

## 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/89873515935>

CALL TO ORDER / VERIFICATION OF QUORUM ..... Tarie Zimmerman

APPROVE AGENDA ..... Tarie Zimmerman

PLEDGE OF ALLEGIANCE ..... Tarie Zimmerman

MESSAGE FROM BOARD CHAIR ..... Tarie Zimmerman

PUBLIC COMMENT ..... Tarie Zimmerman

*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](mailto:board@nic.edu).*

CELEBRATING SUCCESS: SkillsUSA National Championship ..... Nick Swayne, PhD / Vicki Isakson

**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**

- Head Start ..... Nick Swayne, PhD / Sarah Garcia / Beth Ann Fuller
- Human Resources Update: Retention ..... Nick Swayne, PhD / Meagan Snyder
- NIC Guarantee ..... Nick Swayne, PhD

CONSENT AGENDA ..... Tarie Zimmerman

- Action ([Tab 1](#)): Approve Board Regular Meeting Minutes for May 27, 2026
- Action ([Tab 2](#)): Reschedule August and September 2026 Board of Trustees Meetings
- Action ([Tab 3](#)): Approve Scrivener Error Corrections to Dental Course Fees

**NEW BUSINESS**

- Action ([Tab 4](#)): First Reading Policy 3.04.01.01 (Bereavement) ..... Tarie Zimmerman
- Action ([Tab 5](#)): First Reading Policy 3.02.30 (Remediation of Tenured Faculty) ..... Tarie Zimmerman
- Action ([Tab 6](#)): First Reading Policy 3.02.31 (Suspension of Tenured Faculty) ..... Tarie Zimmerman
- Action ([Tab 7](#)): First Reading Policy 3.02.32 (Termination of Tenured Faculty for Cause) ..... Tarie Zimmerman
- Action ([Tab 8](#)): Letter of Support for ACCT Board of Directors Candidacy ..... Mary Havercroft

TRUSTEE REMARKS FOR THE GOOD OF THE ORDER

**ADJOURN**

## Tab 1

**BOARD OF TRUSTEES MEETING**  
**July 29, 2026**

---

**TAB 1**

**CONSENT AGENDA:** Approve the Board of Trustees Regular Meeting Minutes with Addenda for May 27, 2026

**BACKGROUND:** Tab 1 includes the Board of Trustees Regular Meeting Minutes with Addenda for May 27, 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 May 27, 2026 as presented.

Prepared by: Suzy Scura  
Board Clerk



**North Idaho College**  
**BOARD OF TRUSTEES MEETING**  
**Edminster Student Union Building**  
**May 27, 2026**  
**MINUTES**

**CALL TO ORDER**

Chair Tarie Zimmerman 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 Zimmerman called for a motion to approve the agenda as presented. Trustee Brad Corkill made the motion which was seconded by Trustee Rick Durbin. The Chair called for the vote. The motion passed unanimously with five votes in favor. Chair Zimmerman then led the Pledge of Allegiance.

**MESSAGE FROM BOARD CHAIR**

Chair Zimmerman read a prepared statement regarding NIC's 2026 commencement ceremonies, noting that 784 students earned associates degrees. She reflected on the significance of the Class of 2026 as the first graduating class following the resolution of the College's accreditation uncertainty. The Chair congratulated the graduates and thanked President Swayne, the faculty, staff, and Trustees for their dedication and perseverance.

**PUBLIC COMMENT**

There were no requests from the public to make comments.

**CELEBRATING SUCCESS: UIF GLOBAL SUMMIT**

Marita Diffenbaugh, Director of Innovation and Colby Mattila, Executive Director of Workforce & Economic Development reported on the College's X-Labs program and its participation at the recent University Innovation Fellows (UIF) Global Summit held in the Netherlands. Two NIC students who attended shared their experiences.

**CONSTITUENT REPORTS**

ASNIC

No report was given as President Blake Sanchez was not present.

Faculty Assembly

Chair Jon Gardunia, DPT reported that new officers have been elected for the upcoming academic year with Kathleen Miller Green, Professor - Child Development returning to serve as Chair. Other newly elected officers include Vice Chair Eric Demattos, Assistant Professor - Photography/Fine Art; Treasurer Eric Sartell, Assistant Professor – Business; and Secretary Annika Jacobson, Assistant Professor – Sociology.

Staff Assembly

Chair Dan Adams reported that twelve new officers have been elected for the upcoming academic year including Chair Andrea Woempner; Benefits Specialist and Vice Chair Matt Piekarski, Supervisor – Maintenance, and NIC's May Sterling Silver Award recipient.

