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), (f)  
Christie Wood

6:00 p.m.  
**CONVENE BOARD MEETING/CALL TO ORDER**  
Pledge of Allegiance  
Verification of Quorum/Introduction of Guests  
Review Minutes  
Public Comment**  
Celebrating Success: NIC Employee Giving  
Rayelle Anderson and Jessica Bennett

**PRESIDENT’S REPORT**  
Joe Dunlap

**KTEC BOARD REPORT**  
Judy Meyer

**OLD BUSINESS**  
Tab 1: SECOND READING: College Calendars for Acad. Yrs. 2023-24 & 2024-25  
Graydon Stanley
Tab 2: SECOND READING: Board of Trustees Meeting Calendar FY 2015-16  
Joe Dunlap
Tab 3: SECOND READING: Revised Academic Probation, Suspension & Disqualification Policy #5.02  
Larry Briggs/Kari Hynes

**NEW BUSINESS**  
Tab 4: FIRST READING: Revised Workers’ Compensation Policy #3.02.18  
Laura Hill
Tab 5: Renewal of President’s Contract  
Marc Lyons
Tab 6: Seek Board Guidance for Master Planning  
Joe Dunlap
Tab 7: Divestiture of Riverbend Property  
Chris Martin

**INFORMATION ITEMS**  
Status of and Request for Guidance on Reduction in Force Policy  
(Relationship between Institutional Optimization and Program Disposition)  
Laura Hill & Lita Burns
Career Technical Education Facility Update  
Chris Martin

**BOARD CHAIR REPORT**  
Christie Wood

**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.

**Upcoming Events**  
Really BIG Raffle  
Practical Nursing Pinning Ceremony  
Pharmacy Tech & Medical Assistant Pinning Ceremony  
NIC Board Meeting (proposed date)  
NIC Board Meeting (proposed date)  
ACCT Conference  
July 8 – NIC Campus  
July 9 – Schuler Auditorium 5:30 p.m.  
July 21 – SUB Lake Coeur d’Alene Room 6 p.m.  
August 26 – SUB  
September 23, 2015  
Oct 14-17 San Diego, CA
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 Christie Wood called the meeting to order at 6:00 p.m. and verified that a quorum was present.

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

Also present: Joe Dunlap, President
Marc Lyons, Attorney for North Idaho College
Mark Browning, Vice President for Communications and Governmental Relations
Lita Burns, Vice President for Instruction
Chris Martin, Vice President for Finance and Business Affairs
Graydon Stanley, Vice President for Student Services

Chair Wood led the board and meeting attendees in the Pledge of Allegiance. She then asked Trustee Ken Howard to read, aloud, the college’s mission statement and she then welcomed attendees and guests to the meeting.

APPROVAL OF MINUTES
Chair Wood called for any changes to the minutes from the meeting held on April 22, 2015 and minutes from the workshop held on May 8, 2015. There being none, the minutes were accepted, as presented.

PUBLIC COMMENT
John Trombold spoke in favor of the budget proposal before the board.

Sharon Hebert asked the board to keep the taxpayers in mind when planning the budget.

CELEBRATING SUCCESS
English Instructor Jonathan Frey provided an update on this year’s issue of the Trestle Creek Review.

CONSTITUENT REPORTS
At this time, Dr. Dunlap introduced each of the newly elected constituent leaders present and he congratulated them and thanked them for their willingness to serve.

Staff Assembly
Newly elected Chair Jessica Grantham introduced herself and named the other newly elected staff officers and staff representatives to Senate for the coming year. She went on to report that
Dr. Dunlap was a guest at their last meeting where he provided an update on the budget workshop and the status of building projects. She thanked the NIC Foundation for their support of employee appreciation awards and she closed by thanking President’s Cabinet for developing a balanced budget and for proposing a salary recommendation.

**Faculty Assembly**
Chair Erin Davis announced the election of senators and Senate alternates and named those individuals. She expressed her thanks to President Dunlap and President’s Cabinet for their open communication during the past year and she thanked the board for valuing constituent reports. She closed by expressing faculty support of the proposed budget and she expressed how much faculty look forward to the CTE and joint use facilities and the impact both will have for students.

