

## **AGENDA**

CONVENE REGULAR MEETING	6:00PM
Lake Coeur d'Alene Room, Edminster Student Union Building, 495 N College Dr, C Zoom: <a href="https://nic.zoom.us/j/83886937420">https://nic.zoom.us/j/83886937420</a>	oeur d'Alene
CALL TO ORDER / VERIFICATION OF QUORUM	Brad Corkill
APPROVE AGENDA	Brad Corkill
PLEDGE OF ALLEGIANCE	Brad Corkill
MESSAGE FROM BOARD CHAIR	Brad Corkill
CELEBRATING SUCCESS: Color Fun Run	Tom Greene
PUBLIC COMMENT	rson attendees, and IC Policy 2.01.03.
CONSTITUENT REPORTS  • ASNIC  • Faculty Assembly  • Staff Assembly  • Senate	Jon Gardunia, DPT Dan Adams
PRESIDENT'S REPORT	Nick Swayne, PhD
INFORMATION ITEMS	wayne, PhD / Alex Harris m Greene / Vicki Isakson lyne, PhD / Sarah Garcia
<ul> <li>CONSENT AGENDA</li> <li>Action (Tab 1): Approve Amendment to Board Regular Meeting Minutes for June</li> <li>Action (Tab 2): Approve Board Regular Meeting Minutes for August 20, 2025</li> </ul>	
NEW BUSINESS  • Action (Tab 3): Approve Head Start GrantNick Swayr  • Action (Tab 4): Approve on Second Reading President's Annual Goals	

#### TRUSTEE REMARKS FOR THE GOOD OF THE ORDER

#### **ADJOURN**

# Tab 1

#### BOARD OF TRUSTEES MEETING September 24, 2025

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**TAB 1** 

**CONSENT AGENDA:** Approve Amended Board of Trustees Regular Meeting Minutes for June 25, 2025

**BACKGROUND:** Tab 1 includes the amended Board Regular Meeting Minutes for June 25, 2025. The title of Tab 8 in these minutes was corrected from 'Policy 2.01.01 (Authority, Appointment, and Functions)' to 'Policy 3.02.21 (Faculty Evaluation)'

## SUGGESTED MOTION FOR BOARD ACTION

It is requested that [Board Member] make the motion to approve the amended Board Regular Meeting Minutes for June 25, 2025 as presented.

Prepared by: Suzy Scura Board Clerk

Amended 09-05-25

#### **CALL TO ORDER**

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

#### **ATTENDANCE**

Trustees: Brad Corkill

Rick Durbin Mary Havercroft Eve Knudtsen Tarie Zimmerman

Also present: Nick Swayne, President

#### **APPROVE AGENDA**

Chair Corkill called for a motion to approve the agenda as presented. Trustee Mary Havercroft made the motion which was seconded by Trustee Eve Knudtsen. Chair Corkill called for the vote. The motion passed unanimously with five votes in favor. Chair Corkill then led the Pledge of Allegiance.

#### MESSAGE FROM BOARD CHAIR

Chair Corkill reported that prior to the meeting held in the Automotive Technology department, the Trustees toured the Parker Technical Education Center. He commended the staff for the facility's impressive condition, emphasizing how well maintained the space is despite its high level of activity.

Chair Corkill also noted that this would be the final Board meeting before the summer break, as no meeting is scheduled for July. Due to scheduling conflicts, the date and time of the August meeting will be determined later in the meeting.

#### **CELEBRATING SUCCESS: OUTDOOR PURSUITS**

Terry Brinton, Coordinator - Outdoor Pursuits, provided an overview of the program. His presentation highlighted student activities, outlined future goals, and emphasized the value of community partnerships. Mr. Brinton's presentation is included as an addendum to these minutes.

#### **PUBLIC COMMENT**

There were no requests from the public to make comments.

#### PRESIDENT'S REPORT

President Swayne thanked Vicki Isakson, Dean of Instruction - Workforce Education, and her team for organizing the campus tour, emphasizing the importance of showcasing the facility. He also expressed appreciation for the NIC Automotive Technology uniform shirts provided to the Trustees for this meeting.

#### **Accreditation**

President Swayne reported that the upcoming accreditation report and Northwest Commission on Colleges and Universities (NWCCU) site visit will differ from recent ones as the college returns to a regular review cycle. He noted prior visits focused on restoring good standing, whereas the upcoming visit will include a mid-cycle review and emphasize ongoing institutional improvement rather than probationary concerns. President Swayne said that Accreditation Liaison Officer Dr. Steve Kurtz would provide a detailed update later in the meeting.

#### **Enrollment Management**

President Swayne reported continued positive trends in summer and fall 2025 enrollment. Summer enrollment increased by 14.3% over the prior year (which had already risen by 16.4%), totaling nearly 30% growth over two years. Notably, full-time academic transfer enrollment grew by 18.8%, dual credit by 24.5% (supported by a revised start date), and Career and Technical Education by 28.3%, with 563 students enrolled full-time.

For fall 2025, overall enrollment is up 1.3% and up 6% when excluding dual credit and non-degree students. Credit hours, critical to institutional funding, are up 8.7%, exceeding budget projections. Full-time enrollment increased by 23.6%, and continuing student enrollment grew by 3.6%, marking the first year-over-year increase in that category after several years of decline. President Swayne credited these gains to the enrollment team's strong focus on retention and engagement.

#### Community Stakeholder Engagement

President Swayne highlighted recent campus and community engagement activities:

- President Swayne served as the keynote speaker at the Kootenai County Taskforce on Human Relations luncheon on June 25,2025.
- The official launch of the Culinary Arts Sous Chef Apprenticeship program which integrates academic instruction with paid work experience.
- NIC's Culinary Arts Food Truck is now operating in front of the Hedlund (HED) Building from 11:00 a.m. to 1:30 p.m. on Thursdays, Fridays, and Saturdays through the end of July 2025.
- The Workforce Training Center (WTC) held its first apprenticeship graduation ceremony June 5, 2025, with scholarships offered to graduates pursuing associate degrees.

#### International Student Athletes

President Swayne reported a decline in international student-athlete enrollment, from approximately 50 - 52 last year to 24 this year, due to changes in athletic scholarships and budgeting. He stated that this adjustment is more consistent with the College's role as a community institution.

#### Strategic Planning

President Swayne noted ongoing efforts to refine the metrics tied to NIC's five strategic goals. Each goal will be reviewed individually across five consecutive Board meetings, with progress summaries provided at each session.

#### General Updates

President Swayne shared the following updates:

- Cardinal Central (Campus Information, Student ID, Parking Services) is now fully operational in the Bob and Leona DeArmond (DARM) building.
- The North Idaho Women and Their Money conference was held on June 9, 2025 with strong attendance and a positive community impact.
- The NIC Foundation's *Really BIG Raffle* scheduled for July 9, 2025 is officially sold out. The grand prize is a house; the second prize is a new car.

#### **INFORMATION ITEMS**

#### Human Resources Update

Chief Human Resources Officer Meagan Snyder provided an update on the department's initiatives and continued success in recruiting and retaining highly qualified personnel. Her presentation is included as an addendum to these minutes.

#### Strategic Plan: Goal 1 Metrics

Interim Provost Dr. Lloyd Duman presented an overview of the metrics associated with Goal 1 of the College's strategic plan. He noted that while the focus was on Goal 1, all five strategic goals are closely inter-connected. His presentation is included as an addendum to these minutes.

#### Accreditation Update

Dr. Steve Kurtz reported that the college is preparing two major reports for submission to the NWCCU in the upcoming academic year: the Mid-Cycle Report due this fall, which will include government recommendations, and the Policies, Regulations, and Financial Review Report (PRFR), due in the spring. Dr. Kurtz's presentation is included as an addendum to these minutes.

#### Economic Impact Report

Marketing & Communications Coordinator Tom Greene introduced Hannah Ruffridge, Director of Education Consulting at Lightcast. Ms. Ruffridge acknowledged her colleague, Economic Consultant Kane Anderson, and provided an overview of the economic impact report prepared by Lightcast. The report is included as an addendum to these minutes.

#### **CONSENT AGENDA**

Chair Corkill noted that the consent agenda items would be addressed out of their listed order on the agenda.

