North Idaho College

Board of Trustees
November 18, 2026
6:00PM

AGENDA

CONVENE REGULAR MEETING 6:00PM
Lake Coeur d'Alene Room, Edminster Student Union Building, 495 N College Dr, Coeur d'Alene
Zoom: https://nic.zoom.us/j/86410881255

CALL TO ORDER / VERIFICATION OF QUORUM ..... Nick Swayne

NEW BUSINESS
- Action: Elect Board Officers ..... Nick Swayne

APPROVE AGENDA ..... Board Chair

PLEDGE OF ALLEGIANCE ..... Board Chair

MESSAGE FROM BOARD CHAIR ..... Board Chair

PUBLIC COMMENT ..... Board Chair

The NIC Board of Trustees welcomes public comment on agenda items from in-person attendees, and commenters will be limited to two minutes per individual. Remarks are subject to NIC Policy 2.01.03. Individuals interested in providing public comment outside of the meeting may email board@nic.edu.

CELEBRATING SUCCESS: Bus Tours ..... Nick Swayne, PhD / Kari Collen

CONSTITUENT REPORTS
- ASNIC ..... Thayen Treto
- Faculty Assembly ..... Kathleen Miller Green
- Staff Assembly ..... Andrea Woempner
- Senate ..... Julie Bailey

PRESIDENT'S REPORT ..... Nick Swayne, PhD

INFORMATION ITEMS
- Audit Results ..... Sarah Garcia / Eide Bailly Representative
- Instruction: Career and Technical Education (CTE) Update ..... Nick Swayne, PhD / Vicki Isakson
- Fall Enrollment Report ..... Nick Swayne, PhD / Kari Collen

CONSENT AGENDA ..... Board Chair
- Action (Tab 1): Approve Board Regular Meeting Minutes for October 28, 2026

NEW BUSINESS
- Action: Accept Audit Results ..... Board Chair
- Action: (Tab 2): Complete Annual Trustee Affirmation ..... Board Chair

TRUSTEE REMARKS FOR THE GOOD OF THE ORDER

ADJOURN

Tab 1

BOARD OF TRUSTEES MEETING
November 18, 2026

TAB 1

CONSENT AGENDA: Approve the Board of Trustees Regular Meeting Minutes with Addenda for October 28, 2026

BACKGROUND: Tab 1 includes the Board of Trustees Regular Meeting Minutes with Addenda for October 28, 2026

SUGGESTED MOTION FOR BOARD ACTION
It is requested that a Trustee make a motion to approve the Board of Trustees Regular Meeting Minutes with Addenda for October 28, 2026, as presented.

Prepared by: Suzy Scura
Board Clerk

North Idaho College
BOARD OF TRUSTEES MEETING
Edminster Student Union Building
October 28, 2026
MINUTES

RECORD OF LACK OF QUORUM
A special meeting and executive session of the Board of Trustees was publicly noticed and scheduled for October 28, 2026 at 4:00 p.m. in the Driftwood Bay Room, Edminster Student Union (SUB) Building. At that time, a sufficient quorum of the full Board was not present to take the required two-thirds vote to enter into executive session. As a result, the executive session did not occur.

ATTENDANCE
Trustees: Brad Corkill
Mary Havercroft
Eve Knudtsen

Also present: Nick Swayne, President

CALL TO ORDER
Vice Chair Mary Havercroft called the regular Board of Trustees meeting to order at 6:00 p.m. in the Lake Coeur d'Alene Room, Edminster Student Union Building (SUB) and verified that a quorum was present.

ATTENDANCE
Trustees: Brad Corkill
Rick Durbin
Mary Havercroft
Eve Knudtsen

Also present: Nick Swayne, President

APPROVE AGENDA
Vice Chair Havercroft requested a motion to approve the agenda as presented. Trustee Brad Corkill made the motion which was seconded by Trustee Eve Knudtsen. The Vice Chair called for the vote which carried unanimously. Vice Chair Havercroft then led the Pledge of Allegiance.

MESSAGE FROM BOARD CHAIR
Vice Chair Havercroft stated that Chair Tarie Zimmerman could not be present at the meeting. She welcomed the community and expressed gratitude to all who participated in the RDG Planning & Design listening sessions as part of the campus master planning process.