**Senate**
Chair John Trombold reported on the policies and procedures passed for a second reading during the May meeting and he announced the officers elected for the coming year.

**PRESIDENT’S REPORT**
Dr. Dunlap opened by announcing that Ken Wardinsky had been hired as Steve Ruppel’s replacement as Chief Information Officer and he added that a national search for a new dean of Professional Technical and Workforce Education was underway. He went on to announce that the Governor had transferred the state’s Mining Safety Health Administration Grant program from University of Idaho to NIC, which includes $90,000, a vehicle and funding for one position at the Workforce Training Center. He continued by announcing that the college had experienced a 100% first time pass rate for this year’s Registered Nursing Program students and he added that Director of Nursing Gina Prindle had accepted a position with Heritage Health and was leaving the college. He went on to report that the State Board of Education was holding their June meeting on the NIC campus and he added that the Idaho Community College Consortium would also be meeting in June.

At this time, Dr. Dunlap called on VP Graydon Stanley to report on a new retention initiative called “Give me Five.” VP Stanley reported that this initiative in student services is one in which employees have volunteered to act as accountability partners for students who need more personal advising. He added that they anticipate serving more than 600 students.

Dr. Dunlap asked VP Mark Browning to provide an update on the upcoming groundbreaking ceremony for the CTE facility. VP Browning reported that the ceremony is scheduled for June 17 from 4-5:30 p.m. at the construction site located on Lancaster Road and transportation has been arranged for attendees and guests from the state board of education in town for their June board meeting.

**KTEC REPORT**
Trustee Meyer reported that the KTEC Board is enthusiastic about the college’s new facility and the groundbreaking ceremony. She went on to state that enrollment for the coming year was at 507 students. Trustee Howard asked how many KTEC graduates plan to come to NIC and in which programs. Trustee Nilson reported that approximately 45 of the graduates will go on to NIC.
OLD BUSINESS

Revised Fundraising Policy #7.03:
Rayelle Anderson stated that at the request of Trustee Howard, one revision had been made to the policy since first reading and that was replacing the word “or” for the word “and” in the paragraph under Acceptance of Donations. She added that the slash between the words “Development” and “Executive,” shown in the same paragraph, should also be removed.

Trustee Howard made a motion to adopt revisions to Fundraising Policy #7.03 with the further revision of removing the slash, as stated. The motion, seconded by Trustee Nilson carried unanimously.

Grant Coordination Policy #7.03.01:
Rayelle Anderson stood for questions on the second reading of revisions to this policy, stating that no other revisions had been made since the board’s first reading. Trustee Meyer made a motion to adopt revisions to the Grant Coordination Policy #7.03.01. Trustee Nilson seconded the motion. Trustee Banducci commented about the need to bring financial matters of component units of the college under one umbrella so that they are accounted for in the overall funding picture. Following this comment, the motion carried unanimously.

Revised Instructor Initiated Withdrawals Policy #5.04.02:
VP Lita Burns presented this policy for a second reading following further revisions made at the request of the board, which included removing the broad nature of the circumstances under which a student may withdrawn under this policy. She added that the procedure had also been revised to incorporate these revisions and that the number of days for a student to respond had been increased and the authority of the vice president was added back into the appeal process. She went on to say that these revisions were presented to both students and faculty and taken back through Senate. Following a question from Trustee Banducci about the definition of how a student would interfere with the learning of others, VP Burns gave an example of a classroom or lab setting that requires participation and engagement of all students on a daily basis and a student’s lack of participation impacting the learning of others that relies on his or her taking part.

Trustee Howard commented that the policy’s allowance for a student’s right to appeal is restricted to the authority of the division chair, although the allowance laid out in the procedure is more extensive. He recommended that the last sentence in the policy be changed to read: “The Student has the right to appeal the decision according to the procedure.”

Following a brief discussion, Trustee Howard made a motion to approve revisions to Policy #5.04.02 with an insertion of a period in the last sentence following the word “instructor,” with the remainder of that sentence stricken. The motion, seconded by Trustee Nilson, carried unanimously.