#### Tab 3: Approve Permanent Positions for Program Capacity Expansion

Following a detailed explanation from President Swayne, Chair Corkill requested a motion to approve Tab 3 as presented. Trustee Tarie Zimmerman made the motion which was seconded by Trustee Rick Durbin. Chair Corkill called for the vote. The motion passed unanimously with five votes in favor.

#### Tab 4: Approve One-Time Expenditures from Capital Investment Reserve

Following a detailed explanation from President Swayne, Chair Corkill requested a motion to approve Tab 4 as presented. Trustee Knudtsen made the motion which was seconded by Trustee Durbin. Chair Corkill called for the vote. The motion passed unanimously with five votes in favor.

#### Tab 1: Approve Board Regular Meeting Minutes for May 25, 2025

Minutes for the May 25, 2025 regular meeting are included in the June 25, 2025 Board book.

## Tab 2: Reschedule August Board Regular Meeting to August 20, 2025

Required due to scheduling conflicts.

## Tab 5: Approve on Second Reading Policy 3.04.02 (Annual Vacation Leave)

A first reading of this policy was conducted at the May 25, 2025 regular meeting. No action was taken.

#### Tab 6: Approve Decommission on Second Reading Policy 3.04.06.02 (Personal Leave)

A first reading of this policy was conducted at the May 25, 2025 regular meeting. No action was taken.

#### Tab 7: Approve on Second Reading Policy 3.04.09 (Family and Medical Leave)

A first reading of this policy was conducted at the May 25, 2025 regular meeting. No action was taken.

Chair Corkill requested a motion to approve Tabs 1, 2, 5, 6, and 7 as presented. Trustee Knudtsen made the motion which was seconded by Trustee Zimmerman. Chair Corkill called for the vote. The motion passed unanimously with five votes in favor.

#### **NEW BUSINESS**

# <u>Tab 8: First Reading Policy 2.01.01 (Authority, Appointment, and Functions)</u> Policy 3.02.21 (Faculty Evaluation)

Dean of Transfer and General Education Dr. Sherry Simkins explained the changes and minor edits to the policy. Following her presentation, Chair Corkill requested a motion to approve Tab 8 as presented. Trustee Havercroft made the motion which was seconded by Trustee Durbin.

#### Board Policy Subcommittee Report

Trustee Zimmerman reported on behalf the policy subcommittee, which includes Trustee Havercroft, President Swayne, Interim Executive Assistant to the President Kristin Howard, and Association of Community College Trustees (ACCT) consultant Dr, Debbie DiThomas. She stated that the subcommittee has met three times to assess five policies scheduled for review under the Board's three-year policy rotation cycle.

#### Tab 9: First Reading Policy 2.01.01 (Authority, Appointment, and Functions)

Trustee Havercroft described the updates made to the policy.

# <u>Tab 10: First Reading Policy 2.01.02 (Responsibilities, Duties, and Standards of Good Practice)</u> Trustee Havercroft described the updates made to the policy. Trustee Zimmerman provided additional comments.

#### Tab 11: First Reading Policy 2.01.03 (Meetings)

Trustee Zimmerman described the updates made to the policy.

#### Tab 12: First Reading Policy 2.01.05 (Communications with Board of Trustees)

Trustee Zimmerman described the updates made to the policy.

# <u>Tab 13: First Reading Policy 2.01.14 (Creation, Revision, or Elimination of Internal Board Governance Policy and Procedure)</u>

Trustee Zimmerman described the updates made to the policy.

Chair Corkill requested a motion to approve Tabs 9-13 as presented. Trustee Durbin made the motion which was seconded by Trustee Knudtsen. Following a brief discussion, Chair Corkill called for the vote. The motion passed unanimously with five votes in favor.

#### TRUSTEE REMARKS FOR THE GOOD OF THE ORDER

There were no remarks for the good of the order.

The meeting was adjourned at 8:18 p.m.

Respectfully Submitted, Suzy Scura, Board Clerk

#### Addenda:

- 1) Outdoor Pursuits Presentation
- 2) Human Resources Update Presentation
- 3) Strategic Plan Presentation: Goal 1 Metrics
- 4) Accreditation Update Presentation
- 5) Lightcast Economic Impact Report

# Tab 2

#### BOARD OF TRUSTEES MEETING September 24, 2025

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**TAB 2** 

**CONSENT AGENDA:** Approve Board of Trustees Regular Meeting Minutes for August 20, 2025

**BACKGROUND:** Tab 2 includes the Board Regular Meeting Minutes for August 20, 2025 with addenda

#### SUGGESTED MOTION FOR BOARD ACTION

It is requested that [Board Member] make the motion to approve the Board Regular Meeting Minutes for August 20, 2025 as presented.

Prepared by: Suzy Scura

**Board Clerk** 

#### **CALL TO ORDER**

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

#### **ATTENDANCE**

Trustees: Brad Corkill

Rick Durbin
Mary Havercroft
Eve Knudtsen
Tarie Zimmerman

Also present: Nick Swayne, President

#### **APPROVE AGENDA**

Chair Corkill suggested two minor changes to the agenda and led attendees in the Pledge of Allegiance. He then called for a motion to approve the agenda as revised. Trustee Eve Knudtsen made the motion which was seconded by Trustee Tarie Zimmerman. Chair Corkill called for the vote. The motion passed unanimously with five votes in favor.

#### TENURE RECOGNITION AND PHOTO

President Swayne introduced Trisha Robinson, Assistant Professor - Associate Degree Nursing. Ms. Robinson was recognized for achieving tenure with North Idaho College, and a photo was taken with the Board of Trustees to commemorate the occasion.

#### **MESSAGE FROM BOARD CHAIR**

Chair Corkill welcomed attendees to the upcoming school year, expressing confidence that it will be productive and successful. He noted the numerous graduation ceremonies held in the spring and stated that the Board takes pride in these accomplishments. The Chair reported that Trustee Mary Havercroft attended the Dental Hygiene Oath Ceremony earlier in the day, further demonstrating the Board's engagement with students and the College's various programs.

#### **CELEBRATING SUCCESS: NIC X-LABS**

Director of Innovation Marita Diffenbaugh provided an overview of the program and its positive impact on participants. She highlighted the relationships and collaboration among students, instructors, employers, and community experts. Ms. Diffenbaugh's presentation is included as an addendum to these minutes.

#### PUBLIC COMMENT

There were no requests from the public to make comments.

#### PRESIDENT'S REPORT

#### Accreditation

President Swayne reported that the College is finalizing its accreditation report to the Northwest Commission on Colleges and Universities (NWCCU), with a draft to be shared with the Trustees for review. The report addresses the standard mid-cycle review questions and outstanding recommendations from prior accreditation challenges. The NWCCU will conduct a site visit on October 16 - 17, 2025, deliver a draft report, and allow the College to provide feedback before a final report is issued. A follow-up meeting with the NWCCU is scheduled for January 2026.

In alignment with the President's 2025-2026 goals, Dr. Swayne reported on topics related to goals 1, 2 and 3 of NIC's Strategic Plan.

#### Goal 1: Student Success and Access

As staff continues to streamline the applications process, an unexpected challenge has been encountered. To date, 21 fraudulent applications generated by Artificial Intelligence (AI) bots attempting to secure financial aid have been detected. The College is collaborating across departments to balance accessibility for legitimate applicants with safeguards against fraud.

Improvements have been made in registration and financial aid processing, as well as in support for students applying for federal financial aid, the Idaho LAUNCH program and NIC Foundation scholarships. Periodic updates will be provided as these efforts continue.

The number of continuing students has increased compared to the prior year. NIC has set a goal to improve fall retention by 5% over the next two years, with a 2% increase already achieved this year. The First Year Experience (FYE) program has expanded its offerings to better equip students with skills for college success.

Faculty are being asked to use the Canvas Learning Management System (LMS) gradebook for early assessments, enabling timely intervention and additional support for struggling students. Additionally, the College has implemented a CARES Act program with a reporting system that allows faculty to flag students in need of further assistance.

While the residence hall traditionally accommodates 197 students, this fall it has accepted 8 additional students, bringing the total to 205. Staff anticipate adjustments after the first month, and, given the high demand and cost of housing in the region, estimate that up to 80 more beds could have been filled if available.

