Dear Trustees,

Although it is quieter on the campus these days, summer classes have begun and so have
the many sports summer camps that we enjoy welcoming to the college each year. Before I
report on activities over the past month, I’ll begin with an update to our Strategic Plan theme
for the month.

NIC Strategic Plan

Theme VII: Physical Resources

Goal 2: Advance the campus infrastructure with regards to technology and safety.

A. Enhance online student support and education services.

1. Bring all qualifying NIC classrooms to the minimum Information Technology standard
   using ARRA stimulus funding.

   - Outcome: Improved instructional delivery to 45 classrooms.
   - Performance Measures: Plan outlining the qualifying classrooms. Completion of
     rooms with available funding.
   - Responsible Party: Information Technology (Steve Smith)
   - Time Frame: June 2010

   Status: Completed. In addition, funds were accorded from FY2010 budgets at
   year end to bring classrooms in the newly remodeled Seiter Hall to standard
   upon opening in August 2010. The project will continue to remaining rooms
   slated for standardization including at WTC in Post Falls in FY2011. Final
   project completion is now envisioned for June 2011.

2. Develop a plan for equipment replacement.

   - Outcome: Improved network and systems security via consultation, best practice
     adoption, software acquisition and standards creation.
   - Performance Measure: A plan developed with faculty input addressing equipment
     replacement in classrooms with institutional funding.
   - Responsible Party: Information Technology (Steve Ruppel)
   - Time Frame: 2008 - 2009

   Status: In progress. Replacement plan partially completed and is pending
   conclusion of the classroom technology project. Faculty input acquired for
   additions and replacements of classroom technology during the ARRA
   stimulus funded classroom technology project. Support budget increased for
   equipment obtained prior to the beginning of the 2008 project start date for
   those items installed under standards.
B. Assess campus safety practices and implement necessary improvements.

1. Improve network security via collaboration and best practice adoption.

   - Outcome: Enhanced security of records and other official information.
   - Performance Measure: A roster of defined best practices for improving network access and other security. Improvements to the VLAN and DNS architecture. Preparation to integrate an intrusion detection / prevention system (IDS/IPS) when funding comes available.
   - Responsible Party: Information Technology (Steve Ruppel)
   - Time Frame: May 2010.

   Status: Completed. Improvements from a roster of best practices are now defined and are partially completed. Security was enhanced in the spring of 2010 by the separation of wireless network traffic and the implementation of a management controller. Backup systems and restoration processes for critical systems (e.g. file system, email, datamarts, etc.) have been improved and automated via acquisition of SANs, backup agent licenses and process changes. Account creation and deletion procedures have undergone revision and directories and access privileges adjusted. Process for ongoing review has been set.

2. Improve network security.

   - Outcome: Improved network and systems security via consultation, best practice adoption, software acquisition and standards creation.
   - Performance Measure: A network intrusion detection and prevention device will be acquired. Network traffic will be monitored to ensure that both records and traffic are secure for all purposes. Policy development regarding information security will be undertaken. An information audit will be researched for future improvement.
   - Responsible Party: Information Technology
   - Time Frame: 2008 - 2009

   Status: Reactivated and in progress. Surplus networking equipment was sold to generate funds required to obtain a network intrusion prevention system. This system will be added into the college network to actively monitor traffic by September 1, 2010. Other improvements ongoing and policy revisions set pending IPS system monitoring requirements.

Other news and events happening at NIC:

Women’s Gift Alliance Gift
The Women’s Gift Alliance (WGA) Fund in the Idaho Community Foundation will fund equipment purchases for a project to be offered by the Coeur d’Alene Public Library and North Idaho College Adult Basic Education (ABE) to boost the computer skills of people looking for jobs or hoping to re-enter the job market.