FY16 General Fund Operating Budget:
At this time, Trustee Nilson made a motion to postpone the second reading of the budget to allow the board more time to review newly received information and other information that is being requested by board members. The motion was seconded by Trustee Banducci.

Trustee Howard commented that the board had had the budget materials long enough and the board’s role is to review the budget, not make the budget, and the newly requested information creates a more detailed role that falls outside the role of this board. He added that waiting another month to approve the budget would handicap students attempting to enroll now.
Trustee Banducci commented that the board is compelled to look at the budget in total and they had not had the opportunity to vet the new information.

Trustee Meyer expressed her feelings that this board is one that sets policy for the administration to follow and she feels some of the new information requested is not appropriate for the board to review.

Chair Wood commented that she is prepared to move forward and feels it would impact students if the budget approval were held up. She added that conducting a salary study with bits of information is not appropriate for this board and if a study is needed then the board should hire a consultant.

The motion to postpone the second reading of the budget failed with three opposed.

VP Chris Martin stated that the budget proposal reflects a 1.27% increase over FY15 and includes a 2 step increase for full time faculty and staff.

Trustee Nilson expressed concern about raising tuition and fees in order to balance the budget without looking at other ways to reduce expenses.

Trustee Howard made a motion to approve the budget for FY15-16. Trustee Meyer seconded the motion.

Trustee Banducci expressed interest in a 1 step salary increase and no increase to tuition for in district students and saving any additional revenue that may be realized.

Trustee Meyer expressed that she views tuition as a user fee and she expressed her support for users of the college paying for an increase. She went on to state that she is comfortable with the college salary structure in relation to other community colleges and comfortable with the college’s reserve balance and the need to plan for the faculty needed for career technical instruction.

Trustee Howard commented on ways the board has attempted to relieve the burden to Kootenai County taxpayers over the past few years and he commented on the administration’s ability to balance the budget for the last three years with no tax increase, and a proposed differential between tuition for in district and out of district students, and support of improved enrollment in programs such as dual credit. He expressed his support of the budget proposal.

Chair Wood commented on the impact of the board’s decision, two years ago, to freeze salary steps and she feels that this proposal is not a raise, but a step in the right direction to correct that past decision.

Trustee Nilson expressed his appreciation for the efforts of VP Martin and NIC Controller Sarah Garcia.

Trustee Banducci commented on the position of NIC’s salary structure in relation to other schools in the mountain states region and he expressed his support of a 1 step increase and no increase to in district students.
Dr. Dunlap commented that the college had not raised property taxes in the last two years and none are proposed for the coming year. He added that enrollment has declined over the last three years and the college has reduced employee count by 62 in that period. He went on to say that the state has taken back funds due to enrollment declines against all institutions and that 10-14 new programs have been started utilizing grant funds that employees worked hard to pursue. He closed by saying that the administration is willing to address budget issues but they should be addressed throughout the year and not in the 11th hour of the process.

Trustee Howard expressed that an in depth view of budget policy issues should be undertaken and he added that examining employee salaries is a complex process and cannot be done quickly while maintaining fairness, and though he feels the college should analyze it periodically, he feels that trustees cannot make that sort of an analysis. He expressed that he does not agree with the step and column structure and added that he is interested in looking at a salary competitiveness study next year.

Following discussion, the motion to approve the FY16 budget, as proposed, carried with three in favor and two opposed.

**NEW BUSINESS**

*College Calendars for Academic Years 2023-24 and 2024-25*

VP Stanley presented college calendars for academic years 2023-24 and 2024-25 and stood for questions. Trustee Meyer asked for confirmation that the administration had coordinated schedules with the school districts and she expressed her appreciation that facilities would be used in the summer months. This was a first reading and no action was taken.

*Board of Trustees Meeting Calendar FY 2015-16*

Dr. Dunlap presented the proposed schedule of board meetings for the coming year pointing out that the November and December meeting dates were proposed one week earlier than the usual fourth Wednesday to accommodate the Thanksgiving and Christmas holidays. This was a first reading and no action was taken.

