BOARD OF TRUSTEES MEETING
NORTH IDAHO COLLEGE
DRIFTWOOD BAY ROOM - STUDENT UNION BUILDING
6:00 P.M. - JANUARY 31, 2001

MINUTES

CALL TO ORDER

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

ATTENDANCE

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

Absent: Rolly Williams

Also present: Michael Burke, President
              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
              Bill Rutherford, President, N.I.C.E.
              Bob Bohac, Chair, Faculty Assembly
              Janel Falk, President, ASNIC

Absent: Tim Hansen, Director, Human Resources
        Jerry Gee, Vice President for Instruction
        Steve Schenk, Vice President for College Relations and Development

VERIFICATION OF QUORUM

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

PROGRAM

Nils Rosdahl, Journalism Instructor and advisor for The Sentinel, outlined the awards received by students and The Sentinel during the past year. Some of the awards placed NIC among the top colleges in the nation for excellence, front page design, and reporter of
the year. Rosdahl introduced Josh Studor, Editor in Chief, Marty Becktell, On-Line Editor, Jerry Menter, News Editor, guests attending the Board meeting, and gave the names of the other editors for this school year.

APPROVAL OF MINUTES

Motion was made by Trustee Nixon and seconded by Trustee Wood to approve the minutes, as corrected, of the regular meeting of December 13, 2000. The motion was unanimously approved.

FINANCIAL DASHBOARD INDICATORS

Burke indicated that at the December Board of Trustees meeting, the Financial Dashboard Indicators were presented for a first reading. The indicators were developed in order to provide the Trustees a quick overview of vital financial information in a simple yet informative format. The intent is to consider specific indicators that will reflect the financial condition of the college. Minor revisions were made to the indicators to incorporate changes recommended at last month’s Board meeting. Board Chair Chamberlain suggested that Indicator numbers 4 and 5 related to stewardship of the college in general should be combined into one indicator. Based upon that recommendation, the following motion was made:

MOTION: 01-31-01:01 Motion was made by Trustee Wood and seconded by Trustee Ostermeyer to approve the financial indicators based upon the revision combining indicators 4 and 5 into one indicator. The motion was unanimously approved.

RESIDENCE HALL RESOLUTION

Vice President Jurgens reported that the Dormitory Housing Commission is moving forward in the process of issuing bonds for the construction of the new residence hall on campus. He indicated that in order for the bonds to be issued and sold several legal documents must be signed and authorized by the Board of Trustees and the Dormitory Housing Commission. Ms. Dana Wetzel, bond counsel for the Dormitory Housing Commission, was present and explained the various documents to the Trustees. The documents included the Agreement for Student Dormitory Building and Student Fees, which will be approved and signed by the Dormitory Housing Commission. It outlines the details of the bond and the responsibilities and definitions for the financial operations once the bonds are issued. Attached to that document as Exhibit A is the Loan Agreement and Trust Indenture, presented for approval and signature by the Board of Trustees. Jurgens explained this document is the Board’s formal agreement to collect fees from the students and manage the construction and financial affairs of the project for the Dormitory Housing Commission. Following further discussion, the following motion was made:
MOTION: 01-31-01:02 Motion was made by Trustee Nixon and seconded by Trustee Wood to approve and sign the Loan Agreement and Trust Indenture (attached to these minutes as Exhibit A). Roll call vote was as follows:

Barbara Chamberlain  aye
Bill Nixon    aye
Fred Ostermeyer   aye
Sheila Wood   aye

The motion was unanimously approved.

LEGISLATIVE UPDATE

President Burke provided the Trustees with copies of the FY02 budget request that was presented to the legislature, as well as copies the Governor’s community college budget recommendation. Burke reported that because of the budget surplus, the Governor is recommending that the Health Sciences Building, as well as other buildings throughout Idaho, be funded. Burke explained each of the enhancement requests outlined within the requested budget, including salary competitiveness, infrastructure improvements, technology support, and one-time special requests. He also told the Board members that some form of property tax reduction was under consideration within the counties that currently are taxed to support community colleges.

PRELIMINARY CREDIT ENROLLMENT

Linda Michal, as Interim Vice President for Student Services, indicated that the 10th day enrollment of Spring semester (the date mandated by the State for official enrollment data) was 3,829 students, a 4.5% headcount increase over the same semester last year. She provided a chart showing Spring semester enrollment comparisons for 2000 and 2001, and she provided information on the number of students receiving financial aid and grants-in-aid.

BUDGET STATUS FY 2000-01

Vice President Jurgens told the Board that the revenue to date is somewhat less than the 5-year average. He said that in January the tax revenue is received by NIC from the county which will increase revenue. He indicated that expenditures are a little ahead of average, but within a reasonable amount, and year-to-date average of tuition and fees revenue are a little higher than the five–year average.

