BOARD OF TRUSTEES MEETING  
NORTH IDAHO COLLEGE  
DRI FTWOOD BAY ROOM - STUDENT UNION BUILDING  
6:00 P.M. – OCTOBER 25, 2000  

MINUTES  

CALL TO ORDER  

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

ATTENDANCE  

Trustees:  Barbara Chamberlain  
Fred Ostermeyer  
Rolly Williams  
Sheila Wood  

Absent:  Bill Nixon  

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  
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  

Board Chair Chamberlain introduced Taryn Broadwater, the education reporter from the Coeur d’Alene Press.
PROGRAM

Alan Lamb introduced Darrell Tso, Minority Student Advisor. Tso reported on the Pow Wow and lecture series of Native American Awareness Week held the week prior to the Board meeting. He said that the Pow Wow was very well-received by the American Indian community and “put Coeur d’Alene on the map” for this annual event. Tso attributed the success of the Pow Wow to the cooperation of the College administration and staff.

APPROVAL OF MINUTES

Motion was made by Trustee Wood and seconded by Trustee Williams to approve the minutes of the regular meeting of September 27, 2000. The motion was unanimously approved.

APPROVAL OF AVISTA LEAVE/ PURCHASE AGREEMENT

Vice President Jurgens told the Board that in an energy saving effort, Avista Utilities had made arrangements to provide new electrical ballasts and controls for the fluorescent lighting on campus. The new equipment will save significant electrical costs over the long run. In order to provide this equipment and installation, Avista had made arrangements with Quantum Electric of Spokane to perform work and for City First Financial Company of Conway, Arkansas, to finance the change. The specifics were outlined in the Energy Efficiency Agreement provided to the Board. Jurgens pointed out that the lease/purchase agreement contains a “non-appropriations” clause so that future boards are not obligated to this contract. A resolution of the Board of Trustees is required by the financing company; therefore, the following motion was made:

MOTION: 10-25-00:37 Motion was made by Trustee Wood and seconded by Trustee Williams to approve the following resolution:

RESOLUTION NO. 10-25-00:01

Whereas, Avista Corporation and City First Financial Company wish to enter into an agreement for the implementation of energy efficiency measure(s) with North Idaho College; and whereas, said agreement has been reviewed by the parties mentioned above; and whereas, upon motion duly made, seconded, and carried, it is
RESOLVED: That the Board of Trustees of North Idaho College does, by this resolution, approve the Energy Efficiency Agreement with Avista Corporation, identified as Contract No. D-04760.

WORKFORCE TRAINING CENTER (WFTC), DISTANCE EDUCATION, AND OFF-CAMPUS ENROLLMENTS

Assistant Vice President Ketchum provided an update on the enrollment at the Workforce Training Center. He said that increases in enrollment are driven by market conditions, demand, and classroom space. His presentation cited trends from various business publications and ASTD evidence that indicated that community colleges are quickly becoming the choice for the re-education of the workforce. Ketchum presented the challenges to responding to the demand, and he said that WFTC has become a certified ACT Work Keys Service Center. He detailed that this program measures eight core skills sets which are known quantifiable skills needed for employment and training. Ketchum also provided an outline of offerings and the FY1999-00 funding sources of $1.3 million.

Candace Wheeler, Director of Distance Education, told the Board that 1500 students last year received services through the Distance Education programs, comprising 4.3% of all the offerings at NIC. Wheeler said that the Sandpoint Center was open and growing. She provided a list of the services and said that these services are expanding due to demand. The Sandpoint Center currently has 419 students, an increase of 9% over last year. Wheeler said that Internet class offerings have increased from 15 to 30. Fran Bahr is the faculty liaison for Internet classes and aids in faculty who are teaching Internet courses. She said a survey indicated that Kootenai county students are taking Internet classes because of the time flexibility. Audio/video streaming is becoming a part of the web-based classes that link the Internet curriculum. Streaming video was demonstrated by Wheeler with a web link. She also explained that 58% of the dual enrollment students are now enrolled as NIC students.