*Revised Academic Probation, Suspension & Disqualification Policy #5.02*

Dean of General Studies Larry Briggs presented revisions to the Academic Probation, Suspension & Disqualification Policy #5.02, stating that revisions were made in collaboration with students and members of student services and instruction and include a clear GPA standard aligned with requirements of program and degree completion and will help the college to actively engage students in support of their educational goals. He added that the related procedure is new.

Trustee Howard asked what procedure was used before an actual procedure was written. Academic Advisory Kari Hynes stated that students were notified when they were not qualified for enrollment due to their academic standings based on their GPA and she added that procedural information had been moved from the policy into a new procedure. Trustee Howard commented that removal of that information from the policy seems to remove some authority of the board and he feels the policy should maintain the fundamental elements of the different disciplinary levels, so that the board maintains some control over the essentials of how people are sent through the different stages.

Dean Briggs commented that the intent with the procedure was to include requirements that students must see advisors and places a higher commitment on the institution to help students
more intentionally. He added that definitions around the three disciplinary stages can be put back into the policy.

Trustee Meyer asked if the policy and procedure and the requirement of a 2.0 GPA were coordinated with other institutions for consistency. Dean Briggs responded that the 2.0 GPA aligns with that required by the institution for a student to complete a program and also aligns with federal requirements for financial aid. Ms. Hynes commented that the requirement of a 2.0 is standard among institutions both regionally and nationally and she added that with the current policy, students with a 1.75 GPA are considered in good standing; however, they’re not eligible to transfer to a four year institution with less than a 2.0 required to complete a program at NIC.

Following discussion, the board agreed that definitions of the disciplinary stages should be added back to the policy prior to the second reading.

INFORMATION ITEMS

*Update on Career Technical Education Facility*

VP Martin stated that drawings are nearly complete and bid documents should be available for review by Jun 11 and the bid opening following the July 4th holiday. He went on to say that construction is scheduled to begin mid-July.

Following a question from Trustee Nilson about other funding opportunities, VP Martin responded that the college’s EDA grant documents have undergone an initial review by the regional office of EDA with strong feedback and final submission will take place in the next two weeks. He added that the college is requesting $2.5 million. He went on to report that the NIC Foundation has agreed to partner with the college in pursuit of technology and equipment grants and private donations.

Dr. Dunlap explained the process for EDA grant pursuits.

**BOARD CHAIR REPORT**

On behalf of the Coeur d’Alene Police Department, Chair Wood expressed her appreciation to the NIC community for their support of the funeral for Police Sergeant Greg Moore. She wished everyone a good summer.

**REMARKS FOR THE GOOD OF THE ORDER**

Trustee Nilson requested the reduction in force policy be added to an upcoming agenda and he requested that a time be scheduled for the board to address the college’s salary step policy.

Trustee Meyer commented on the need to establish a long range plan and she brought up for discussion, the upcoming ACCT conference. Chair Wood asked trustees to contact the president’s office for help with conference registration.

The meeting was adjourned at 8:20 p.m.
CALL TO ORDER AND VERIFICATION OF QUORUM
Chair Christie Wood called the meeting to order at 5:00 p.m. and verified that a quorum was present.

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

EXECUTIVE SESSION
Motion was made by Trustee Howard, seconded by Trustee Meyer, to go into executive session under Idaho Code § 67-2345(a), (b) to consider personnel matters. Roll call vote was taken as follows:

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<td>Judy Meyer</td>
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<td>Christie Wood</td>
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<td>Ken Howard</td>
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At 7:55 p.m., a motion was made by Trustee Howard to return to open session. The motion, seconded by Trustee Meyer, carried. The meeting was adjourned.

__________________________  __________________________________
Board of Trustees Chair     Board of Trustees Secretary
SUBJECT
Second Reading: College Calendar, Academic Years 2023-24 and 2024-25

BACKGROUND
The North Idaho College Calendar Committee has prepared the 2023-24 and 2024-25 calendars. See Attachments A and B.