A grant written by Ruth Pratt, Executive Director of the Coeur d’Alene Public Library Foundation, with assistance from NIC ABE Director Rex Fairfield, for $22,625 was awarded to the library. The project called the “Retool Box,” has also received a $2,000 grant from Waste Management of Idaho and $1,000 from the Idaho Community Foundation itself.
The grant will fund the purchase of 20 laptops, a charging storage unit and other equipment to be used by the library for computer workshops of various sizes to be offered in its meeting rooms. North Idaho College will provide instructional support and personnel through the Workforce Training and ABE programs to provide basic computer training. In addition, the NIC ABE program and the library will work together to develop a referral process between programs to facilitate access to services at each institution.1

**Accreditation Update**

In the May 2010 letter to the board, we reported that the Accreditation Executive Committee was considering the addition of new core themes to our accreditation plan. Upon review of the core themes with the President’s Cabinet, it was decided to incorporate the objectives and outcomes related to diversity and inclusion into the original three core themes. This results in the NIC principles of fostering a diverse and inclusive campus environment being placed throughout our accreditation documents and therefore stressed in all aspects of college’s operation. Although we are adding new objectives and outcomes, we decided that North Idaho College will maintain and report the three original core themes (Student Success, Instructional Excellence, and Community Engagement) in our accreditation report to NWCCU.

**Summer Enrollment**

As anticipated, Summer 2010 has established another enrollment record as our largest summer session ever.

<table>
<thead>
<tr>
<th></th>
<th>Summer 2007</th>
<th>Summer 2008</th>
<th>Summer 2009</th>
<th>Summer 2010 as of 6/7/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Headcount</td>
<td>922</td>
<td>1,058</td>
<td>1,292</td>
<td>1,837*</td>
</tr>
<tr>
<td>Full-time Equivalency (total credits/6)</td>
<td>686</td>
<td>804</td>
<td>1,024</td>
<td>1,470*</td>
</tr>
<tr>
<td>Number of different courses offered</td>
<td>106</td>
<td>111</td>
<td>131</td>
<td>137</td>
</tr>
<tr>
<td>Number of sections offered</td>
<td>145</td>
<td>154</td>
<td>188</td>
<td>236</td>
</tr>
<tr>
<td>Total number of class seats available</td>
<td>2604</td>
<td>2755</td>
<td>3466</td>
<td>4371</td>
</tr>
<tr>
<td>Total number of seats taken</td>
<td>1754</td>
<td>1862</td>
<td>2619</td>
<td>3590</td>
</tr>
<tr>
<td>Per cent of available seats taken</td>
<td>67.4%</td>
<td>67.6%</td>
<td>75.6%</td>
<td>82.1%</td>
</tr>
<tr>
<td>Average class size</td>
<td>12</td>
<td>12</td>
<td>14</td>
<td>15</td>
</tr>
<tr>
<td>Number of evening sections</td>
<td>12</td>
<td>9</td>
<td>11</td>
<td>13</td>
</tr>
</tbody>
</table>

*as of Jun 11, 2010

**Fall 2010 Enrollment Projection**

Early enrollment numbers for the Fall 2010 semester reveal a continuing trend of increasing enrollment. The deans, division chairs and faculty continue to find ways to accommodate more students in our classrooms and in our on-line classes.

<table>
<thead>
<tr>
<th></th>
<th>Fall 2007</th>
<th>Fall 2008</th>
<th>Fall 2009</th>
<th>Fall 2010 as of 6/7/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of different courses offered</td>
<td>495</td>
<td>521</td>
<td>523</td>
<td>567</td>
</tr>
<tr>
<td>Number of sections offered</td>
<td>1067</td>
<td>1135</td>
<td>1251</td>
<td>1305</td>
</tr>
<tr>
<td>Total number of class seats available</td>
<td>22755</td>
<td>29023</td>
<td>26717</td>
<td>27899</td>
</tr>
<tr>
<td>Total number of seats taken</td>
<td>18530</td>
<td>19925</td>
<td>23275</td>
<td>15946</td>
</tr>
<tr>
<td>Per cent of available seats taken</td>
<td>81.4%</td>
<td>68.7%</td>
<td>87.1%</td>
<td>57.2%</td>
</tr>
<tr>
<td>Average class size</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>12</td>
</tr>
<tr>
<td>Number of evening sections</td>
<td>136</td>
<td>121</td>
<td>119</td>
<td>127</td>
</tr>
</tbody>
</table>

1 Information provided from June 10, 2010 press release from the Coeur d’Alene Public Library
**ABE/GED Review**
The National Reporting Standards review of the NIC Adult Basic Education program was conducted May 4 by Cheryl Engel, the state director of Adult Basic Education (under the Division of Professional-Technical Education). The NIC ABE program received commendations for their organized approach to data collection, their systems of checks and balances to assure data integrity, their professional approach to assessment, their system of assessing student goals and aspirations, their consistent follow through and progress maintenance with students, and their knowledge and understanding of National Reporting Standards.

