Call to Order

The meeting was called to order by Board Chair Barbara Chamberlain at 6:03 p.m.

Verification of Quorum

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

Attendance

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

Also present: Michael Burke, President
Kathy Christie, Assistant Vice President for Planning and Assessment
Tim Hansen, Director, Human Resources
Jerry Gee, Vice President for Instruction
Robert Ketchum, Assistant Vice President for Instruction
Linda Michal, Interim Vice President for Student Services
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

Program: NIC Children's Center

Shelley Thomas, Director of the NIC Children's Center, provided an outline of the services of the Children's Center. Even though 59 families are currently enrolled, a waiting list of over 200 families currently exists. Thomas cited the criteria for eligibility at the Center and indicated that the campus demand for childcare cannot currently be met. She said that as well as a model for
regional childcare services, the center also acts as a laboratory center for students enrolled in Early Childhood Development curriculum. Thomas said the because of the Center's outstanding reputation, large numbers of visitors have toured the facility. Thomas also introduced staff in attendance at the Board meeting who were nominated for awards for successful achievements.

**Approval of Minutes**

**MOTION:** Motion was made by Trustee Williams and seconded by Trustee Wood to approve the minutes of the regular meeting March 28, 2001, as amended, under Public Comments, third line to read, "The conversion has been discussed and verbal approval has been given for removal of four of the eight tennis courts." And under Accreditation Update, to include that a representative from the Athletics Department be added to the NIC Accreditation Steering Committee. The motion was unanimously approved.

**Staff Professional Development Policy**

Tim Hansen, Human Resources Director, said that the Staff Professional Development Policy had been reviewed and endorsed by Staff Assembly, College Senate, and the President's Cabinet. Since there were no corrections since the first reading at the March meeting, the following motion was made:

**MOTION:** 04-25-01:09 Motion was made by Trustee Nixon and seconded by Trustee Wood to approve the Staff Professional Development Policy as written. The motion was unanimously approved.

**Presidential Performance Review Policy**

President Burke explained that the policy was before the Board for a second reading. He said that after the question arose at the March Board meeting, he had the opinion of the college attorney that presidential evaluations are exempt from disclosure under the public records law. Following discussion as to the process of the performance review, the following motion was made:

**MOTION:** 04-25-01:10 Motion was made by Trustees Wood and seconded by Trustee Williams to approve the Presidential Performance Review Policy as presented. The motion was unanimously approved.

**Tenure Recommendations**

Vice President Gee said that this was the second review by the Board of the individuals recommended for tenure, and that the files of the candidates had been made available to the Trustees for review. Therefore, having no objections, the following motion was made:
**MOTION: 04-25-01:11** Motion was made by Trustee Williams and seconded by Trustee Wood to approve tenure for Michael Burton, Skip Gillespie, Kathy Gulka, Eydie Kendall, and Dave McRae. The motion was unanimously approved.

**College Calendar, 2002-2003**

Interim Vice President for Student Services, Linda Michal, told the Board that no changes to the 2002-2003 College Calendar had been made since the last meeting. Whereupon the following motion was made:

**MOTION: 04-25-01:12** Motion was made by Trustee Wood and seconded by Trustee Ostermeyer to approve the College Calendar, 2002-2003, as presented. The motion was unanimously approved.

**Board of Trustees Meeting Calendar, 2001-2002**

President Burke explained that Idaho Code requires adoption of an annual meeting schedule for all regular public meetings. He indicated that two difference schedules were available for consideration. One schedule shows an October 31, 2001 meeting, the other shows an October 24, 2001 meeting. Burke said the latter allows four weeks between the October and November meetings. Following a short discussion the following motion was made:

**MOTION: 04-25-01:13** Motion was made by Trustee Nixon and seconded by Trustee Williams to approve, without a second reading, the Board of Trustees Meeting Calendar, 2001-2002, with the October 24, 2001 meeting. The motion was unanimously approved.

**Meet and Confer Presentation**

Scott Satake, as a member of the Meeting and Confer Committee, presented the Board with a salary and benefits request for 2001-2002. The request included funding of step and columnar movement for applicable faculty members and funding of steps and reclassifications for all applicable staff members. Salary schedules for faculty and staff were present which included 2% and 4% increases in the base. Other requests included increases of the faculty and staff salary schedules to reflect a median wage percentile at 52% ile and maintenance of the current level and quality of health benefits with NIC contributing at least 71% of premium costs. The addition of Veterans' Day as a paid
holiday and increases to the faculty letter of appointment salary of $50.00 per hour over the next two fiscal years were also requested.

The 4.5% increase for all state higher education employees as well as the 2% additional funding to faculty salaries were discussed. Satake requested the Trustees to honor the intent of the legislative funding granted this year by passing that increase on directly to faculty.

Satake said that in order to attract the best faculty and staff, retain excellent staff, and stay competitive with industry and business, increases in salary would have to take place. He said that the starting salaries at NIC continue to lag behind those regionally and nationally. Satake said that 40% of the faculty could retire in the next 5-7 years which will create a large need to attract new faculty.

