CALL TO ORDER

Board Chair Barbara Chamberlain called the meeting to order at 6:00 p.m.

ATTENDANCE

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

Also present: Michael Burke, President  
             Jerry Gee, Vice President for Instruction  
             Rolly Jurgens, Vice President for Administrative Services  
             Steve Schenk, Vice President for College Relations and Development  
             Kathy Christie, Assistant Vice President for Planning and Assessment  
             Robert Ketchum, Assistant Vice President for Instruction  
             Donna Ward, Secretary for the Board of Trustees  
             Marc Lyons, Attorney for North Idaho College  
             Mike Ramsden, Attorney for North Idaho College  
             Bill Richards, Chair, College Senate  
             Ray Keevy, President, N.I.C.E.  
             Bob Bohac, Vice Chair, Faculty Assembly  
             Janel Falk, President, ASNIC

VERIFICATION OF QUORUM

Board Chair Chamberlain verified that a quorum of the Board of Trustees was present at the meeting.

INTRODUCTION OF GUESTS

Nils Rosdahl, Advisor for “The Sentinel” student newspaper introduced the editors for the current school year. Those editors are: Joseph Studor, Editor in Chief; Kate Elsa, Life Editor; Charlie Lehman, Sports Editor; Sam Cameron, Arts and Entertainment Editor; Andy Tevis, Photo Editor, and Marty Becktell, On-line Editor.
PROGRAM

Vice President Jurgens told the Board that the Hispanic community was growing in North Idaho, and he was asked by Dr. Burke to help in the formation of a committee to see what could be done to connect with the local Hispanic population. A project was planned by representatives of North Idaho College, local State agencies, the community, and local Hispanic citizens, and funded by Idaho Health and Welfare with a grant administered by Head Start. Jurgens introduced Anna Pope, Alex Phillips, Outreach Coordinators for the Hispanic Council, and Doug Fagerness, Director of Head Start. They provided the Board and audience members with information regarding some of the programs which have been made available to help integrate Hispanic families into the community, to help provide access to services and educational opportunities, and to help these families with translation and child care problems. Potential future funding sources and future goals were also reviewed.

APPROVAL OF MINUTES

Motion was made by Trustee Nixon and seconded by Trustee Wood to approve the minutes of the regular meeting of August 30, 2000. The motion was unanimously approved.

BOARD MISSION STATEMENT AND BOARD GOALS 2000-2002

Board Chair Chamberlain said that the Trustees had approved the Board Goals at the September Board meeting. She indicated that the Trustees had redrafted the Mission Statement for 2000-2002, and were ready to approve same. Therefore, the following motion was made:

MOTION: 09-26-00: 34 Motion was made by Trustee Nixon and seconded by Trustee Williams to adopt the Board of Trustees Mission Statement 2000-2002 as presented. The motion was unanimously approved.

EXTERNAL AUDIT, 1999-2000

Vice President Jurgens introduced Stan Wood, CPA, from the Magnuson-McHugh accounting firm. Wood said that the financial statements included within the audit report (included herein) fairly represent the financial condition of the College.

Wood provided the Trustees with a summary of the weaknesses revealed by the audit, and he stressed that corrective programs have been put in place subsequent to the audit to resolve these weaknesses. Discussion took place regarding the fund balance
and an interpretation or guide for a financially “healthy” fund balance by accounting standards. Wood indicated that 12% of the overall budget would be appropriate. He encouraged the Board to reevaluate the use of the fund balance for acquisition of capital projects. Subsequent to this discussion, the following motion was made:

**MOTION: 09-26-00: 35** Motion was made by Trustee Williams and seconded by Trustee Wood to accept the audit for FY1999-2000 as presented. The motion was unanimously approved.

**OFFICIAL FALL CREDIT ENROLLMENT REPORT**

Vice President Gee introduced Richard Bevans, Registrar, who helped with the official fall credit enrollment presentation. Gee indicated that the student head count was at 4,049, the largest credit enrollment in NIC’s history. He explained the continuous enrollment process, said it was extremely effective, and said it may lead to better retention of students. The largest enrollment increases were in the Professional/Technical and dual-enrollment students according to Gee. He also provided other student data such as average age, gender, ethnicity, residency, and major.