The GED program was also recognized for its organization, documentation, polices and protocols. The GED program staff was commended for their professionalism in completing required tasks and in their caring and encouraging support of students.

The 2010 annual review of the NIC ABE/GED operation resulted in zero corrective action items.

**POST Academy Update**
Through an end-of-year allocation for capital expenses from the Idaho Division of Professional-Technical Education, NIC was able to purchase a state of the art training simulator for our POST Academy program. This use of force decision simulator will be utilized in the academy, and it will also be available to local law enforcement agencies for their training purposes.

In Fall 2010, NIC will offer its first POST Academy with both hired officers and self-supported students. We currently have over 50 applications for the 25 seats available in the academy. Background checks are being conducted on the applicants and physical fitness tests and interviews will be conducted during the last two weeks of June.

**Studio Update**
The NIC studio in Boswell Hall saw much of its equipment pulled to the Christianson Gymnasium for the May 14 NIC graduation ceremony. Andy Finney was charged with coordinating the taping and broadcasting of the ceremony. Andy worked with Time Warner Cable and the Coeur d’Alene TV staff to achieve a professional production. The graduation ceremony is currently being aired on Channel 19.

Other than the graduation ceremony, the NIC studio sees relatively little activity. The Mayor’s Show is still taped in the studio every other month. The Graphic Design program occasionally uses the studio to film a project similar to the meth prevention DVD done with Idaho First Lady Laurie Otter. Generally, the Graphic Design program will use components from the studio and take them back to their instructional area. The eLearning department occasionally uses the studio, but most of their filming activity takes place with non-studio equipment and in multiple sites around campus. eLearning is working on a large scale project to develop videos related to our professional-technical programs. The vast majority of this work will be done outside the studio.

In a building-related issue, the studio space is discussed as the college deals with a forced move of the costume shop. The costume shop must be moved from its current location due to fire code concerns related to the use of the clothes dryer that was not vented through an exterior wall. To comply with fire code, the costume shop with its washer and dryer are being moved to an exterior wall room. The move is causing the college to reconsider the placement of other offices and activities within Boswell Hall. One option that has been discussed is the use of the studio space for Theatre class activities.

**Really BIG Raffle**
NIC Foundation’s 17th Annual Really BIG Raffle Drawing will be held Wednesday, July 14 in NIC’s Ft. Sherman Park. Music begins at 6 and the drawing happens at 7 p.m. To date only 800
tickets remain to be sold! The Grant Prize home, crafted by NIC Carpentry Program instructor Dave McRae and the students is located in Coeur d’Alene Place. This year’s home construction is based on energy efficiency and green building technology and includes numerous energy efficient upgrades. The home is also National Green Building certified and features environmentally friendly building materials, landscape, and finishes. Take a virtual tour at: www.nic.edu/rbr

Alumni Connection newsletter
Look for the spring/summer 2010 issue of the NIC Alumni Association’s Alumni Connection newsletter, which will be mailed to over 2,500 Alumni Association members in late June. Future issues will be delivered electronically.