HUMAN RESOURCES UPDATE

Tim Hansen, Director of Human Resources, reported the changes within that department over the past ten months. He provided a PowerPoint program outlining the various evaluation, modification, and redevelopment efforts underway to improve processes within
that department. Hansen indicated that many of the processes have been simplified and standardized for ease of use for current employees as well as job applicants.

**REPORTS:**

**COLLEGE PRESIDENT**

President Burke said that he attended the Mountain States Presidents’ Association meeting in the first week of January. He reported on his presentation before the Joint Finance Appropriations Committee (J FAC), the contribution of $50,000 by the Coeur d’Alene Tribe, and the status of the Vice President for Student Services search. Burke stated that the NIC wrestling team was currently rated number one in the nation and will compete in the NJCAA national tournament in mid-February. He indicated that he had been meeting with Bill Panos, the City Administrator of Coeur d’Alene, with the aim toward furthering the city/college relationship. Burke also informed the Trustees about the Jason Project and the young student from the Coeur d’Alene Charter School selected from a national pool of applicants to be a participant.

**SENATE**

Senate Chair Bill Richards told the Board that a conference committee for the Professional Development Unit (PDU) policy had been meeting to finalize the policy. He said that the Senate sent a thank you letter to Governor Kempthorne for his budget recommendations. Richards also stated that members of the Senate had been meeting with Linda Michal and students on Student Code of Conduct.

**FACULTY ASSEMBLY**

Bob Bohac, President of Faculty Assembly, said that the faculty were discussing the year-long schedule. They will be conducting poll of faculty for evaluation, they are talking about pros and cons of working with the younger, dual-enrollment students with Candace Wheeler. Bohac reported on his trip to Boise for a meeting of college faculty leaders from the colleges and universities within Idaho. He said that they met and had lunch was 50 legislators. The major topic of conversation was salary competitiveness and revision of PERSI benefits to provide incentives for older faculty stay past retirement age.

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

President Bill Rutherford said that the N.I.C.E. members were pleased by the PDU policy approval by the Senate. He indicated that Tim Hansen and Michael Burke attended the last two N.I.C.E. meetings for “question and answer” session that was very helpful to staff. Rutherford said that they are currently working on amendments to the sick leave bank policy that would not require staff to use vacation before applying to the sick leave bank.
**ASNIC**

Janel Falk, President of ASNIC, said that the students, along with Phi Theta Kappa, sponsored the annual “St. Asnic Party.” Rolly Jurgens played Santa, and many children and their families were the recipients of food and gifts. Falk also said that this semester students are discussing registration, tuition and fees, and sharing concerns with student advisors. ASNIC is also planning outdoor activities with both the incoming and outgoing boards of ASNIC to enable a smooth transition of officers. Falk said ASNIC is also drafting a budget policy and timeline.

**BOARD CHAIR**

Board Chair Chamberlain commended Janel Falk for participating in the annual legislative lunch in Boise. She said that she would be attending the Cultural Center/Longhouse meeting on February 9, 2001, along with Trustee Nixon.

**REMARKS FOR THE GOOD OF THE ORDER**

Mike Wytychek, introduced himself as being present at the meeting on behalf of the Coeur d’Alene Tennis Association. He gave a brief background on the tennis courts located on the campus and 20-year association of NIC and the tennis association. Wytycheck said that $70,000 of the original construction funds came from federal government--Land and Water Conservation Grant. These grants came with a restriction of replacement that if the courts were destroyed, they were to be replaced with similar recreation facilities. He said that plans for replacement must precede the removal of the courts and that the money ($70,000) must be placed in an escrow account for that facility. Wytycheck urged the Board to become involved in recommending the City of Coeur d’Alene locate replacement courts at the Cherry Hill property. That property is currently under consideration for a city-maintained recreational area.

Robert Ketchum attended the press conference of Center Partners, a company relocating to the old Coldwater Creek building in Coeur d’Alene. The company employs 500, in the inbound customer care field. The Workforce Training Center will be involved in employee training.

Denise Clark said that Inland Northwest Library Automation Network and Cooperative Information Network, of which NIC is a member, received grant funds for a total of approximately $300,000. The grant is to facilitate the shared automation system among central and northern Idaho public, school, special, and higher education libraries.

Trustees Ostermeyer and Wood relayed complimentary comments that had been told or written to them about NIC from community members.
EXECUTIVE SESSION

MOTION: 01-31-01:03 Motion was made by Trustee Wood and seconded by Trustee Nixon to adjourn to Executive Session under Idaho Code Section 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, and (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
Fred Ostermeyer           aye
Bill Nixon                aye
Sheila Wood               aye

Time: 8:45 p.m.

Present in Executive Session were Michael Burke, Barbara Chamberlain, Bill Nixon, Fred Ostermeyer, Mike Ramsden, and Donna Ward. The Board of Trustees met in Executive Session to discuss the evaluation of an employee and acquisition of an interest in real property which is not owned by a public agency.

RECONVENE

The Board returned to open session at 10:18 p.m. No further business was discussed or action taken at that time.

ADJOURNMENT

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

Time: 10:19 p.m.