CELEBRATING SUCCESS: FINE ARTS: PRODUCTIONS AND COLLABORATIONS
Eric Demattos, Assistant Professor/Division Chair Communication and Fine Arts, and Adam Kroeger, Assistant Professor - Theater provided an overview of NIC's Communication and Fine Arts division, highlighting various high school outreach initiatives. The presentation is included as an addendum to these minutes.

CONSTITUENT REPORTS
ASNIC
President Thayen Treto reported on two potential projects, including campus accessibility upgrades. Surveys were sent to students, faculty, and staff with disabilities to identify campus barriers and identify improvements. Additionally, ASNIC is working in collaboration with NIC's X-Labs to develop a student gathering and study space in the Hedlund (HED) Building, potentially for spring 2027.

Faculty Assembly
Chair Kathleen Miller Green, Professor-Child Development reported on the October 8 meeting which featured a presentation on TRiO Student Support Services given by Becky Cochran, Director - TRiO. The Faculty Assembly has begun the nomination process for the 2027-2029 Cardinal Reads selection, themed *Common Ground: Being*

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Human in the Age of AI, and approved funding for additional books for faculty and staff. Other updates included a recap of the NIC appreciation Oktoberfest hosted by St. Luke's Episcopal Church, and Susanne Bromley, Professor - Mathematics being named Idaho's GEM Math Educator of the Year.

Staff Assembly
Chair Andrea Woempner, Senior Benefits Specialist reported that the October meeting welcomed three new employees and featured a presentation given by President Swayne. The September and October Sterling Silver Awards were presented to Stephanie Bradbury, Senior Clinical Placement Coordinator, and Myia Lackey, Career & Technical Advisor, respectively. Julianna Steinbeck, Work Study Coordinator received a student "shout-out" recognizing her professionalism and assistance with the financial aid process.

Senate
Past Chair Dr. Matthew Petersen, Associate Professor - Physics reported on behalf of Chair Julie Bailey, Assistant to the Dean, Health Professions. The Senate met on October 16 where updates on Policy 5.04.07 (Credit for Prior Learning) were provided. The Physics and Engineering faculty announced a pumpkin carving contest in addition to their annual pumpkin launching event.

PRESIDENT'S REPORT
President Swayne reported on October initiatives to strengthen connections with students, employers, and the community through college preparation, financial aid assistance, regional workforce partnerships, public programming, and campus planning. He emphasized continued priorities of improving access, enrollment and student success pathways, measuring student outcomes, and supporting sustainable investments.

Accreditation, Governance and Compliance
Accreditation preparation remains focused on documenting mission fulfillment, sustaining sound governance, improving employee retention, and maintaining financial stability ahead of the April 2027 evaluation visit. Moody's revised NIC's outlook from stable to positive while affirming its Baa1 rating. Ken Wardinsky, Chief Information Officer was recognized for developing an AI-assisted dashboard that consolidates and automates accreditation data from existing College systems to support visit preparation.

Student Success and Outreach
Outreach included six opportunities for students and families to receive free, one-on-one Free Application for Federal Student Aid (FAFSA) assistance, with support from local financial institutions. A college planning presentation was also scheduled for October 29 at Coeur d'Alene High School, covering college applications, financial aid, and credit transfers.

Academic Programs, Pathways, and Workforce
Academic program expansion was discussed at the State Board level, including NIC's three-year academic plan, which identifies potential new programs for consideration. Of the 13 proposals submitted, most are not expected to advance. Program development decisions will consider employer demand, student interest, staffing, facilities, startup costs, and long-term sustainability. Work is also underway to establish criteria and processes for sunsetting programs that no longer meet institutional needs or sustainability standards.

Community Partnerships and Regional Leadership
The October 13 Coeur d'Alene Area Economic Development Corporation annual meeting featured a higher education panel focused on strengthening relationships between colleges, employers, and the regional workforce. Regional employment opportunities include two Silver Valley mines, a new Schweitzer Engineering facility in Post Falls, and a planned $1.5 billion power generation project, creating significant demand for skilled workers. NIC's facilities master plan also entered its public engagement phase, with planning expected to continue through February 2027.

