Call to Order

Board Chair Barbara Chamberlain called the meeting to order at 6:02 p.m.

Verification of Quorum

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

Attendance

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

Also present: Michael Burke, President
              Jerry Gee, Vice President for Instruction
              Bruce Gifford, Vice President for Student Services
              Tim Hansen, Director, Human Resources
              Robert Ketchum, Assistant Vice President for Instruction
              Rolly Jurgens, Vice President for Administrative Services
              Kathy Christie, Assistant Vice President for Planning and Assessment
              Sholeh Johnson, Assistant Vice President for External Relations
              Donna Ward, Secretary for the Board of Trustees
              Mike Ramsden, Attorney for North Idaho College
              Roberta Black, Chair, College Senate
              Bob Bohac, Chair, Faculty Assembly
              Ray Keevy, Chair, Staff Assembly
              Chase Williams, President, ASNIC
**Introduction of Guests**

Sara Leaming of the Coeur d’Alene Press and Julia Silverman of the Spokesman-Review newspapers were introduced as guests.

**Program: On-Line Employee Benefits Information**

Marilyn Leedom, NIC Business Office Accountant, presented the employee insurance benefit information now on the NIC website. Leedom also provided a demonstration of the website. Available on the site are benefit summaries, some insurance forms, links to the participating providers of the employee insurance, and miscellaneous information for life events, such as marriage, divorce, new baby, etc. and contacts for revising employee information.

**Approval of Minutes**

**MOTION:** Motion was made by Trustee Wood and seconded by Trustee Williams to approve the minutes of the regular meeting of September 26, 2001 as presented. The motion was unanimously approved.

**Opportunity for Public Comment**

None.

**Proposed Purchase of Property for Head Start**

Rolly Jurgens, Vice President for Administrative Services, and Doug Fagerness, Director of Head Start, explained that the Head Start program in Post Falls is presently in cooperation with the Post Falls School District. Because Post Falls schools are growing rapidly and need the site currently used by Head Start, Head Start needs to find its own facility. A grant for $325,000 was written by Head Start for the acquisition of a new property, and it was recently funded. Fagerness explained that “A Place for Kids” was built in 1999 and that the facility will fit the needs of the Head Start Program. He showed photographs of the facility and indicated that a letter of approval is needed from the Board of Trustees in order to proceed with the purchase. The facility is compliant with federal guidelines and regulations for Head Start programs for children. Jurgens said a copy of the contract has not yet been sent to the College Attorney, because negotiations have not yet been completed. Approval for the grant-funded purchase of the property is time-sensitive and will be sought at the November Board meeting.
Distance Education, Off-Campus, and Workforce Training Center Enrollments

Candace Wheeler, Director of Distance Education, discussed enrollment in Distance Education, disability access, and the Sandpoint Center. Wheeler explained that Internet student enrollment has increased from 667 to 1,416, and dual enrollment has increased from 608 to 1,042 students. She also told the Board that 61% of dual enrollment students chose to return to NIC for college work. Wheeler explained the changes in Sandpoint Center, which include all-day classes for working adults on Wednesdays and Saturdays. Wheeler introduced Jonathan Gage, a hearing-impaired student who had signed up for inter-active video classes (IVC). It was explained how Gage is able to take classes in this manner by the use of an interpreter displayed within the IVC broadcast. He encouraged the Board to explore other ways to incorporate more programs for the hearing-impaired at NIC.

Robert Ketchum, Assistant Vice President for Instruction and Director of the Workforce Training Center, said that adult, non-credit learning encompasses 77% of the adult population nationally. He provided a ten-year graph of the Workforce Training Center enrollments and the number of classes. The data for 2001 indicates total enrollment was 9,408 in 1,011 classes. Ketchum outlined the partnering relationships being developed between the WFTC and companies in China. He also told the Board about the recently-formed Fort Sherman Institute that has been developed for training in high-risk situations, anti-terrorist training, traveling and living in high-risk environments, as well as other areas where specific preparedness is needed. Ketchum said that program funding is also available on the federal level. Current clients of this program are the Department of Defense and military personnel.

Nine-Point Plan Update

Bruce Gifford, Vice President for Student Services, explained that last year’s Powwow was a successful event. However, this year scheduling conflicts with the UI Powwow left NIC with no alternative but to reexamine the annual Powwow in terms of philosophy. Gifford explained that he had talked with CDA Tribe members and the Diversity Committee, about the form that they would like to see the Powwow take—modern vs. traditional. He said that American Indians students at NIC would be working on next year’s Powwow. Gifford reported that Nine-Point Agreement calls for naming facilities and putting art in various spots on campus, including the SUB. Gifford encouraged the Board to consider using Coeur d’Alene Indian names for various rooms and spaces on campus.

Gifford also addressed the possibility of additional tuition waivers for Native American students. He said that many Indian students would like to come to NIC, but they cannot afford the out-of-state tuition. Gifford explained the historical movement of the tribes and that presently the boundaries placed are artificial to Native Americans. In addition,
in the 1950’s a plan was implemented that relocated tribal members, and many Indians people have tribal affiliations that do not lie within current reservations. Out-of-state tuition is the barrier to education for most of these students. Gifford indicated that there were many ways to look at these tribal affiliations and how to consider tuition. He said when tuition and fees are addressed early next year, suggestions for tuition waivers for some Native American students would be brought forward.