NIC's Week of Welcome is underway, featuring a series of activities designed to engage new and returning students, culminating with a lake cruise hosted by The Coeur d'Alene Resort.

#### Goal 2: Academic Programs and Pathways

Efforts led by Interim Provost Dr. Lloyd Duman focus on integrating Workforce Training with Career and Technical Education (CTE), eventually expanding to create pathways to connect CTE with transfer programs. The goal is to allow students to carry their progress forward rather than needing to start over when they move between program types.

NIC is responding to community interest by developing a Classical Academy pathway. With 15% - 20% of local students and families seeking this model, the Academy will build on classical literature, providing a seamless transition for students completing homeschool or charter classical programs into associate degree study. Pilot courses are expected to begin in the spring, with a full launch planned for the fall.

Instructional support and tutoring services have expanded. NIC now has dedicated tutoring centers for math, natural science, and writing. Early use this semester has been strong and the sense of belonging created in these centers has proven to be valuable.

The College is focusing on increasing dual credit registrations to support student matriculation and degree completion. Partnerships with local high schools, charter schools, private schools, and homeschool students are providing pathways for accelerated degree progress. Additionally, the College is expanding 2+2 programs and assisting with financial support, allowing students to complete an affordable four-year degree locally.

Federal accessibility requirements are being implemented for all online courses and presentations. The Information Technology (IT) department is utilizing YuJa Panorama, a tool that assists in making instructional materials easily accessible. Faculty was trained on the platform during the Fall 2025 Faculty Convocation.

The faculty convocation included a new workshop entitled "Recruiting for Your Program." The workshop was designed to engage faculty as successful partners in student recruitment.

Senate Bill 1198, aimed at eliminating Diversity, Equity and Inclusion (DEI) and related initiatives on campus has not posed issues as none of NIC's programs required exemption. To ensure faculty remain in compliance, the College's attorney provided a workshop during convocation.

#### Goal 3: Community Partnerships and Engagement

Administration and staff continue to regularly attend community activities, fundraisers, and events. During fall convocation, a workshop was held to support faculty in exploring ways to engage with the community.

The American Indian Studies program, developed in collaboration with the Coeur d'Alene tribe, has shifted from a history and social science focus to environmental science and sustainability, providing clearer career pathways while retaining tribal history and culture for context. A new faculty member has been hired to strengthen tribal partnerships and support program growth.

The NIC Workforce Training Center (WTC) hosted its first graduation ceremony in May, with approximately 120 participants eligible in trades such as HVAC, electrical, and plumbing. The WTC provides academic instruction, documented work experience, and preparation for the journeyman exam.

President Swayne concluded this section of his report by stating that strategic plan goals 4 and 5 will be addressed at the next regular Board of Trustees meeting.

#### **General Updates**

NIC student Jeff Shark was selected as the inaugural 2025 Chime Workforce Scholar, receiving a \$1,000 award through the Phi Theta Kappa (PTK) program. This is a prestigious national recognition, as the Chime Scholars Foundation awards approximately \$20,000 annually.

Enrollment growth is projected to be 1-2% over last year, with a notable increase in credit production as more students are taking full time course loads. This builds on last year's increase of 15.3%. Additional gains are expected with late start and dual credit enrollments.

The NIC Foundation has committed to a record \$1.5 million in scholarships for the coming year, up from the prior record of \$1.3 million.

Since May 2025, the College has hired 61 new employees, including 19 faculty. Many of these positions drew over 20 applicants, with one search attracting 65 applicants.

Cardinal Central has been relocated from Lee-Kildow Hall (LKH) and is now fully operational in the Bob and Leona DeArmond (DARM). The move provides easier access for students, with ample parking compared to the former location.

Over the summer, 26 major facilities projects were managed under the leadership of Dan Adams, Assistant Director of Facilities Operations. These included new roofs on the library and residence hall, as well as new heating, ventilation, air conditioning (HVAC), and windows in LKH. The work was completed efficiently, reflecting excellent collaboration across departments.

Two director positions in IT were recently filled, allowing for quicker movement on key projects, including Coursedog and Element451. Coursedog integrates course scheduling, space utilization and faculty load tracking. Element451 streamlines student communication by consolidating messages from multiple sources. The use of these platforms contributes to goals 1, 2, 4, and 5 of NIC's Strategic Plan.

The Communications and Marketing (MarCom) department has launched a new student focused newsletter to be distributed twice monthly and made available to the Board. The newsletter will

feature NIC related stories, press releases and NICNow announcements. Graphics were shared and are attached as an addendum to these minutes.

Over the past year, MarCom has worked with the City of Coeur d'Alene and Avista to obtain approval for the installation of approximately 30 NIC banners along Northwest Boulevard. The banners, placed on Avista light poles on both sides of the street, have been designed within Avista's size and format requirements and will enhance the College's visibility in the community.

#### **Upcoming Events**

On September 13, 2025, the Coeur d'Alene Fire Department and the City of Coeur d'Alene will gift NIC a retiring ladder truck for use in the fire service training program. The donation reflects the longstanding partnerships and will also provide opportunities for diesel mechanic students.

Trustees are invited to attend the NIC Booster Club Cruise on September 4, 2025, and the Rathdrum Rumble Car Show being held at the Parker Technical Education Center on September 27, 2025.

The ACCT Leadership Conference is scheduled for October 20 - 25, 2025 in New Orleans, LA with Trustee participation anticipated.

The Lightcast Economic Impact Report has been released and is available online. Recent media coverage has highlighted the Geological Engineering program and the Culinary Arts Sous Chef Apprenticeship program.

The Governor has announced a 3% budget holdback for the current fiscal year. Administration is reviewing potential adjustments and will bring recommendations to the Board of Trustees if budget revisions are required.

The Trustees offered comments and President Swayne responded to their questions.

At Chair Corkill's request, President Swayne announced that he was recently appointed by the ACCT to serve on the President's Advisory Committee representing the Pacific Region.

#### **INFORMATION ITEMS**

#### ACCT Consultant Debrief

Association of Community College Trustees (ACCT) Consultant Ken Burke, reporting on behalf of himself and fellow consultant Dr. Debbie DiThomas, expressed appreciation for the opportunity to meet with the Board of Trustees.

All Trustees were present at a facilitated discussion during the afternoon. The President's evaluation was conducted in alignment with best practices. While the evaluation remains confidential, the process, facilitated by ACCT and completed by an external agency, was positive and demonstrated effective collaboration.

The Board of Trustees conducted its annual review of the President's contract. President Swayne provided the Trustees with copies, a summary of his compensation package, and presented his goals for 2025 – 2026, which were discussed in detail. The Board also completed a brief self-evaluation and has engaged ACCT to conduct a more comprehensive review, with results and updated Board goals expected to be finalized in November.

Governance related accreditation recommendations were reviewed, with most action items already completed. The Trustees were commended for their progress in addressing prior concerns, including the withdrawal of previous votes of no confidence by the constituency groups, and were acknowledged for their consistent engagement and partnership with President Swayne.

#### Finance Q4 Prior Year Summary (Apr-Jun)

Sarah Garcia, Vice President for Finance and Business Affairs, presented a summary for the prior year's Q4 Fiscal Year (FY) 2025 results. Her presentation is included as an addendum.

#### Strategic Plan: Goal 2 Metrics

Interim Provost Duman gave an overview of the metrics associated with Goal 2 of the College's strategic plan. He noted that while the focus was on Goal 2, all five strategic goals are closely inter-connected. Dr. Duman's graphics are included as an addendum to these minutes.

#### Retention

Holly Edwards, Associate Dean of Academic Support, and JoSann Lien, Assistant Professor - English, presented an overview of NIC's student retention initiatives, with emphasis on the FYE programs. Ms. Edwards responded to questions from the Trustees and Dr. Swayne offered comments. The presentation is included as an addendum to these minutes.

#### **CONSENT AGENDA**

#### Tab 1: Approve Board Regular Meeting Minutes for May 25, 2025

Chair Corkill requested a motion to approve Tab 1 as presented. Trustee Knudtsen made the motion which was seconded by Trustee Havercroft. Chair Corkill called for the vote. The motion passed unanimously with five votes in favor.