The Trustees and Satake discussed the statutory limitation of tuition and fees increases, and the increasing costs of the growing enrollment, workloads, and needs. The Board asked if Satake would personally stand by the Board should the decision be made to raise taxes; he indicated that he would. Board Chair Chamberlain then asked if the members of the audience would support raising taxes, which was responded to affirmatively by the majority of the audience.

The Faculty and Staff Assembly Chairs said they will put the proposal of tax increases and the support of the Board of Trustees for said increase to a vote at the next meetings of those groups. Senate Chair Bill Richards also requested notice from Meet and Confer for Senate opinion; whereupon, Satake indicated that he would like the results of Senate opinion. Finally, he expressed his thanks for the opportunity to address the Board.

In order to provide the Trustees with as much information as possible, Trustee Ostermeyer requested administration to investigate the possibility of NIC being self-insured and for a significant effort to enroll employees in the cafeteria program. Trustee Wood requested a comparative spreadsheet showing the administration and Meet and Confer Committee recommendations side by side to allow comparison. She also encouraged resolution of the salary schedule for those faculty members who have been here the longest.

This matter will be brought before the Board at the May meeting.

**Faculty Assembly Proposed By-Law Revisions**

Faculty Assembly Chair Bob Bohac stated that as the Faculty Assembly by-laws are currently written, any change in the by-laws need Board of Trustees approval. He said that the standing committee structure is also revised to reflect current non-voting administrative members and the creation of the office of Treasurer. Bohac said the
revisions have been reviewed and approved by the Faculty Assembly and received a courtesy review by the President's Cabinet. The following motion was then made:

**MOTION: 04-25-01: 14** Motion was made by Trustee Wood and seconded by Trustee Nixon to accept without a second reading, the changes in the Faculty Assembly by-laws, as presented. The motion was unanimously approved.

**Budget Status, FY 2000-01**

Vice President Jurgens stated that on March 26, 2001, budget restrictions were implemented in all departments on campus. He said that the restrictions applied to discretionary spending and that supplies and other items that were required for classes and general operations of the College were approved expenditures. Jurgens indicated that with the restrictions, the expenditures for this fiscal year were expected to be more in line in future budget status reports with the average of the past 5 years. However, Jurgens did indicate that increased energy costs may supplant some of the anticipated gains.

**Reports**

**College President**

President Burke reported that on April 10, 2001 Governor Kempthorne signed the appropriation bill for the new Health Sciences Building. He said that a meeting with the architects will take place on April 26, to look at the building plans. Burke said the college and the Chamber of Commerce had co-hosted a welcome-back luncheon for the area legislators, that he had attended an AACC conference, and had presented a program on diversity issues in our community. He also said that student Holly Hansen was awarded a scholarship as the AACC Centennial Scholar from Idaho at the opening session of the conference and was an exemplary representative of NIC. Burke also visited the “raffle house” and commended Dave McRae and his students on their work.

**Senate**

Bill Richards, Senate Chair, outlined the Senate has accomplishments of the past year and expressed his appreciation in working with the Board of Trustees over the past year. He outlined the various policies that were before the Senate and expressed his hope that they would be brought before the Trustee at the May meeting.

**Faculty Assembly**

Bob Bohac, Faculty Assembly Chair, said that Mike Bundy will be representing the faculty for the next year. He expressed his appreciation in working with the Trustees.
**Staff Assembly**

Bill Rutherford, Staff Assembly Chair, thanked the board for approval of the Staff Professional Development Unit Policy, said it makes a significant difference to staff, and allows them to be valued as members of the NIC community. Rutherford said that his year was ending and that this meeting would be his last. He said that the assembly was voting on Employee of the Year and that the award would be presented at the All-Employee Breakfast next month.

**ASNIC**

Janel Falk, ASNIC President, said that elections had been held and Chase Williams had been elected President for the coming year. She also provided the names of the other new officers, and said that they had created an amendment in the by-laws to improve the election process. Falk outlined the activities of ASNIC since the March meeting including the beach cleanup, the addition of a paid advisor, two new clubs, and financial underwriting to the Trestle Creek Review. The Board thanked Janel for her service on behalf of ASNIC and her participation in the legislative process.

**Board Chair**

Board Chair Barbara Chamberlain said she would not be able to attend this year's commencement due to other obligations. She asked Vice Chair Ostermeyer to act as her substitute.

**Remarks for the Good of the Order**

None.

**Executive Session**

**MOTION:** 04-25-01: 15 Motion was made by Trustee Wood and seconded by Trustee Ostermeyer 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
Rolly Williams   aye
Sheila Wood   aye

Time:  8:37 p.m.

Present in Executive Session were Michael Burke, Barbara Chamberlain, Bill Nixon, Fred Ostermeyer, Rolly Williams, Sheila Wood, Tim Hansen, Mike Ramsden, and Donna Ward. The Board of Trustees met in Executive Session to discuss charges brought against an employee and to conduct deliberations concerning labor negotiations.

RECONVENE

The Board returned to open session at 10:30 p.m. No further business was discussed or action taken at that time.

Adjournment

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

Time:  10:31 p.m.

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Barbara Chamberlain, Board Chair                  Sheila Wood, Secretary