CALL TO ORDER AND VERIFICATION OF QUORUM

Board Chair Williams called the meeting to order at 6:00 p.m. and verified that a quorum of the Board was present at the meeting.

ATTENDANCE
Trustees: Mic Armon
         Denny Hague
         Judy Meyer
         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
             Nancy Edwards, Staff Assembly Chair
             Susanne Bromley, Faculty Assembly Chair
             Jim Jeitler, Senate Chair
             Heather Ericson, ASNIC President

INTRODUCTION OF GUESTS
Guests at the meeting included Linda Davis, NIC Booster Club President, Idaho State Representative George Sayler, State Representative-Elect Frank Henderson, and Brittany Hanson from the Coeur d’Alene Press.

APPROVAL OF MINUTES
Motion was made by Trustee Meyer and seconded by Trustee Armon to approve the minutes of the October 20, 2004 meeting. The motion was unanimously approved.

OPEN FORUM FOR PUBLIC REMARKS
None.
LEGISLATIVE AGENDA FOR FY05-06
Kent Propst, Assistant to the President for Community Relations, reviewed the proposed Legislative Agenda for FY05-06. He stated that the Legislative Committee had decided to use a minimal number of priorities. Propst reviewed the priorities or areas of emphasis, which include: (1) change in employee compensation, phase II. It was noted that many staff and faculty are behind their comparator groups and peers in salaries. (2) additional resources to enhance economic growth. Propst explained that this initiative is to enhance and increase professional-technical programming, continue to enhance existing partnerships, and to help develop the “Education Corridor.” (3) access to higher education opportunities. This recommendation addresses tuition affordability and the increase in services in the five northern counties of Idaho. (4) capital budget and maintenance alterations requests. Included in this initiative are the Seiter Hall remodel, installation of an electronic security control system in the new Health and Sciences Building, and the remodel of two areas on campus that are not ADA accessible.

The Trustees suggest that a philosophical statement be included that NIC supports retaining jobs for Stimson Mill employees that may be affected by possible relocation of the mill site. It was also suggested that information be included that with the expenditure of funds to remodel the Seiter Building, a nearly new building will be available for significantly less than the cost of new construction.

CANVASS OF THE BOARD OF TRUSTEES ELECTION AND OATH OF OFFICE FOR TRUSTEES
Vice President Jurgens, as Clerk of the Election, reviewed the requirements of law with regard to the Trustees’ election. He then provided a canvass of the total votes cast. Rolly Williams and Christie Wood were declared as winners of the election. The following motion was then made:

MOTION: 11-17-04: 24 Motion was made by Trustee Hague and seconded by Trustee Meyer to accept the canvass of the election as presented. The motion was unanimously approved.

Following the canvassing of the election and acceptance of the election results, Jurgens administered the Oaths of Office to Rolly Williams and Christie Wood.

ELECTION OF BOARD OFFICERS
Board Chair Williams stated that nominations for election of officers would be considered. Whereupon, the following motion was made:

MOTION: 11-17-04: 25 Motion was made by Trustee Hague and seconded by Trustee Meyer to retain the officers in their respective positions as follows: Rolly Williams as Board Chair, Denny Hague as Vice Chair, Judy Meyer as Treasurer, and Mic Armon as Secretary. The motion was unanimously approved.
WORKFORCE TRAINING CENTER ENROLLMENT UPDATE

Robert Ketchum, Assistant Vice President for Instruction and Executive Director for the Workforce Training Center, thanked the Trustees for the opportunity to present his annual report. He introduced C.J. Buck, President of Buck Knives. Ketchum stated that this company recently relocated from California to Idaho and that several months ago the Trustees approved the granting of in-state tuition to the Buck Knives employees and families. Buck noted that his son is attending NIC, and that the WFTC is an important component in their company’s relocation.

Ketchum stated that the WFTC recently celebrated its 10-year anniversary with an Open House. He provided enrollment figures from 1990-2004, explained that enrollment hit a high in 2000 and then declined after the events of 9-11. Ketchum said that the current year’s enrollment is 16% ahead of last year’s enrollment at the same time period. He reported that the number of classes offered has decreased, but class size is increasing.

Ketchum reviewed services offered, including workforce development, customized training, cooperative relations with various entities, the Qualified Worker Retaining Program, the Idaho Small Business Development Center, and the ABE/GED Center. He also reported on new customized training contracts for training in the Caribbean.

HEAD START UPDATE

Vice President Jurgens introduced Doug Fagerness, Director of North Idaho Head Start, who explained that NIC has been the umbrella agency for Head Start since 1973. He stated that the program was supported by funding through federal operations grants and other grant funding for a total budget of $2.3 million.

Fagerness provided data on the number of children enrolled in Head Start from the five northern counties of Idaho, as well as demographics about those children and the families served. He also reported on the parent mentoring initiative, the successes of the program, and the locations of the Head Start programs in northern Idaho.

Fagerness told the Board that the regional office review would occur the week of December 6, and he invited the Trustees to attend a luncheon and the governing board interview. He stated that the review examines adherence to system standards and regulations management systems, among other processes within Head Start.

REPORTS

COLLEGE PRESIDENT

President Burke reported on his recent attendance at the AACC conference. Additionally, he spoke of other events including the NIC Foundation scholarship celebration the following evening, the NIC Athlete Alumni basketball reunion, and the NIC women’s volleyball team attending the national championship competition.
SENATE
Jim Jeitler, Senate Chair, reported that the Memorials Policy had passed the Senate and would be forwarded to the President.

FACULTY ASSEMBLY
Faculty Assembly Chair Susanne Bromley reported that only four weeks of classes and the finals week were left until the end of the semester. She stated that the faculty discussed the adoption of a two-year catalog, the Meet and Confer process, and individual achievements and projects of faculty for the past month.

STAFF ASSEMBLY
Nancy Edwards, Staff Assembly Chair, welcomed Christie Wood to the Board of Trustees. She reported on the Career Center Open House week, and congratulated Gail Laferriere on the success of that event. During December, staff will be assembling holiday food baskets for disadvantaged families.

ASNIC
Heather Erikson, President of ASNIC, explained the “FISH” philosophy and said that it is an ongoing commitment of the ASNIC leadership. She gave examples of activities resulting from that program. Erikson stated that the recreational center consultants will be on campus within the next month, and the results of that study to be available within six weeks of their visit. The students are preparing for the St. ASNIC party. Erikson reported that the student Senators have selected their projects for this year.

BOARD CHAIR
Board Chair Rolly Williams welcomed Christie Wood to the Board. He commented on the alumni basketball game, reported that Jason Bay, a former NIC student-athlete, is the National Baseball League Rookie of the Year, and that the volleyball team was going to the national championship competition.

REMARKS FOR THE GOOD OF THE ORDER
Linda Davis, President of the Booster Club, related some of the activities and initiatives that the Club hopes to put in place in the future.

Jack Purdie, Grants Coordinator, provided an update on the capital campaign, stating that donations have surpassed $1.2 million, which is slightly more than 50% of the goal of $2 million. Purdie encouraged the use of the Foundation website to view the campaign progress.

President Burke stated that Kathy Christie will be coordinating the move to the Health and Sciences Building, and a team has been formed called “NIC on the Move” to facilitate the process.

Christie Wood expressed her appreciation for the warm reception she has received as a new Trustee.
ADJOURNMENT

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

Time: 8:45 p.m.

__________________________________________ _________________________________________
Board of Trustees Chair    Board of Trustees Secretary