# <u>Tab 2: Approve Changes to regular board meeting dates October (from 10/22 to 10/15) and January (from 01/28 to 01/21)</u>

Chair Corkill requested a motion to approve Tab 2 as presented. Trustee Knudtsen made the motion which was seconded by Trustee Havercroft. Following an explanation from Dr. Swayne, Chair Corkill called for the vote. The motion passed unanimously with five votes in favor.

#### **NEW BUSINESS**

#### Tab 3: Approve President's Annual Evaluation

After providing background information, Chair Corkill requested a motion to approve Tab 3 as presented. Trustee Zimmerman made the motion which was seconded by Trustee Durbin. Following comments from the Trustees, the Chair called for the vote. The motion passed unanimously with five votes in favor.

#### Tab 4: Approve President's Annual Goals

Chair Corkill reported that the Board conducted a first reading of the President's annual goals. The goals will be posted on the College website for public review, with formal approval scheduled for the regular September Board of Trustees meeting. Trustee Zimmerman stated that based on the Board's discussion earlier in the afternoon, and in connection with the President's performance review, it was recommended that Section 4 of the President's annual goals be emphasized in the coming year. This emphasis will focus on continuing to expose the Trustees to the wide range of programs offered by the college. The President's 2025 - 2026 Goals are attached as an addendum to these minutes.

## Tab 5: Approve Board's Annual Goals

Chair Corkill stated that discussion of the Board's annual goals is ongoing. Trustee Havercroft noted that the Board will first complete a self-evaluation to establish a baseline, after which appropriate goals will be developed, including those that emerge directly from the evaluation process. The revised goals will be brought forward for consideration at the regular November Board of Trustees meeting.

#### TRUSTEE REMARKS FOR THE GOOD OF THE ORDER

There were no remarks for the good of the order.

The meeting was adjourned at 7:43 p.m.

Respectfully Submitted, Suzy Scura, Board Clerk

#### Addenda:

- 1) NIC X-Labs Presentation
- 2) President's Report NIC In the News Presentation
- 3) Finance Q4 Prior Year Summary (Apr-Jun)
- 4) Strategic Plan Presentation: Goal 2 Metrics 5) Student Retention Presentation



## CELEBRATING LEARNING & ACTION

AUGUST 2025 - BOARD OF DIRECTORS MEETING



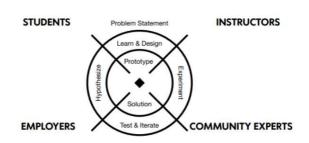
## **RELATIONSHIPS**



# APPLIED LEARNING TO CREATE AN IMPACT



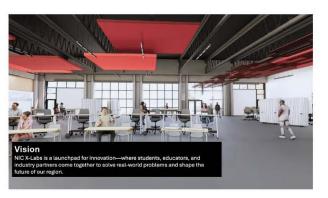
## COLLABORATION



## **DESIGN STUDIOS**



NIC X-LABS
INNOVATION CENTER



#### ROBOTICS LEARNING LAB



SUMMER HIGHLIGHTS

# NIC in the News

NIC added \$237 million in income to area economy last year, study finds

Idaho Education News

North Idaho College launches culinary apprenticeship program

KHQ

Idaho's first geological engineering degree will prepare students for career in mining operations

MSN

A North Idaho College

▶ nic.edu

SUMMER HIGHLIGHTS

# NIC in the News



NIC celebrates surgical technology graduates, program success

**Bonner Daily Bee** 

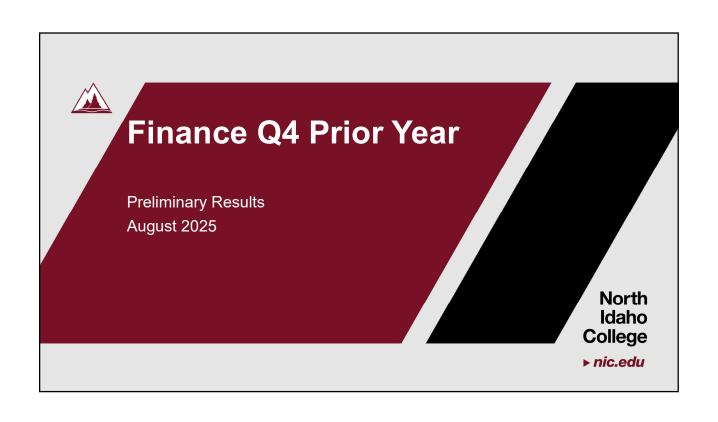
NIC graphic design students' creativity earns regional honors

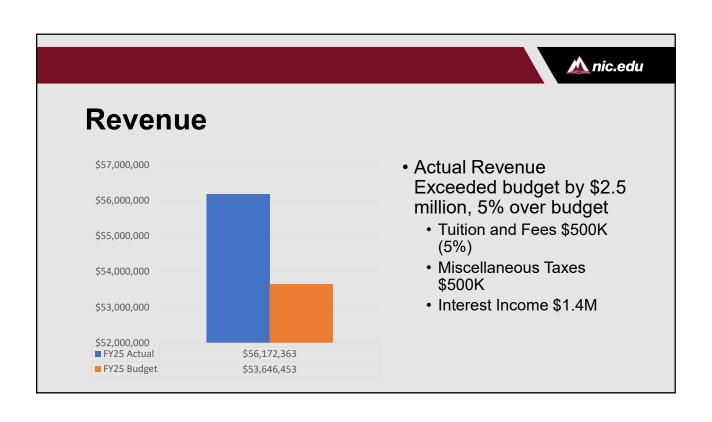
Coeur d'Alene Press

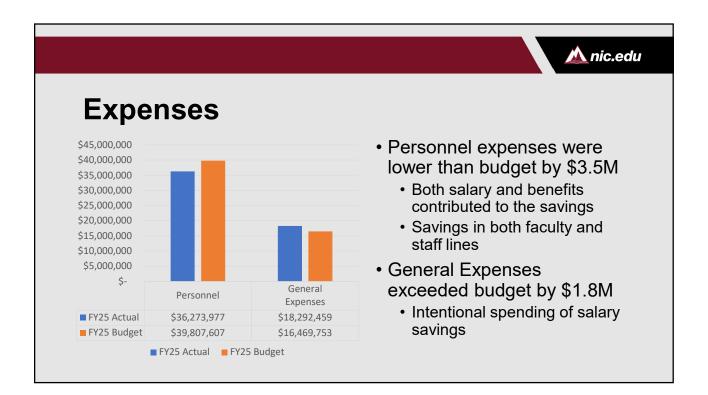
NIC Culinary Arts shares recipes for healthy, sweet summer treats