**FACILITIES MASTER PLAN**

President Burke provided an update of the Facilities Master Plan which included the progress on the planned Residence Hall, the Allied Health/Nursing/Natural Sciences Building, the Native American Cultural Center (Longhouse), and the Robin Hood Campground. Burke cited potential funding sources, timelines for future planning of these buildings, and the future direction of the Facilities Master Planning Committee.

**BUDGET OVERVIEW FY2000-01**

Vice President Jurgens reviewed the revenue and expenditures to date for the FY2000-2001. He said that the comparison data for the period of July, August, and September 2000 were extremely close to the previous five-year mean comparisons, and that no corrective action was necessary.

**REPORTS**

**COLLEGE PRESIDENT**

President Burke reported to the Board several of the past and future events on campus, including: the Diversity Conference with over 300 educators in a two-day workshop on human rights and diversity, the Pow Wow planned for October 13 and 14, the State
Board of Education meeting on October 19-20, and a meeting of NI CHE Oversight Committee and Advisory Council. He said that the Idaho Association of Commerce and Industry met with the Idaho presidents and discussed collaborative efforts with higher education. Burke also reported that NIC had hosted the Idaho State Junior Miss competition and thanked Erna Rhinehart for escorting the contestants on the lunch cruise.

SENATE

Senate Chair Bill Richards told the Board that the Senate had held its regular meeting the previous week and had recessed to continue to discuss committee structure and workload issues. He said that the Senate was meeting with two ASNIC senators to consider modifications to the Student Code of Conduct and policies affecting students. He said that the new Senate Website was now available.

FACULTY ASSEMBLY

Bob Bohac, President of Faculty Assembly, reported that those members had elected Mike Bundy, as Vice Chair. He said that the Assembly had discussed committee structure at their recent meeting and hoped to condense and streamline committee memberships among faculty.

N.I.C.E.

Ray Keevy, Vice President of N.I.C.E., told the Board that the N.I.C.E. membership, Tim Hansen, and Michael Burke, were discussing the Sick Leave Bank and Personal Leave Policies and hoped to reach some solutions. He said that the enrollment growth had workload implications on the NIC staff, and N.I.C.E. was examining streamlining methods to meet the demands of that growth.

ASNIC

Janel Falk, President of ASNIC, said that elections for freshman senators would be held subsequent to the Board meeting. The ASNIC Board was making assignments to College committees and Falk indicated that ASNIC representatives would be attending the committee meetings soon. The students are working to provide transportation for sight-impaired students through the National Federation for the Blind, and they are looking forward to more involvement in Earth Day celebrations in the Spring. Falk said that the ASNIC Board retreat will be held at the end of the month, and that student leaders were communicating with the student representatives from the University of Idaho, Boise State University, and Idaho State University for networking advantages.
BOARD CHAIR

Board Chair Barbara Chamberlain said that the Trustees would be having dinner the following week with the ASNIC officers, and that the trip to Flathead Valley Community College had been postponed until next Spring.

FISCAL POLICY BENCHMARKS

Board Chair Chamberlain said that this was included on the agenda to discuss items that might serve as potential fiscal indicators or “benchmarks” for Board information. A sample of those benchmarks was provided and discussion took place. The Board agreed that having information that established specific “norms” would aid their decisions and goal-setting. In addition to the sample list, other suggestions included: the quality of indicators, audit and material financial findings, performance measures for NIC as compared to other similar community colleges, and NIC’s own historical comparisons with those of regional/national norms. President Burke and the Trustees will work together to develop a set of benchmark indicators.

REMARKS FOR THE GOOD OF THE ORDER

None.

EXECUTIVE SESSION

MOTION: 09-26-00: 36 Motion was made by Trustee Wood and seconded by Trustee Williams 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 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
Bill Nixon aye
Fred Ostermeyer aye
Rolly Williams aye
Sheila Wood aye

Time: 8:56 p.m.
Present in Executive Session were Michael Burke, Barbara Chamberlain, Bill Nixon, Fred Ostermeyer, Rolly Williams, Mike Ramsden, Marc Lyons, and Rolly Jurgens, and Donna Ward. The Board of Trustees met in Executive Session to discuss the acquisition of and interest in real property which is not owned by a public agency and to discuss probable litigation.

**RECONVENE**

The Board returned to open session at 9:56 p.m. No further business was discussed or action taken at that time.

**ADJOURNMENT**

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

Time: 9:58 p.m.

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Barbara Chamberlain, Board Chair  Sheila Wood, Secretary