College Life and Public Engagement
NIC continued to provide opportunities for community learning and engagement through the October 26 Cardinal Reads roundtable, *How Curiosity Will Save Us*, which explored respect, understanding, and constructive engagement. Upcoming events include the October 30 Career and Technical Education Trick or Treat at the Parker Technical Education Center and the November 17 grand opening of the American Indian Student Center.

DRAFT

NIC's Theatre department featured a student production, *A Victorian Journey into the Unknown*, with additional performances planned.

INFORMATION ITEMS

Development Department

Rayelle Anderson, Director - Development/Executive Director NIC Foundation provided an overview of the department which works alongside the College administration, faculty, and staff to provide support and coordination of institutional fundraising and grant procurement efforts. Ms. Anderson's presentation is included as an addendum to these minutes.

Finance Update (Q1 Jul - Sept)

Sarah Garcia, Vice President for Finance and Business Affairs provided a finance update for the first quarter of the fiscal year. Ms. Garcia's presentation is included as an addendum to these minutes.

CONSENT AGENDA

Tab 1: Approve Board Regular Meeting Minutes for September 30, 2026

Vice Chair Havercroft requested a motion to approve the consent agenda as presented. Trustee Knudtsen made the motion which was seconded by Trustee Rick Durbin. The Vice Chair called for the vote which carried unanimously.

TRUSTEE REMARKS FOR THE GOOD OF THE ORDER

Vice Chair Havercroft recognized Rayelle Anderson and Sherry Simkins, Dean of Instruction, Transfer and General Education, for their outstanding representation of NIC at the 27th Annual Human Rights Banquet hosted by the Kootenai County Task Force on Human Relations (KCTFHR) on September 19.

Trustee Corkill reflected on his attendance at the KCTFHR banquet, and shared that he sat with an individual who had once lived near Anne Frank. He also spoke of his positive experiences at the recent Association of Community College Trustees (ACCT) Leadership Congress held in Chicago, IL.

Vice Chair Havercroft remarked on the ACCT conference as well, highlighting networking opportunities, and the value of exchanging ideas with community college leaders nationwide.

The meeting was adjourned at 7:04 p.m.

Respectfully Submitted,
Suzy Scura, Board Clerk

Addenda:
1) Fine Arts: Productions and Collaborations Presentation
2) Development Department Presentation
3) Finance Update (Q1 Jul - Sept) Presentation

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NIC

nd Fine

Arts Division

Fall Choral Invitational, Sept 29, 2026



Scholarships awarded to each participant



~~Battle of the Bands~~ Gathering of the Bands



NIC

Art Department

Other Notable Steps Forward

- **Sculpture modernization** thanks to grants given by the NIC foundation, including 3D printers, laser cutters and more. (Applied for by Nate Gilchrist, Sculpture Faculty)
- **On the books:** A new evening ceramics course to cater to our community (and students)



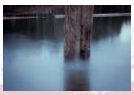


NIC
Theatre
Department

Eurydice – Spring 2026

- **Interdisciplinary Collaboration & Student Success**
  - **SPRING 2026 | THEATRE + MUSIC + PHOTOGRAPHY**
    - Original theatrical score composed and performed by NIC student Evangeline Collett.
    - Student photography incorporated into scenic projections throughout the production.









Eurydice – Spring 2026

- **STUDENT SUCCESS**
  - **Evangeline Collett**
    - 2026 Student Excellence in the Arts Award Coeur d'Alene Arts Commission





On The Verge – Fall 2026

- **Continuing Interdisciplinary Collaboration**
  - **FALL 2026 | THEATRE + PHOTOGRAPHY**
    - Original student photography integrated into the production's scenic projections.
    - Continuing opportunities for interdisciplinary artistic collaboration.







On The Verge – Featured Student Photography



Photographers: Shane Carlton, Olivia Dallen, Hayley Hoffman, Vicki Isakson, Nicole Kizanis, Dirk Linton, Douglas Miles, Kenneth (Mike) Miller, Jerry Vick

Our Philosophy

- We're not simply producing plays. We're creating opportunities for students across multiple academic disciplines to participate in collaborative artistic projects, develop practical experience, and receive recognition for their work.







