Call to Order

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

Verification of Quorum

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

Introduction of Guests

The following were introduced as guests: Barbara Chamberlain, Bill Nixon, Doug Wood, David Wood, Steve Meyer, Rich Curry, and Freeman Duncan.

Attendance

Trustees: Mic Armon  
Denny Hague  
Judy Meyer  
Fred Ostermeyer  
Rolly Williams  
Sheila Wood

Also present: Michael Burke, President  
Kathy Christie, Assistant Vice President for Planning and Assessment  
Bruce Gifford, Vice President for Student Services  
Rolly Jurgens, Vice President for Administrative Services  
Robert Ketchum, Assistant Vice President for Instruction  
Marc Lyons, Attorney for North Idaho College  
Donna Ward, Secretary for the Board of Trustees  
Randy Hill, Staff Assembly Chair  
Fran Bahr, Faculty Assembly Secretary  
Bob Vogeler, Senate Chair  
Jeremy Ivins, ASNIC President
Approval of Minutes

MOTION: Motion was made by Trustee Williams and seconded by Trustee Armon to approve the minutes of the regular meeting October 23, 2002. The motion was unanimously approved.

Opportunity for Public Comment

None.

Canvass of the Board of Trustees’ Election, Oath of Office for Trustees

Vice President Rolly Jurgens explained that state statute requires a canvass or a copy of the official voting tally reported, read into the record of the meeting, and a resolution accepting the elections results. Jurgens provided an oral and written report of the official return of the November 5, 2002 election. Whereupon, the following motion was made:

MOTION: 11-20-02: 37 Motion was made by Trustee Armon and seconded by Trustee Ostermeyer to accept the canvass of the November 5, 2002 election of trustees as reported by the Kootenai County Elections Board and as presented. The motion was unanimously approved.

Jurgens then administered the Oath of Office to the newly-elected members of the Board.

Election of Board of Trustees Officers and Exchange of Board Chair’s Position

Following the administration of oaths, the Trustees conducted the elections for the positions of chairperson, vice chairperson, secretary and treasurer as follows:

Denny Hague was nominated for treasurer, but declined the nomination. Trustee Williams subsequently nominated Judy Meyer; the nomination was seconded by Trustee Hague, and by vote of four with one abstention, Trustee Meyer was elected treasurer.

Trustee Hague nominated Trustee Armon for secretary; the nomination was seconded by Trustee Williams, and approved by unanimous vote.

Trustee Armon nominated Trustee Williams for vice chairperson; the nomination was seconded by Trustee Hague, and approved by unanimous vote.

Trustee Williams nominated Trustee Ostermeyer for chairperson; the nomination was seconded by Trustee Hague, and approved by four votes with one abstention.
Following the election of officers, former Board Chair Wood passed the gavel to newly-elected Board Chair Ostermeyer to conduct the balance of the meeting.

**Legislative Program**

President Burke explained that each Fall the Trustees adopt a legislative program that guides the administration, college Legislative Committee and other college staff in participation of each year’s legislative session. Burke reviewed the draft Legislative Agenda 2002-03 with the Board, asked for suggested revisions, and indicated that the trustees could waive a second reading and adopt the Legislative Agenda. Whereupon, the following motion was made:

**MOTION: 11-20-02: 38** Motion was made by Trustee Williams and seconded by Trustee Meyer to approve the Legislative Agenda 2002-03 with the insertion of the words, “State and Local” on the 3rd page, second main topic, “Streamline Processes Between ‘State and Local’ Agencies.” The motion was unanimously approved.

**Law Enforcement Tuition Proposal**

Assistant Vice President Robert Ketchum told the Trustees about “The Backup,” a Coeur d’Alene firm that provides CD-R training for local law enforcement personnel. The delivery method for “The Backup” makes it a viable medium for regional law enforcement personnel to receive training as well. Students wishing to pursue a degree and/or other academic college credit are eligible to receive education in this manner; however, the out-of-state tuition for the internet academic core courses is prohibitive to most potential students. Ketchum proposed that NIC waive out-of-state tuition for North Idaho College internet core courses taken by law enforcement officers nationwide.

The Board discussed the costs of internet delivery, equal treatment of students with regard to tuition and fees, establishing tuition competitive with other institutions, and cautioned against partnering with non-reputable companies; whereupon, the following motion was made:

**MOTION: 11-20-02: 39** Motion was made by Trustee Armon and seconded by Trustee Williams to approve the waiver of out-of-state tuition for law enforcement personnel enrolling in NIC internet academic core courses. The motion carried with three yes votes, one no vote, and one abstention.

