Mission statement: North Idaho College meets the diverse educational needs of students, employers, and the northern Idaho communities it serves through a commitment to student success, educational excellence, community engagement, and lifelong learning.

4:00 p.m.
**EXECUTIVE SESSION**
Idaho Code Sections 67-2345(a), (b), (c)

6:00 p.m.
**RECONVENE BOARD MEETING**

**CALL TO ORDER**
- Pledge of Allegiance
  - Ken Howard
- Verification of Quorum/Introduction of Guests
  - Ken Howard
- Minutes Review/Approval
  - Ken Howard
- Public Comment*
- Celebrating Success: Athletics
  - Al Williams

**SPECIAL REPORT**
- RGU – Professional Technical Education Programming
  - Lauri Uhrich
- Area Agency on Aging Annual Overview
  - Pearl Bouchard

**DISCUSS FORMAT FOR CONSTITUENT REPORTS**
- ASNIC
  - Julie Salinas
- Staff Assembly
  - Garry Stark
- Faculty Assembly
  - Kathie O’Brien
- Senate
  - Jon Totten

**PRESIDENT’S REPORT**
- Joe Dunlap

**OLD BUSINESS**
- Tab 1: Second Reading/Action: NIC Audit for Year Ending June 30
  - Ron Dorn
- Tab 2: Second Reading/Action: Naming Fort Sherman Park
  - Mark Browning

**NEW BUSINESS**
- Tab 3: First Reading: Revised Reduction in Force Policy
  - Jon Totten
BOARD CHAIR REPORT
Consider moving date of January 2013 board meeting
Community engagement

REMARKS FOR THE GOOD OF THE ORDER**

ADJOURN

* 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; to consider records that are exempt from disclosure as provided in Chapter 3, Title 9, Idaho Code or considering preliminary negotiations in matters of competitive trade or commerce with governing bodies in other states or nations; or advising its legal representatives in pending or probable litigation.

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

NEXT BOARD MEETING
January 23, 2013
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:

_____ Consider personnel matters [Idaho Code § 67-2345(1)(a) & (b)]
_____ Deliberate regarding labor negotiations or acquisition of an interest in real property [Idaho Code § 67-2345(1)(c)]
_____ Consider records that are exempt from public disclosure [Idaho Code § 67-2345(1)(d)]
_____ Consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body [Idaho Code § 67-2345(1)(e)]
_____ Communicate with legal counsel regarding pending/imminently-likely litigation [Idaho Code § 67-2345(1)(f)]
_____ Communicate with risk manager/insurer regarding pending/imminently-likely claims [Idaho Code § 67-2345(1)(j)]
_____ Conduct labor negotiations [Idaho Code § 67-2345(2)]

Moved by ________ Seconded by ________ Carried: Yes _______ No ______

Roll call: ___________ Banducci
          ___________ Howard
          ___________ Meyer
          ___________ Nilson
          ___________ Wood
CALL TO ORDER AND VERIFICATION OF QUORUM
Chair Mic Armon called the meeting to order at 4:00 p.m. and verified that a quorum of the board was present.

ATTENDANCE
Trustees:  Christie Wood
          Judy Meyer
          Ron Vieselmeyer
          Ken Howard
          Mic Armon

EXECUTIVE SESSION
Motion was made by Trustee Meyer, seconded by Trustee Howard, to go into executive session under Idaho Code § 67-2345(a), (b) to consider personnel matters (c) to deliberate regarding labor negotiations or acquisition of an interest in real property. Roll call vote was taken as follows:

          Mic Armon   aye
          Judy Meyer  aye
          Ron Vieselmeyer  aye
          Ken Howard  aye
          Christie Wood  aye

At 5:50 p.m. a motion was made to return to open session by Trustee Howard, seconded by Trustee Vieselmeyer. Chair Armon recessed the meeting to reconvene in the Lake Coeur d’Alene Room.

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

ATTENDANCE
Trustees:  Judy Meyer
          Ron Vieselmeyer
          Ken Howard
          Mic Armon
          Christie Wood

Also present:  Joe Dunlap, President
               Marc Lyons, Attorney for North Idaho College
               Mark Browning, Vice President for Community and Governmental Relations
               Lita Burns, Vice President for Instruction
Chair Armon led the board and meeting attendees in the Pledge of Allegiance. He then welcomed attendees and guests to the meeting.