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

May 24
Constituent Leader Meeting
CASA board meeting

May 25
Management Team
Booster club featuring guest speaker, Ron Ouren from Panhandle State Bank.
Opera Development Committee meeting

May 26
Meeting with a colleague from Opera Coeur d’Alene board
Meeting with Todd Christenson from the Coeur d’Alene Chamber to discuss upcoming trip to China

May 27-31 Vacation

Jun 1
Complete College America state meeting - Boise
President’s Council meeting - Boise

Jun 2
Met with new marketing director for STCU. STCU is a valuable NIC supporter.
Discussed recently passed budget for FY11 with members of Meet and Confer Committee

Jun 3
Inland Northwest Partners summer meeting at Hayden Lake Country Club

Jun 4
Met with colleagues from Opera Coeur d’Alene Board of Directors
Rotary
NIC Athletics Golf Tournament at Avondale Golf Club

Jun 9
Region 18 Athletic Directors’ meeting at the Resort
Coeur d’Alene Chamber’s Executive Roundtable closing meeting and luncheon
Rolly Jurgens’ farewell in the SUB dining room
Attended Fort Grounds Homeowner’s Association meeting to discuss the college’s plans for access into the north campus (mill site) and answer questions regarding development of the site.

Jun 15
Monthly Education Corridor city meeting at Mayor’s office
Jun 16  Meet with Senate Chair to review and discuss revisions for Tenured Faculty Remediation procedure

Jun 17  Met with Todd Christenson of the Coeur d’Alene Chamber and Mark Peters of the International Trade Alliance to discuss specific needs for meetings they are arranging on behalf of NIC in Beijing and Shanghai during the fall trip to China.
  Opera Coeur d’Alene Board meeting

Jun 18  Education Corridor Transportation Study Steering Committee meeting
  Rotary

Jun 20  Attended Coeur d’Alene Summer Theater performance of 25th Annual Putnam County Spelling Bee – Schuler Auditorium

Upcoming meetings:
Jun 22  Management Team meeting
  Training to participate in upcoming Orientation Advising, and Registration sessions (OARS) with new students

Jun 24  Open forum with HR director to discuss staff compensation
  Girl Scout fundraising event

Jun 25  OARs session with new students
  Farewell reception for LCSC President Dene Thomas in Lewiston

Jun 27  Provide support with Coeur d’Alene Rotary for Ironman competition

Jun 28  CASA Board meeting
  Retirement reception for Larry Branen, University of Idaho Coeur d’Alene

Jul 2-18  Vacation

Jul 20  Monthly Education Corridor city meeting at Mayor’s office

Jul 21  Tour Rathdrum Power Plant with General Manager Gary Allard

Jul 26  CASA Board meeting

Jul 28-Aug 2  Glacier Park for Mountain States Association of Community College Presidents’ summer conference
4:00
CALL TO ORDER
Verification of Quorum

EXECUTIVE SESSION
Idaho Code Sections 67-2345 (b), (c), (f)

6:00 p.m. Driftwood Bay Room
RECONVENE BOARD MEETING
Verification of Quorum/Introduction of Guests
Minutes Review/Approval
Public Comment

OLD BUSINESS
None

NEW BUSINESS
Tab 3: ACTION: Renewal of President’s Contract
Tab 4: ACTION: Appointment of Clerk of the Election

INFORMATION ITEMS
Kootenai Technical Education Campus (KTEC)
Education Corridor

REPORTS
College President
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
August 25, 2010
BOARD OF TRUSTEES MEETING
June 23, 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 4:00 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 Meyer, seconded by Trustee Vieselmeyer, 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 to consider pending litigation. Roll call vote was taken as follows:

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

Trustee Mic Armon arrived at 4:15 p.m. At 5:00 p.m., a motion was made to return to open session by Trustee Williams, seconded by Trustee Vieselmeyer.

Chair Wood recalled the meeting to order at 5:10 pm and opened the budget workshop.

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
Wade Larson, Human Resources Director
Al Williams, Athletics Director
Rayelle Williams, Development Director and NIC Foundation Executive Director
Steve Ruppel, IT Director
Marc Lyons, Attorney for North Idaho College
The budget workshop opened with a review of the proposed tuition and fees for FY11. Controller Sarah Garcia first reviewed the comparison of tuition and fees between the institutions around the state. She pointed out that other than College of Southern Idaho and the community colleges in Spokane, North Idaho College is proposing the lowest increase in tuition and fees. Dr. Bell added that this proposal represents an increase of 5.7% for a 12 credit student.

