



North Idaho College

NIC Board of Trustees Meeting Agenda

6:00 p.m.

January 15, 2020

Mission statement: North Idaho College meets the diverse educational needs of students, employers, and the northern Idaho communities it serves through a commitment to student success, educational excellence, community engagement, and lifelong learning.

4:00 p.m. **EXECUTIVE SESSION** - Idaho Code Section 74-206 (1)(a, b, & f)*
Edminster Student Union Building, Powderhorn Bay Room

5:00 p.m. **BOARD WORKSHOP** Meyer Health Sciences Building Expansion
Edminster Student Union Building, Blue Creek/Echo Bay Room

6:00 p.m. **BOARD MEETING** - Edminster Student Union Building, Lake Coeur d'Alene Room

Convene/Call to Order

Pledge of Allegiance

Joe Dunlap

Verification of Quorum

Joe Dunlap

Review Minutes

Joe Dunlap

Public Comment**

Celebrating Success: Student Learning Outcomes Assessment

Gail Ballard/Laura Godfrey

CONSTITUENT REPORTS

ASNIC

Paul McLeod

Staff Assembly

Tom Greene

Faculty Assembly

Chris Pelchat

Senate

Ben Tschida

PRESIDENT'S REPORT

Rick MacLennan

MEYER HEALTH AND SCIENCES BUILDING EXPANSION UPDATE

Chris Martin

OLD BUSINESS

Tab 1: Action: Endorse North Idaho College Strategic Plan

Rick MacLennan

NEW BUSINESS

None

INFORMATION ITEMS

Accreditation Core Themes Update

Lita Burns

BOARD CHAIR REPORT

Joe Dunlap

REMARKS FOR THE GOOD OF THE ORDER**

ADJOURN

* Executive sessions may be called for the purposes of considering personnel matters, deliberating regarding an acquisition of an interest in real property, considering records that are exempt from public disclosure, considering preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body, communicating with legal counsel regarding pending/imminently-likely litigation, communicating with risk manager/insurer regarding pending/imminently-likely claims or to consider labor contract matters.

** Remarks are subject to NIC Policy and Procedure 2.01.03. Copies are available from the President's Office.

BOARD OF TRUSTEES MEETING
January 15, 2020

SUBJECT

Executive Session

DISCUSSION

From time to time the board will find it necessary to adjourn to executive session. When an executive session is required, a number of specific steps must be taken. These steps are:

1. Cite Idaho Code § 74--206.
2. Cite one or more specific subsections in the code section and provide sufficient detail to identify the purpose and topic of the executive session but not information sufficient to compromise the purpose of the executive session.
3. Approve a motion to adjourn by two-thirds, roll call vote.
4. Take no action and make no final decisions in executive session.

_____ MOVES THAT THE BOARD, PURSUANT TO IDAHO CODE § 74—206, CONVENE IN EXECUTIVE SESSION TO:


- _____ Consider personnel matters [Idaho Code § 74--206(1)(a) & (b)]
- _____ Deliberate regarding an acquisition of an interest in real property [Idaho Code § 74-206(1)(c)]
- _____ Consider records that are exempt from public disclosure [Idaho Code § 74-206(1)(d)]
- _____ Consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body [Idaho Code § 74-206(1)(e)]
- _____ Communicate with legal counsel regarding pending/imminently-likely litigation [Idaho Code § 74-206(1)(f)]
- _____ Communicate with risk manager/insurer regarding pending/imminently-likely claims [Idaho Code § 74-206(1)(i)]
- _____ To consider labor contract matters authorized under section 67-2345A [74-206A](1)(a) and (b), Idaho Code.

Purpose/Topic summary: (Provide sufficient detail to identify the purpose and topic of the executive session but not contain information sufficient to compromise the purpose of the executive session.)