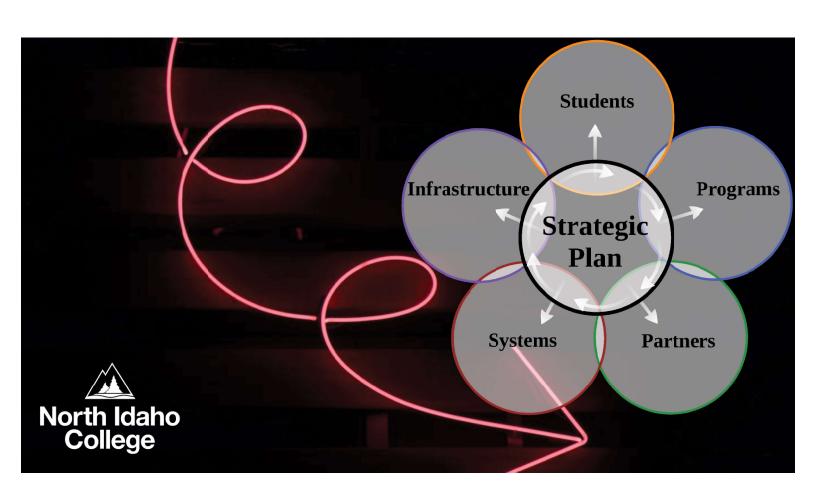
Live Well Magazine

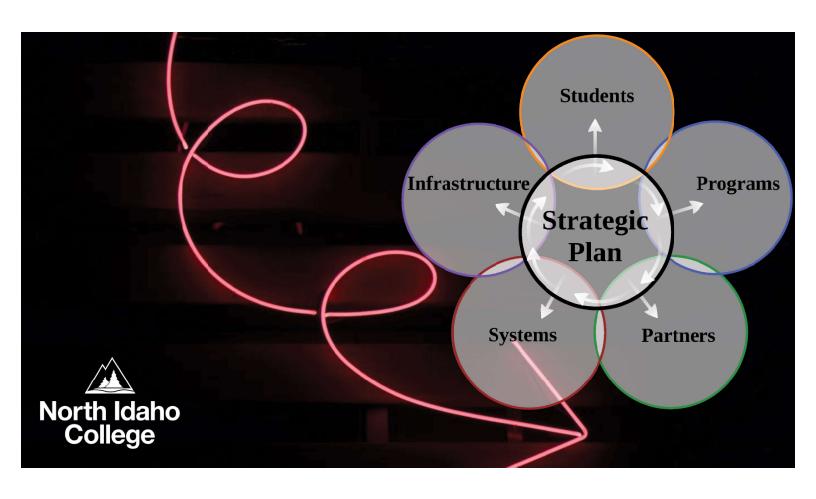
North Idaho College



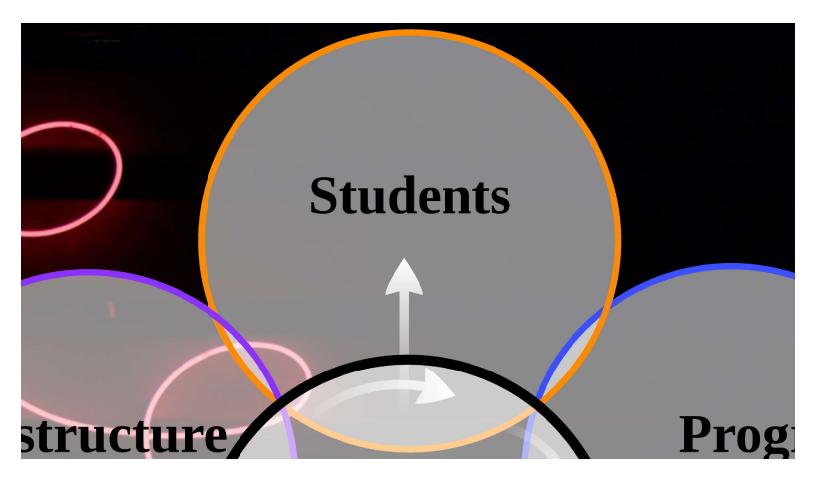


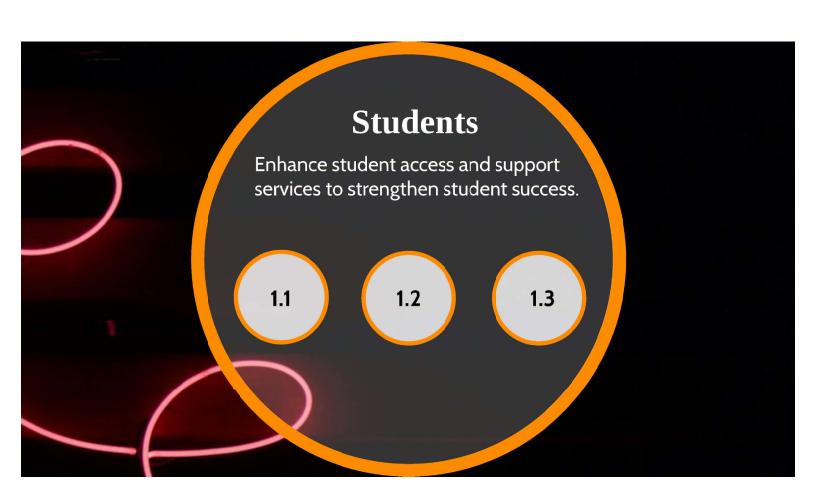


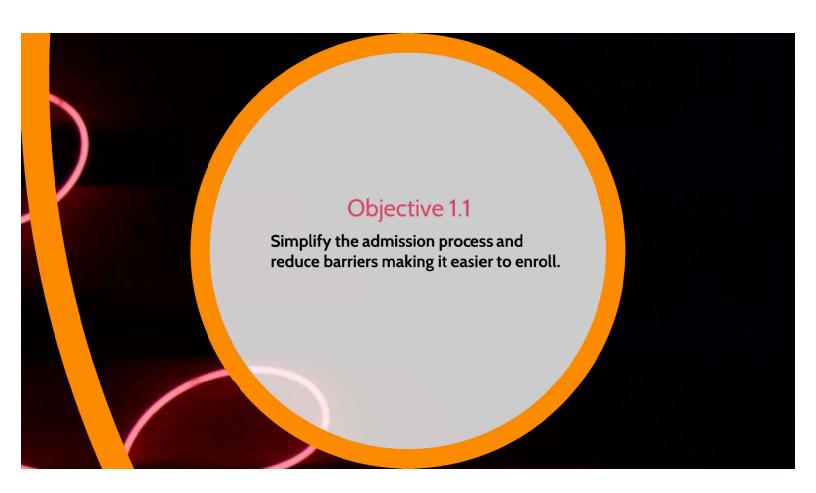


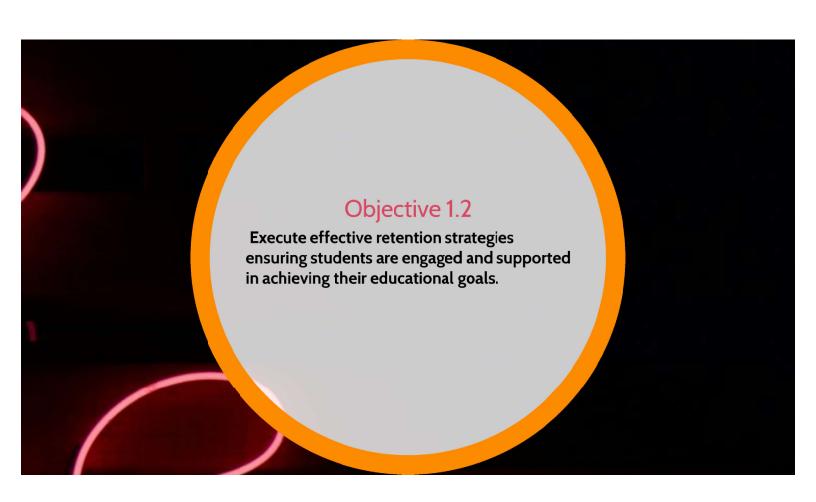


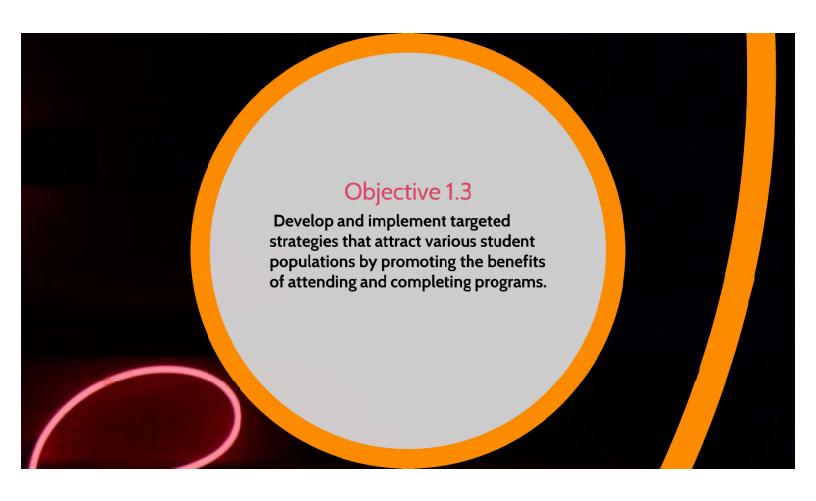


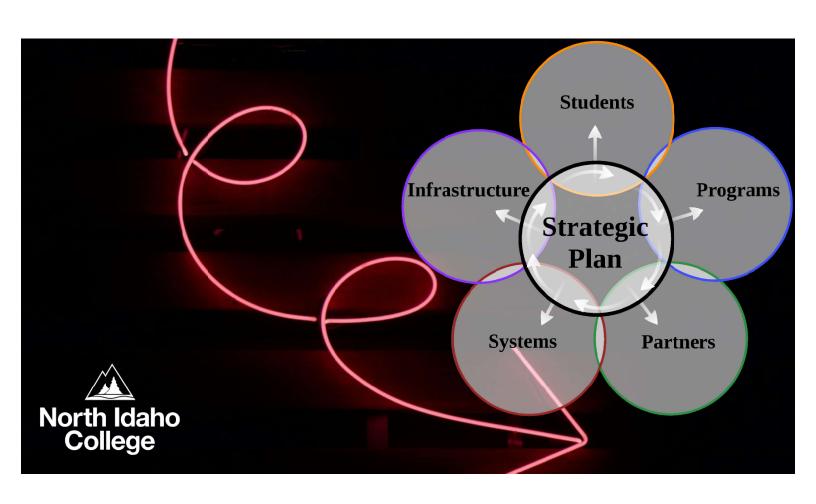


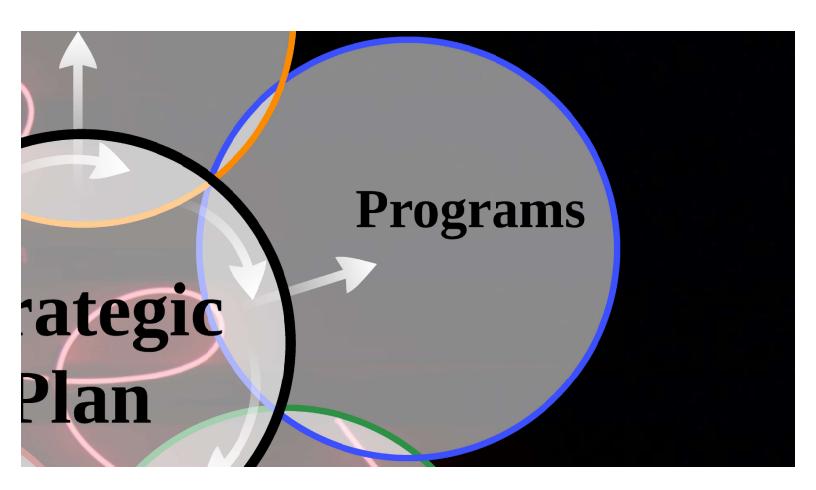


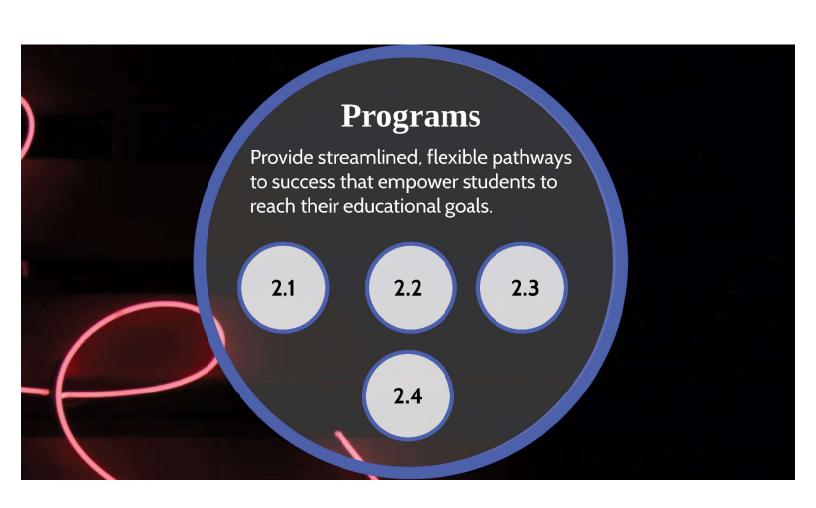


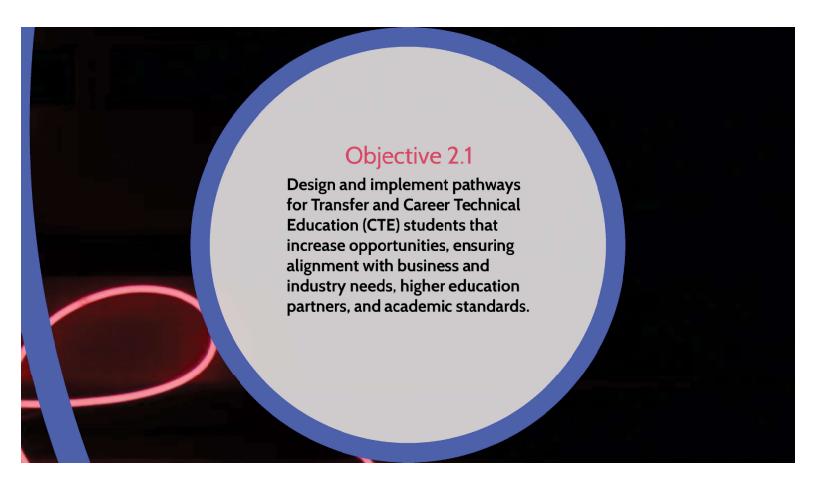


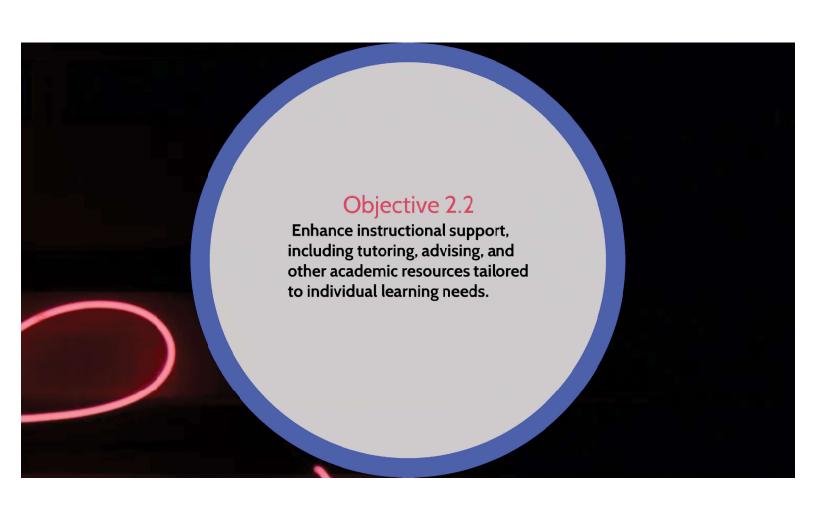


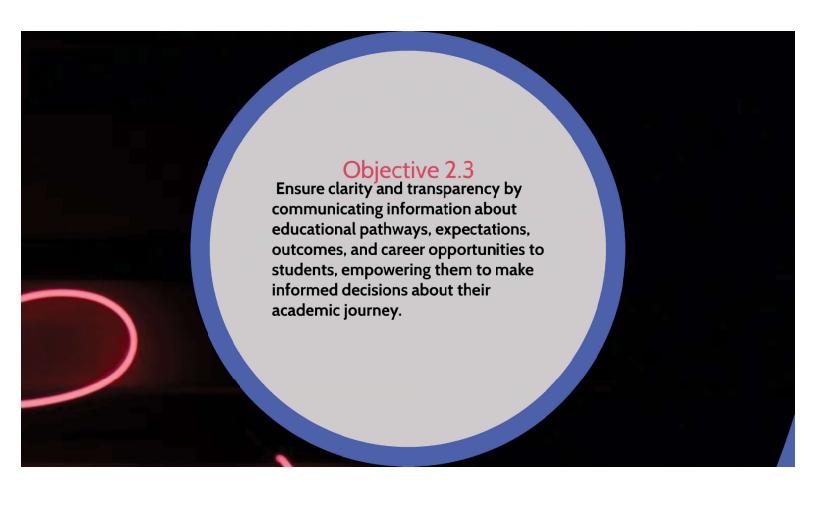


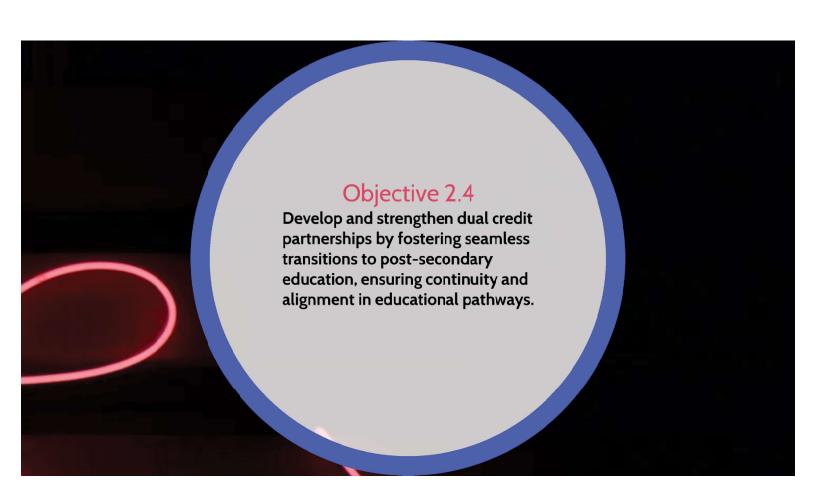


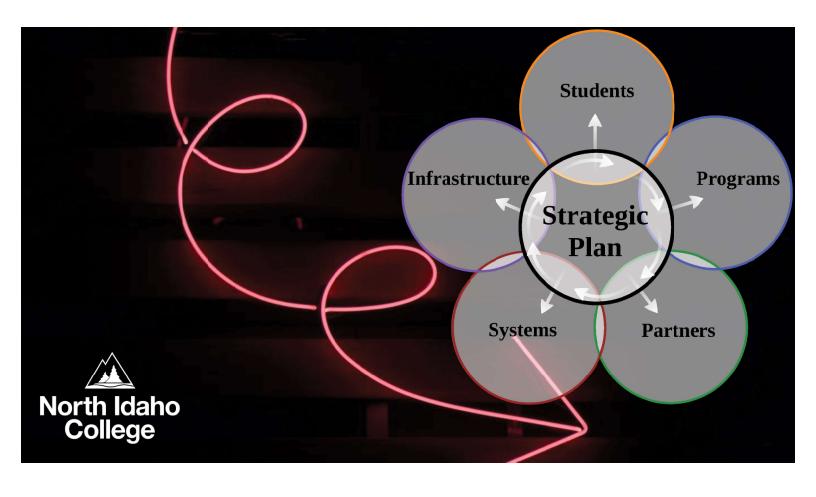












# **Retention Initiatives**

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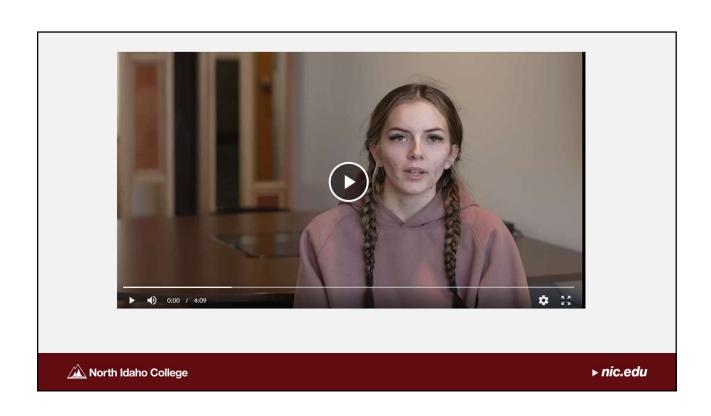
▶ nic.edu

# First Year Experience

- NIC's most comprehensive retention initiative
- Two classes to cover the full first year
- FYE is a cohort program
- Faculty and staff from across campus participate



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# Significant Gains for FYE Participants 2022FA Retained in Retained in Retained in 2023FA 2023FA 2023FA 2023FA 2023FA 2023FA 2023FA

Retention	2022FA New Cohort	Retained in 2023SP	Retained in 2023FA	Retained in 2024SP				
FYE Cohort	195	87.2%	54.1%	37.5%				
FYE Eligible Cohort (Excludes FYE Cohort)	305	68.9%	47.3%	36.6%				

Retention	2023FA New Cohort	Retained in 2024SP	Retained in 2024FA	Retained in 2025SP	
FYE Cohort	164	78.4%	55.3%	47.4%	
FYE Eligible Cohort (Excludes FYE Cohort)	305	69.8%	48.8%	44.6%	

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# Significant Gains for NIC!

Retention	2022FA New Cohort	Retained in 2023SP	Retained in 2023FA	Retained in 2024SP
FYE Cohort	195	87.2%	54.1%	37.5%
FYE Eligible Cohort (Excludes FYE Cohort)	305	68.9%	47.3%	36.6%

Retention	2023FA New Cohort	Retained in 2024SP	Retained in 2024FA	Retained in 2025SP
FYE Cohort	164	78.4%	55.3%	47.4%
FYE Eligible Cohort (Excludes FYE Cohort)	305	69.8%	48.8%	44.6%

8%

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# On Track for Continued Gains

Retention	2024FA New Cohort	Retained in 2025SP	Retained in 2025FA