A discussion ensued after which Dr. Bell commented that the tuition restructure could sustain an increase of 4.74% instead of the proposed 5.7%, but it would mean an approximate reduction of $110,000 in revenue. She added that the proposed budget was developed using a 5.7% increase in tuition and fees.

Garcia next reviewed a breakdown of the items that comprise the proposed tuition and fees and a breakdown of the number of students at each credit level and the associated increase or decrease the students will experience with the proposed tuition and fees. She added that 44% of students will see a decrease in cost and the average across the board increase will be less than 1%.

Vice President Rolly Jurgens presented the proposed FY11 Operating and Plant Fund budgets. He began by stating that the fee generated budgets had been removed from the general fund budget to be comparable with CSI and College of Western Idaho. He next reviewed specific expenditure increases proposed for the operating budget. Dr. Bell added that funds had been incorporated in academic instruction to hire enough adjunct and special appointment faculty to meet anticipated academic and PTE enrollment needs, as well as a new position in Student Services to help support anticipated enrollment increases.

VP Jurgens moved on to review changes to revenue including an approximate $956,000 reduction of state general funds and an approximate $383,000 reduction in state PTE funds. He pointed out that the county auditors were projecting property values to decline approximately 15% and the budget proposal consists of a 3% increase in property tax. This represents an approximate $3.60 increase per year to a homeowner’s tax bill for North Idaho College based on the home’s assessed value of $200,000.

VP Jurgens reviewed proposed allocations for anticipated Plant Fund expenditures. Dr. Bell commented that the enrollment contingency account exists to protect the college should enrollment decline from the high of the last one or two years as well as protect the college should enrollment increase and new faculty and staff are needed to meet the enrollment needs.

VP Jurgens concluded his review by stating that the college’s auditing firm, Magnuson & McHugh, recommended the board designate a portion of the FY10 fund balance for specific anticipated expenditures. The auditor recommends designating funds so that the fund balance remains at 10-12% of annual operating expenses. Dr. Bell pointed out that fund balance cannot be used for general operations costs, but consists of funds usable for one time expenditures only.

Chair Christie Wood recessed the budget workshop 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.
ATTENDANCE
Trustees: Ron Vieselmeyer
Rolly Williams
Mic Armon
Judy Meyer
Christie Wood

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

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

Motion was made by Trustee Meyer and seconded by Trustee Armon to approve the minutes of the meeting held April 21, 2010 and the minutes of the executive session held May 10, 2010. The motion passed unanimously.

PUBLIC COMMENT
None.

Vice President Jay Lee took this opportunity to welcome and introduce NIC’s newly hired Financial Aid Director Joe Bekken. Mr. Bekken made a few brief comments.

CELEBRATING SUCCESS
John Martin introduced Rhea Verbanic of Echo Springs. Ms. Verbanic described the services of her organization which provides a two part transitional, educational opportunity to at-risk young adults age 18-24. She explained that their students are experiencing issues such as substance abuse, anxiety or learning disabilities and they may require a structured environment in which to improve their situation. Many of the students continue on after the program to complete classes at North Idaho College and some move on to the University of Idaho or Lewis-Clark State College. An Echo Springs student provided the board with a brief testimonial.

CONSTITUENT LEADER REPORTS
Faculty Assembly
Chair Pat Lippert summarized the work and achievements of the Assembly over the past year and he thanked the faculty, staff, the College Senate, the administration and the board for working so well together. He concluded by thanking the board for granting him sabbatical for the past academic year.

ASNIC
President Jack Vanderlinden provided the board with a brief update on his near future plans. He announced that he recently began working at Starbucks and will be serving as an intern during a leadership conference. He mentioned that he has one more semester at North Idaho College and will be finishing up his Outdoor Leadership Certificate. He summarized some of ASNIC’s activities for
the past year then introduced his successor, Jenna Betts who discussed activities anticipated for the coming year.

**Staff Assembly**
Chair Alex Harris reported that he is planning for the Assembly's retreat and strategy meeting scheduled for this summer. He reported that the Assembly is researching the possibility of a staff sabbatical policy and members are developing the background information now.