SECONDED BY: _____

Roll call: _____ Banducci
_____ Dunlap
_____ Howard
_____ Murray
_____ Wood

CONVENE AT: _____ ADJOURN AT: _____

 **North Idaho College**
BOARD OF TRUSTEES MEETING
Edminster Student Union Building
December 16, 2019
MINUTES

EXECUTIVE SESSION

Chair Joe Dunlap called the meeting to order at 5:00 p.m. Trustee Wood made a motion to go into executive session under Idaho Code § 74--206(1)(a) & (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer or employee, § 74--206 (1)(c) to deliberate regarding an acquisition of an interest in real property, and § 74--206(1)(f) to communicate with legal counsel regarding pending/imminently-likely litigation. The motion was seconded by Trustee Murray and roll call vote was taken as follows:

Joe Dunlap	aye
Ken Howard	aye
Brad Murray	aye
Christie Wood	aye

At 5:50 p.m., Chair Dunlap recessed the meeting.

CALL TO ORDER AND VERIFICATION OF QUORUM

Chair Dunlap called the meeting to order at 6:00 p.m. He led attendees in the Pledge of Allegiance and then asked Trustee Murray to read, aloud, the college's mission statement. Chair Dunlap next verified that a quorum was present and commented that Trustee Banducci was unable to attend.

ATTENDANCE

Trustees: Joe Dunlap
Ken Howard
Brad Murray
Christie Wood

Also present: Rick MacLennan, President
Lita Burns, VP for Instruction
Chris Martin, VP for Finance and Business Affairs
Graydon Stanley, VP for Student Services
Laura Rumpler, Chief Communications and Government Relations Officer
Marc Lyons, Attorney for North Idaho College

Chair Dunlap called for any changes to the minutes from the workshop and meeting held on November 20, 2019. There were no changes noted and the minutes were accepted, as presented.

PUBLIC COMMENT

There was no public comment.

CELEBRATING SUCCESS

VP Graydon Stanley presented highlights of fall sports programs and shared team activities on campus and throughout the community. Stanley introduced coaches and student athletes in attendance and asked members of the volleyball team and men's basketball team to share their experiences at the college. He introduced new Athletic Director Bobby Lee who briefly addressed the board.

Dr. MacLennan expressed his appreciation for VP Stanley's work in support of the Athletic Department and Trustee Ken Howard expressed his thanks to athletes and members of the Athletic Department for creating a positive impression within the community on behalf of the college. Chair Dunlap thanked coaches for their efforts with the teams and within the community.

ASNIC

ASNIC President Paul McLeod reported on recent student activities including participation in an eagle watching cruise on Lake Coeur d'Alene, and a successful St. ASNIC holiday event. He closed by reporting that invitations had been extended to two students to serve as senators and that the FY21 ASNIC budget had been completed.

STAFF ASSEMBLY

Chair Tom Greene reported that during the last assembly meeting, staff received a presentation on the college's strategic planning efforts from Dianna Renz and Ken Wardinsky.

FACULTY ASSEMBLY

There was no Faculty Assembly report.

COLLEGE SENATE

Chair Ben Tschida reported that during the two meetings held since the last board meeting, Senate had reviewed and approved the procedure for staff professional development, a request to make the college's Institutional Review Board and Data Assurance Group as standing committees, and had conducted a first reading on new revisions to the copyright policy and procedure drafts.

PRESIDENT'S REPORT

Dr. MacLennan provided highlights of recent college activities. He began with the NIC Foundation's Grant Program awards event during which 19 grants were funded, bringing the total funds awarded over the past 26 years to approximately \$1.3 million. He continued to comment on the Nursing pinning ceremony and the graduation ceremony for students in Workforce Training Center programs. He thanked trustees for their participation in the recent legislative reception. Dr. MacLennan went on to comment on the upcoming meeting of the Presidents' Leadership Council, stating that the focus would include planning for the legislative session. He closed with congratulations to newly hired Athletic Director Bobby Lee and an introduction of the college's new Chief Human Resources Officer Karen Hubbard.

