CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Board Chair W. W. Nixon.

ATTENDANCE

Trustees: W. W. Nixon
Barbara Chamberlain
Fred Ostermeyer
Rolly Williams
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
Kathy Christie, Assistant Vice President for Planning and Assessment
Doug Marfice for Mike Ramsden, Attorney for North Idaho College
Donna Ward, Recording Secretary for the Board of Trustees
Bill Richards, Chair, College Senate
Mike Lively, Freshman Senator for Dan Sheckler, President, ASNIC
Bill Rutherford, Vice President, N.I.C.E.
Denise Clark, Vice Chair, Faculty Assembly

PROGRAM

Carol Haught, Director of the Center for New Directions, told the Board about the Center, explaining funding, services provided, and demographics of the program participants. Ms. Haught introduced Nancy Beck, Brenda Pritchet, and Dawn Piccinini, women who had utilized the services of the Center. These women told the Board and audience about their experiences with the Center for New Directions and how their lives were changed by the services provided to them.
INTRODUCTION OF GUESTS

Board Chair Nixon introduced Julie Miller, the newly hired Director of Admissions for NIC, and Doug Marfice, of Ramsden & Lyons, Attorneys at Law.

APPROVAL OF MINUTES

Motion was made by Trustee Wood and seconded by Trustee Williams to approve the minutes of the regular meeting of September 29, 1999, as presented. The motion was unanimously approved.

WORKFORCE TRAINING CENTER ENROLLMENT

Robert Ketchum, Assistant Vice President for Instruction, and director of the Workforce Training Center (WFTC), provided a program explaining the recent initiatives undertaken by the WFTC. He said that new projects include the Prometric Testing Center, the addition of the Professional/Technical Academy, optional credit processes, a new highway sign on Interstate 90 for the WFTC, online courses through Ed-2-Go, and the building expansion. He said that enrollment has grown by 140% since the 1990, from 3,913 to 9,318 enrollees in 1999.

DISTANCE EDUCATION, DUAL AND OFF-CAMPUS ENROLLMENT

Candace Wheeler, Director of Distance Education, spoke to the Board and audience about the various methods of Distance Education, including interactive video conferencing (IVC), Internet-based classes, the demographics of the students enrolled in those classes, and the retention and completion rates. Wheeler introduced Amanda Schueller, a student enrolled in Distance Education classes, who told of her positive experiences in completing college-level courses while being concurrently enrolled in high school.

NATIVE AMERICAN TUITION GRANTS

Vice President Gee told the Board that a proposal to allow tuition grants for Native American students of designated tribes of the State of Idaho, as specified by Idaho State Code 33-3717(1)(i), had been reviewed at the last Board meeting. Gee explained that such a proposal would not be a part of the Policy Manual, but a position adopted by the Board and made a part of the College's catalog. Therefore, the following motion was made:

MOTION: 10-27-99: 41 Motion was made by Trustee Ostermeyer and seconded by Trustee Chamberlain that the Board of Trustees endorse the adoption of such a position by the College and instruct the President to develop and publish in the College's catalog a formal statement that permits the following: Any student who is a member of any of the following Idaho Native American Indian tribes, regardless of current domicile, shall be considered an Idaho state resident for purposes of tuition
at institutions of higher education. Members of the following Idaho Native American Indian tribes, whose traditional customary tribal boundaries included portions of the State of Idaho, or whose Indian tribe was granted reserved lands within the State of Idaho are: (i) Coeur d’Alene; (ii) Shoshone-Paiute tribes; (iii) Nez Perce tribe; (iv) Shoshone-Bannock tribes; (v) Kootenai tribe. The motion was unanimously approved.

E-MAIL POLICY NO. 3.08.02 (NEW)

President Burke explained to the Board that the new E-Mail Policy No. 3.08.02 was introduced due to the continuing development and use of electronic mail. The policy has been reviewed and approved by both the College Senate and the President's Cabinet. Steve Ruppel, Director of Computer Services, told the Board that NIC has had no serious problems with e-mail, but having a policy in place is prudent. The Board requested that the prohibition of political and commercial uses of e-mail be added to the policy, which will be brought to the Board in November for a second reading and a recommendation for approval.

FACILITIES MASTER PLAN

President Burke told the Board that a draft of the Facilities Master Plan had been received from CTA Architects Engineers. He said that there were inconsistencies in the draft document and that Jim Headley, Chair of the Facilities Master Planning Committee, and Rolly Jurgens were working with the architects to address these. Burke said that the plan has also mapped the infrastructure of each building including power, sewer, water, and data cable. Burke updated the Board on the efforts of the Facilities Master Planning Committee which included prioritizing the sequence of events as outlined in the plan, examining funding sources, and determining the inter-relationships of buildings and spaces in the implementation of the plan. The final draft of the Facilities Master Plan will be presented by CTA Architects Engineers at the November Board meeting.

PROFESSIONAL SERVICES CONTRACTS CALENDAR

Vice President Jurgens explained to the Board that a variety of service contracts are used by the College for unique professional services for which bids are not required. He said that the contracts are acquired through a bidding process called “Request for Proposals (RFP).” Jurgens provided a current list of the professionals along with the recommended contract periods. There was some discussion about the length of some of the contracts and changes were made. The Board then made the following motion:

MOTION: 10-27-99: 42 Motion was made by Trustee Chamberlain and seconded by Trustee Williams to approve the Professional Services Contracts as amended (as attached to these minutes). The motion was unanimously approved.