FYE Cohort	201	78.6%	59.0%
FYE Eligible Cohort (Excludes FYE Cohort)	350	73.4%	51.6%

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# **Continuing Efforts**

- Scaling FYE
- Retention Committee
- Infusing Relationship Rich Education Across Campus

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# Tab 3

#### BOARD OF TRUSTEES MEETING September 24, 2025

**TAB 3** 

#### **SUBJECT**

North Idaho College Head Start (grant # 10CH011536) - Application for One-Time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and families Period of Funding: 07/01/2025 - 6/30/2026

#### **BACKGROUND**

On July 29, 2025, the Administration for Children and Families (ACF) announced the availability of one-time supplemental funding to enhance nutrition services and promote healthy eating for children and families enrolled in Head Start programs nationwide. The supplemental funding will allow Head Start programs to make significant improvements to their nutrition services.

#### DISCUSSION

The purpose of North Idaho College Head Start applying for the one-time supplemental funding is to improve nutrition services by utilizing the funds for the following:

- Food service upgrades
- Materials and equipment
- Nutrition education resources

#### **COMMITTEE ACTION**

Board approval of North Idaho College Head Start's grant application for one-time supplemental funding to enhance nutrition services and promote healthy eating for children and families during the 2025-2026 program-year.

#### **FINANCIAL IMPACT**

There is no financial impact on North Idaho College since federal appropriations, private gifts, and donations fund Head Start.

#### REQUESTED BOARD ACTION

In its capacity as the governing board, and to adhere to requirements outlined in The Improving Head Start for School Readiness Act of 2007, and Head Start Program Performance Standards (HSPPS), it is requested that the board consider a motion to approve the following attachments:

Attachment A: North Idaho College Head Start's Grant Application for One-Time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families (for program-year 2025-2026)