**Senate**
Chair Erin Norvell reported on election results and named the new officers and senators for next year. She added that during the last meeting, the Remediation of Tenured Faculty policy was passed for a second reading and the Suspension of Tenured Faculty policy was passed for a first reading and included some of Senate's considerations expressed during the reading. She concluded by reporting that Senate will be considering more employment related policies next year.

Chair Wood and Dr. Bell both thanked the four constituent leaders for their dedication, participation and hard work over the year.

**OLD BUSINESS**
None.

**NEW BUSINESS**

**Tuition and Fees FY11**
Controller Sarah Garcia reported that last year NIC had moved to a 12 credit full time tuition rate to be in accord with the other schools in the state, and this year’s proposal includes tuition and fees charged at the same rate for each incremental credit for all students. She reviewed the changes proposed for FY11 which include a $6 per credit increase based on 12 credit full time rate and an average increase of less than 1% for all students. She added that all the schools in Idaho are charging an overload fee beginning with the 17th credit.

Garcia next reviewed a comparison of tuition and fees with the other institutions in Idaho and Spokane and a breakdown of items that comprise the total tuition and fees for NIC.

**Auxiliary Services Budgets FY11**
VP Jurgens introduced Steve McGroarty, accountant for Auxiliary Services. Mr. McGroarty provided an overview of the revenue and expenses anticipated for FY10 and forecasted for FY11 for the four business entities under Auxiliary Services: book store, food services, student union and the residence hall.

**Motion: 5-26-10 81:** Trustee Armon moved to approve the North Idaho College Auxiliary Services budget for FY11. The motion, seconded by Trustee Meyer, carried unanimously.

**Fee Generated Budgets FY11**
VP Jurgens reviewed budgets for college entities that generate fees including Athletics, Health Services, Student Activities and the Workforce Training Center. He pointed out that approximately $9,000 was inadvertently left out of the figure shown for Athletics for health insurance costs, which brings the Athletics total for FY11 to $1,181,879.
He concluded by reviewing the Workforce Training Center budget which projects an approximate net revenue of $6,839 for FY11.

**Motion: 5-26-10 82:** Trustee Williams moved to approve the North Idaho College fee generated budgets for FY11 with corrections noted on the Intercollegiate Athletics budget. The motion, seconded by Trustee Vieselmeyer, carried unanimously.

**Operating and Plant Fund Budgets for FY10-11**

VP Jurgens reviewed highlights of the operating budget proposed for FY11 including salaries and maintenance and operating costs. He reviewed projected revenue, pointing out that the proposed budget had been developed using a 3% property tax increase which adds approximately $368,000 in revenue. He added that projections also include the anticipated $253,000 from the proposed increased tuition and fees, $2.1 million base in tuition and fees from the enrollment increase and an estimated $46,000 in expected class fees.

Trustee Armon asked VP Jurgens what impact to revenue a 2% increase in property taxes would make versus a 3% increase. Jurgens responded that 2% would cause a decrease of approximately $123,000 in revenue with an impact to an average homeowner of $2.33 more per year in property tax for North Idaho College based on a 15% decrease in property values.

Jurgens next restated highlights of the plant fund budget reviewed during the budget workshop. He commented that proposed revenue includes nearly $4.4 million from the base operating budget and $536,000 in Department of Public works funds. He reviewed anticipated expenditures including $20,000 for dock replacement and $100,000 for property development/annexation for potential annexation fees to the city for the mill site or for development use on the prairie property. He reviewed a list of items for which the administration proposes an approximate $1.3 million be set aside including building/development/construction/maintenance reserves and enrollment contingency.

Jurgens concluded by reviewing four new full time positions for which the administration is requesting funds, the proposed use of nearly $178,000 in stimulus funds, and a recommended designation of FY10 fund balance of $2.8 million.

Chair Wood asked Mr. Jurgens what the total state general fund holdback had been from the FY10 and FY11 appropriations. Mr. Jurgens responded that NIC had lost over $3 million plus the reductions that occurred during the middle of each year bringing the total to almost $4 million.