It was further reported that the Longhouse Committee has selected a design. Current plans are to have a three-dimensional model made from the design for display purposes. Once the display model is completed, cost estimates for the building and fund raising will be explored.

**Budget Status, FY2001-02**

Rolly Jurgens told the Board that both revenue and expenditures were to close to 5-year mean. He also said that year-to-date tuition and fees revenue were close to five-year mean as of mid-October, 2001.

**Legislative Agenda, 2002**

Sholeh Johnson, Assistant Vice President for External Relations, presented the draft Legislative Program. She reviewed the changes made since last year and indicated that a brochure, made “legislative friendly”, will be developed encompassing the legislative program. The Trustees provided minor changes to the program, including support for the legislative program of the College of Southern Idaho. Johnson also said that on Friday, November 30, at 7:30 a.m., the annual Legislative Breakfast will be held at NIC.

**Emergency Response Plan**

Rolly Jurgens said that due to current world events, the Governor’s Office had issued an Executive Order calling for a Crisis Communication Plan and an Emergency Response Plan. He said that there was a need to revise our current plan to address the Governor’s Executive Order. Jurgens introduced Mike Halpern, Director of Campus Safety, who described the need to specifically respond to “acts of terrorism and the use of weapons of mass destruction” in accordance with the Governor’s order. NIC is doing a self-audit and is determining areas of responsibility to determine if the designated emergency operations groups are adequately trained. The areas being audited include the emergency phone tree, employee education, staffing of security officers, crisis communications plan, working with outside agencies, and hostage crisis response re-enactment.


**Reports**

**College President**

President Michael Burke expressed his appreciation for the college response to the American Red Cross on October 5. He said he had attended an ACCT conference in San Diego with Trustees Ostermeyer and Williams. Burke said that many presentations at this conference dealt with emergency and crisis response plans. He said he had attended the State Board of Education meeting at the College of Southern Idaho on October 18 and that the key issue addressed was state funding and revenue projections. Burke said that the representatives of the Longhouse Committee had met with Coeur d’Alene Tribe members for selection of final plans for the Longhouse. Burke also told the Trustees he had attended the NIC Foundation Scholarship Reception. This event allows donors and scholarship recipients to get to know each other. He said the United Way Chili Cook-Off will be held November 9, 2001, and he requested support from the college community for this event. Burke expressed his gratitude for the work campus members are doing on anti-terrorism institute.

**Senate**

Roberta Black, Senate Chair, said the Senate had the first reading of Grants Policy, and other policies had been referred to committees.

**Faculty Assembly**

Bob Bohac, Faculty Assembly Chair, said that entity was discussing the Early Retirement Policy, and that a committee is working on both the policy and the procedure. A sub-committee of Meet & Confer is meeting for possible development of changes in contracts. Meetings are also being held to develop a faculty handbook.

**Staff Assembly**

Ray Keevy, Staff Assembly Chair, indicated that they are discussing salary placement on salary schedules and inconsistencies therein. He said he had shared the concerns with Tim Hansen, Director of Human Resources, and he was reassured to know that HR was working on these issues. Keevy praised the administrative team for the communication and was gratified to learn that work was already taking place on the issue.

**ASNIC**

Chase Williams, President of ASNIC, said that they had elected student senators. He reported that a recent blood drive had over 60 blood donors, and that they had achieved
great participation in Drug and Alcohol Awareness week. ASNIC has completed committee assignments. He indicated that online registration, a book swap in SUB, the employment of a paid student advisor, selection of Fall leadership conference, and tuition and fee developments were subjects of discussion by student leaders.

**Board Chair**

Board Chair, Barbara Chamberlain, reported that a Board Retreat was being held on November 3. The retreat will address board evaluation and accreditation requirements of the Board.

**Remarks for the Good of the Order**

Trustee Wood reported that Jerry Gee and been appointed to the Human Rights Education Board and Michael Burke had been appointed to the Board of Directors of the Kootenai County Task Force on Human Relations. Candace Wheeler said that a NIC is sponsoring a national conference on Distance Education and computers starting on Wednesday, November 1-3. She said the conference will take place at the Coeur d'Alene Resort and the computer labs on the second floor of the Molstead Library will be also be used.

**Executive Session**

**MOTION: 10-24-01: 35  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:**

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<tr>
<th>Name</th>
<th>Vote</th>
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<tr>
<td>Barbara Chamberlain</td>
<td>aye</td>
</tr>
<tr>
<td>Fred Ostermeyer</td>
<td>aye</td>
</tr>
<tr>
<td>Bill Nixon</td>
<td>aye</td>
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<tr>
<td>Rolly Williams</td>
<td>aye</td>
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<tr>
<td>Sheila Wood</td>
<td>aye</td>
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Time: 9:14 p.m.
Present in Executive Session were Michael Burke, Barbara Chamberlain, Bill Nixon, Fred Ostermeyer, Rolly Williams, Sheila Wood, Mike Ramsden, and Donna Ward. The Board of Trustees met in Executive Session to consider complaints against an employee, to consider acquisition of real property that is not owned by a public agency, and to discuss pending litigation.

Reconvene

The Board returned to open session 11:14 at p.m. at which time no further business was discussed.

Adjournment

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

Time: 11:15 p.m.

__________________________________  _____________________________
Barbara Chamberlain, Board Chair      Sheila Wood, Secretary