Following a question from Chair Dunlap, Dr. MacLennan asked Development Director Rayelle Anderson to report briefly on the NIC Foundation's fiscal audit completed in October and the IRS audit conducted over the summer. Anderson commented that the fiscal audit resulted in a clean report and she commented briefly on the IRS audit, explaining that the IRS was particularly interested in the Foundation's charitable gaming activities.

MEYER HEALTH AND SCIENCES BUILDING EXPANSION

VP Chris Martin reported that the project team met with the architect to review revised floor plans for the building expansion, which take into account the board's input provided during the most recent workshop. He explained that the team reviewed new options and were able to bring the project back in line with the board's budget expectations.

Trustee Howard requested that the board have an opportunity to review the new floor plans. Dr. MacLennan commented that a workshop would be scheduled following the winter break.

OLD BUSINESS

Head Start Policy Council Bylaws and Self-Assessment Plan

Head Start Director Beth Ann Fuller presented revisions to the Policy Council Bylaws that were incorporated based on recommendations by the board during the first reading. Trustee Howard made a motion to adopt the Policy Council Bylaws, as amended. The motion, seconded by Trustee Wood, carried unanimously.

Ms. Fuller requested the board's approval of the self-assessment process that she presented previously. Trustee Howard made a motion to approve the annual Head Start Self-Assessment process. The motion, seconded by Trustee Wood, carried unanimously.

Intellectual Property Policy

Dr. MacLennan presented, for a second reading, a new policy governing the creation and use of intellectual property at North Idaho College. Trustee Howard made a motion to adopt the Intellectual Property policy for North Idaho College, as presented. The motion, seconded by Trustee Murray, carried unanimously.

NEW BUSINESS

There was no new business.

INFORMATION ITEMS

North Idaho College Strategic Plan

Dr. MacLennan commented on the planning efforts over the last few years, explaining that through the feedback from the accreditation mock visit team, it had become clear that multiple labels applied to the process over the course of those few years had caused some confusion within the college community. He went on to inform the board that messaging around the process had been clarified, adding that this will help the college during the actual accreditation site visit later in the spring. He presented an outline of the goals and strategic objectives that had been developed within the planning framework and commented that the administration would be asking the board to endorse the framework at some point prior to the site visit. He went on to state that work will continue in defining initiatives, tactics, and measures and from those, the board will be provided with regular dashboard updates.

Trustee Howard commented that the Stewardship value needs more explanation and clarity. The board agreed to review the outline again during the January meeting and endorse it at that time.

BOARD CHAIR REPORT

Chair Dunlap stated that the next board meeting was scheduled for January 15. He went on to report on the recent meeting of the Idaho Community College Consortium during which presidents and board chairs discussed common issues including the upcoming higher education week and hearings with the Joint Finance Appropriations Committee. He went on to comment

on the Governor's planned hold backs and the variables available to the college such as enrollment, taxes, tuition, and internal budget reductions to help NIC develop a balanced budget. He went on to comment on upcoming events at the college and he wished everyone a merry Christmas and happy new year.

Trustee Howard expressed his feeling that board members attending JFAC and legislative activities during higher education week isn't productive and doesn't provide much value. He recommended that the college develop another avenue for communicating information to legislators such as working with the other community colleges to develop an annual report signed by the trustees of the colleges that lays out issues that they feel are important for legislators to know about.

Chair Dunlap concurred with trustee Howard's feeling that the trip to Boise each year isn't productive. He expressed that he and Dr. MacLennan had discussed opportunities to meet individually with the North Idaho legislators and share with them matters that are pertinent to the college.

Trustee Wood expressed her agreement that attending legislative week isn't productive, adding that she would like to know what the other community colleges are planning for legislative week and she would like a better understanding of the Governor's holdback plan.

Trustee Howard commented that the legislature seems to listen when the community colleges speak collectively and he reiterated his feeling about putting together a communication to all legislators signed by the trustees that represent the public and the communities they come from.