High School Outreach

- **Connecting NIC Theatre with Future Students**
  - **HIGH SCHOOL PERFORMANCES & TALKBACKS**
    - We've established dedicated high school performances followed by post-show talkbacks for every NIC Theatre production.
  - **SPRING 2026 | EURYDICE**
    - Participating School:
      - Post Falls High School
      - Lake City High School
  - **FALL 2026 | ON THE VERGE**
    - Participating Schools:
      - Central Valley High School
      - University High School
      - Lakeland High School
  - **FIVE HIGH SCHOOLS PARTICIPATED IN OUR 2026 PRODUCTIONS**
    - Over 150 students
- Creating opportunities for prospective students to experience college-level theatre and engage directly with theatrical artists.





University of Idaho

- **Building Academic Partnerships & Transfer Pathways**
  - **FALL 2026 | SUCCESSFUL CO-PRODUCTION**
    - *Every Brilliant Thing*
    - Successful collaboration between NIC and the University of Idaho.
- **LOOKING AHEAD | NORTH VANDAL THEATRE PATHWAY PROGRAM**
  - Proposed agreement under development:
    - Guaranteed BFA admission pathway for qualifying NIC Theatre students.
    - Scholarship opportunities.
    - Streamlined transfer pathway from NIC to the University of Idaho.
    - *Status: Initial proposal submitted; first round of University of Idaho feedback received. Agreement not yet finalized.*





Coeur d'Alene Summer Theatre (CST)

- **Expanding Professional Partnerships**
  - **2025 | CLUE: THE MUSICAL**
    - First successful formal co-production between NIC Theatre and Coeur d'Alene Summer Theatre.
  - **SPRING 2027 | THE SPITFIRE GRILL**
    - Upcoming co-production.
- **LOOKING AHEAD | PROFESSIONAL THEATRE-IN-RESIDENCE**
  - Proposed Memorandum of Understanding:
    - Establishing Coeur d'Alene Summer Theatre as North Idaho College Theatre Department's **professional theatre-in-residence.**
    - Establish fellowships for NIC theatre majors (and recent grads)
    - *Status: Agreement under development and pending final approval.*







Our Next Act

- **The Future of NIC Theatre**
  - **OUR VISION**
    - Our goal is to continue building a Theatre Department that not only produces exceptional artistic and educational experiences at NIC but also connects students with opportunities across the college, at four-year universities, and within the professional theatre community.

Cross-Collaboration → Student Success → Four-Year Pathways → Professional Opportunities

Development Department

NIC Strategic Plan Goals

1 Students: access & success
2 Programs: enhance resources
3 Partners: expand & strengthen relationships

October 2026

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Development Department

Consistent with college policies 7.03 and 7.03.01, the NIC Development Department works alongside administration, faculty, and staff to provide support and coordination of institutional fundraising and grant procurement efforts.

Why?

To elevate student access and success and enhance educational excellence throughout North Idaho College.



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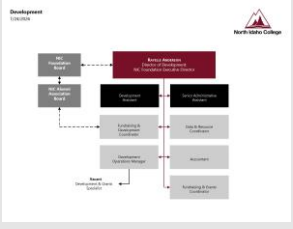
Development Department

Includes:
- Grants Development
- Alumni Relations

Facilitates partnerships with:
- NIC Alumni Association
- NIC Foundation, Inc.



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Development Department

In support of NIC's Strategic Plan and Presidential goals and priorities, our department goals center around:

- Cultivating relationships to build awareness and to elevate engagement in and support for NIC
- Increasing total dollars made available for student scholarships and program enrichment
- Securing resources for priority needs and projects
- Stewarding relationships and resources effectively

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Development Department
Grants Development

	Average 5 yr #	Average 5 yr FY22-FY26	#	FY26
Grant Applications Submitted	**16**	$6,014,572	14	$18,634,377
New Grants Awarded	**10**	**$1,240,628**	9	**$2,272,687**
Pending Grants	**4**	**$3,306,420**	6	**$13,998,268**

Does not include federal and state program funding for Pell Grants, ABE, CTE Programs, Workforce Training Contracts, Head Start or AAA.

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Development Department
Alumni Relations

Encourages a lifelong interest in North Idaho College through outreach to alumni, retirees, and friends to foster awareness, engagement, and support.