DISCUSSION
NIC’s instructional calendar includes two 17-week semesters and a summer session. A semester is comprised of 16 weeks of instruction and one week of final exams. Summer instruction is delivered in 4, 6 or 8 week sessions. The proposed calendars include term dates, commencement, holiday closures and spring break.

There are no departures from the current operating timelines in the calendars for 2023-24 and 2024-25.

COMMITTEE ACTION
The College Senate is being provided the calendars as an information item.

FINANCIAL IMPACT
None

REQUESTED BOARD ACTION
Request the board consider a motion to approve the college calendars for Academic Years 2023-24 and 2024-25.

Prepared by
Graydon A. Stanley
Vice President for Student Services
## NORTH IDAHO COLLEGE
### COLLEGE CALENDAR
#### 2023- 2024

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<td>Martin Luther King Day – campus closed</td>
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Draft: 02/01/14
NORTH IDAHO COLLEGE
COLLEGE CALENDAR
2024 - 2025

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<td>15</td>
<td>Spring semester ends</td>
</tr>
<tr>
<td>16</td>
<td>Commencement</td>
</tr>
<tr>
<td>17</td>
<td>Summer session begins</td>
</tr>
<tr>
<td>26</td>
<td>Memorial Day – campus closed</td>
</tr>
</tbody>
</table>

Draft: 02/01/14
SUBJECT
Board of Trustees Meeting Calendar 2015-16

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

DISCUSSION
In accordance with state statute, Attachment A is proposed to establish the board’s annual meeting schedule for the coming year. As in the past, no board meeting is planned for July. To accommodate Thanksgiving and the college’s winter break, we are proposing to schedule the November and December meetings one week earlier than normal. To avoid a possible conflict with legislative week and the JFAC hearings in January, we are proposing to schedule that month’s meeting one week earlier than normal.

Any retreats and workshops will be announced as needed.

COMMITTEE ACTION
None.

FINANCIAL IMPLICATIONS
None.

RECOMMENDATION
Request the board approve the board of trustees meeting calendar for 2015-16, as presented.

Prepared by
Shannon Goodrich
Sr. Executive Assistant
Board of Trustees Meeting Schedule FY 2015-16

August 26, 2015
September 23, 2015
October 28, 2015
November 18, 2015
December 16, 2015
January 20, 2016
February 24, 2016
March 23, 2016
April 27, 2016
May 25, 2016
June 22, 2016
SUBJECT
Information for Academic Probation, Suspension & Disqualification Policy

BACKGROUND
Policy 5.02 Information for Academic Probation, Suspension & Disqualification Policy has been reviewed as a part of the comprehensive policy review process.

DISCUSSION
The revised policy addresses deficiencies in the current policy to ensure alignment with general standards for degree and program completion and puts in place supports to help students in academic difficulty to repair their record.

COMMITTEE ACTION
The recommendation is to approve the changes to this policy. The recommendation for the changes has been endorsed by College Senate and the President’s Cabinet and is now being presented to the board of trustees for consideration.

FINANCIAL IMPACT
None

REQUESTED BOARD ACTION
Request the board approve revisions to Information for Academic Probation, Suspension & Disqualification Policy #5.02.

Prepared by
Lita A. Burns, PhD
Vice President for Instruction
### Policy

**Policy #5.02**

**Effective Date**: 3/25/09  
**Reviewed**: 12/13  
**Revised**: ______

<table>
<thead>
<tr>
<th>(Impact Area - Dept Name)</th>
<th>(General Subject Area)</th>
<th>(Specific Subject Area)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students</td>
<td>Academic Probation, Suspension &amp; Disqualification</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Author:</strong></td>
<td><strong>Supersedes Policy</strong></td>
<td></td>
</tr>
<tr>
<td>Instruction and Student Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Relates to Procedure #5.02</strong></td>
<td><strong>Impact:</strong></td>
<td></td>
</tr>
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</table>

**Legal Citation (if any):**

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**North Idaho College**

Policy Narrative

Students and college employees have a shared responsibility to implement the policy in the interest of upholding standards of academic performance and achieving educational outcomes.

