Executive Committee. She has successfully integrated herself among the best at North Idaho College.

I highly recommend the board’s approval of tenure for Audry Bourne.
TO: Priscilla Bell, President
FROM: Jay Lee, Vice President for Instruction
RE: Recommendation for Tenure of Audry Bourne
DATE: 16 March 2010

I am happy to recommend Audry Bourne for tenure at North Idaho College.

Audry holds a Bachelor of Arts in Communication and has earned a Master of Arts degree in Communication and Leadership Studies from Gonzaga University as well as a Master of Science degree in Adult and Organizational Learning from the University of Idaho. She is now pursuing a PhD in Educational Leadership through the University of Idaho.

Audry’s Division Chair, Max Mendez, describes Audry as a highly effective instructor who willingly volunteers to help new faculty and assist her colleagues with instructional technology. Audry’s faculty evaluation team members state that Audry is a highly effective, student focused instructor. Her evaluators also state that Audry to open to suggestions and new challenges. Audry’s students describe her as a cheerful, engaging teacher that makes learning fun. She is there for her students.

Audry Bourne has served as the lead faculty advisor for the Communications and Fine Arts Division. She has been involved in organizing the Speech class unified final exam. Audry is actively involved in the college’s governance system, serving in the Executive Committee of the Faculty Assembly and as an alternate to the Senate.

Audry is a genuinely pleasant person and a joy to work with. North Idaho College is fortunate that after two years serving as a part-time instructor, Audry took the steps to gain the academic credentials necessary to join our full-time faculty ranks. She has already become an active member of the NIC team. Audry Bourne is very deserving of tenure status.
TENURE CANDIDATE SUMMARY

Tenure Candidate’s Name: HAYES, Ryan

Start Date with North Idaho College:
August 22, 2006

Division:
Physical Education, Dance, and Resort Recreation Management
Business & Professional Programs

Classes the Candidate Teaches:
BUSA 265, Legal Environment of Business
PE 110J, Jogging/Powerwalking
PE 110Y, Bowling
PE 220, Sports Ethics
PE 221, Fitness Activities and Concepts
PE 237A, Wilderness Backpacking
PE 237B, Wilderness Survival
PE 243, Play and Game Theory
RRM 140, Leadership Principles
RRM 220, Resort/Recreation Management Principles
RRM 250, Risk Management in the Resort Industry

Educational Background:
B.A., Law and Society, University of California Santa Barbara
M.S., Human Performance and Sports Studies, University of Tennessee
J.D., Gonzaga University School of Law
Ph.D., Kinesiology, University of Arkansas
MEMO TO: North Idaho College Board of Trustees  
FROM: Priscilla Bell, Ph.D., President  
DATE: March 18, 2010  
SUBJECT: Recommendation for Tenure

It is with much enthusiasm that I endorse the recommendation of the Tenure Committee and Vice President Jay Lee to confer tenure for Ryan Hayes.

Ryan offers the college a diverse educational background and unique skill sets that set him apart from his colleagues and qualify him for tenure status. He effectively serves as lead faculty advisor for the Physical Education and Resort/Recreation Management Division and he is actively engaged in curricular and program development. Ryan has successfully integrated technology into his classes creating an interactive and interesting learning environment for students. He is also an active participant in campus life and division activities.

Ryan is a most deserving member of our faculty and I recommend the board’s approval of tenure for him.
TO: Priscilla Bell, President
FROM: Jay Lee, Vice President for Instruction
RE: Recommendation for Tenure of Ryan Hayes
DATE: 16 March 2010

I am happy to recommend Ryan Hayes for tenure at North Idaho College.

Ryan Hayes holds a Bachelor’s Degree in Law & Society from the University of California Santa Barbara, a Juris Doctor from Gonzaga University School of Law, a Master’s Degree in Human Performance & Sports Studies from the University of Tennessee, and a Doctor of Philosophy in Kinesiology from the University of Arkansas. He is also a current licensed member of the Idaho State Bar, as well as a faculty member of the American Alliance of Health, Physical Education, Recreation, and Dance, and the Association for Outdoor Recreation and Education. He is certified to teach Health & Fitness and Constitutional Law classes through the POST Academy Law Enforcement Program.