- *Alumni and Friends Year in Review*
- NIC Alumni Association:
  - 3,628 members
  - Alumni of the Year Awards
  - Commencement
  - Promote NIC programs and events



Finance Update
Q1 FY2027

Quarterly Report · Preliminary
October 2026

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Q1 at a Glance

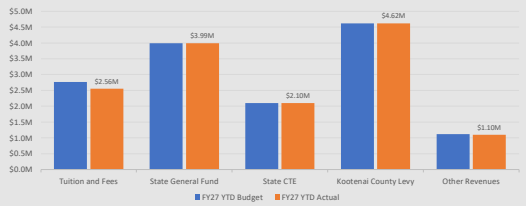
$1.11M
better than budget

24.6%
of annual revenue received

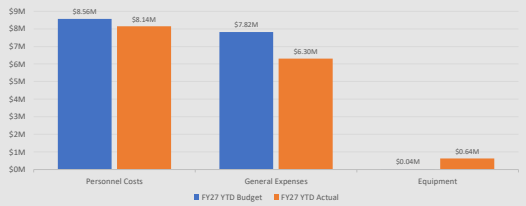
24.6%
of annual expenses spent

One quarter in, the College is on track with its adopted budget, with a cushion we expect to narrow as timing items catch up.

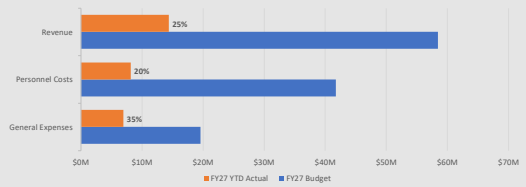
September Year To Date Revenue



September Year To Date Expenses



September Actual vs Budget



Percent labels show year-to-date actual as a share of the full annual budget. 25% of the fiscal year has elapsed.

What We Are Watching

Equipment	$639K spent against a $106K annual budget	Ensuring purchase is accounted for in total CTE budget
Medical/dental	16% over budget year to date.	Analyzing to determine if timing-related or if we will need to adjust budget
Timing-driven savings	$1.04M in other variable expenses	Not counting toward year-end until confirmed

Outlook: Ahead of the adopted plan, which includes $1.27M in fund balance support. Full-year projection with the Q2 report.

Tab 2

BOARD OF TRUSTEES MEETING
November 18, 2026

TAB 2

NEW BUSINESS: Trustee Annual Affirmations

BACKGROUND: Tab 2 includes the NIC Board of Trustees Annual Affirmation

SUGGESTED MOTION FOR BOARD ACTION
It is requested that a Trustee make the motion that each Trustee complete and sign the Trustee Annual Affirmation which was last amended and approved by the Board of Trustees at the February 25, 2026 Regular Board of Trustees Meeting.

Prepared by: Suzy Scura
Board Clerk

Annual Trustee Affirmation

As a North Idaho College Trustee, I affirm that:

- I will work to support the mission, vision, and values of North Idaho College ("NIC").
- I will respect and abide by the Idaho Open Meeting Law per Idaho Code §74-201 through §74-208.
- I will recognize that authority over the organization is only vested in the Board when it meets in legal session;
- I recognize my authority exists only when acting collectively with my fellow board members, and that our authority is derived from, and obliged to serve, the interests of our entire community;
- I will devote time, thought, and study to the duties of a trustee, and engage in an ongoing process of in-service education and continuous improvement;
- I will consider information received from all sources and base decisions upon all available facts while maintaining confidentiality of privileged information;
- I will work with fellow trustees in a spirit of harmony and co-operation, and respect differences of opinion;
- I will respect the majority decisions of the Board.
- I will demonstrate discretion when making public statements in person, online or in other forums, so as to minimize the impression that such statements reflect the opinion of NIC or the Board. This includes full disclosure to participants when attending meetings as an ordinary citizen.
- I will be prepared to participate in open, honest, and civil deliberation with my colleagues, vote my conscience rather than to advance any special interests, and respect the decisions we make;
- I will deal appropriately with sensitive issues and respect the confidentiality of discussions that take place during executive sessions;
- I represent everyone the College serves, not a particular interest group;
- I will declare any potential conflict of interest. I will not participate in, vote on, or exert influence on, any decision in which I cannot be unbiased;
- I will abide by the Code of Ethics (Policy 2.01.12);
- I will honor the division of responsibility between the Board and the President and staff and contribute to creating a spirit of true cooperation and a mutually supportive relationship in support of our community.

_____ _____

Trustee Signature Date