Students who are placed on probation, suspension or disqualification will be notified by NIC after final grades are posted for each semester. These notifications will include steps which must be taken as outlined in the attached procedures to continue registration or to petition for reinstatement in adherence with such deadlines as established by the college.
Academic Probation, Suspension, and Disqualification Policy

This policy applies to any student carrying credit hours at the end of the add/drop period of fall and spring semesters and summer session.

A. Policy for students under 26 credits

A student must earn a cumulative grade point average of 1.75 or higher to remain in Good Standing. A student whose cumulative grade point average is less than 1.75 will be placed on Academic Probation.

A student on Academic Probation is required to maintain a 2.00 semester grade-point average until his/her cumulative grade point average returns to a 1.75. A student on Academic Probation whose semester grade point average does not meet the 2.00 requirement or whose cumulative grade point average does not return to 1.75 will be placed on Academic Suspension.

Once on Academic Suspension, the student will be required to sit out for one semester or petition the Admissions and Academic Standards Committee for reentry. A student reinstated from Academic Suspension is required to earn a semester grade point average of 2.00 until their cumulative grade point average reaches a 1.75. If the grade point average requirements are not met, the student will be placed on Academic Disqualification. A student placed on Academic Disqualification must petition the Admissions and Academic Standards Committee to return to the College.

B. Policy for students with 26 credits or more

A student must earn a cumulative grade point average of 2.00 or higher to remain in Good Standing. A student whose cumulative grade point average is less than 2.00 will be placed on Academic Probation.

A student on Academic Probation is required to maintain a 2.00 semester grade-point average until his/her cumulative grade point average returns to a 2.00. A student on Academic Probation whose semester grade point average does not meet the 2.00 requirement or whose cumulative grade point average does not return to 2.00 will be placed on Academic Suspension.

Once on Academic Suspension, the student will be required to sit out for one semester or petition the Admissions and Academic Standards Committee for reentry. A student reinstated from Academic Suspension is required to earn a semester grade point average of 2.00 until their cumulative grade point average reaches a 2.00. If the grade point average requirements are not met, the student will be placed on Academic Disqualification. A student placed on Academic Disqualification must petition the Admissions and Academic Standards Committee to return to the College.
Students must maintain a minimum cumulative grade point average (GPA) of 2.00 to be considered in good academic standing. Students who do not meet this standard will be placed on academic probation, suspension or disqualification as defined in the attached procedure below.

**Academic Probation**

Students whose cumulative GPA is below a 2.00 will be placed on Academic Probation. Students on probation who earn a semester GPA of at least a 2.00 will be placed on continued probation until their cumulative GPA is at least a 2.00. Students on probation who do not earn a semester GPA of at least a 2.00 will be placed on academic suspension.

**Academic Suspension**

Students who have been placed on academic suspension must sit out one semester, summer not included, or petition to the Admissions and Academic Standards Committee to return the following semester. Students approved for reinstatement must abide by any conditions established by the Admissions and Academic Standards Committee.

**Academic Disqualification**

Students who have been placed on academic disqualification must petition to the Admissions and Academic Standards Committee in order to return to NIC. Students approved for reinstatement must abide by any conditions established by the Admissions and Academic Standards Committee.

Students on probation, suspension, or reinstated from disqualification who raise their cumulative GPA to at least the minimum 2.00, will return to good academic standing. Students on probation, suspension, or reinstated from disqualification must have the approval of a designated advisor to register each semester until good standing is achieved.

This policy is separate from financial aid policies governing satisfactory academic progress, and should always be considered whenever relevant for students on probation or suspension as defined herein.
SUBJECT
Updated Workers’ Compensation Policy

BACKGROUND
Policy and procedure were revised to reflect current carriers and processes

DISCUSSION
Policy was shortened to state specifically what the Workers’ Compensation benefit is. Accompanying procedure was modified to reflect current worker’s compensation procedures at NIC.

COMMITTEE ACTION
Policy has been reviewed and approved by the Senate and President’s Cabinet.