Senate

Chair Matt Petersen, PhD reported that the senate passed four new policies which will be presented to the Board at a future meeting. Dr. Petersen further reported that new faculty and staff senators have been selected, and that new officers were elected for the upcoming academic year.



## **PRESIDENT'S REPORT**

President Swayne reported on accreditation, activity related to strategic plan goals, and general updates.

### Accreditation

The College remains in good standing and the accreditation cycle continues as part of NIC's standard institutional operations. The two remaining recommendations identified as meeting standards while requiring continued improvement, employee retention and financial stability, remain on track, with expectations that both areas will exceed standards at the next evaluation scheduled for spring 2027.

### Goal 1: Student Success and Access

Early summer and fall enrollment indicators reflect positive momentum following more than two years of record enrollment growth. Summer enrollment is currently projected to increase approximately 3.5 percent over the prior year, with early fall enrollment trends also expected to exceed last year's levels.

Mandatory student orientation sessions have been implemented and are designed to increase student awareness of campus resources and support services. Orientation sessions are scheduled throughout the summer. Improved retention and student success outcomes are expected as a result of the initiative.

### Goal 2: Academic Programs and Pathways

The Industrial Robotics program is moving from Parker Technical Center to the main campus, better aligning the program with existing engineering programs and transfer opportunities.

Implementation of Coursedog scheduling software continues with challenges. The system is expected to improve the College's operational efficiency moving forward.

### Goal 3: Community Partnerships and Engagement

The American Indian Student Center is complete and awaiting furniture delivery. A ribbon-cutting ceremony will be scheduled accordingly.

### Goal 4: Institutional Systems and Integration

Efforts continue on aligning systems between the non-credit Workforce Training Center (WTC) and the credit-bearing side of the College.

### Goal 5: Operational Excellence and Infrastructure

Summer renovation planning is underway and a Request for Proposal (RFP) for a Facilities Master Plan has been issued.

### Budget and Finance

Sarah Garcia, Vice President of Business and Finance addressed the topic later in the meeting.

### General Updates

NIC recognized a total of 867 graduates from commencement, Health Professions, the Peace Officer Standards and Training Council (P.O.S.T.) Academy, and the General Education Development (GED) program. The apprenticeship graduation, which continues to gain national recognition, is scheduled for June 4, 2026 and will again be observed by a representative from the U.S. Department of Labor.

The recent Annual Employee Recognition Breakfast acknowledged faculty and staff for excellence, years of service, and retirements.

President Swayne thanked retiring Interim Provost Dr. Lloyd Duman for his dedication and loyal service to NIC.

## **INFORMATION ITEMS**

### Instruction: Health Professions & Nursing

Dr. Angie Smith, Dean of Instruction - Health Professions & Nursing presented on the department, highlighting key attributes of each program offered. Dr. Smith's presentation is included as an addendum to these minutes.

### Spring Athletics

Shawn Noël, Director - Athletics & Recreation provided a spring Athletics recap which included final softball standings, student athlete grade point averages (GPA), and upcoming events. His presentation is included as an addendum to these minutes.

### Dual Credit

Andy Ruppel, Director of Dual Credit presented an overview of the College's dual credit program covering enrollment, community partnerships and future plans. His presentation is included as an addendum.

## **CONSENT AGENDA**

### Tab 1: Approve Board Meeting Minutes for April 22, 2026

Chair Zimmerman requested a motion to approve the consent agenda as presented. Trustee Eve Knudtsen made the motion which was seconded by Trustee Mary Havercroft. Chair Zimmerman called for the vote. The motion passed unanimously with five votes in favor.

## **OLD BUSINESS**

### Tab 2: FY 2026-2027 Budget

Sarah Garcia presented an overview of the fiscal year (FY) 2026-2027 budget. Ms. Garcia answered questions from the Trustees and discussion followed. The presentation is included as an addendum to these minutes.

Chair Zimmerman stated that while the budget could be approved at this meeting, the Trustees may revisit the subject at their discretion. She then requested a motion to approve the FY 2026-2027 budget and course fees as presented. Trustee Knudtsen made the motion which was seconded by Trustee Corkill. With no further discussion, Chair Zimmerman called for the vote. The motion passed unanimously with five votes in favor.

### Tab 3: Board Self-Assessment and President Evaluation

Chair Zimmerman reviewed the anticipated schedule for the Board self-assessment and presidential evaluation processes, as established in Board policy. The timeline outlined the expected steps and approximate dates for completing both evaluations, with the goal of concluding the process by September 2026.

President Swayne noted that the Association of Community College Trustees (ACCT) will administer the evaluations and continue working with the Board through completion of the surveys and review of the results. The process will provide an opportunity to meet with ACCT consultants in August 2026 to review findings and begin planning for the next evaluation cycle.

