Call to Order

Board Chair Ostermeyer called the meeting to order at 6:01 p.m.

Verification of Quorum

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

Introduction of Guests

Patrick Drapeau, President of Phi Theta Kappa, and NIC’s New Century Scholarship winner was introduced.

Attendance

Trustees: Denny Hague
Judy Meyer
Fred Ostermeyer

Also present: Michael Burke, President
Kathy Christie, Assistant Vice President for Planning and Assessment
Jerry Gee, Vice President for Instruction
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
Rhena Cooper, Faculty Assembly Secretary
Bob Vogeler, Senate Chair
Kelly Erickson, ASNIC Senator
Approval of Minutes

MOTION: Motion was made by Trustee Hague and seconded by Trustee Meyer to approve the minutes of the regular meeting November 20, 2002 and Special Meetings of December 9 2002, January 9, 2003, and January 15, 2003. The motion was unanimously approved.

Bereavement Leave Policy 3.04.01.01

Vicki Rutherford, Human Resource Generalist, told the board that the Bereavement Leave Policy 3.04.01.01 was drafted by members of a committee comprised of faculty and staff. The policy provides benefited personnel up to five working days of paid leave when a death occurs in an employee’s immediate family. The policy also addresses the employee’s possible need for additional leave. The college Senate and President’s Cabinet have reviewed and approved the policy. Rutherford explained that no action was necessary as this was a first reading.

Education Corridor Update

President Michael Burke gave an update on the discussions of the University of Idaho, the City of Coeur d’Alene, and other entities collaborating on the proposed educational corridor. He indicated that Stimson Lumber is interested in relocating its mill. However, Burke noted that none of the entities involved are interested in moving jobs out of the Coeur d’Alene Area. He said that the administration is examining some of the options that could be used to generate funds to purchase part of the site for NIC, including a possible School Plant Fund Levy (SPFL). It was Burke’s recommendation that the trustees give consideration to the feasibility of an SPFL or other funding alternatives, and give direction as to how to proceed.

The trustees requested that additional information be provided to them including the actual cost of acquisition of the property to NIC, the details of a possible SPFL, the political and financial impact of an election, and an estimate of the involved timeline.

Legislative Program

President Burke provided an summary of the state budget process, the names of the legislative members of the five northern districts, the members of the Joint Finance-Appropriations Committee (JFAC), the budget and base allocations of NIC, and the hierarchical schedule of building projects (including NIC’s proposed Health & Sciences Building). He summarized how base allocations, decision units, and enhancements to the base budget for NIC are developed and how those items comprise the total revenue to NIC from the state.
**Preliminary Spring Credit Enrollment**

Gifford stated that Monday, January 27, 2003, was the 10th day of the semester mandated by the State Board of Education for official enrollment (4,029 FTE) and that there was a small dip in that figure over last year at the same time. He indicated several reasons for the decrease, and then provided a breakdown of enrollment by gender, ethnicity, residence by county, major and average age.

**Accreditation Self-Study Process Update**

Vice President Christie provided the trustees with their official copies of the Accreditation Self-Study document and appendix. She explained the highlights of the study and told the board that the exhibits will be available in March for the campus community to review. The actual site visit to NIC will take place April 9-11, 2003. Christie explained that the recommendations from the accreditation will be used to develop the strategic plan for the next several years.

**Budget Status, FY02**

Vice President Jurgens reported to the Board that the comparison of the budget for FY02-03 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 his attendance at the Mountain States Presidents’ meeting in early January, presentations before the JFAC, House and Senate Education Committees, and participation in the Chamber of Commerce’s “Coeur d'Alene Days at the Legislature.”

**Senate**

Senate Chair Bob Vogeler reported that the Senate had a first reading of the Weapons Policy and that it would be presented for a second reading at the February meeting.

**Faculty Assembly**

Faculty Assembly Chair Rhena Cooper reported that she had attended a meeting of state faculty representatives in Boise and had the opportunity to hear Governor Kempthorne's budget address. She also shared with the trustees a report about the uniqueness of the students enrolled in her nutrition class, which she described as “diversity in action.”
**Staff Assembly**

Staff Assembly Chair Randy Hill told the Board that staff members had been sent a list of salary and benefit considerations with the request to rank those items. The results will be presented to Meet and Confer in the near future.

**ASNIC**

Kelly Erickson, ASNIC Senator, reported that the students had set up a table for student opinions on current school-related topics, and that the responses have been interesting. She cited some of the comments, and stated that ASNIC would be considering some of them. The students are also working on a process for degree-candidate students to be able to complete classes necessary for graduation within two years. Erickson also said that the students had sponsored the St. ASNIC Christmas Party, a successful blood drive, and a performance of an African dance group.

**Board Chair**

Board Chair Ostermeyer thanked Trustee Judy Meyer for her representation of the board at the legislative sessions earlier in the month. He stated that he had gone to three of the Athletic Review Committee meetings and was pleased with the dialogue and discussions.

**Remarks for the Good of the Order**

Ann Johnston of the Molstead Library reported that the library has a Board Policy Manual, copies of the various Accreditation Self-Studies, college catalogs, and Popcorn Forum video recordings in their holdings for public use.

**Adjournment**

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

Time: 8:58 p.m.

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Fred Ostermeyer, Board Chair                        Mic Armon, Secretary