CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Board Chair W. W. Nixon.

ATTENDANCE

Trustees: Barbara Chamberlain
W. W. Nixon
Fred Ostermeyer
Rolly Williams
Sheila Wood

Also present were:
Michael Burke, President
Jerry Gee, Vice President for Instruction
Rolly Jurgens, Vice President for Administrative Services
David Lindsay, Vice President for Student Services
Steve Schenk, Vice President for College Relations and Development
Robert Ketchum, Assistant Vice President for Instruction
Dana Wetzel, Attorney for North Idaho College
Donna Ward, Recording Secretary for the Board of Trustees
Doug Halliday, President, N.I.C.E.
Fran Bahr, Chair, College Senate
Joyce Lider, Chair, Faculty Assembly
Ben Toews, President, ASNIC

PROGRAM

Randy Edwards, Director of the Physical Therapist Assistant Program, and Edyie Kendall, Instructor, spoke to the Board about the program. Edwards explained that accreditation for the new program had been granted on October 28, 1998. He said that the first class graduated on Sunday, December 13. Kendall told the Board about the variety of duties of a physical therapist assistant, the clinical affiliations, and the program requirements.
APPROVAL OF MINUTES

Motion was made by Trustee Chamberlain and seconded by Trustee Wood to approve the minutes of the regular meeting of November 18, 1998. The motion was unanimously carried.

FACULTY EVALUATION POLICY AND PROCEDURE NO. 3.02.21

Vice President Gee explained to the Board that the Faculty Evaluation Policy and Procedure No. 3.02.21 was revised this fall by the Tenure Committee and the Administration so that the language in the policy and procedures is aligned with the new instructional reorganization. Gee said the majority of changes are title or duty changes reflecting the new roles of the division chairs. This was the second reading of the policy by the Board, accordingly the following motion was made:

MOTION: 12-16-98:68 Motion was made by Trustee Wood and seconded by Trustee Chamberlain to approve Faculty Evaluation Policy and Procedure No. 3.02.21. The motion was unanimously approved.

FACULTY TENURE POLICY AND PROCEDURE NO. 3.02.9

Vice President Gee also explained to the Board that the Faculty Tenure Policy and Procedure No. 3.02.9 was revised this past fall by the Tenure Committee and the Administration so that the language and job titles in the policy and procedures would align with the new instructional reorganization. This was the second reading of the policy by the Board, accordingly the following motion was made:

MOTION: 12-16-98:69 Motion was made by Trustee Chamberlain and seconded by Trustee Ostermeyer to approve Faculty Evaluation Policy and Procedure No. 3.02.9. The motion was unanimously approved.

1999 LEGISLATIVE PROGRAM

Vice President Schenk explained to the Board that modifications had been made to the draft of the Legislative Program since the last Board of Trustees meeting. The revised program was presented at a Legislative Luncheon on December 8, 1998. Trustee Chamberlain requested that the sub-title “Program Needs” be changed to “Instructional Needs,” whereupon the following motion was made:

MOTION: 12-16-98:70 Motion was made by Trustee Chamberlain, seconded by Trustee Ostermeyer, and unanimously approved to adopt the 1999 Legislative
Program, attached hereto, with the subtitle change from “Program Needs” to “Instructional Needs”.

RESCHEDULING JANUARY, 1999 BOARD MEETING

President Burke explained to the Board that the meeting scheduled for January 27, 1999, conflicts with Joint Finance Appropriation Committee hearings to be held in Boise, Idaho. Dr. Burke will need to present at those hearings; therefore, it was recommended that the Board meeting in January be rescheduled. The following motion was made:

MOTION: 12-16-98: 71 Motion was made by Trustee Wood, seconded by Trustee Ostermeyer, and unanimously approved to reschedule the Board of Trustees meeting currently set for Wednesday, January 27, 1999, to January 20, 1999.

PROFESSIONAL TECHNICAL ACADEMY

Vice President Gee presented a brief history of the Professional Technical Academy. He said that the three local school districts, with the support of North Idaho College, had submitted a proposal to the State Board of Education for approval of an Academy in Kootenai County. The Albertson Foundation has been supportive of the development of the Academy and may grant up to $3 million over a three-year period for equipping and staffing the Academy. The school districts have been asked to apply for the grants by February 1, 1999. North Idaho College is collaborating with the three school districts and the Workforce Training Center will be accommodating the project through the shared use of facilities.

TEACHER EDUCATION AND COMPENSATION HELPS (TEACH) PROJECT

Vice President Gee introduced Carol Lindsay, Instructor at the NIC Children’s Center. Lindsay explained to the Board that the TEACH Early Childhood Project originated in North Carolina. It is a program which provides scholarships for Early Childhood Education professionals who work full-time to return to school part-time, allowing scholarship recipients to work toward a Child Development Associate (CDA) or an AA/AS degree in Child Development. Lindsay said that North Idaho College and the College of Southern Idaho are two of the participating institutions to which the Albertson Foundation will provide $50,000 per year for five years to help establish the TEACH project.

