CALL TO ORDER AND VERIFICATION OF QUORUM

Board Chair Williams called the meeting to order at 6:04 p.m. and verified that a quorum of the Board was present at the meeting.

ATTENDANCE
Trustees: Mic Armon
        Denny Hague
        Fred Ostermeyer
        Rolly Williams
Also present: Michael Burke, President
              Jerry Gee, Vice President for Instruction
              Rolly Jurgens, Vice President for Administrative Services
              Bruce Gifford, Vice President for Student Services
              Kathy Christie, Assistant Vice President for Planning, Assessment and Research
              Robert Ketchum, Assistant Vice President for Instruction
              Kent Propst, Assistant to the President for Community Relations
              Brenda Smith, Human Resources Director
              Marc Lyons, Attorney for North Idaho College
              Donna Ward, Secretary for the Board of Trustees
              Peggy Schnell, Staff Assembly Chair
              Susanne Bromley, Faculty Assembly Chair-Elect
              Sandra Jacquot, Senate Chair
              Heather Erikson, ASNIC President-Elect

INTRODUCTION OF GUESTS
Dr. Cyndie Hammond and Diane Johnson, Registrar of Lewis-Clark State College were introduced as guests.

APPROVAL OF MINUTES

Motion was made by Trustee Hague and seconded by Trustee Ostermeyer to approve the minutes of the April 28, 2004 meeting. The motion was unanimously approved.
OPEN FORUM FOR PUBLIC REMARKS
There were no public remarks.

ATTENDANCE POLICY 5.14
Vice President Gee, explained that the Attendance Policy 5.14 was presented for a first reading at the Board’s April meeting. No revisions had been suggested since that meeting. Gee reviewed the policy and its provisions, and requested approval as presented. Therefore, the following motion was made:

MOTION: 5-28-04: 10 Motion was made by Trustee Ostermeyer and seconded by Trustee Hague to approve the Attendance Policy 5.14 as presented. The motion was unanimously approved.

RESOLUTION COMMEMORATING Brown v. Board of Education (1954)
President Burke provided background information on the U.S. Supreme Court ruling of Brown v. Board of Education. He stated that he is a member of the AACC Commission on Diversity and Inclusion, which asked boards of trustees of community colleges across the United States to reaffirm the commitment to principles embodied in the Supreme Court decision. Burke said that renewing support of that decision by resolution reinforces NIC’s commitment to those principles. Therefore, the following motion was made:

MOTION: 5-28-04: 11 Motion was made by Trustee Armon and seconded by Trustee Hague to approve the resolution in support of the principles of access and equality embodied in Brown v. Board of Education (1954). The motion was unanimously approved.

NAMING OF SOCCER FIELD
President Burke explained that Bill Eisenwinter, Head Coach of the NIC Soccer Program and Executive Director of the Coeur d’Alene Sting Soccer Club, had died tragically in an automobile accident in May 2003. An ad hoc committee representing employees of NIC as well as the local soccer community sought ways to honor Eisenwinter’s memory. The committee recommended that the college consider naming the current soccer field in Eisenwinter’s memory. Following discussion, the following motion was made:

MOTION: 5-28-04: 12 Motion was made by Trustee Hague and seconded by Trustee Ostermeyer to name the college’s existing soccer field, Eisenwinter Field. The motion was passed unanimously.

REVISED STUDENT CODE OF CONDUCT POLICY 5.04
Vice President Gifford told the trustees that the Student Code of Conduct revisions began in 2000. There were judiciary processes within the former code that were unclear. Thus, the revised Student Code of Conduct was reviewed and approved by NIC’s attorney, the President’s Cabinet, ASNIC, and the College Senate. Gifford stated that the code has been reviewed extensively by the aforementioned groups, and he is confident that it is ready for adoption. He suggested that should the trustees be comfortable with the Student Code of Conduct Policy 5.04 as presented, that consideration be given to waiving a second reading
and approving the code. This would facilitate the Fall 2005 publication deadlines. Therefore, the following motion was made:

**MOTION: 5-28-04: 13** Motion was made by Trustee Hague and seconded by Trustee Armon to waive the second reading of the Student Code of Conduct Policy 5.04, and approve said policy as presented. The motion was passed unanimously.

**REPEATING A COURSE 5.04.03**
Vice President Gee explained that under the current Repeating a Course Policy 5.04.03, a student is unable to repeat a course if a grade of C or better has been earned in the course. As programs become more selective, such as Nursing, many times the minimum grade required for these courses is a B or better. The revised policy would allow the student to meet the program criteria. Gee stated that the policy will be brought to the board at the June meeting for a second reading.

**OPERATING BUDGET FY04-05**
Vice President Jurgens presented the Operating Budget proposal for FY04-05 and explained the changes from the previous year's budget. Some of the changes include:

- adding the Workforce Training Center to the base of the operating budget as an integral part of the college budgeting system;
- change in employee compensation and benefits increases (2.8%) as recommended by the Governor's office;
- increase in tuition and fee income due to previously approved tuition and fees changes and based upon projected increased enrollment;
- transfer from the fund balance to meet salary obligations of the recommended 7% salary increase;
- increases to the maintenance and operations budget for some infrastructure costs, e.g. utilities;
- new expenditures for FY04-05 salary increases, benefits increases, reclassifications, 1.5 additional staff members, and funds for additional part-time/temporary staff personnel.