Ryan’s Division Chair, Paul Manzardo, describes Ryan as a hard-working educator who strives to bring the “real world” to his students. Ryan’s teaching style is inventive and active. Ryan’s faculty evaluation team members state that Ryan sets high standards for himself and his students while maintaining an entertaining environment. Ryan’s students describe him as a teacher that is encouraging, enthusiastic, and well connected to today’s job market.

Ryan Hayes has served as the lead faculty advisor for the Physical Education and Resort/Recreation Management students. He has also been an active member of the Student Learning Outcomes Assessment/General Education committee.

North Idaho College is fortunate to have an instructor with Ryan’s credentials. Because of his diverse educational background, Ryan is uniquely qualified to teach across disciplines. With Ryan’s help, NIC will be able to offer much sought courses in sports law and sports psychology.

Ryan Hayes is an excellent fit for NIC. He will be an excellent addition to the ranks of our tenured faculty.
TENURE CANDIDATE SUMMARY

Tenure Candidate’s Name: MAGILL, Mark

Start Date with North Idaho College:
August 21, 2006

Division:
Trades and Industry
Business and Professional Programs

Classes the Candidate Teaches:
AUTO 116L, Auto Lab
AUTO 126, Steering, Suspension, and Alignment
AUTO 141, Electrical System Fundamentals
BLDR 142, Safety

Educational Background:
Small Business Management, Merritt Davis School of Business
Limited Occupation Specialist Certificate
Automotive Service Excellence Master Certification
Applied for Standard Occupation Specialist Certificate
Currently enrolled in the University of Idaho, Professional-Technical Education
MEMO TO: North Idaho College Board of Trustees  
FROM: Priscilla Bell, Ph.D., President  
DATE: March 18, 2010  
SUBJECT: Recommendation for Tenure

It is a great delight for me to concur with the recommendation of the Tenure Committee and Vice President Jay Lee to confer tenure for Mark Magill.

Mark has proven himself a valuable asset to North Idaho College in many ways. As a member of our faculty, he successfully initiated the college’s first dual credit courses for Professional Technical Education. He is a focused instructor who utilizes teaching methods that enable him to connect with students and effectively teach course content.

Mark continually strives to build his expertise and credentials through continuing education programs and as he works towards his baccalaureate in Professional Technical Education.

Mark’s skills and abilities on behalf of students and North Idaho College have earned him tenure status and I highly recommend the board’s approval of tenure for him now.
TO:          Priscilla Bell, President
FROM:        Jay Lee, Vice President for Instruction
RE:          Recommendation for Tenure of Mark Magill
DATE:        16 March 2010

It is my honor to recommend Mark Magill for tenure at North Idaho College.

Mark Magill has satisfied the requirements of the Limited Occupation Specialist Certificate from the Idaho State Board of Education and has applied for the Standard Occupational Specialist Certificate. He is currently working towards a Bachelor of Science Degree in Professional Technical Education through the University of Idaho. Additionally, he has completed over 90 hours of technical conferences, workshops, and seminars, and has maintained his Automotive Service Excellence Master Certification.

Mark’s Division Chair, Doug Anderson, describes Mark as a compassionate, organized and innovative educator. Mark is known as an instructor that genuinely cares about his student’s success in the lab and in the workforce. Mark’s faculty evaluation team members state that Mark is a “master instructor” with an ability to communicate the technical aspects of his trade while demonstrating a passion for helping his students. Mark Magill challenges his students through a creative and interactive teaching style. Mark’s students describe him as a teacher that strives to make sure that every student understands every aspect of the program’s curriculum.

Mark was actively involved in the development of the first real use of dual credit in a professional technical field. He continues to promote the use of tech prep articulations for Auto Mechanics.

Mark brings to NIC a unique set of talents. He is a musician and a self taught videographer. With these skills he has produced promotional videos for our professional technical programs. Mark can often be found roaming the campus with his video equipment. Mark is currently working with a publisher and preparing a study guide for an Auto Mechanic text.

North Idaho College is fortunate to have an instructor with Mark’s devotion to his students and this institution. Mark is an excellent instructor and employee. He will be an excellent addition to the ranks of our tenured faculty.
TENURE CANDIDATE SUMMARY

Tenure Candidate’s Name: MENDEZ, Max

Start Date with North Idaho College:
August 23, 2005

Division:
Communications, Fine Arts, and Humanities

Classes the Candidate Teaches:
MUS 103, North Idaho College Concert Choir
MUS 104, Vocal Jazz Ensemble
MUS 110M, Madrigal Ensemble

Educational Background:
B.A., Music—Opera Performance, California State University, Long Beach
B.A., Music, Eastern Washington University
M.A., Music--Conducting, Eastern Washington University
MEMO TO: North Idaho College Board of Trustees
FROM: Priscilla Bell, Ph.D., President
DATE: March 18, 2010
SUBJECT: Recommendation for Tenure

It is a pleasure for me to concur with the recommendation of the Tenure Committee and Vice President Jay Lee to confer tenure for Max Mendez.

