NIC Board of Trustees Meeting Agenda
6:00 p.m. Meeting Lake Coeur d’Alene Room
February 27, 2013

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) Ken Howard

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* Alex Harris
Celebrating Success: OARS – Orientation, Advising, Registration Sessions Alex Harris

SPECIAL REPORTS
Accreditation Overview Karen Ruppel

CONSTITUENT REPORTS
Faculty Assembly Kathie O’Brien
ASNIC Christopher Deane
Staff Assembly Garry Stark
Senate Jon Totten

PRESIDENT’S REPORT
Joe Dunlap

OLD BUSINESS
None

NEW BUSINESS
Assess Public Support and Adopt Event Center Parameters Joe Dunlap

INFORMATION ITEMS
Legislative Session Update Mark Browning

BOARD CHAIR REPORT
Ken Howard

REMARKS FOR THE GOOD OF THE ORDER**

ADJOURN
* Executive sessions may be called for the purposes of considering personnel matters; conducting deliberations regarding labor negotiations or acquisition of an interest in real property; to consider records that are exempt from public disclosure; to consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body; communicating with legal counsel regarding pending/imminently-likely claims; or to conduct labor negotiations.

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

NEXT BOARD MEETING
March 27, 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 Ken Howard called the meeting to order at 4:10 p.m. and verified that a quorum of the board was present.

ATTENDANCE
Trustees: Todd Banducci
          Ken Howard
          Judy Meyer
          Ron Nilson
          Christie Wood

EXECUTIVE SESSION
Motion was made by Trustee Banducci, seconded by Trustee Meyer, 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:

Todd Banducci  aye
Ken Howard     aye
Judy Meyer     aye
Ron Nilson     aye
Christie Wood  aye

At 5:55 p.m. a motion was made to return to open session by Trustee Meyer, seconded by Trustee Wood. Chair Howard recessed the meeting to reconvene in the Lake Coeur d’Alene Room.

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

ATTENDANCE
Trustees: Todd Banducci
          Ken Howard
          Judy Meyer
          Ron Nilson
          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 Howard led the board and meeting attendees in the Pledge of Allegiance. He then welcomed attendees and guests to the meeting.

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

Motion was made by Trustee Wood and seconded by Trustee Nilson to approve the minutes of the meeting held December 19, 2012. The motion carried unanimously.

PUBLIC COMMENT
None.

CELEBRATING SUCCESS
North Idaho College Band Instructor Terry Jones made a presentation on the upcoming JazzNIC festival. He reported that 28 groups of middle and high school students would be participating over the three day event and a concert would be given at the end of the festival.

CONSTITUENT REPORTS

ASNIC
Newly elected ASNIC President Christopher Deane reported on activities over the past month including appointing new senators, their work on a presentation for a student recreation center and an art project for the student union. He next reported on his trip to Boise with members of the administration during higher education week with the legislature. He reported that during that trip he and the student government leadership from CSI and CWI drafted a charter to unite the three college student governments to encourage future boards to work cooperatively.

Staff Assembly
Chair Garry Stark reported on business at the last Staff Assembly meeting including a visit by VP Lita Burns and a discussion of Employee Day. He mentioned a competition between staff and faculty to get 100 percent participation in the Foundation's annual employee giving campaign. He finished with a staff shout out for Kym Browning that came in after the Staff Assembly meeting.

Faculty Assembly
Chair Kathie O'Brien opened by reporting on her participation in higher education week with the legislature in Boise, where she represented faculty. She next reported on business from the last Faculty Assembly meeting including a visit by Veterans Coordinator Curley Lawson, VP Mark Browning and Pam Noah from the Foundation. She went on to say that Salena Gomez from the state will attend their next meeting for a presentation and discussion of the Complete College Idaho initiative.

Senate
Chair Jon Totten opened by thanking Chair Howard for attending the December meeting and clarifying the board’s position on the revised reduction in force policy. He next reported
on the process that the Senate and the college is undertaking to analyze the college committee structure.

**PRESIDENT’S REPORT**

Dr. Dunlap opened by reporting that following some recent newspaper stories about citizens searching for artifacts near and around the campus and along the NIC Beach, it was suggested that the college, as the community education institution, in cooperation with the city, the Coeur d’Alene Tribe and the state historical office put together a symposium to inform the community about the laws related to searching for and documenting artifacts. He went on to say that VP Browning will coordinate the symposium.

Dr. Dunlap went on to review the successes and rankings of some of NIC’s athletics teams and announced that the women’s and men’s basketball teams would be playing the College of Southern Idaho over the weekend, as well as the wrestling team’s upcoming match with Simon Fraser University.

Dr. Dunlap took this opportunity to recognize Gail Laferriere, assistant director of career services for her recent award as 2013 Counselor of the Year from the Idaho Counseling Association. He next recognized Karen Ruppel and Ann Lewis for their efforts in developing the Year Seven Accreditation Report.

Dr. Dunlap next reported on the upcoming FAFSA Completion Day event where prospective students can attend and receive help completing the financial aid forms, and he reviewed an effort to improve the college’s international student enrollment in coordination with the Spokane College of ESL.