Prepared by Beth Ann Fuller Director, North Idaho College Head Start

		Budget		Budget JBELC		Sandpoint Shosho		hoshone	shone Lakeland		nd Post Falls		CELC			Harding		
	Number of Classrooms		1		2 1		2		1 2 2 1		2 2		2 1		1		1	
	Number of Student				17		34		17	34		34		16			51	
Equip	oment																	
1	Equipment: Dishwasher and Appliances	\$	70,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	-	\$	10,000	
	TOTAL EQUIPMENT	\$	70,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$		\$	10,000	
Supp	lies																	
	Child Classroom Supplies: Totes with child supplies to participate in																	
2	nutritional activity	\$	4,500	\$	300	\$	600	\$	300	\$	600	\$	600	\$	300	\$	900	
2	Child Classroom Supplies: Nutritional Garden beds	\$	15,000	\$	1,000	\$	2,000	\$	1,000	\$	2,000	\$	2,000	\$	1,000	\$	3,000	
	Children's Nutritional Activity - Food (2 nutrition activities a month for 8.5 months. \$200 per activity per classroom)	\$	51,000	\$	3,400	\$	6,800	\$	3,400	\$	6,800	\$	6,800	\$	3,400	\$	10,200	
	Parents' Nutritional Activity - Food (1 nutrition activity a month for 9 months. \$150 per activity per classroom)	\$	20,250	\$	1,350	\$	2,700	\$	1,350	\$	2,700	\$	2,700	\$	1,350	\$	4,050	
	Children's Meal Service - Supplies/Durables (Ninja, commercial air fryer etc.)	\$	30,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	
	Children's Meal Service - Consumables: (2 nutrition activities a month for 8 months at \$25 per activity per classroom)	\$	6,000	\$	400	\$	800	\$	400	\$	800	\$	800	\$	400	\$	1,200	
3	Food Supplies	\$	126,750	\$	9,450	\$	15,900	\$	9,450	\$	15,900	\$	15,900	\$	9,450	\$	22,350	
	TOTAL COST ALLOCATION	\$	196,750	\$	19,450	\$	25,900	\$	19,450	\$	25,900	\$	25,900	\$	9,450	\$	32,350	

# Tab 4

#### BOARD OF TRUSTEES MEETING September 24, 2025

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**TAB 4** 

**CONSENT AGENDA:** Approve on Second Reading President's Annual Goals

BACKGROUND: Tab 1 includes the President's 2025-2026 Annual Goals

#### SUGGESTED MOTION FOR BOARD ACTION

It is requested that [Board Member] make the motion to approve the President's 2025-2026 Annual Goals as presented.