Max successfully serves in multiple roles for North Idaho College including division chair, music director, teacher and performer. He represents the college positively with his community involvement and he continually enhances our reputation as a community institution and builds credibility for the NIC music department.

Max has an excellent rapport with students and his colleagues. He directs highly acclaimed performance groups that perform for audiences throughout our region and internationally such as the concert choir, the Madrigal Singers and a vocal jazz ensemble.

Max is a talented and significant member of our faculty I highly recommend the board’s approval in granting him tenure.
TO: Priscilla Bell, President
FROM: Jay Lee, Vice President for Instruction
RE: Recommendation for Tenure of Max Mendez
DATE: 16 March 2010

It is my honor to recommend Max Mendez for tenure at North Idaho College.

Max Mendez comes to NIC with a Bachelor of Arts degree in Music—Opera Performance from California State University at Long Beach, California. He has also earned a Bachelor of Arts degree in Music and a Master of Arts in Music, both from Eastern Washington University, in Cheney.

Max’s Dean, Bob Murray, describes Max as an outstanding educator who is organized and exceptionally proficient as a division chair, music director and performer. Max is a great role model for his students. He frequently takes roles in theater productions and sings in several settings. He is known for his excellent voice and quality performances.

Max’s faculty evaluation team members state that Max consistently demonstrates the highest level of teaching skill. They further state that Max shows remarkable energy, enthusiasm for his teaching assignment, and great respect for his students. Max’s students describe him as entertaining, challenging, friendly, patient and easy-going. His students show great respect for Max.

Max Mendez has served the college in several capacities. He is a Lead Faculty Advisor (and former Advisor of the Year), he serves on the Cardinal Connections committee and he often organizes and coordinates diversity events.

In his first year as the Communications and Fine Arts Division Chair, Max has demonstrated great skills and understanding of the assignment. He has already established great credibility with his faculty and with the other division chairs.

North Idaho College is very fortunate to have an employee like Max Mendez. An employee with his talent, expertise and work ethic could find work in any college. We should be thankful that he has chosen NIC. NIC should grant Max Mendez tenure as soon as possible.
TENURE CANDIDATE SUMMARY

Tenure Candidate’s Name: ORTIZ, Debra

Start Date with North Idaho College:
July 10, 2006

Division:
Health Education and Nursing

Classes the Candidate Teaches:
RADT 101, Intro to Radiography
RADT 102, Patient Care in Radiography
RADT 105, Radiation Protection
RADT 106, Radiographic Procedures
RADT 107, Radiography Physics
RADT 110, Law and Ethics for Radiography
RADT 180, Clinical Education I
RADT 190 Clinical Education II
RADT 201, Pharmacology and Contrast Procedures in Radiography
RADT 202, Radiographic Images II
RADT 203, Radiographic Procedures II
RADT 290 Clinical Education III
RADT 291, Clinical Education Option
RADT 295, Clinical Education IV
RADT 297, Senior Radiography Review

Educational Background:
B.S., Health Science: Radiologic Technology, California State University
M.S., Health Science: Professional Studies, California State University
Currently enrolled in Education Specialist Certification, Univ. of Idaho
MEMO TO: North Idaho College Board of Trustees
FROM: Priscilla Bell, Ph.D., President
DATE: March 18, 2010
SUBJECT: Recommendation for Tenure

It is with pleasure that I concur with the recommendation of the Tenure Committee and Vice President Jay Lee to confer tenure for Debra Ortiz.

Among her many outstanding qualities, Debra is to be commended for her leadership in securing full accreditation for the Radiologic Technology Program and for her teaching effectiveness as demonstrated by positive student evaluations.

Debra has continually worked to improve her professional development and has become a valuable member of the college community. She is actively engaged in several committees and effectively demonstrates her dedication as a student advisor.