**APPROVAL OF MINUTES**
Chair Armon called for remarks regarding the meeting minutes.

Motion was made by Trustee Wood and seconded by Trustee Vieselmeyer to approve the minutes of the meeting held October 24, 2012. The motion carried unanimously.

**PUBLIC COMMENT**
NIC staff representative Matt Sebby and NIC faculty representative Joe Jacoby took this opportunity to thank Trustee Mic Armon for his service to the board and to the college.

**CELEBRATING SUCCESS**
IBEST Coordinator Molly Kreyssler provided the board with some information about the IBEST Program at NIC. She explained that the program is funded by the Albertson Foundation and it helps at risk students become successful in trades programs and later in trades industries. Several of her students spoke of their experience with the program and the opportunities it has provided them.

ABE/GED Director Rex Fairfield provided the board information on the Math Boot Camp, which is a program funded through the Trade Adjustment Assistance Community College and Career Training Grant Program and provides the remediation component of the grant. He explained the Math Boot Camp provides students the skills to test into college-level math classes.

**REMARKS FOR THE GOOD OF THE ORDER**
At this time Chair Armon moved the remarks from the end of the agenda to allow board members to make comment.

Trustee Meyer commented on an article in the Spokesman Review regarding the Community Colleges of Spokane. She also commented on an education policy expert academy scheduled on January 7 for educators and state legislators and a potential opportunity to work with a college in McCall, Idaho.

Trustee Wood thanked Trustees Armon and Vieselmeyer for their service to the board and the work they both put in on various committees in support of the college.

Dr. Dunlap thanked Trustees Armon and Vieselmeyer for their service and he presented Trustee Vieselmeyer with a plaque from the administration commemorating his service. He then announced that a farewell reception for Trustee Armon was scheduled for December 20.

Trustee Howard expressed his appreciation for the good examples of collegiality and leadership shown by Trustees Armon and Vieselmeyer and he thanked them for their service.
Trustee Meyer expressed her thanks and appreciation to Trustees Armon and Vieselmeyer for working to find the best for all at the college.

Trustee Armon expressed his appreciation for his fellow board members and several past board members, the three presidents he has served with over his tenure, college attorney Marc Lyons and some other members of the administration and student body and members of the community. He thanked the presidents and board chairs from College of Western Idaho and College of Southern Idaho and he expressed his hopes for the continuation of the collaborative work the three community colleges had accomplished. He commented about his term on the board and the changes the college has seen and he recommended the board and the administration follow through on many upcoming initiatives and opportunities. He closed by commenting on some statements that were made during the trustee election regarding property taxes and graduation rates and expressed his continued support for North Idaho College.

Trustee Ron Vieselmeyer expressed his appreciation for the board being able to work together to accomplish work on behalf of the college and the students and he stated how much he enjoyed the friendships he developed on the board.

Chair Armon recessed the meeting.

RECONVENE
Vice Chair Judy Meyer reconvened the meeting.

SPECIAL BUSINESS
Canvas Board of Trustees Election and Oath of Office
VP Ron Dorn canvassed the results of the election as certified by County Clerk Clifford Hayes on November 16, 2012. He then administered the Oath of Office to Judy Meyer and Todd Banducci.

A video was shown from newly elected Trustee Ron Nilson who was out of the country. Vice Chair Meyer stated that Mr. Nilson will be sworn in at a later date.

Election of Board Officers
In accordance with Idaho Code 33-2106 election of officers was conducted. The board determined that they would combine the office of secretary and treasurer. Trustee Banducci nominated Trustee Wood to the office of Secretary/Treasurer. The motion carried unanimously. Trustee Wood nominated Trustee Meyer for the office of vice chair. The motion carried unanimously. Trustee Banducci nominated Trustee Howard for the office of chair. The motion carried unanimously. Trustee Howard conducted the remainder of the meeting.

CONSTITUENT REPORTS
ASNIC
ASNIC President Julie Salinas opened with a brief review of ASNIC and the organization’s goals. She next reported that they have formed a committee focused on a student recreation center and that they plan to have a formal report for the board in February. She reported on several other activities such as St. ASNIC and an upcoming comedic show. She expressed her appreciation to Trustees Armon and Vieselmeyer.
Staff Assembly
Chair Garry Stark opened by providing a brief overview of Staff Assembly. He reported that during their last meeting, Steve Roberge from Waste Management attended and discussed the newly implemented single stream recycling program. Stark next discussed the food drive for the St. ASNIC event which includes an employee basketball game.