NORTHERN IDAHO CENTER FOR HIGHER EDUCATION (NICHE)
President Burke told the Board that an agreement had been signed by Idaho State University, Lewis-Clark State College, North Idaho College, and the University of Idaho, to establish a commitment to a collaborative system for the planning and delivery of higher education instruction and support services in the North Idaho region. The name chosen for this entity is Northern Idaho Center for Higher Education or NICHE. Burke explained that a local Oversight Committee and an Advisory Council had been formed to manage the internal and external structures of the agreement. Board Chair Nixon suggested that the NICHE Agreement be archived either in the Board of Trustees records or in the NIC library. Burke requested the endorsement of Trustee Wood as the representative of the NIC Board to the NICHE Oversight Council. Therefore, the following motion was made:

MOTION: 10-27-99:43: Motion was made by Trustee Williams and seconded by Trustee Ostermeyer to archive the NICHE Agreement and endorse the selection of Trustee Sheila Wood as representative of the North Idaho College Board of Trustees to the NICHE Oversight Council for a term of office to be determined. The motion was unanimously approved.

BUDGET STATUS REPORT

Vice President Jurgens told the Board that the revenue and expenditures of the current fiscal year to date as compared with a five-year average are very similar. Revenue is reported in a different manner this fiscal year, which accounts for the slight variance.

FACILITIES

Vice President Jurgens reported that the NIC Foundation had purchased the Robin Hood Campground (located at 703 Lincoln Way, Coeur d'Alene) from John and Dee Fullwiler and the Department of Public Lands Building (located at 701 River Avenue, Coeur d'Alene). He explained that the campground property may be turned over to a property management firm until a plan is developed for the use of the property.

REPORT OF THE COLLEGE PRESIDENT

President Burke reported that he had attended the Presidents' Council Retreat and the State Board of Education meeting earlier in the month. He said that implementation of the NICHE agreement was moving forward with the formation of the NICHE Advisory Committee and Oversight Council. Burke said that the NIC United Way campaign had been completed and was very successful, with large increases in both contributions and participation. He said that the Strategic Plan goals and objectives were being implemented through committees formed by the original Strategic Planning Committee. The action plans created for the goals and objectives will be used for the next accreditation process.
REPORTS:

SENATE
Bill Richards, Senate Chair, said that at the last meeting the members discussed extending health insurance benefits to retirees. Richards indicated that the Senate would work with the Meet and Confer process rather than attempt to establish a policy for this benefit.

N.I.C.E.
Bill Rutherford, N.I.C.E. Vice President, said that a new link on the NIC Web Page has been created for that entity. He also reported that the membership is examining the possibility of sabbaticals for staff, establishing a system of professional development units, and attempting to establish more equity on committees so that representation is equal among the constituency groups.

FACULTY ASSEMBLY
Denise Clark, Vice Chair of Faculty Assembly, reported an ad hoc committee had been formed to investigate faculty renewal. Recommendations will be presented to the Faculty Assembly, Instructional Council, and the President's Cabinet prior to the end of the semester. Discussions are also taking place regarding personal leave, restructuring of Curriculum Council, and representation by adjunct faculty in the Senate and Faculty Assembly.

ASNIC
Mike Lively, Freshman Senator of ASNIC, substituting for Dan Scheckler, said that ASNIC has approved the committees lists, new senators have been installed, and students are discussing car pooling, ride sharing, and other alternatives as long-term solutions to the parking dilemma on campus.

REPORT OF THE BOARD CHAIR
Board Chair Nixon said that he and Trustees Williams, Chamberlain, and President Burke attended the Association of Community College Trustees (ACCT) conference in Atlanta, Georgia recently. He and Burke led a roundtable discussion on connecting a new president to the community. Nixon also provided highlights of the convention.

REMARKS FOR THE GOOD OF THE ORDER
Vice President Jurgens said that he will be attending the November 9 meeting of the Kootenai County Planning and Zoning Division to request a special use permit to build an additional warehouse at the College property on Lincoln Way.
Vice President Lindsay reported that Tony Stewart and Kirk Koenig were at the Western Regional College Board National Meeting in San Diego making a special presentation on responding to hate groups.

Lanny Stein invited the Board and audience members to the International Students Luncheon on Tuesday, November 8, 1999.

**EXECUTIVE SESSION:**

**MOTION: 10-27-99:44:** Motion was made by Trustee Wood and seconded by Trustee Ostermeyer to adjourn to Executive Session under Idaho Code Section 67-2345(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:

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

Time: 8:50 p.m.

Present in Executive Session were Michael Burke, Barbara Chamberlain, W. W. Nixon, Fred Ostermeyer, Sheila Wood, Rolly Jurgens, Steve Schenk, Doug Marfice, and Donna Ward. The Board of Trustees met in Executive Session to consider acquiring an interest in real property which is not owned by a public agency.

**RECONVENE**

The Board returned to open session at 9:02 p.m. No further business or action was conducted at that time.

**ADJOURNMENT**

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

Time: 9:04 p.m.

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