CALL TO ORDER
Board Chair Ostermeyer called the meeting to order at 6:33 p.m.

VERIFICATION OF QUORUM
A roll call verified that a quorum of the Board was present at the meeting.

ATTENDANCE
Trustees: Mic Armon
Denny Hague – joined the meeting at 6:15 p.m.
Judy Meyer
Fred Ostermeyer
Rolly Williams
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
Peggy Schnell, Staff Assembly Chair
Bob Bohac, Representing Faculty Assembly
Sandra Jacquot, Senate Chair
ASNIC was not represented

APPROVAL OF MINUTES
Motion was made by Trustee Meyer and seconded by Trustee Armon to approve the minutes of the meeting of May 25 and continued to June 5, 2003. Roll call vote was unanimous for approval.

OPERATING BUDGET FY04
Vice President Jurgens explained this was a second reading of the budget. He provided explanation for the minor changes in the Operating Budget FY04 since the May board meeting. The budget for the Fort Sherman Institute was reduced to $138,000 rather than the amount set forth in the prior month’s draft budget.
Jurgens said that gender equity and the suggested revisions of the Athletic Review Committee were incorporated within the proposed budget. There was discussion of revenue with regard to enrollment increases and enrollment projections. The trustees requested that research about the possible purchase of a bus for NIC be provided at the August board meeting. Jurgens cited some minor corrections to the budget, and indicated he would provide the trustees with the corrected, revised budget. The following motion was then made:

**MOTION: 06-25-03: 20** Motion was made by Trustee Armon and seconded by Trustee Hague to approve as amended the Operating Budget, FY03-04. Roll call vote was unanimous for approval.

**PLANT FUND BUDGET FY03-04**
Vice President Jurgens explained that this was a second reading of the Plant Fund Budget FY03-04. He reviewed the minor revisions since the first reading of the budget in May. The following motion was then made:

**MOTION: 06-25-03: 21** Motion was made by Trustee Armon and seconded by Trustee Meyer to approve the Plant Fund Budget FY03-04 as presented. Roll call vote was unanimous for approval.

**ASNIC BUDGET FY03-04**
Bruce Gifford, Vice President for Student Services, presented the ASNIC Budget, FY03-04 for a second reading. Following a minor revision, the following motion was made:

**MOTION: 06-25-03: 22** Motion was made by Trustee Armon and seconded by Trustee Meyer to approve as amended the ASNIC Budget FY03-04. Roll call vote was unanimous for approval.

**AUXILIARY SERVICES BUDGET FY03-04**
Lanny Stein, Director of Auxiliary Services, explained the Auxiliary Services Budget FY03-04 to the trustees. He explained the operations that are included within the Auxiliary Services area. He noted a minor change to the budget, and provided the trustees with a copy of the revised budget. The following motion was then made:

**MOTION: 06-25-03: 23** Motion was made by Trustee Armon and seconded by Trustee Hague to approve the Auxiliary Services Budget FY03-04 as amended. Roll call vote was unanimous for approval.
COLLEGE CALENDARS, FY04-05 AND FY05-06
Vice President Gifford told the trustees that the College Calendars, FY04-05 and FY05-06 were presented for a second reading and that no changes had been made to the calendars. He did note that the Spring Break was adjusted to coincide with the local school districts.

MOTION: 06-25-03: 24 Motion was made by Trustee Meyer and seconded by Trustee Armon to approve the 2004-2005 and 2005-2006 College Calendars as presented. Roll call vote for approval was unanimous.

FACULTY EVALUATION POLICY 3.02.21
Vice President Gee told the trustees that the Faculty Evaluation Policy 3.02.21 was presented as a first reading. The Tenure Committee, Instructional Council, and Faculty Assembly all participated in the drafting of the policy, which has been approved by the College Senate, Faculty Assembly, and the President's Cabinet. The policy will provide for the timely evaluation of all full-time and part-time faculty, and it will be presented for a second reading at the August board meeting.

COURSE WITHDRAWAL BY STUDENT POLICY 5.04.01
Vice President Gee presented the Course Withdrawal by Student Policy 5.04.01 for a first reading. The policy was modified to remove a specific withdrawal date. The specific withdrawal date will be published in the college catalog. The Admissions and Academic Standards Committee, Faculty Assembly, and President’s Cabinet have reviewed and approved the proposed policy. It will be presented for a second reading at the August board meeting.

COURSE WITHDRAWAL BY INSTRUCTOR POLICY 5.04.02
Vice President Gee presented the Course Withdrawal by Instructor Policy 5.04.02 for a first reading. The policy was modified to define the instructors’ role in student withdrawal. The Admissions and Academic Standards Committee, Faculty Assembly, and President’s Cabinet have reviewed and approved the proposed policy. It will also be presented for a second reading at the August board meeting.