FINANCIAL IMPACT
Change in policy has no additional financial impact.

REQUESTED BOARD ACTION
This is a first reading and no action is requested at this time.

Prepared by Laura J. Hill
Exec. Dir. of HR
NIC WORKERS' компенсационная политика

1. Применительно к компенсационной политике, установленной в вышеуказанной политике, компенсация выплачивается при условии, что работник утратил трудоспособность в течение пяти рабочих дней. Компенсация начинается со второго рабочего дня после исчезновения увечья, если работник не был госпитализирован в течение ночи, или если утрата времени превышает четырнадцать рабочих дней. Под этими условиями, компенсация начинается со дня исчезновения увечья.

2. При утрате трудоспособности в связи с травмой на производстве, в соответствии с условиями, описанными в политике, в отношении основной заработной платы, применяются следующие условия:

   a. Накопленный отпуск не будет списан с работника в течение первых двадцати рабочих дней. Накопленный отпуск будет списан начиная со второго рабочего дня, если работник вернется на работу, или до истечения накопленного отпуска, что произойдет более рано.

   b. Периодически, при утрате трудоспособности в течение первых двадцати рабочих дней, или при получении работы в производстве, накопленный отпуск начисляется на основную заработную плату, которая выплачивается в следующий разряд. В этом случае, работник не будет получать заработную плату, превышающую его основную заработную плату.

   c. Компенсационный отпуск будет списан с основной заработной платы, что будет использоваться для определения суммы компенсации, выплачиваемой в результате утраты трудоспособности. В этом случае, работник не будет получать заработную плату, превышающую его основную заработную плату.
deducted from the employee's earnings.

e. If the injured employee is enrolled in the college's long term disability plan, he/she may also be eligible for additional long term disability compensation following the elimination period. The period is stated as: "The first two months of each period of total disability, or the end of the period of sick leave, whichever is longer." In this case, the State Insurance Fund and the long term disability insurance company will work together to provide the percentage of monthly income allowed under the long term disability policy.

3. An employee on an industrial claim must report to the office of administrative services upon return to the job. The college may request a doctor's release, specifying whether the employee may return to "regular" or "light" work.

4. All doctor's, hospital and prescription drug charges should be sent to:

   State Insurance Fund  
   Statehouse Mail  
   Boise, ID 83720

Workers’ Compensation is a no-fault insurance that provides medical treatment and partial loss of wage compensation for covered workers whose injury or illness arose out of and in the course of employment.

Compensation will be payable in accordance with the guidelines set forth by the Idaho Industrial Commission and the corresponding NIC procedure.

There may be instances in which an employee’s injuries may not qualify to receive benefits. If it is determined the injury/illness is not work related, the employee will be responsible for any and all charges after the initial medical consultation.
SUBJECT
Annual Review and 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 reviewed annually. A contract renewal may be 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 reviewed annually for potential renewal. The proposed annual renewal is for fiscal years July 1, 2015 through June 30, 2017.

COMMITTEE ACTION
No committee action is necessary.

FINANCIAL IMPACT
The financial impact is to the employee compensation budget.

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, attorney for North Idaho College
SUBJECT
Master Plan

BACKGROUND
President’s Cabinet will be conducting a retreat in August 2015 to begin development of a comprehensive integrated institutional master plan that integrates work already completed and includes additional components as needed. Components of the plan will be presented to the board of trustees in late fall 2015 and will include but are not limited to:

- Educational Master Plan
- Institutional Optimization Plan
- Facilities Master Plan and PUD
- Enrollment Management Plan
- Financial forecast and cash flow modeling

DISCUSSION
President’s Cabinet is seeking guidance from the board of trustees regarding components they would like to see included in an institutional master plan.

COMMITTEE ACTION
None

FINANCIAL IMPACT
None

REQUESTED BOARD ACTION
Provide guidance to the administration regarding components the board would like to see incorporated into a college master plan.