COMMUNITY USE OF FACILITIES

President Burke introduced Lanny Stein, Chair of the Campus Events Committee. Stein told the Board the committee was formed to provide a clearinghouse for summer programs, to avoid duplication of space rental, and to attempt to control the use of space. Stein said that the
committee is fielding an increasing number of requests for the use of facilities on campus. He said that the current policy regarding facilities use is about five years old, and consideration should be given to a revision of the policy. His opinion is that current procedure is cumbersome, that there is a need for a more streamlined process, and that with the forthcoming opening of the Student Union Building, revised policy and processes should be considered. Discussion among the Board members occurred, with the Board encouraging revision of the policy and procedures.

BUDGET REPORT

Vice President Jurgens gave a presentation to the Board about the FY 2000 Budget Request as it will be presented to the State Board of Education/Legislature. He explained the timeline during which the budget requests are prepared, how items are included or excluded from the requests, and the process through which the budget figures are derived. Jurgens provided the Board with copies of the general fund operating budget requests.

FACILITIES REPORT

Vice President Jurgens said that the Children’s Center was complete. He said that the Student Union Building construction is on schedule with completion projected for the first week of February, 1999.

REPORTS:

ASNIC

Ben Toews, President of the Associated Students of North Idaho College, told the Board the students had participated in the local Lighting Festival with a float. He said that a focus group was preparing for a brainstorming session addressing Facilities Master Planning, that the recycling project is moving forward, and that the students sponsored a holiday party and provided presents to 27 children of NIC students. He said the students are looking forward to the opening of the Student Union Building.

FACULTY ASSEMBLY

Joyce Lider, Faculty Assembly Representative, said that faculty are giving final exams and grades, that the retitling of instructors is still in the processing stage, and that President Burke had attended the last meeting of the Faculty Assembly.

SENATE

Fran Bahr, President of the College Senate, said that the Academic Freedom and Professional Ethics Policies had passed through the Senate. She reported that the policy regarding violence
on NIC sites had been sent back to committee to add language to include additional areas such as
the library. The smoking regulation policy passed for a first reading.

N.I.C.E.

Doug Halliday, President of N.I.C.E., told the Board that the second reading of the revised
Constitution had occurred. He also reported that voting will be taking place to consider
including part-time staff in the membership. He said the N.I.C.E. person for the month of
December was Billie French.

REPORT OF COLLEGE PRESIDENT

President Burke said that he and the Facilities Master Planning Committee would be meeting
with the architects on December 17, 1998, and meetings with various entities on campus will
begin soon. He told the Board that several Strategic Planning meetings have taken place and
outcome assessment issues are being addressed. There have been a number of events on campus,
including a town meeting for human rights and the annual Legislative Luncheon. Burke said that
an environmental audit of the College’s beaches had been completed and showed that no further
remedial action is required of the College in this regard. The Head Start audit findings were
substantially compliant, the final draft of the Nursing Program’s accreditation report had been
received, and the United Way campus-wide campaign contributions had increased substantially
over last year. Burke said that Myrna Rasmussen of the Career Center was awarded the Sterling
Silver Award for Employee of the Month.

REPORT OF THE COLLEGE BOARD CHAIR

Board Chair Nixon commented that he feels opinion of the College is high, the NIC Foundation
is expanding contact with alumni, that he had attended several successful campus events during
the past few weeks, and he is proud of the accomplishments of NIC.

REMARKS FOR THE GOOD OF THE ORDER

Trustee Wood said that she had attended the annual Holiday Party and thoroughly enjoyed
herself. She was gratified to see such a wonderful turnout and felt it was a positive reflection on
Dr. Burke and the morale on campus. She said that the Legislative Luncheon was very enjoyable
and felt it went well.

Vice President Ketchum told the Board that Workforce Training Center enrollment has increased
by 10 percent since last fall.

EXECUTIVE SESSION
MOTION: 12-16-98:72 Motion was made by Trustee Chamberlain and seconded by Trustee Wood to adjourn to Executive Session under Idaho Code Sections 67-2345 (a) to consider hiring a public officer, employee, staff member or individual agent; (c) to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency, and (f) to consider and advise its legal representatives in pending litigation, or where there is a general public awareness of probable litigation. Roll call vote was as follows:

Barbara Chamberlain    aye  
W. W. Nixon           aye  
Fred Ostermeyer      aye  
Rolly Williams       aye  
Sheila Wood          aye  

Time: 8:40 p.m.

Present in Executive Session were Michael Burke, Rolly Jurgens, Barbara Chamberlain, W. W. Nixon, Fred Ostermeyer, Rolly Williams, Sheila Wood, Dana Wetzel, and Donna Ward. Items discussed were the hiring of an individual agent, pending and probable litigation, and the possibility of acquiring an interest in real property which is not owned by a public entity.

RECONVENE

The meeting reconvened at 10:39 p.m. at which time no further business was discussed or action taken.

ADJOURNMENT

Motion was made by Trustee Wood, seconded by Trustee Chamberlain, and unanimously approved that the meeting adjourn.

Time: 10:40 p.m.

__________________________________ ______________________________
W. W. Nixon, Board Chair          Sheila Wood, Secretary