Faculty Assembly
Chair Kathie O’Brien opened by providing an overview of Faculty Assembly. She reported that final exams are underway and faculty are preparing for spring semester. She reported that some faculty are serving on a Faculty Handbook Committee and members of Faculty Assembly are helping the administration investigate MOOCs (Massive Open Online Classes) to determine what these types of courses could mean to NIC. She announced that Graphic Design Instructor David VanEtten had recently had a design selected by Adobe for an internal campaign, and that the NIC RN Program had been ranked number one in the nation out of over 1,800 programs for 100% of graduates passing the initial national licensure examination. She invited board members to let her know if they are ever interested in visiting classrooms or attending a Faculty Assembly meeting.

Senate
Chair Jon Totten opened by providing an overview of the College Senate. He next discussed the process through which the Reduction in Force policy and procedure had been moved and he invited board members to attend a Senate meeting.

EXECUTIVE REPORTS
Vice President for Resource Management
VP Dorn deferred his report until the audit report later in the meeting.

Vice President for Instruction
VP Lita Burns reported that representatives of both faculty and Student Services staff attended a Complete College Idaho conference held recently and they had come back with some effective strategies for the Transforming Remediation component of the initiative for English, College Skills and Math. She discussed some of the work accomplished by the Accreditation Executive Committee and the review team and she reported that the board will be able to review and comment on the draft of the self-study prior the final document going to the accrediting body. She next reported that Phi Theta Kappa had inducted 22 new members that evening.

Vice President for Community Relations and Marketing
VP Mark Browning reported on some new branding and marketing initiatives the Communications and Marketing staff had undertaken and would be releasing over the next weeks and months.

Vice President for Student Services
VP Graydon Stanley reported that NIC hosted a meeting of the Idaho Digital Learning Academy recently and region 1 school districts where they discussed partnerships in delivering education to the school districts. He next announced that beginning in fall 2013, NIC will discontinue its admission fee. He then offered his thanks to Trustees Armon and Vieselmeyer for their service and he welcomed Trustees Banducci and Nilson.
Trustee Howard asked about procedures for tracking veterans enrolling at NIC as a way of measuring the outreach efforts to those prospective students. VP Browning responded that the Veterans Retraining Assistance Program helps track veterans enrolling and that NIC’s Veterans Advisor Curley Lawson does interact with veteran students to capture how they heard about NIC and what compelled them to come to NIC.

**College President**

Dr. Dunlap opened by welcoming Trustee Banducci to the board. He then discussed the draft Educational Master Plan that President’s Cabinet has developed, which will serve as a road map for the college for the coming five years. He next discussed a recent visit by an accreditation review team for Medical Assistant Program, stating that the college will receive a final result from the visit in the spring. He explained efforts to raise $100,000 in the Sandpoint community to outfit a science laboratory in the new NIC at Sandpoint Center. He next announced that he would be enrolling in a Massive Open Online Class to test its effectiveness and use for NIC and he closed by mentioning some events and items for trustees’ calendars.

**OLD BUSINESS**

**NIC Head Start Service Plans and Policy Council By-laws**

NIC Head Start Director Beth Ann Fuller briefly reviewed the documents she presented for a first reading at the October board meeting, for which Head Start was requesting board approval.

Trustee Wood made a motion to approve the Head Start Policy Council By-laws, the Community Complaints and Civil Rights Complaint Resolution Procedure and 2012-13 Head Start Work Plans. The motion, seconded by Trustee Meyer, carried unanimously.

**NEW BUSINESS**

**Audit for Year Ending June 30, 2012**

Toni Hackwith from Magnuson McHugh presented the board with the results of the audit for the year ending June 30, 2012. Ms. Hackwith reported that the audit resulted in unqualified or clean opinions for the college’s financial statements, for internal control over financial reporting and compliance, and for major federal programs such as Head Start, Area Agency on Aging and the college’s financial aid program. She went on to report that the college has a general fund unrestricted, unreserved fund balance of approximately $11 million. She stated that this is in line with the amount recommended by the Government Finance Officers Association of no less than 5-15% of the annual operating budget or no less than two months of operating expenses.

Trustee Banducci asked about controls over cash receipts. Controller Sarah Garcia responded that the business office had begun the education process to ensure employees are properly tracking and turning in cash receipts.

The action to accept the audit was deferred until the December meeting.