Prepared by
Joe Dunlap
SUBJECT
Divestiture of Riverbend Property Holdings in Post Falls

BACKGROUND
The college acquired 10 lots in the Riverbend Commerce Park in Post Falls, Idaho between August 1998 and September 2004 in addition to the lot that the Workforce Training Center occupies. With the acquisition of the property on the Rathdrum Prairie and construction of the CTE facility in Rathdrum and adequate space for future expansion, this property is idle and not currently planned for future development or expansion by the college.

DISCUSSION
With the acquisition of the property on the Rathdrum Prairie and construction of the CTE facility in Rathdrum and adequate space for future expansion, this property is idle and not currently planned for future development or expansion by the college. Divestiture of these property holdings would allow for re-investment in the capital reserve fund and provide funding for future capital projects.

The college has requested and completed an appraisal of the excess Riverbend property holdings which total 11.41 acres or 10 industrial zoned building lots.

COMMITTEE ACTION
None.

FINANCIAL IMPACT
Divestiture of these property holdings would allow for re-investment in the capital reserve fund and provide funding for future capital projects. The collective appraisal value for these 10 lots to a single purchaser is $1,244,000. The college purchased these lots for a total of $859,543. The individual value of these 10 lots per the Kootenai County Assessor in June of this year totals $1,295,377.

REQUESTED BOARD ACTION
It is recommended that the board consider directing the college administration to begin the process of divesting the college of this property holding and consider approval of the following motion: The North Idaho College Board of Trustees directs the college administration to dispose of excess Riverbend property holdings (10 industrial-zoned lots), through sealed bid. In the event there are no successful bids, the board directs the college to sell the excess Riverbend property holdings for the highest price the market will bear.

Prepared by,
Chris A. Martin
Vice President for Finance and Business Affairs
Appraisal Report

11.41 acres composed of
10 Industrial Zoned Lots in the
Riverbend Commerce Park, Post Falls, ID

CVG 2235-15
North Idaho College  
Attn: Carol A. Jones  
1000 W. Garden Avenue  
Coeur d’Alene, ID 83814

RE:  Appraisal of 11.41 acres comprised of 10 industrial lots in The Riverbend Commerce Park, Post Falls, Kootenai County, ID  
Our File No. CVG 2235-15

Dear Ms. Jones:

As requested we have completed an inspection and appraisal of the above referenced real estate. The appraised property consists of 10 industrial zoned building lots, none of which have buildings improvements, ranging in size from 0.71 to 2.38 acres. The combined 10 lots total 11.41 acres. Each site is located between Interstate 90 (north) and the Spokane River (south) in the Riverbend Commerce Park development. Access is off either the Beck Road or Pleasant View Road interchanges on the west end of Post Falls, ID.

The appraisal process utilized in the performance of this appraisal assignment is intended to meet the requirements defined by the Appraisal Standards board of the Appraisal Foundation. This appraisal report is intended to comply with the reporting requirements set forth under Standards Rule 2-2 of the Uniform Standards of Professional Appraisal Practice (USPAP) performed under Standard 1.
The appraisal problem was to estimate the current market value of the subject property defined as “Value to Single Purchaser”. To reach our value conclusion we have first estimated values for each individual site. At current market value we estimate it would require thirty (30) months for the market to absorb all 10 lots. Therefore, we have discounted future sales recognizing that the present value of a cash payment to be received in the future is less than the same payment if it were received today. Discounting is necessary because of the risks and cost of capital borne by a purchaser of the property today.

**SUMMARY OF CONCLUSIONS**

<table>
<thead>
<tr>
<th>PROSPECTIVE GROSS SALES FROM 10 DEVELOPED BUILDING LOTS</th>
<th>$1,564,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within in a range of $108,000 to $311,000</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROSPECTIVE VALUE TO A SINGLE PURCHASER</th>
<th>$1,244,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discount for Wholesale Purchase:</td>
<td>21.42%</td>
</tr>
</tbody>
</table>

**DATE OF VALUE:** June 15, 2015

Thank you for the opportunity to be of service. If you have any questions pertaining to the attached report, or if we can be of further assistance, please let me know.

Respectfully submitted,

Stanley D. Moe, MAI
Idaho Certified General Appraiser #072