STRATEGIC PLANNING UPDATE AND OUTCOMES ASSESSMENT DATA: STUDENT OPINION SURVEY, SPRING, 2000

Kathy Christie provided a status report on North Idaho College’s Strategic Plan. She said that the action committees assigned to the various goals and objectives met this fall and it was decided that no changes were necessary within the Strategic Plan objectives. Christie reviewed the various goals and explained the highlights occurring within those goals. She also provided a brief overview of the results a student opinion survey administered in Spring 2000.
RESIDENCE HALL REQUESTS FOR PROPOSALS

Vice President Jurgens told the Board that the Administration has collected informational proposals for the construction of a new residence hall. He explained the request for information and proposal process and the ultimate selections of three design-build teams to provide North Idaho College with a proposal for the anticipated facility. The three teams are: Mooney Pugh Contractors, Inc. & Bernardo, Wills Architects Inc.; Walsh Construction Co. & Mahlum Architects; and 3E Design Group & Leone and Keeble Inc.

Jurgens said that the estimated cost of construction is $5 million. Because the percentage rate on the bonds issued may be less, the cost to students will decrease. Meetings will be held with investment bankers to discuss the issuance of bonds, and notification of the Dorm Housing Committee will take place in the near future. At the November meeting, the Trustees will be requested to approve a motion to proceed with approval for design and development of affordable student housing.

BUDGET OVERVIEW FY2000-01

Vice President Jurgens indicated that revenue is behind the latest 5-year budget comparison furnished to the Board. He expressed the opinion that the revenue figures will adjust in January, 2001, and is due to the current reporting process. He told the Board that a similar situation occurred last fiscal year, and that he has no concerns about the overall financial condition of the College.

REPORT OF COLLEGE PRESIDENT

President Burke said that he met with the State Permanent Building Fund Advisory Committee and talked about the proposed budget surplus. He said that he and the other college presidents had met with Governor Kempthorne regarding building needs and performance measures that may become the criteria for funding by the State. Burke stated that the Pow Wow was very successful; that the Vice President for Student Services search is reopened; and the Admissions Director search process is underway to select candidates. He indicated that NIC is attempting to coordinate legislative issues with the Chamber of Commerce and meetings have taken place with the Chamber of Commerce Legislative Liaison, Representative Don Pischner, and Jerry Meyerhoeffer, President of the College of Southern Idaho. Burke also reported that NIC has asked capital campaign consultants to survey the local community to determine if fundraising will be supported. He stated that meetings had taken place regarding the Northern Idaho Center for Higher Education (NICHE), the proposed Cultural Center/Longhouse, and the Allied Health, Nursing, and Natural Sciences Building.
REPORTS:

SENATE

Bill Richards, Senate Chair, said that the Senate had conducted the first reading of the Drug-Free Workplace Policy, and that the members could not approve it as written. Richards expressed his hope that a policy agreeable to the campus constituency groups would be redrafted. The Senate also approved a student code of conduct modification.

FACULTY ASSEMBLY

Bob Bohac, President of Faculty Assembly, said that the members were working on staffing committees and structure of some committees. He said that talk had been initiated regarding grading procedures and grading policies, with an aim toward solidifying standards.

N.I.C.E.

Ray Keevy, Vice President of N.I.C.E., said that the membership had approved a Professional Development Unit Policy and would be sending that policy on to the College Administration later this month. He said that growth of student enrollment is creating workload issues with employees, and in order to maintain current staffing and attract new staff, salaries and training need to be examined. Keevy stated that committee assignments had been finalized.

ASNIC

Janel Falk, ASNIC President, said that Freshman senators had been sworn in, that the students had enjoyed dinner with Trustees, and that they had attended a retreat. She told the Board that Drug Awareness Week activities were taking place and that student had approved Committee assignments. She and other ASNIC members are working on job description for Julie King, secretary in the ASNIC offices. Falk encouraged students and NIC employees to register and vote.

BOARD CHAIR

Board Chair Barbara Chamberlain encouraged people to vote. She reminded everyone that Bill Nixon is on ballot for the Trustee position. Chamberlain also commented on the meeting with Coeur d’Alene Tribe and the architects for the proposed Cultural Center/Longhouse. She indicated that the tribe is focused on student-centered place or a gathering place.
REMARKS FOR THE GOOD OF THE ORDER

Denise Clark said that the library personnel was working with Project Vote Smart and will be handing out literature that will be available to students.

EXECUTIVE SESSION

MOTION: 10-26-00: 38  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
Fred Ostermeyer        aye
Rolly Williams         aye
Sheila Wood            aye

Time:  8:55 p.m.

Present in Executive Session were Michael Burke, Barbara Chamberlain, Fred Ostermeyer, Rolly Williams, Mike Ramsden, 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 9:35 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:  9:36 p.m.

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Barbara Chamberlain, Board Chair          Sheila Wood, Secretary