**Naming Fort Sherman Park**

VP Browning presented a proposal to name the area commonly known as Fort Sherman Park as Cheamkwet Park. He explained that this is part of the ongoing effort to represent the Coeur d’Alene Tribe when naming buildings, streets and gathering places on campus. No action was taken as this was a first reading.
There was a brief discussion about some of the things that had been accomplished under the 9 Point Agreement with the Coeur d’Alene Tribe since its last update in 2010.

**INFORMATION ITEMS**

*Legislative Update*

VP Browning reviewed an information sheet prepared for legislators as they go into session. The information highlights the many ways the college benefits the community and the region and the some of the college’s opportunities and initiatives.

There was some discussion about the state’s community college funding formula.

**BOARD CHAIR REPORT**

None.

Chair Howard adjourned the meeting at 8:25 p.m.
SUBJECT
ACTION: External Financial Audit for FY12

BACKGROUND
An annual financial audit report for North Idaho College is prepared by an external audit firm. The annual audit report is currently being done by Magnuson, McHugh, CPAs, P.A. of Coeur d'Alene.

DISCUSSION
Toni Hackwith of Magnuson, McHugh presented the audit to the board on November 28, 2012. A detailed audit exit conference was conducted by Magnuson & McHugh, CPAs, P.A. on October 29, 2012, with the finance committee of the board of trustees, President Dunlap, Vice President Dorn, and Controller Sarah Garcia. Any questions as a result of the audit will be addressed and answered at the board meeting.

COMMITTEE ACTION
None.

FINANCIAL IMPACT
None.

REQUESTED BOARD ACTION
It is recommended that the board consider a motion to accept of the audit of FY2011-2012.

Prepared by
Ron Dorn
Vice President for Resource Management
SUBJECT
Naming of the area commonly known as Fort Sherman Park

BACKGROUND
North Idaho College previously entered into a commitment entitled the 9-Point Agreement with the Coeur d’Alene Tribe. Point number three of the Agreement states that NIC will work to better represent the Coeur d’Alene tribe through naming of buildings, streets and gathering places.

DISCUSSION
In the spring of 2012, efforts commenced to properly name Fort Sherman Park, located directly west of Edminster Student Union Building. After extensive collaboration between Coeur d’Alene Tribal linguistic experts, historians and NIC campus officials, a name was chosen: Cheamkwet Park (from Hnch’mqi’nkwe’ - Headwaters). Unanimous agreement and acceptance has been given by the Coeur d’Alene Tribal Council and the North Idaho College Senate.

COMMITTEE ACTION
None.

FINANCIAL IMPACT
Nominal cost for additional signage.

REQUESTED BOARD ACTION
Request the board consider a motion naming the park Cheamkwet Park.

Prepared by
Mark Browning
Vice President for Community Relations and Marketing
POI N T O N E (Library Director; American Indian Advisory Committee, CDA Tribe Historian)

Provide resources so that the NIC Molstead Library has the most expansive Native American collection in the region.

Goal #1: Continue to expand the collection including digital resources.
Goal #2: Promote the collection to local and regional entities.
Goal #3: Reference students to the collection.
Goal #4: Make NIC “the Library” for the Tribe’s historical documents.

Dec 2010 Updates
Goal 1: The library continues to expand its Native American collection. The following illustrates our current holdings and formats:
Monographs: over 1,400 titles
Electronic books: 181 titles
DVDs & Videos: 122 titles
Serials: over 10 titles
Electronic databases: numerous databases that index resources about Native Americans, including our most recently added database “America: History and Life” which contains thousands of articles on the subject.

Goal 2: As a member of the Washington-Idaho Network of libraries we lend our resources to patrons from more than 90 libraries in Washington and Idaho as well as world-wide through OCLC WorldCat. The collection is heavily used by NIC students and is available for use by community members as well.

Goal 4: Presently the library does not house any Tribal documents. With the transition of committee members it is unclear what the intent of this goal was. Clarification is needed from the Coeur d’Alene Tribe Historian on how and if to proceed with implementation of this goal.

POI N T T W O (Mark Browning)

Represent the Coeur d’Alene tribe through architecture and the eventual building of a cultural center.

Goal #1: Infuse Native American architecture into new buildings and remodels on the NIC campus.
Goal #2: Keep at the forefront of NIC master planning the concept of a cultural center to be a gathering place for students and the community.

