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

Absent: Sheila Wood

Also present: 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  
Mike Ramsden, Attorney for North Idaho College  
Donna Ward, Recording Secretary for the Board of Trustees  
Bill Richards, Chair College Senate  
Dan Sheckler, President, ASNIC  
Alan Lamb, Chair Faculty Assembly

Absent: Kathy Christie, Assistant Vice President for Instruction

PROGRAM

Janet Benoit, NIC’s Grant Coordinator, provided the Trustees with information regarding her responsibilities, including grant research and information about availability, administering grants, and ensuring that guidelines for awarded grants are followed by the institution. Benoit distributed a table summarizing grant activity from August, 1998 to June, 1999. Over $1 million in grants have been awarded to NIC since August 1998, with another $1 million submitted and pending a
APPROVAL OF MINUTES

Motion was made by Trustee Chamberlain and seconded by Trustee Ostermeyer to approve the minutes of the regular meeting of May 26, 1999, as amended on page 3, second paragraph, line 2, revising “Chamber to Chamberlain”. The motion was unanimously approved.

APPROVAL OF ASNIC BUDGET FY1999-00

Vice President Jurgens introduced Dan Sheckler, President of ASNIC, who reported to the Trustees that no changes had been made to the budget since the presentation at the April Board meeting; therefore, the following motion was made:

MOTION: 6-30-99: 27 Motion was made by Trustee Williams and seconded by Trustee Ostermeyer to approve the ASNIC Budget for FY1999-00 in the amount of $135,100.00. The motion was unanimously approved.

APPROVAL OF AUXILIARY SERVICES FY1999-00

Lanny Stein, Director of Auxiliary Services, explained to the Board that no changes had been made to the Auxiliary Services budget since the last Trustees meeting; thus, the following motion was made:

MOTION: 6-30-99: 28 Motion was made by Trustee Williams, seconded by Trustee Chamberlain, and unanimously carried to approve the Auxiliary Services Budget for FY1999-00 as presented and attached.

OPERATING BUDGET FY1999-00 and PLANT FUND BUDGET FY1999-00

Operating Budget

Vice President Jurgens provided the Trustees and audience members with a handout setting forth the budget adjustments from the first reading of the Operating Budget for FY1999-00. Jurgens told the Board that adjustments of $405,380 to revenue and expenditures were necessary since the first reading. He explained the various revenue enhancements and adjustments including property taxes, library and computer lab fees from UI/LCSC, increases in the fund balance, and state technology funding. Jurgens also said that reductions in revenue were anticipated from Head Start, the Child Care Center, and tuition and fees.

Adjustments to expenditures reported on by Jurgens included net salary changes in Vocational Education, one-time equipment purchases, transfers to the plant fund, reduced credit card fee
payment, savings adjustments for funding new personnel in the Computer Center, athletic insurance cost reduction, and M & O operations reductions.

The adjustments to both revenue and expenditures were discussed by the Trustees with responses from the Vice Presidents to various specific inquiries. Jurgens explained that unlike other institutions, NIC routinely reallocates money internally according to need and may make adjustments to expenditures if revenue projections are not met.

*Plant Fund Budget*

Vice President Jurgens explained the Plant Fund Budget FY1999-00, including sources of funds, the budgeted Projects and Maintenance List costs, and the funding of projects by the Department of Public Works. After discussion, the following motion was made:

**MOTION 6-30-99:** 30 Motion was made by Trustee Williams and seconded by Trustee Chamberlain to approve the North Idaho College Operating Budget for FY1999-00 in the amount of $22,147,879, and the North Idaho College Plant Fund Budget for FY1999-00 in the amount of $1,471,600. The motion was unanimously approved.

*FACULTY AND STAFF SALARY SCHEDULES FY1999-00*

Vice President Schenk told the Board that the Faculty and Staff Salary Schedules for FY1999-00 were essentially the same as presented at the May Board meeting. He provided a table outlining the prioritized salary recommendations and projected costs, showing total increases in percentage and dollar figures. The following motion was then made:

**MOTION: 6-30-99:** 29 Motion was made by Trustee Chamberlain, seconded by Trustee Williams, and unanimously carried to accept Administration’s salary and benefit recommendations and adopt the Faculty and Staff Salary Schedules for FY1999-00 as presented and attached hereto.

*STRATEGIC PLAN 1999-2002*

President Burke told the Board that the Strategic Plan 1999-2002 was presented at the May Trustees meeting and represented a year-long project by the planning committee. He noted that it included a Vision Statement and revised Mission, Values and Key Initiatives. Board Chair Nixon remarked that the plan is very well stated and commended President Burke and the committee for their work. The following motion was made:

**MOTION: 6-30-99:** 30 Motion was made by Trustee Ostermeyer and seconded by Trustee Chamberlain to approve the Strategic Plan, 1999-2002, The North Idaho
College Vision, Mission, Values and Key Initiatives as presented. The motion was unanimously approved.
ACADEMIC FREEDOM POLICY NO. 3.05

