MINUTES

CALL TO ORDER AND VERIFICATION OF QUORUM
Board Chair Williams called the meeting to order at 4:20 p.m. in the Powderhorn Bay Room of the SUB, and verified that a quorum of the Board was present at the meeting. Those in attendance were: Mic Armon, Denny Hague, Judy Meyer, Rolly Williams, Christie Wood, Michael Burke, Rolly Jurgens, Jerry Gee, Marc Lyons, and Donna Ward. A motion was then made as follows:

EXECUTIVE SESSION

MOTION: 08-31-05: 23 Motion was made by Trustee Armon and seconded by Trustee Meyer to adjourn to executive session under Idaho Code Sections 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; and (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:

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<thead>
<tr>
<th>Trustee</th>
<th>Vote</th>
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<tr>
<td>Mic Armon</td>
<td>aye</td>
</tr>
<tr>
<td>Denny Hague</td>
<td>aye</td>
</tr>
<tr>
<td>Judy Meyer</td>
<td>aye</td>
</tr>
<tr>
<td>Rolly Williams</td>
<td>aye</td>
</tr>
<tr>
<td>Christie Wood</td>
<td>aye</td>
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Time: 4:22 p.m.

Discussion took place regarding the dismissal of employees and possible acquisition of property not owned by a public agency occurred. At 5:50 p.m. the executive session was ended, and the Trustees reconvened as follows:

CALL TO ORDER AND VERIFICATION OF QUORUM
Board Chair Williams recalled the meeting to order at 6:04 p.m. and verified that a quorum of the Board was present.
ATTENDANCE
Trustees: Mic Armon
            Denny Hague
            Judy Meyer
            Rolly Williams
            Christie Wood
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
            Robert Ketchum, Assistant Vice President for Instruction
            Kent Propst, Assistant to the President for Community Relations
            Marc Lyons, Attorney for North Idaho College
            Lewis Watkins, Staff Assembly Chair
            Bill Richards, Faculty Assembly Chair
            Shelley Cobetto, Senate Chair
            Josh Gittel, ASNIC President

INTRODUCTION OF GUESTS
Guests at the meeting included Holly Bowen, of the Sentinel, and former Trustees Betty McLain and Sheila Wood, and local citizen Donna Montgomery.

APPROVAL OF MINUTES
Motion was made by Trustee Meyer and seconded by Trustee Hague to approve the minutes of the June 22, 2005, as amended, to include under Remarks for the Good of the Order mention of the State Board of Education meeting at NIC in August. The motion was unanimously approved.

APPROVAL OF NEW POSITIONS
Robert Ketchum explained to the Trustees that the ABE Center has been staffed by two part-time, non-benefited positions. In order to stabilize staffing, he requested combining two part-time positions into one Office Assistant II position.

Rolly Jurgens said that the Physical Plant was being reorganized following the resignation of Buzz Barnett. He explained the reorganization of the department and requested creating a full-time clerical position from Barnett’s salary salvage.

MOTION: 08-31-05: 24    Motion was made by Trustee Wood and seconded by Trustee Meyer to approve the full-time of Office Assistant II Position in the ABE Center and the full-time Physical Plant clerical position. The motion was unanimously approved.

COLLEGE HISTORY PROJECT
Fran Bahr, NIC English instructor, reviewed the NIC history project and provided excerpts from some of the chapters to the Trustees. The History Committee members are Betty McLain, Sheila Wood, Edwina Gustavson, and Rolly Williams. Bahr has completed six chapters through
the 1970s. She suggested that publication of the history would be appropriate in 2008, when NIC will celebrate its 75th anniversary. Former NIC Trustee Betty McLain thanked the board for funding the project, and complimented Bahr on her writing.

**BUDGET AND BENCHMARKS FY05-06**

Rolly Jurgens provided information to the Board regarding changes in the budget from the previous fiscal year. He noted that the local property tax levy rate for that portion assessed by NIC will again decline for 2005 or FY06, as it has over the past several year.

Jurgens provided graph comparisons of significant areas of the budget and explained the highlights of each including budgeted changes by program, changes in major revenue sources over the past years, property tax history, and the percentage relationship between salaries and benefits and maintenance and operations budgets. Of note is the decrease of the ratio of salaries and benefits to total budget at 72.8%, down from previous years and within the range of 70-75% as recommended by the Board. Jurgens stated that increases in tuition and county revenue are due directly to the decrease in state funding received by NIC.