Dec 2010 Updates
Goal 1: The NIC President has agreed to keep these goals in mind when building opportunities present themselves. For instance the new Joint Use Building (collaborative effort between NIC, UI and LCSC) will incorporate Native art and culture/history in the architectural planning.
Coeur d'Alene Tribe and North Idaho College  
“9-Point Agreement”

Goal 2: NIC will continue to explore opportunities with local tribes to proceed with a cultural center to celebrate Native history and cultural significance on the NIC campus. Specifically, the Old Mill property provides a real opportunity to explore specific possibilities for the near future.

POINT THREE (Mark Browning, Quana Matheson, Stacy Hudson, Mike Halpern)

Represent the Coeur d’Alene tribe by naming building, streets, and gathering places with both an English name and a Coeur d’Alene name.

Goal #1: Name all facilities on campus.
Goal #2: Represent the dual name on the exterior of the building.
Goal #3: Explain both the English and Coeur d’Alene names’ significance inside the building.
Goal #4 Create “Welcome to NIC” signs at entrances in both English and Coeur d’Alene languages.

Dec 2010 Updates
Goal 1: This goal is in progress and the tribe has and will provide sound bytes of suggested names to present before the NIC Board of Trustees when we are ready to approve the names.

Goal 2: Mike Halpern and College Relations have identified the buildings that will have lettering put on them in the CDA tribe's language. College Relations is in charge of working with our campus sign contractor to develop signage with regard to color, font and size. The Children’s Center is slated to have signs installed first followed by the SUB. A photo index of all campus buildings and the locations where the lettering will be installed is on file with facilities.

Goal 3: This goal is in progress currently the dining room is dually named Grand Bay Dining Room and Ts’elusm”. Ts’ elusm is a Coeur d’Alene term for “it stands up toward the fire,” referring to the old cooking technique of placing food against a wicket of upright sticks leaning toward the flame from along the perimeter of the campfire.

Goal 4: A welcome sign has been installed on the small building at the former Robin Hood Park at the Lincoln Way/West Garden Ave. entrance. As a point of clarification due to financial and space issues not all NIC entrance signs will include both languages.

POINT FOUR (Heritage Week Committee)

Raise awareness of historical and current issues as they pertain to native peoples, including issues surrounding economics, politics, culture, etc.

Goal #1: Facilitate a week of celebration, or “Heritage Week”.

Dec 2010 Updates
Goal 1: During April 5-9, 2010 NIC held its first American Indian Heritage Week and the second annual AIHW is scheduled for April from 4-8, 2011. The planning meetings will be coordinated by the American Indian Student Advisor and will begin in late December. The committee is comprised of at least one person from the tribal education department, three AISA club members, and Kathy Lewis.
Coeur d'Alene Tribe and North Idaho College
“9-Point Agreement”

POINT FIVE (Mike Halpern, Tom Flint, Stacy Hudson)

Present throughout the campus the history of the Coeur d'Alene tribe.

Goal #1: Create a broad vision of a “Story Tour” to encompass the campus. This vision should include areas for development over the next decade.

Dec 2010 Updates

Goal 1: Mike Halpern has initiated a collaborative project with NIC, the Coeur d'Alene Tribe, and the Museum of North Idaho to restore the Powder House Museum as a shared history project. Mike believes that the Powder House would be a good starting point for the Story Tour and that this project may help move the Story Tour project forward.

POINT SIX (American Indian Advisory Committee)

Promote native student success.

Goal #1: Establish a physical location that acts as a sense of “place” for native students.

Goal #2: Develop an on-campus support network consisting of multiple faculty and staff that can act as resources.

Goal #3: Articulate support by specifically assigning faculty/staff advisors who understand the investment in time needed for this population.

Dec 2010 Updates

Goal 1: The discussion of a longhouse/cultural center is ongoing. Currently, The American Indian Student Advisor's office is a gathering place for students and also an opportunity for them to get assistance with school work and access computers.

Goal 2: While some progress has been made on this goal (see Goal 3 below), more work remains in order to accomplish this goal.

Goal 3: We currently have Evanlene Melting Tallow in Student Services and Kathy Lewis in instruction that work with American Indian Student advising and the American Indian Studies Program, respectively. Both understand the needs of American Indian students and help provide the tools for their success. Working on Goal #2 can help facilitate this as well. Additionally, Social Sciences Division Chair Carol Lindsay and Dean of Students, Linda Michal have drafted an outline of the specific duties of the American Indian Student Advisor and the American Indian Studies Faculty. The responsibilities document will be finalized by February, 2011.