Dr. MacLennan commented that the ICCC serves as a good forum to develop such a communication and he remarked briefly on the lack of value for the trustees and the colleges to participate in the JFAC hearing, considering the loss of line items and the value of building support for those with legislators. He expressed his agreement with finding another way to communicate mission critical issues.

Chair Dunlap commented that he would work with Dr. MacLennan and the other three community colleges to develop and facilitate a joint-trustee communication to be presented to the governor and legislature.

REMARKS FOR THE GOOD OF THE ORDER

There were no remarks and Chair Dunlap adjourned the meeting at 7:10 p.m.

Board of Trustees Chair

Board of Trustees Secretary

BOARD OF TRUSTEES MEETING
January 15, 2020

TAB 1

SUBJECT

North Idaho College Strategic Plan

BACKGROUND

From coordinated work conducted throughout the college since fall 2016, including the various phases of developing an initial planning structure through the activities of Cultivate NIC, the college has created an integrated strategic plan. The plan organizes the goals and strategic objectives on which the college will focus over the next three to five years and that tie directly to our accreditation efforts and achievement of mission fulfillment. The board was presented with an outline of the integrated strategic plan during the December 2019 meeting.

REQUESTED BOARD ACTION

Request the board consider a motion to endorse the outline of the North Idaho College Integrated Strategic Plan.

Prepared by,
Rick MacLennan, Ed.D., President

Integrated Planning 2020

CultivateNIC



MISSION

North Idaho College meets the diverse educational needs of students, employers, and the northern Idaho communities it serves through a commitment to student success, educational excellence, community engagement, and lifelong learning.



VISION

As a comprehensive community college, North Idaho College strives to provide accessible, affordable, quality learning opportunities. North Idaho College endeavors to be an innovative, flexible leader recognized as a center of educational, cultural, economic, and civic activities by the communities it serves.



VALUES

(Accreditation Core Themes)

- Student Success
- Educational Excellence
- Community Engagement
- Stewardship
- Diversity

Goals & Strategic Objectives

Ensure Student Access, Completion, and Transfer

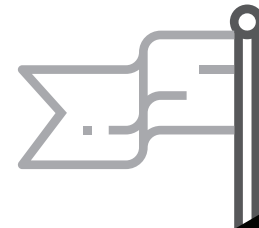
- Provide an integrated and aligned student experience centered on student engagement, development, and success.
- Improve curricular and student support infrastructure to enhance access, quality, success, and transfer.
- Provide excellent teaching and learning opportunities to a larger, more diverse student population.

Invest in People, Processes, and Places

- Develop a culture of leadership, respect, and accountability throughout the organization.
- Redesign, reinvent, and re-set systems, processes, and facilities for improvement and efficiency efforts throughout the institution.
- Develop a culture of interdepartmental collaboration and communication.

Engage with Community and Workforce Partners

- Connect students, employers, and our community for lifelong learning.
- Cultivate and support entrepreneurship and innovation for lifelong growth and development.



North Idaho College

Grounded in our mission. Planning for our future.

Integrated Planning 2020

CultivateNIC

Goals & Strategic Objectives

Ensure Student Access,
Completion,
and Transfer

Invest in People,
Processes,
and Places

Engage with
Community and
Workforce Partners

Integrated Planning 2020

CultivateNIC



Values (Accreditation Core Themes)

- **Student Success** - A vibrant, lifelong learning environment that engages students as partners in achieving educational goals to enhance their quality of life
- **Educational** - High academic standards, passionate and skillful instruction, professional development, and innovative programming while continuously improving all services and outcomes
- **Community Engagement** - Collaborative partnerships with businesses, organizations, community members, and educational institutions to identify and address changing educational needs
- **Stewardship** - Economic and environmental sustainability through leadership, awareness, and responsiveness to changing community resources
- **Diversity** - A learning environment that celebrates the uniqueness of all individuals and encourages cultural competency