As a caveat to the motion, the Trustees gave the directive to administration to review the internet delivery system, explore any similar future considerations, and in a timely manner establish a philosophy for tuition and fees.
Red Cross Statement of Agreement

Vice President Jurgens informed the Trustees that NIC had recently aided the Red Cross by housing people that had lost homes due to fire. Following that event, the American Red Cross approached NIC with an agreement to formally allow the use of facilities on campus for emergency purposes. Jurgens explained the parameters of the agreement to the Trustees as set forth in the proposed, “Statement of Agreement for Use of Facilities as a Care Shelter.” He said that the President’s Cabinet and college attorney had reviewed and approved the agreement. Thus, the following motion was made:

MOTION: 11-20-02: 40  Motion was made by Trustee Meyer and seconded by Trustee Armon to accept the “Statement of Agreement for Use of Facilities as Care Shelter”, with the Red Cross with the amendments to provide a termination clause, a definition of insurance coverage by NIC, and to provide that NIC services be provided at no cost to disaster victims. The motion was unanimously approved.

Approval of Amendment to FY02-03 Calendar

President Burke explained that at the May, 2002 Board meeting, the Trustees approved the addition of two campus-closure days (December 30 and 31) as part of the Meet and Confer salary/benefits proposal. At that time the College Calendar 2002-2003 was not officially revised and adopted by the Board. Therefore, the following motion was made:

MOTION: 11-20-02: 41  Motion was made by Trustee Armon and seconded by Trustee Williams to approve the revision of the College Calendar 2002-2003 to include the campus-closure dates of December 30 and 31, 2002. The motion was unanimously approved.

Budget Status, FY02

Vice President Jurgens reported to the Board that the comparison of the budget for FY2002 indicates that both revenue and expenditures are closely aligned to those of the past five years, and that there are no anomalies to be noted.

Reports

College President

President Burke reported on his activities of the previous month, including the presentation of the NIC Alumni Award to Duane Hagadone, the Legislative Tour on November 10 and 11, an evacuation drill of the Children's Center, the near completion of the Human Resources director search, and the successful completion of the NIC United Way Campaign.
**Senate**

Senate Chair Bob Vogeler reported that the Senate had not met, and he had no report.

**Faculty Assembly**

Faculty Assembly Chair Fran Bahr reported that the faculty were considering the Meet and Confer process. She cited a study prepared by an NIC faculty member that indicated a significant decline in the purchasing power of the dollar over a number of years. Bahr said that the faculty is concerned with salaries not increasing commensurate with inflation and the increase of responsibilities. She called the Board’s attention to the increase of class enrollment limits, the ratio of part-time to full-time instructors, and the additional encumbrance of committee assignments and advising upon full-time faculty.

**Staff Assembly**

Staff Assembly Chair Randy Hill told the Board that staff members were gathering information for the Meet and Confer process. He expressed the Staff Assembly’s appreciation for the additional days off during the forthcoming holidays, the education benefits, and free flu shots offered this year.

**ASNIC**

Jeremy Ivins, ASNIC President, told the Board that a club fair was held for the various NIC clubs to present information to the students. He related the activities of a recent National Association of Campus Activities conference he had attended.

**Board Chair**

Fred Ostermeyer said he was pleased to be elected Board Chair and indicated that his leadership of the Board would be an “educational” experience for him. He said he would be recommending workshops, retreats, and other methods to allow communication among the Trustees.

**Remarks for the Good of the Order**

Trustee Meyer provided suggestions for the next election of new trustees, and suggested that a cost analysis be requested from Kootenai County to determine if it would be cost-effective for the college to administer the next election.

Vice President Ketchum gave an account of several of the recent contracts that the Workforce Training Center has secured in other countries.
Vice President Christie stated that the student leadership class and ASNIC had established a Christmas tree with names and needs of local, disadvantaged children.

**Executive Session**

**MOTION:** 11-20-02: 42 Motion was made by Trustee Williams and seconded by Trustee Meyer 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. Roll call vote was as follows:

- Mic Armon: aye
- Denny Hague: aye
- Judy Meyer: aye
- Fred Ostermeyer: aye
- Rolly Williams: aye

Time: 7:28 p.m.

Present in Executive Session were Mic Armon, Michael Burke, Denny Hague, Judy Meyer, Fred Ostermeyer, Rolly Williams, and Marc Lyons. Discussion regarding the acquisition of real property not owned by a public agency took place.

**Reconvene**

The Board returned to open session at 8:22 p.m. at which time no further business was discussed or action taken.

**Adjournment**

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

Time: 8:23 p.m.

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Fred Ostermeyer, Board Chair               Mic Armon, Secretary