Trustee Armon asked how the budget would be impacted if both the property tax and the tuition and fees were reduced from what had been proposed. Dr. Bell advised the board that if they directed the administration to reduce both the property tax and the tuition and fees proposals, the administration would have to reconstruct the budget and review every item in order to determine where to make reductions. She added that the budget for FY11 had been developed without making reductions in programming while maintaining exceptional educational quality, but she couldn’t guarantee that quality could be sustained if the budget were reconstructed.
A discussion took place regarding expectations of how future hold backs may impact the proposed budget, as well as the valuable impact community colleges make to economic recovery. Trustee Meyer asked if waiting until June to approve the budget would allow the administration the appropriate amount of time to accomplish the work in preparing for the new academic year. Dr. Bell commented that the existing difficulty is not having an approved tuition and fees schedule for the students who are enrolling now for fall term. More discussion took place about the impact of raising tuition and fees and the impact a 3% property tax increase would have to the average homeowner and the revenue potential of both.

**Motion: 5-26-10 83:** Trustee Armon moved to approve the North Idaho College Tuition and Fees Schedule for FY11, as presented. Following some discussion and the assurance that ASNIC had been provided the opportunity to review and comment on the proposal, the motion, seconded by Trustee Meyer, carried unanimously.

**Motion: 5-26-10 84:** Trustee Williams moved to approve the North Idaho College Operating and Plant Fund Budget for FY11, using the 3% property tax increase, as presented. The motion, seconded by Trustee Meyer, carried with three in favor and two opposed.

*Revised Policy #3.02.30 Remediation of Tenured Faculty*

Dr. Bell reviewed the revisions of this policy commenting that the revisions had been worked on by the Tenure Committee, Faculty Assembly, the College Senate the college attorney and the administration. She added that the policy language had been clarified and improved and procedural language had been removed and reserved for the accompanying procedure. College Attorney Marc Lyons added that the revisions simplify and make the remediation process workable for faculty and the administration.

**Motion: 5-26-10 85:** Trustee Armon moved to approve revised policy #3.02.30. The motion, seconded by Trustee Vieselmeyer, carried unanimously.

Mr. Lyons took this opportunity to remind the board that the college is obligated under the lease with the NIC Foundation for the mill site property to appropriate the funds in the budget to make the lease payment. Dr. Bell pointed out that the Plant Fund budget for FY11 specifically designates $2,148,268 for the lease with the Foundation.

**INFORMATION ITEMS**

*Kootenai Technical Education Campus (KTEC)*

Trustee Ron Vieselmeyer reported that all three of the school districts had approved holding a levy in August for the facility, and annexation of the site into the city of Rathdrum and infrastructure planning are underway. He reported on some of the activities of the marketing committee including that they had met recently with the Coeur d'Alene Press and the Spokesman Review regarding reporting on the project. He closed by stating that Freeman Duncan was continuing to work on forming a non-profit foundation to help raise funds.
**Education Corridor**

Trustee Mic Armon deferred to Marc Lyons to provide an update on annexation. Mr. Lyons commented that the Foundation was negotiating with the city regarding infrastructure and other issues regarding the waste water treatment plant. He added that there may be some resolution in July. Trustee Armon added that a steering committee had been formed to work with the engineering firm on the infrastructure proposal and they hope to have a final document by fall.

**Vice President for Resource Management Position**

Dr. Bell announced that Ron Dorn had been hired to replace VP Rolly Jurgens. She provided the board with some brief biographical information for Mr. Dorn and reported that he will begin work in early August.

**REPORTS**

**College President**

Dr. Bell reported that summer enrollment shows almost 1,800 students compared to 1,000 from the summer of 2008 and she provided some items for trustees’ calendars. She closed her report by reading highlights of a letter from local Fire Chief Kenny Gabriel commending Pat Whitcomb for his recent speaking engagement at the annual State of Idaho fire Chief’s Association banquet.

**Board Chair**

Chair Wood commented on some items in the monthly strategic plan update and the recent president’s letter to trustees.