POINT SEVEN (NIC Admissions, Tribe DOE)

Continue to support the recruitment of native peoples.

Goal #1: Continue to keep native students as a targeted population for recruitment.

Goal #2: Whenever possible, help create access points for native students.

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“9-Point Agreement”

Dec 2010 Updates
Admissions Office & American Indian Advisor Visits
- 3rd Annual Lakeside Career/Academic Fair (November 18, 2009): Evanlene Melting Tallow and Sara Schmelzer attended the fair to provide all students in attendance with educational options available to them through NIC.
- High School Visit: Sara Schmelzer and Evanlene Melting Tallow visited with seniors at Lakeside High School to encourage them to finish their senior year.
- Gear Up Day @ NIC: Stefani Hoffman, Plummer/Worley School District GEAR UP Site Coordinator, brought approximately 20 students to NIC for a ½ day program to encourage students to continue for post-secondary education.
- 4th Annual Lakeside Career/Academic Fair (November 3, 2010): Evanlene Melting Tallow attended the fair to provide all students in attendance with educational options available to them through NIC.
- High School Visit (December 2010): Sara Schmelzer and Evanlene Melting Tallow will visit with seniors at Lakeside High School to inform them of the opportunities at NIC.

POI NT EIGHT (Kathy Lewis, Alan Lamb, Tribe DOE)

Maintain an active and current American Indian Studies Program.

Goal #1: Market programs and classes as broadly as possible.
Goal #2: Cross-list classes to support enrollment.
Goal #3: Develop new courses in conjunction with needs as expressed by the Coeur d'Alene Tribe, including a sovereignty/governance course.

Dec 2010 Updates

Goal 1: The number of sections of AIST 101 has grown substantially over the past couple years along with student enrollment in this course, indicating some degree of success in attracting students.

Also, the American Indian Studies Program brochure is being updated. Awareness of our program and courses is facilitated through the 5 College Memorandum of Understanding (MOU) with local area tribes. The MOU committee is working on a collaborative listing of what MOU colleges offer in American Indian studies courses. Our programs and classes are marketed via our recruitment office.

Goal 2: The paperwork for cross-listing three courses with American Indian Studies is currently in process. It is expected that Anth 225, Hist 240, and Engl 285 will be cross-listed by Fall 2011.

Goal 3: Develop new courses in conjunction with needs as expressed by the Coeur d'Alene Tribe, including a sovereignty/governance course.

The MOU committee is looking at complementary course offerings at MOU colleges with the intent to not duplicate efforts on certain American Indian studies courses by possibly sharing (cross-listing) some courses. If this can be achieved, “new” courses will become available. Independent of this, NIC has developed and attempted to offer a new course on American Indian Art in the past, but it was cancelled due to low student enrollment. NIC is also looking
Coeur d'Alene Tribe and North Idaho College
“9-Point Agreement”

at the possibility of splitting the American Indian history course into two parts, each covering a
different time period (which is how this course is offered at some colleges). Unfortunately, this
course has also suffered from low student enrollment in the past and it is questionable as to
whether or not splitting it will make it any more successful.

Also see information listed under Point Nine Goals 3 and 4.

POIN T N I N E (Bob Murray, Mike Mires, Jamie Green)

Support all aspects of distance learning in the delivery of educational
programs to the Coeur d'Alene Tribe.

Goal #1: Promote the use of IVC and Internet classes on the reservation.
Goal #2: Attempt to provide in-person, local classes whenever possible.
Goal #3: Continue expanding relationships with partner businesses.
Goal #4: Establish the possibility of completing an entire degree program on the
reservation.

Dec 2010 Updates
Goal #1: There have been classes beamed to the Cd'A Tribal Center each semester, and the
Tribe reports being very pleased with our delivery and IVC service. The number of Tribal
students enrolled in online courses has increased significantly.

Goal #2: This semester we have been providing a Cd'A Language class, which is delivered one
day each week from main campus and one day each week from the Tribal Center. Now that we
have proven that classes can be delivered via IVC from the Tribal Center (previously perceived to
be a receive-only site), we anticipate more instructors will take advantage of both IVC and
traveling to the Tribal Center.