Prepared by: Suzy Scura

Board Clerk

#### Presidential Goals 2025-2026

Each new goal below draws directly from the strategic plan's focus areas (see page 3 for reference), connects to measurable objectives, and builds upon the spirit and direction of previous goals.

#### 1. Student Success and Access

- Lead efforts to simplify admission processes and reduce barriers, with an annual goal of increasing the completed enrollment process by at least 3% per year over three years.
- Oversee implementation of evidence-based retention strategies targeting a minimum 5% increase in both fall-to-fall retention and persistence rates over two years.

## 2. Academic Programs and Pathways

- Ensure design and continuous improvement of clear, industry-aligned transfer and CTE pathways, including regular assessment of 2+2 programs, articulation agreements, and updating programs to reflect workforce needs.
- Advance instructional support programs (tutoring, advising, academic resources) to achieve measurable increases in student retention, engagement, and satisfaction, as determined by annual retention rates.
- Strengthen and expand dual credit and early college partnerships, aiming to double freshmen dual enrollment within three years.

## 3. Community Partnerships and Engagement

- Serve as the primary ambassador for expanding strategic business, industry, tribal, and community partnerships, with objectives including:
  - 10% increase in community engagement and event attendance
  - 10+ new partnership initiatives over two years.
- Prioritize collaborative initiatives with regional tribes, co-developing at least three new joint educational or workforce programs and growing tribal student enrollment/retention by 10%.
- Oversee expansion of work-based learning opportunities (internships, apprenticeships, practicums) aiming for 15% growth in student participation in these experiences within two years.

## 4. Institutional Systems and Integration

- Integrate academic programs and support services across the main campus and centers, ensuring equity of access and streamlining administrative processes for staff and students.
- Lead efforts to enhance information-sharing and communication infrastructure, facilitating consistent, clear messaging and data systems college-wide.
- Rotate meetings to different center locations to expose the Board to all programs offered.

## 5. Operational Excellence and Infrastructure

- Champion a comprehensive compensation and employee development plan to ensure market competitiveness and increase staff development participation by 20%.
- Oversee a redesigned budgeting process that allocates budget resources to strategic plan priorities over five years, with annual reporting of returns on investment.
- Lead campus technology modernization, targeting the rollout of at least five automated systems improvements across key operations within two years, and completing a cloud readiness assessment and RFP process for SIS upgrades.
- Expand affordable housing and essential resources for students by fostering new community partnerships, with measurable targets such as securing new housing units within two years.
- Ensure accreditation compliance and reporting in alignment with NWCCU and other relevant bodies, maintaining a standing focus on preservation and enhancement of institutional accreditation status.

## 6. Professional Development

- National Board/CEO Leadership Conference participate in at least one national-level conference and attend at least one President's Academy.
- Continuous Improvement in Board/CEO relationships continue work to restore and improve excellent Board-CEO relationships and support for a high performing board.

## Key Differences and Continuity

- The new goals emphasize measurable outcomes, timelines, and data-driven progress tracking aligned with the strategic plan, providing clear benchmarks for presidential performance.
- The focus on partnerships, systems integration, and campus infrastructure builds directly upon the previous work in access, academic excellence, and strategic planning, while expanding the scale and specificity of objectives.
- Accreditation, program review, and equitable processes remain priorities, but are now embedded within broader institutional systems and operational excellence goals for sustainable growth and compliance.

These updated goals ensure that the president's leadership aligns with institutional priorities, maintains accountability, and propels North Idaho College toward achieving its strategic vision.

MILC	SICT LAN GOALS AND OBSECTIVES 2023-2030	1 4 9	
1	Students Enhance student access and support services to strengthen student success.		Lloyd
1.1	Simplify the admission process and reduce barriers making it easier to enroll.	Dean of Enrollment (Tami Haft)	
1.2	Execute effective retention strategies ensuring students are engaged and supported in achieving their educational goals.	Dean of Students (Alex Harris); and CLC Director (Holly Edwards)	
1.3	Develop and implement targeted strategies that attract various student populations by promoting the benefits of attending and completing programs.	Dean of Enrollment (Tami Haft)	
2	Programs Provide streamlined, flexible pathways to success that empower students to reach their educations	al goals.	Lloyd
2.1	Design and implement pathways for Transfer and Career Technical Education (CTE) students that increase opportunities, ensuring alignment with business and industry needs, higher education partners, and academic standards.	Instructional Deans (Sherry Simkins-Lead	)
2.2	Enhance instructional support, including tutoring, advising, and other academic resources tailored to individual learning needs.	Director of Advising (Brenna Dockter)	
2.3	Ensure clarity and transparency by communicating information about educational pathways, expectations, outcomes, and career opportunities to students, empowering them to make informed decisions about their academic journey.	Chief Comms/Gov't Relations (Tom Green	ne)
2.4	Develop and strengthen dual credit partnerships by fostering seamless transitions to post- secondary education, ensuring continuity and alignment in educational pathways.	Director of Dual Credi (Andy Ruppel)	t
3	Partners Expand and strengthen relationships with business, industry, educational, and community partners	3.	Nick
3.1	Strengthen community awareness and engagement at all campus sites through regular, strategic communication and collaboration with stakeholders aligning goals and maximizing mutual benefits.	Chief Comms/Gov't Relations (Tom Greer	ne)
3.2	Strengthen partnerships with the Coeur d' Alene Tribe and other regional tribes by actively engaging in collaborative initiatives that respect and support tribal communities' educational and economic goals.	President (Nick Swayne)	
3.3	Enhance work-based learning opportunities by deepening collaborations with businesses and industries to provide practicums, internships, apprenticeships, and hands-on training for students.	Instructional Deans (TBD-Lead)	
4	Systems Create a unified educational system among the College and its centers.		Sarah
4.1	Provide seamless integration of academic programs, resources, and services among the college campus and its centers to ensure a consistent, cohesive, and streamlined educational experience for all students.	Instructional Deans (Vicki Isakson-Lead)	
4.2	Strengthen information-sharing networks between the main campus and its centers, and marketing to the NIC service region, to develop clear and consistent messaging.	Instructional Deans; a Chief Comms/Gov't Relations (Tom Greer	
5	Infrastructure Achieve organizational efficiency and effectiveness by fostering a dynamic college environment the facilities, and technologies to support student success.	,	Sarah
5.1	Review and update NIC's compensation to ensure competitiveness, and alignment with industry standards while incentivizing and encouraging employee development.	CHRO (Meagan Snyo Assistant Director of H (Melanie McLean)	
5.2	Ensure effective and efficient resource allocation to support strategic plan objectives.	VP Finance and Busii (Sarah Garcia)	
5.3	Align common campus measures to the strategic plan objectives and action plans and improve data-reporting capabilities for the college.	Accreditation Liaison (Steve Kurtz); and Institutional Effectiver Analyst (Chris Bruehe	iess Da
5.4	Identify opportunities to modernize campus technology solutions that promote automation, process improvement and integration.	CIO (Ken Wardinsky)	
5.5	Ensure campus facilities support and encourage learning and collaboration.	VP Finance and Busin (Sarah Garcia)	ness
5.6	Expand access to housing and resources by working with community partners to address student needs for affordable housing, transportation, and other essential services and ensure	VP Finance and Busii (Sarah Garcia)	ness