**NICHE REPORT**

Doug Burr, Director for the Northern Idaho Center for Higher Education, provided a report on NICHE’s progress since its inception in 1999. He reported that its goal is college collaboration with NIC as the anchor tenant, and ISU, LCSC and UI as members. NICHE is located in Harbor Center, a location convenient for the institutions and the proposed educational corridor. Burr provided information on the staffing, oversight, funding, marketing, and services provided by NICHE. He also shared with the Trustees his goals for NICHE.

**PRELIMINARY CREDIT ENROLLMENT**

Bruce Gifford reported that state regulations provide for official enrollment figures to be released on the 10th day of classes, which is September 13. He said that a full report on enrollment will be brought to the Board at the September meeting. Gifford noted that other regional community colleges are experiencing a drop in enrollments, and he cited some possible explanations for the declining figures.

He told the Trustees that a new Orientation, Admissions, Registration Session (OARS) had been implemented, and he reported on the success of that endeavor. It has streamlined the processes for the students as well as the student-related offices. Gifford said that feedback from parents and students on OARS was good.

**INSTRUCTIONAL OVERVIEW**

Jerry Gee, Vice President for Instruction, told the Trustees that Kathy O’Brien had been selected Business Teacher of the Year, by the Idaho Professional-Technical organization. He noted the new programs in the professional-technical division, including welding, landscape technology, recreational vehicle repair, human resource assistant, and the radiography program. Gee said that faculty and staff are now moved into the Health Sciences Building and seem pleased with the new building. It has enabled NIC to increase course offerings
during high enrollment periods. Gee noted the various moves of programs, the increased enrollment in the Workforce Training Center, activities of some of the faculty members, and progress on the proposed Bonners Ferry Center. Gee also recognized the members of Instructional Council and expressed his gratitude for their service to him and to NIC.

REPORTS
PRESIDENT
President Burke reported on his activities for the past month including his attendance at the AACC President’s Academy in California, attendance at the LPN Nurses pinning and at Coeur d’Alene Police Officer Kralichek’s Purple Heart ceremony in July. He attended the AACC Board meeting in Washington, D.C. and President George Bush’s speech in Nampa, Idaho. NIC hosted the State Board meeting in August and will host the Permanent Building Fund Committee this Fall. He announced that Tony Stewart had gifted his scrapbooks of the human rights history and initiatives in Idaho to the Molstead Library. Burke also stated that he had attended two of the Coeur d’Alene Summer Theatre presentations and praised the quality of the new sound system in Schuler Auditorium courtesy of the Travolta family.

SENATE
Shelley Cobetto, Senate Chair, said that the Senate met on August 25. The executive committee discussed the minor changes to the Meet and Confer Policy and approved same.

FACULTY ASSEMBLY
Faculty Assembly Chair Bill Richards stated that it was good to be back on campus. He said that the Faculty Assembly had not met. He said he noticed there were fewer students confused about classes due to better advising processes. He also noted that the faculty passed a resolution at their last meeting in May, and that it had been forwarded to the President’s Office.

STAFF ASSEMBLY
Lewis Watkins, Staff Assembly Chair, said registration was on-going, and that OARS has been successful. He reported that the staff held a picnic this summer and that the turnout was good. Watkins also said that staff was pleased with the salary increases, and were grateful for the Trustees’ position on foregone taxes.

ASNIC
Josh Gittel, ASNIC President, stated that the student ambassadors had worked with student services on the OARS and had experienced positive feedback from the new students. He said that training of the senators elected last fall and work on the September elections was taking place. Gittel said he was anticipating working with administration and the Trustees on the proposed recreational center.

BOARD CHAIR
Board Chair Rolly Williams stated that he had attended a Coeur d’Alene Summer Theatre production with his granddaughter and enjoyed watching her first experience with theatre.
REMARKS FOR THE GOOD OF THE ORDER
Trustee Meyer remarked that the Trustees would be attending the ACCT conference the following week. She also brought to the Board members' attention several newspaper articles regarding a proposed Idaho community college network and urged discussions with legislators about this topic.

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

Time:  8:17 p.m.

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Board of Trustees Chair       Board of Trustees Secretary