Overall, eLearning & Outreach has established a strong working relationship with the Cd'A Tribal
Center. They have expressed interest in becoming an NIC Outreach Center; however, questions
about test proctoring and services delivery would need to be addressed.

Goal #3: The Business Leadership (BLDR) AAS Degree has an advisory committee of tribal and
non-tribal businesses on the reservation. This committee provides guidance and program
direction for the BLDR degree. This committee meets twice annually to review the AAS degree
and modify as necessary to meet the needs of the business community.

Goal #4: The Business Leadership (BLDR) AAS degree can be nearly completed on the
reservation using a combination of IVC, Internet, limited Face to Face and Flexible Learning
Center course delivery methods.
SUBJECT
Proposed Amendments to Reduction in Force Policy 3.02.26

BACKGROUND
In 2010, the Administration, working with the College Senate, revised a number of policies dealing with employment, including remediation, suspension and termination for cause. Following approval of those policies, the Administration and the Senate began discussing potential revisions to or creation of a reduction in force (“RIF”) policy.

DISCUSSION
The only NIC policy currently in effect addressing RIF is 3.02.26, addressing “Staff Reduction due to Financial Exigency.” Over the last year, the Administration through President Bell and legal counsel met with Senate representatives to discuss potential options for RIF policies. The initial discussions involved potential amendments or new policies to address RIF due to 1) financial circumstances and 2) program reduction or elimination for reasons unrelated to financial circumstance.

After some attempts to address both the financial circumstances and program reduction in the same policy, the group decided to focus initially on amending the existing financial exigency policy. Discussions with Senate representatives, President Bell and legal counsel took place from 2011 through spring of 2012. During the summer of 2012, the Senate sought input from faculty and staff assemblies and further revised the draft RIF policy and the associated draft procedure. The current draft Policy has passed the Senate.

COMMITTEE ACTION
No Committee action is required.

FINANCIAL IMPACT
The proposed Policy does not have any direct financial impact.

REQUESTED BOARD ACTION
This proposed policy revision is before the Board on a first reading and no Board action is required at this time.

Presented by,
Jon Totten, NIC College Senate Chair
North Idaho College ("NIC") values the contribution of all employees and recognizes the significant personal consequences related to a reduction in force. Therefore, the North Idaho College Board of Trustees (the “Board”) seeks by this policy and the associated procedure to ensure that an equitable process will be followed to implement changes associated with a reduction in force plan. The plan will be administered without prejudice and will seek to sustain collegiality, respect, and professionalism among employees and to minimize disruptions to students.

When economic conditions adversely affect the college to such a degree that severe curtailments must be made to the existing college budget, the college board of trustees, on the recommendation of the college president acting after consultation with the President’s Cabinet, may formally declare that the college is in a state of financial exigency emergency. A “financial emergency” means a demonstrable condition of significant financial stress that adversely affects the institution as a whole and that demands the attention of the board to ensure the stability of the college.
After making such a declaration, the board will direct the president, administration will be directed by the board to curtail, modify or eliminate programs and/or services and/or reduce staff employees to ensure the financial solvency stability of the institution college. The development of the reduction in force plan will include input from the College Senate, and the plan will be developed with the idea of preserving the mission of the college. It is understood that such decisions will be made with the idea of preserving a balance of programs, services and staff that relate directly to the stated instructional mission of the college. Any reductions in programs, services and staff will be made according to established written procedures printed in the board policy manual.

A reduction in force plan will be developed according to established written procedures accompanying this policy. A reduction in force plan may involve the elimination of courses, majors, degree tracks, programs, and/or departments, and may result in the layoff of tenured faculty, non-tenured faculty, contract employees before the end of their contract term, and other employees, and may result in the non-renewal of annual contracts and the revocation of tenure-track status positions. Alternatives to layoffs will be evaluated before a reduction in force occurs.

It is understood that this policy and its corresponding procedures shall not apply in termination for cause and/or resignations, layoffs and dismissals unrelated to the Board’s declaration of a financial emergency.

To the extent that Idaho statutes or Idaho regulations govern a reduction in force at NIC, this policy shall not apply. It is expressly understood that in such circumstances, this NIC policy and its corresponding procedures will not provide an affected employee with additional rights, remedies, and/or appeals.

The Board’s declaration of a financial emergency and its adoption of a reduction in force plan is not subject to appeal or contest by an employee in a grievance or appeal procedure; however, employees specifically identified for layoff under this policy may appeal the layoff decision as described by the procedures associated with this policy.