**REMARKS FOR THE GOOD OF THE ORDER**

Trustee Vieselmeyer commended the departments, the administration and business office staff for their hard work on the budget and he encouraged the students to thank the faculty and staff and the tax payers for the sacrifices made on their behalf.

Trustee Meyer requested an update during the June meeting on the campus television studio and video conference facilities and a discussion about potential partnerships with the city.

**ADJOURNMENT**

At 8:15 p.m. Chair Wood adjourned the meeting.

________________________________________  ________________________________
Board of Trustees Chair                     Board of Trustees Secretary
SUBJECT
Approval of President’s Contract

BACKGROUND
The North Idaho College President is hired by the board of trustees and, consistent with past practice, the president’s contract is renewed annually. The contract renewal is agreed to and executed by the president and the board chair, consistent with the approval and authorization of the board of trustees.

DISCUSSION
The president’s contract is a two-year contract, but is renewed annually. Thus, the proposed contract is for fiscal year 2010-11 through fiscal year 2011-12. The employment contract terms are essentially the same as the prior contract, with no increase in salary. The contract makes an adjustment to the contribution to the supplemental retirement plan.

COMMITTEE ACTION
No committee action is necessary.

FINANCIAL IMPACT
The financial impact is consistent with the president’s contract from the prior year.

REQUESTED BOARD ACTION
The board is requested to consider a motion approving the proposed contract and authorizing the board chair to execute the contract on behalf of the board of trustees and North Idaho College.

Prepared by
Marc Lyons, College Attorney
SUBJECT                  TAB 4
Appointment of Clerk of the Election

BACKGROUND
The Kootenai County Elections Department and Vice President for Resource Management will
provide election forms and information regarding the North Idaho College Board of Trustees
election. The election statute requires the Clerk of the Election to conduct the election and
report the outcome to the board of trustees.

DISCUSSION
A Clerk of the Election for the North Idaho College Board of Trustees election to be held on
November 2, 2010 should be officially appointed to coordinate the election. The 2010 Local
Election Calendar (Attachment A) provides the timeline for the election process.

COMMITTEE ACTION
None

FINANCIAL IMPACT
None

REQUESTED BOARD ACTION
It is recommended that the board appoint Vice President Ron Dorn as the Clerk of the Election
for the upcoming election of the board of trustees.

Prepared by:
Rolly Jurgens
Vice President for Administrative Services
### 2010 LOCAL ELECTION CALENDAR

**POLITICAL SUBDIVISION ELECTION OFFICIAL:** Not later than the last day of November 2009 notify the County Clerk of any election for your political subdivision to occur in calendar year 2010.

<table>
<thead>
<tr>
<th><strong>ELECTION HELD:</strong></th>
<th><strong>February</strong></th>
<th><strong>May 25</strong></th>
<th><strong>August 3</strong></th>
<th><strong>November 2</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Governing Bodies Publish Notice of Filing Dates</td>
<td>Dec. 11-18</td>
<td>March 5-12</td>
<td>June 11-18</td>
<td>Aug. 18-25</td>
</tr>
<tr>
<td>Last day District Candidates file Declaration/Petition with local Secretary or Clerk of Taxing District</td>
<td>Dec. 28</td>
<td>March 19</td>
<td>June 25</td>
<td>Sept. 1</td>
</tr>
<tr>
<td>Last Day to Pre-Register to vote with County Clerk</td>
<td>Jan. 8</td>
<td>Apr. 30</td>
<td>July 9</td>
<td>Oct. 8</td>
</tr>
<tr>
<td>Candidate not placed on ballot but files as a declared write-in with the local County Clerk or Secretary of Taxing District</td>
<td>Jan. 8</td>
<td>Apr. 30</td>
<td>July 9</td>
<td>Oct. 8</td>
</tr>
<tr>
<td>First Notice of Election Published</td>
<td>Jan. 21</td>
<td>May 13</td>
<td>July 22</td>
<td>Oct. 21</td>
</tr>
<tr>
<td>Second Notice of Election Published</td>
<td>Jan. 28</td>
<td>May 20</td>
<td>July 29</td>
<td>Oct. 28</td>
</tr>
</tbody>
</table>