Vice President Gee explained that the Academic Freedom Policy No. 3.05 had been presented for a first reading at the May Board meeting. There being no revisions, the following motion was made:

**MOTION: 6-30-99:31: Motion was made by Trustee Williams, seconded by Trustee Ostermeyer, and unanimously carried to approve the Academic Freedom Policy No. 3.05, as presented.**

DISRUPTIVE, HOSTILE OR VIOLENT BEHAVIOR ON NIC SITES, POLICY AND PROCEDURE NO. 3.03.05

Vice President Lindsay explained to the Board that a revision in the time sequence of the Procedure had been made since the first reading. He outlined the changes for the Trustees. Accordingly, motion was made by Trustee Williams and seconded by Trustee Ostermeyer to approve Policy and Procedure No. 3.03.05, Disruptive, Hostile or Violent Behavior on NIC Sites. Dan Scheckler, President of ASNIC, raised student concerns about the appeals process of the Procedure. There was discussion of the Procedure and the Board suggested that it be reviewed and possibly revised. Whereupon, Trustee Williams withdrew his motion to approve the Policy and Procedure No. 3.03.05, and requested it be revised and resubmitted to the Board of Trustees at the August meeting.

CORPORATE RESOLUTION FOR CREDIT CARD USE FOR WORK FORCE TRAINING CENTER

Vice President Jurgens explained to the Board that there were significant questions raised by the Trustees upon receipt of the background statement regarding this item. He said that he had not been able to contact the bank officials to clarify information and asked that this agenda item be deferred until the next Board meeting.

BUDGET FY1998-99

Vice President Jurgens showed the Board a graph of the revenue and expenditures of the Budget FY1998-99 through May, 1999, compared with a five-year average of same. He explained that both revenues and expenditures are very close to the previous five-year comparison for the same time period.

REPORTS:

SENATE

Senate Chair Bill Richards told the Trustees he was looking forward to working with them. He
reported some of the items the Senate would be considering when meetings begin in the Fall. Also, recognizing Dr. Burke’s first year as NIC President and one-year anniversary of Board meetings, Richards presented Burke with an NIC jacket.

**N.I.C.E.**

Bill Rutherford, Vice President of N.I.C.E., expressed appreciation on behalf of the N.I.C.E. membership for the Board’s approval of pay increases and communication with the Trustees and President. He discussed some of the matters to be considered in the Fall and invited the Board and President to the N.I.C.E. picnic on July 8, 1999.

**FACULTY ASSEMBLY**

Alan Lamb, Chair of Faculty Assembly, told the Board that this would be his only meeting as Faculty Assembly Chair. He will be Division Chair of Social and Behavioral Sciences due to the hiring of Jim Minkler by Spokane Community Colleges. Lamb explained that elections will be held at the first Faculty Assembly meeting to elect a new chairperson.

**ASNIC**

Dan Sheckler, President of the Associated Students of North Idaho College, outlined some of the items students will be reviewing in the Fall and told the Board that the student body had hired an art coordinator for the Union Gallery.

**REPORT OF COLLEGE PRESIDENT**

Dr. Burke expressed his thanks to the constituency groups for the jacket commemorating his first year at NIC. He reported upon the significant issues discussed at the AACC Technology Conference in Seattle which he attended. He also reported that NIC had provided the Joint Finance Appropriations Committee (JFAC) of the Idaho State Legislature with a tour of NIC and a dinner.

**REPORT OF BOARD CHAIR**

Board Chair Nixon commended President Burke on his first year at NIC and expressed his pleasure in working with Burke. Nixon reported that the JFAC visit to NIC went well.

**REMARKS FOR THE GOOD OF THE ORDER**

Trustee Ostermeyer reported on his attendance at the Association of Community College Trustees (ACCT) conference at Lake Tahoe. He provided highlights of the conference for the other Trustees and audience.
Rayelle Anderson, Associate Director, NIC College Relations and Development, told the Board that all 4,000 tickets for the “Raffle House” had been sold. The drawing for this annual event will be held July 1, 1999, at 7:00 p.m.

Trustee Chamberlain offered her congratulations to College Administration and employees on completion of the budgeting process. She acknowledged that development of the budgets encompassing the new strategic plan requires “large picture” planning.

EXECUTIVE SESSION

MOTION: 6-30-99: 32 Motion was made by Trustee Chamberlain and seconded by Trustee Ostermeyer to adjourn to Executive Session under Idaho Code Sections 67-2345 (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent; (c) to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency; Roll call vote was as follows:

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

Time: 8:22 p.m.

Present in Executive Session were Michael Burke, Barbara Chamberlain, W. W. Nixon, Fred Ostermeyer, Rolly Williams, Rolly Jurgens, and Michael Ramsden. The Board of Trustees met in Executive Session to consider the evaluation of an employee and acquiring an interest in real property which is not owned by a public agency.

RECONVENE

The Board returned to open session at 9:45 p.m., at which time no action was taken.

ADJOURNMENT

Motion was made by Trustee Williams, seconded by Trustee Ostermeyer, and unanimously approved that the meeting adjourn.

Time: 9:46 p.m.