He provided brief reports on the NIC Foundation’s annual employee giving campaign and an upcoming dinner and scholarship fundraiser at the Hayden Lake Country Club and the success of a recent blood drive on campus by the Inland Northwest Blood Bank.

Dr. Dunlap continued by providing an update on the request from McCall College to affiliate with NIC to create a stand-alone college under NIC’s accreditation. He reported that following a meeting and discussion with members of McCall in December, the administration determined that the college would not extend our accreditation to them. He explained that reasons for this decision include undertaking additional risk and oversight required by our accrediting body and the requirement to enter into an A-6 agreement. He went on to say that based on the experiences of CSI and CWI, in a similar relationship, there would be a large additional workload that the college would have to undertake and with the many upcoming initiatives requiring the college’s full focus, we wouldn’t have the staffing to serve McCall College. He also pointed out that the community of McCall doesn’t appear to have the population to develop a self-sustaining college and he provided an example of Columbia Gorge College in The Dalles, Oregon that has been attempting to become a self-sustaining college since 1977 working under the accreditation of Portland Community College. Finally, he stated that McCall College intends to become a destination college due to the beauty and outdoor recreation nature of the community and he pointed out that NIC has existed for almost 80 years in a recreation destination and only about 10.5 percent of our enrollment is from out of state. He finished by reporting that NIC did agree to continue to work on articulation agreements, so that McCall students attending a regionally accredited institution could articulate with NIC.
Dr. Dunlap next reported that the Coeur d’Alene Tribe would be donating funds to the college and will hold a special ceremony to make that donation.

He asked VP Ron Dorn to discuss the beach annexation into the city limits. VP Dorn stated that the city is ready to annex the NIC beach and he added that doing so will improve security and will help with zoning issues.

Trustee Wood asked for clarification about city ordinances versus county ordinances and the way they impact the college. Assistant Director of Facilities Garry Stark commented that there are variances in the ordinances between the two entities.

Chair Howard requested that at some point, an assessment of the differences in the city and county ordinances should be completed and a determination made about which is better for the college.

Dr. Dunlap asked VP Mark Browning to comment about the ongoing Corp of Engineers proposal regarding the dike road. VP Browning responded that the college and the city of Coeur d’Alene are partnering to find an independent third party to certify the dike road to accompany some other college related documentation to the Corps of Engineers.

Dr. Dunlap next called on VP Graydon Stanley to discuss some changes made in the way the college processes student financial aid. VP Stanley responded that in the fall, the college put together a debt control task force to analyze ways to mitigate student debt incurred through financial aid. He reported that the task force developed, and the college adopted, a plan, beginning in fall 2013, to issue financial aid loans incrementally rather than all at once. He stated that Pell Grants and other entitlement programs will continue to be issued all at once. He added that if students want to receive an unsubsidized loan, they will need to specifically request it and will need to demonstrate some financial literacy to show they actually need the funds and have a way to pay them back.

Dr. Dunlap closed his report by stating that effective July 1, the college would begin paying employees twice monthly instead of once monthly.

OLD BUSINESS

Audit for Year Ending June 30, 2012
Vice President Dorn requested the board accept the audit as presented at the November meeting.

Trustee Wood made a motion to accept the audit for the year ending June 30, 2012. The motion was seconded by Trustee Meyer. A roll call vote was taken as follows:

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<tr>
<th>Trustee</th>
<th>Vote</th>
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<tr>
<td>Wood</td>
<td>aye</td>
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<tr>
<td>Meyer</td>
<td>aye</td>
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<tr>
<td>Nilson</td>
<td>aye</td>
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<td>Howard</td>
<td>aye</td>
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<tr>
<td>Banducci</td>
<td>abstain</td>
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BOARD CHAIR REPORT
Chair Howard reported that the board had held a retreat in the last month and discussed several matters including policy and procedure related to the conduct of meetings, review of trustee and administration roles, goals for the upcoming year and methods for reaching out to the communities that the college serves.

Chair Howard next commented on the board’s participation in higher education week in Boise and some events with the legislature and other meetings with the governor and state agencies and with the boards of the other two Idaho community colleges.

Chair Howard next announced that the board would be participating in a joint meeting with the Coeur d’Alene City Council for the purpose of discussing matters of mutual interest such as the tree mitigation on the dike road and Bureau of Land Management transfer of property. He next discussed a recent meeting he and Dr. Dunlap had with Coeur d’Alene Tribe Chairman Chief Allan and he finished his report by discussing the recently received RGU report on Professional Technical programs.

REMARKS FOR THE GOOD OF THE ORDER
Trustee Wood discussed the recent Human Rights Gala and the Post Falls Chamber Recognition Event.

Trustee Meyer commented on several recent news articles regarding the impact of technology on the workforce and she encouraged fellow trustees’ participation in the ACCT conference upcoming in the fall.

Trustee Nilson commented on manufacturing jobs in this community and the need and emphasis on professional technical education.

Trustee Banducci commented on several upcoming athletic events.

Chair Howard called for a motion to adjourn. The motion, made by Trustee Wood was seconded by Trustee Meyer. The meeting was adjourned at 7:30 p.m.