I highly recommend the board’s approval of tenure for Debra Ortiz.
TO: Priscilla Bell, President
FROM: Jay Lee, Vice President for Instruction
RE: Recommendation for Tenure of Debra Ortiz
DATE: 16 March 2010

It is my honor to recommend Debra Ortiz for tenure at North Idaho College.

Debra Ortiz’s education includes a Certificate of Completion from the Radiologic Technology, Harbor-UCLA Medical Center, School of Radiologic Technology in Torrance, California, a Bachelor of Science degree in Health Science: Radiologic Technology from California State University, Dominguez Hills, Carson, California, and a Master of Science in Health Science: Professional Studies, Education Option, from California State University, Dominguez Hills, Carson, California. Debra also has her Idaho Education Credential and is a member of the American Registry of Radiologic Technologists. Debra is currently working on an Education Specialist Certificate.

Debra’s Division Chair, Lita Burns, describes Debra as an instructor who brings great work experience in her field to the classroom and lab. Lita further states that Debra is very dedicated to the college and her students. Debra is always prepared for her duties within the classroom. Debra’s faculty evaluation team members describe Debra as very organized, focused, motivated, and collaborative. The evaluators feel that Debra demonstrates both integrity and compassion in her duties. Debra’s colleagues state that Debra is professional, reliable and thoughtful. Debra’s students describe her as a teacher that provides variety in her instruction and an ability to make the class time interesting.

Debra serves on the Insurance Committee and the Accreditation Steering Committee. Her experience as an accreditation site visitor for the Joint Review Committee on Education in Radiologic Technology (JRC-ERT), is valuable for NIC’s pending accreditation reports and visits. In addition to her committee assignments, Debra is actively engaged in the college culture. She attends several campus events and she demonstrates an eagerness to learn about the college and how it functions.

Debra has clearly demonstrated her devotion to North Idaho College. She is a genuinely good employee. North Idaho College is fortunate that Debra Ortiz has left her professional career in Radiography to serve our students. She has successfully completed every requirement of the tenure process, and became a valued member of this institution in that process. Debra Ortiz is very deserving of tenure status.
TENURE CANDIDATE SUMMARY

Tenure Candidate’s Name: WILHELM, Casey

Start Date with North Idaho College:
August 23, 2006

Division:
Business and Professional Programs

Classes the Candidate Teaches:
BMKT 241, Fundamentals of Promotion and Advertising
BUSA 100, Introduction to Computers
BUSA 236, Introduction to Finance
BUSA 250, Computer Systems and Business Applications
ECON 201, Principles of Economics (Macro)

Educational Background:
B.A., Business Administration—Marketing, Eastern Washington University
M.B.A., Business Administration--Marketing, Eastern Washington University
MEMO TO: North Idaho College Board of Trustees  
FROM: Priscilla Bell, Ph.D., President  
DATE: March 18, 2010  
SUBJECT: Recommendation for Tenure

I am honored to concur with the recommendation of the Tenure Committee and Vice President Jay Lee to confer tenure for Casey Wilhelm.

Among the many reasons why Casey has earned tenure status are the great variety of classes he teaches and his willingness to accept and prepare himself for new teaching assignments. As well, Casey’s creative and effective teaching style enables him to connect well with students, and he has taken on the responsibility as lead advisor for transfer students in the Business and Professional Programs Division.

Casey is a respected and admired member of the North Idaho College faculty I enthusiastically recommend the board’s approval of tenure for him.
TO: Priscilla Bell, President
FROM: Jay Lee, Vice President for Instruction
RE: Recommendation for Tenure of Casey Wilhelm
DATE: 16 March 2010

It is my honor to recommend Casey Wilhelm for tenure at North Idaho College.

Casey Wilhelm holds Bachelor of Arts degrees in Education and Marketing from Eastern Washington University, Cheney Washington, and a Master’s Degree in Business Administration from Gonzaga University, Spokane, Washington. When asked if he would teach an Economics class, Casey enrolled in an upper level Economics class to make sure he was fully prepared to instruct that class. Casey is enrolled in the University of Idaho where he is taking courses in Adult and Organizational Learning.

Casey’s Division Chair, Gayne Clifford, describes Casey as a knowledgeable and effective instructor that is very attentive to his student’s needs. Casey uses his sense of humor to establish a rapport with his students. Casey’s faculty evaluation team members state that Casey creates a structured, yet casual learning environment. Casey frequently draws on real world experiences in his highly interactive classes. Casey’s students expressed admiration for his use of games in the learning process, his interactive class discussions, and his ability to relate their instruction to “real life.”