HEALTH AND SCIENCES BUILDING UPDATE
Vice President Jurgens informed the board that the Health and Sciences Building project is underway. Individuals in the college attorneys’ office and several state offices are working on the coordination of the bonding, the site lease, development agreement, operating agreement, and project budget. Drafts of these documents were provided to the trustees. College attorney Marc Lyons explained activities that are taking place, and the procedures that will be necessary in order to begin construction. He called upon Mike Ealy of his firm to explain the need for a resolution by the board of trustees authorizing the execution of the Facilities Lease, the Site Lease, the Development Agreement, and the Operating Agreement.
Lyons assured the trustees that the various entities and their attorneys have reviewed the foregoing documents, and no consequential revisions are anticipated. Therefore, the board made the following:

**Motion was made by Trustee Armon, seconded by Trustee Hague, and unanimously approved:**

**RESOLUTION 06-25-03: 01** which authorizes North Idaho College to enter into transaction documents with the State of Idaho, the Idaho Department of Administration, the Idaho State Building Authority, and authorizes the president of the college to execute and deliver transaction documents pursuant to Resolution 06-25-03:01 as attached in its entirety and made a part of these minutes by reference.

**Budget Status, FY02-03**
Vice President Jurgens reported that both revenue and expenditures are similar in progressive monthly growth to the previous five years. He also updated the board on the revenue and expenses of the Fort Sherman Institute.

**Accreditation Update**
Assistant Vice President Christie told the trustees that the “final” report on the accreditation would be released in one to two weeks. She and President Burke traveled to Boise for a meeting of the commissioners of the Northwest region. Following that meeting, she has no doubt that accreditation will be forthcoming.

**Educational Corridor**
President Burke told the trustees that a meeting was held on June 23, which included Mayor Bloem, Jack Dawson, John Stone, Rolly Jurgens, Bureau of Land Management representatives, and Lake City Development Corporation representatives. He said that the Stimson representatives were not available for that meeting. The University of Idaho and NIC will be working on and sharing costs of a joint conceptual design. Burke outlined some of the subjects discussed at the last meeting, including the relocation of the mill, the possible placement of a new entrance for NIC and UI along Northwest Boulevard, and the types of possible businesses along the educational corridor.

**President’s Report**
President Burke updated the board on various hiring searches, his attendance at the State Professional/Technical Conference, and at the IACI conference. He said that the NICHE Oversight Council has agreed that the NIC, UI, LCSC, and ISU institutional fiscal officers will work together on a joint enrollment agreement to limit
the cost of tuition to students that enroll in two or more Idaho institutions. Burke said that this agreement would become effective this Fall. Burke also told the trustees that the Coeur d’Alene Tribe had donated $15,000 to the NIC Foundation for scholarships.

**SENATE**

Senate Chair Sandra Jacquot said that the Senate had no activity during the summer, thus she had no report.

**FACULTY ASSEMBLY**

Former Faculty Assembly officer, Bob Bohac, said that Rhena Cooper was not available for the meeting. He said that the faculty expressed concerns about the salary schedule and the significant amount of funds necessary to bring the faculty salaries to the 50% market status.

**STAFF ASSEMBLY**

Peggy Schnell, Chair of Staff Assembly reported to the Board on the use of the Professional Development Policy. Twenty-five employees have used funds to improve or benefit their job performance through both credit and non-credit classes.

**ASNIC**

There was no representative of ASNIC at the meeting.

**BOARD CHAIR**

Board Chair Ostermeyer said that he would be volunteering for the upcoming Hoopfest in Spokane and that Mic Armon would be volunteering for the upcoming Ironman Triathlon.

**REMARKS FOR THE GOOD OF THE ORDER**

Trustee Meyer said she was gratified that discussion regarding Fort Sherman Institute was occurring. She stated that she had met with John Parry and Jim Elder of Concerned Businesses and was pleased with the opportunity to offer information about the professional/technical programs and to do this type of community outreach on behalf of the board.

Rayelle Anderson reported that the Really Big Raffle had approximately 200 tickets left. She anticipated that the tickets would be sold out. She reminded the board and audience that the raffle drawing would be on July 9.
EXECUTIVE SESSION

MOTION: 06-25-03: 25 Motion was made by Trustee Williams and seconded by Trustee Armon 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.

Roll call vote was as follows:

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

Time: 8:40 p.m.

Present in Executive Session were Mic Armon, Michael Burke, Denny Hague, Judy Meyer, Fred Ostermeyer, Rolly Williams, and Marc Lyons.

RECONVENE

The meeting reconvened at 10:25 p.m., at which time no other items were discussed or business conducted.

ADJOURNMENT

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

Time: 10:26 p.m.

_____________________________             _________________________
Fred Ostermeyer, Board Chair             Mic Armon, Secretary