The Operating Budget FY04-05 will be presented at the June board meeting for a second reading.

**PLANT FUND BUDGET**
Vice President Jurgens explained the changes to the Plant Fund Budget from the previous fiscal year, which include purchase or lease of property, one-time equipment needs, remodeling and renovation projects, and mechanical upgrades. The Plant Fund Budget FY04-05 will be presented at the June board meeting for a second reading.

**AUXILIARY SERVICES BUDGET**
Vice President Gifford presented the first reading of the Auxiliary Services Budget and explained the individual operations within that budget. Those operations are the Student
Union, Food Services, Student Housing, and the Bookstore. Gifford explained that the budgets are not subsidized by college budgets; they are self-sustaining. He noted for the board the changes from the previous fiscal year’s budget to the FY04-05 budget. The Mica Peak Exchange will be offering an office/school supply vending machine, an office supply catalog for college departments, and the use of a textbook shipper, which should lower the cost of shipping.

Vice President Gifford noted that the Food Services division has been profitable in FY03-04. He reviewed the proposed Food Services budget for FY04-05, and stated that although there will be no cost increases to students, the catering costs will increase 7%. Gifford encouraged groups with events on campus to use the campus Food Service.

Gifford noted that a slight increase in the Student Union budget was proposed for FY04-05. He said that the College providing is rental space, equipment, and other services for free and that these rentals have the potential for creating income. He said that a rental rate schedule was being developed, and groups that are currently not being charged for room, equipment, and other rental services are being notified of the changes.

Vice President Gifford explained the Residence Hall proposed FY04-05 budget and noted the changes in the rental contract length from semester to academic year. He noted that there are no proposed increases to the student rent charges. The trustees requested Gifford review the regional market and determine if NIC is within the market range for summer camps as well as investigate the use of the residence hall by summer camps other than athletics.

**ASNIC BUDGET**
Vice President Gifford then outlined the changes from the previous ASNIC budget to the FY04-05 proposed budget. He explained the committee process through which the ASNIC budget is formulated, and he said that the committee began with a zero-based budget and reviewed each line item. The committee recommended eliminating support in some instances, and voted a pay increase for the executive board. There had been no pay increases to the executive board for many years. Trustee Williams requested Gifford to investigate the possibility of granting credit to the student ambassadors for leadership activities.

**REPORTS**

**COLLEGE PRESIDENT**
President Burke reported on the recording-setting commencement and GED graduation, as well as the nurses’ pinning ceremony. He noted that ground had been broken on the new Health & Sciences Building. Events in which Burke participated during the past month included an Open House for the NIC Foundation Raffle House, a meeting with the Governor’s representative of the Office of Science & Technology, and a Rotary meeting at which Rayelle Anderson presented the NIC scholarship award winners. He also noted that the Robin Hood
Campground was under conversion to a parking lot, which should alleviate some of the parking shortfall caused by the construction of the new Health & Sciences Building.

**Senate**

Sandra Jacquot, Senate Chair, reported that new officers had been elected. Jim Jeitler will be the new Senate Chair. She also reported on policies that had passed the Senate. The May meeting was the last meeting of the Senate until Fall semester.

**Faculty Assembly**

Susanne Bromley introduced herself as the newly-elected Faculty Assembly Chair. She thanked the trustees for sponsoring the commencement breakfast and congratulated faculty and staff on the various awards. Bromley said that new officers and senators had been elected. Future projects anticipated by the faculty include amending the Faculty Assembly by-laws and revision of the Faculty Handbook. Bromley also read from the “Faculty Official Brag Sheet” the various activities of faculty.

**Staff Assembly**

Peggy Schnell, Staff Assembly Chair, reported that the number of staff using Professional Improvement Plan funds had doubled since the previous year. This year, 36 employees used $16,000 to help pay for travel, conferences, Workforce Training Center classes, tuition and fees, and professional certifications. Schnell said that the Staff Assembly had elected new officers, and Nancy Edwards had been elected President. Schnell said that this meeting was her last meeting as Staff Assembly President. Board Chair Williams thanked her for her service in that capacity.

**ASNIC**

Heather Erikson, ASNIC President, told the trustees that she and her executive board would be working on ASNIC projects during the summer. She cited some of the projects, including publication of the Student Handbook, restructuring of the student election process, and reviewing club funding appropriations.

**Board Chair**

The Board Chair had no report.

**Remarks for the Good of the Order**

Trustee Ostermeyer commented on the enthusiasm of the NIC scholarship recipients at the local high schools. He suggested that it is possible, other board members attend and participate in the scholarship presentations.

**Executive Session**

**MOTION:** 5-28-04: 14 Motion was made by Trustee Armon and seconded by Trustee Hague 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
Fred Ostermeyer: aye
Rolly Williams: aye

Time: 7:58 p.m.

RECONVENE/ ADJOURNMENT
The meeting reconvened at 8:04 p.m. at which time no other business was conducted. The following motion was then made:

Motion was made by Trustee Ostermeyer, seconded by Trustee Armon, and unanimously approved to adjourn the meeting.

Time: 8:05 p.m.

______________________________ ________________________________
Board of Trustees Chair   Board of Trustees Secretary