Casey Wilhelm has served as the lead faculty advisor for the Business and Professional Programs Division. He has also been an active member of the Judicial Board.

Casey has found his niche at NIC and we should be thankful that he has done so. His colleagues respect him and appreciate his contributions to the college. Casey Wilhelm serves North Idaho College well and he has earned tenure status.
SUBJECT
Board of Trustees Meeting Calendar 2010-11

BACKGROUND
According to Idaho Code Sections 67-2340 through 67-2345, the board of trustees is required to adopt an annual meeting schedule for its regular meetings.

DISCUSSION
In accordance with state statute, Attachment A is proposed to establish the board’s annual meeting schedule. As in the past, no board meeting is planned for July.

It is recommended that the January meeting be held on January 19, to accommodate participation in legislative week activities and the JFAC hearing in Boise, typically held the last week in January. It is further recommended that the April meeting be held one week earlier, on April 20, 2011 to accommodate the president’s participation in the annual DC Fly-in event in Washington, DC the last week of April. Any retreats and workshops will be announced as needed.

COMMITTEE ACTION
None.

FINANCIAL IMPLICATIONS
None.

RECOMMENDATION
The board may choose to forego a second reading in May and approve the board of trustees meeting calendar for 2010-11, as presented.

Prepared by
Priscilla Bell, Ph.D.
President
Board of Trustees
FY 2010-2011
Meeting Schedule

- July, 2010 – no meeting
- August 25, 2010
- September 22, 2010
- October 27, 2010
- November 17, 2010
- December 15, 2010
- January 19, 2011
- February 23, 2011
- March 23, 2011
- April 20, 2011
- May 25, 2011
- June 22, 2011

Retreats/workshops by announcement
SUBJECT

Third Quarter Budget Review, FY09-10

BACKGROUND

Each quarter, current revenue and expenditure information will be presented to the board of trustees. Revenues and expenditures are closely following the five year trends. Revenue figures have been adjusted downward by $1,066,178 to reflect the reductions to date in state general funds.

DISCUSSION

- Attachment A indicates the budget is at $38,866,224. Revenue through March was $37,682,138 with expenditures of $29,597,575.

- Attachment B shows the year-to-date revenues and expenditures through March compared with an arithmetic mean of revenues and expenditures over the same period for the previous five years. Total revenue is tracking slightly above the past even though we have experienced a reduction in state general funds. This is due to tuition income increases. Expenditures are up slightly from prior history.

- Attachment C shows the progressive monthly growth of revenues for FY09-10 as compared to the arithmetic mean of revenues over the same period for the previous five years. Note the comment above relative to the reduction in state funds and the increase in tuition income.

- Attachment D shows the progressive monthly growth of expenditures for FY09-10 as compared to the arithmetic mean of expenditures over the same period for the previous five years.

- Attachment E shows the progressive monthly growth of tuition and fee revenue for FY09-10 as compared to the arithmetic mean of tuition and fee revenue over the same period for the previous five years. Note that tuition and fee revenue significantly exceeds the previous five-year mean.

COMMITTEE ACTION

None.

FINANCIAL IMPACT

Currently, tuition income is off-setting reductions in state general funds.

REQUESTED BOARD ACTION

No action is recommended.

Prepared by
Rolly Jurgens
Vice President for Administrative Services
Budget Summary  March 31, 2010
Tab 6 Attachment A

North Idaho College

Budget  Revenue  Expenditures

$38,866,224  $37,682,138  $29,597,575

$5,000,000  $10,000,000  $15,000,000  $20,000,000  $25,000,000  $30,000,000  $35,000,000  $40,000,000  $45,000,000
Budget Comparison March 31, 2010
Tab 6 Attachment B

Revenue
- 5 Year Mean: 93.11%
- To Date: 96.95%

Expenditures
- 5 Year Mean: 73.13%
- To Date: 76.15%
Revenue as of March 31, 2010
Tab 6 Attachment C
Expenditures as of March 31, 2010
Tab 6 Attachment D

Percentage

Months

July Aug Sept Oct Nov Dec Jan Feb Mar April May June

Five Year
FY10
Tuition & Fees as of March 31, 2010
Tab 6 Attachment E

Percentages of Budget

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YTD: Year-to-Date
Five Year Mean