## **NEW BUSINESS**

### North Idaho College Outcome Focus

Chair Zimmerman requested a motion to discuss and take possible action on the North Idaho College outcome focus. Trustee Corkill made the motion which was seconded by Trustee Knudtsen. A robust discussion ensued.

Trustee Corkill withdrew his earlier motion and moved that the Board direct Dr. Swayne to pursue the ideas discussed, and report back to the Board at his earliest convenience. Trustee Knudtsen seconded the motion. With no further discussion, Chair Zimmerman called for the vote. The motion passed unanimously.

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

Trustee Corkill extended gratitude and best wishes to retiring Interim Provost Dr. Duman.

The meeting was adjourned at 8:02 p.m.

Respectfully Submitted,  
Suzy Scura, Board Clerk

Addenda:

- 1) Health Professions & Nursing Presentation
- 2) Spring Athletics Presentation
- 3) Dual Credit Presentation
- 4) FY2026-2027 Budget Presentation

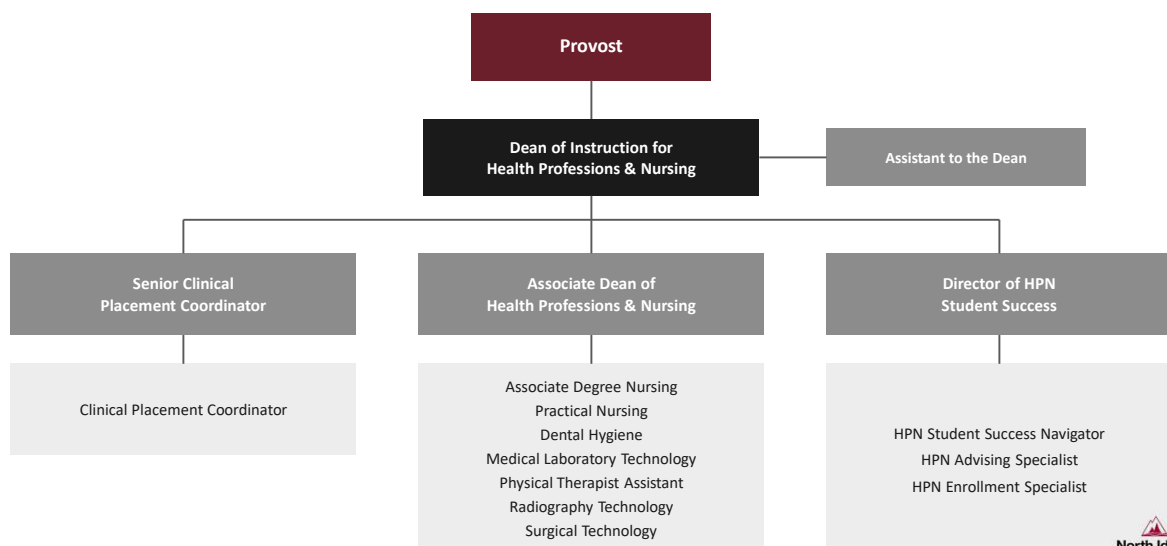
MAY 2026 | BOARD OF TRUSTEES

# Division Highlights *Health Professions & Nursing*

Dr. Angie Smith, EdD, DNP, RN, CNE | Dean of Instruction



## Organizational Chart



## Enrollment and Capacity

# 315

**Total Division Capacity**  
across seven programs (2025–26)

# 329+

**Division Qualified Applicants**  
demand exceeds capacity

# +18%

**Enrollment Rebound**  
one-year, back above 2023–24

| Program                       | 23–24 | 24–25 | 25–26 | Capacity |
|-------------------------------|-------|-------|-------|----------|
| Associate Degree Nursing      | 168   | 139   | 172   | 192      |
| Practical Nursing             | 20    | 16    | 17    | 20       |
| Dental Hygiene                | 15    | 15    | 15    | 15       |
| Medical Laboratory Technology | 8     | 10    | 14    | 16       |
| Physical Therapist Assistant  | 21    | 22    | 22    | 22       |
| Radiography Technology        | 8     | 8     | 14    | 16       |
| Surgical Technology           | 18    | 20    | 17    | 20       |

*Enrollment varies term to term with student stop-in / stop-out; capacity is the stable planning figure. Qualified-applicant counts reflect the most recent admissions cycle.*

HPN Division | Board of Trustees — May 2026

## Why Our Programs Were Put at Risk

**The jeopardy came from institutional board governance - not from our programs.** Every HPN program held its field-specific accreditation and exceeded national licensure benchmarks throughout the entire NWCCU review.

### The NWCCU action

**2021**

#### Warning

NWCCU warns NIC over instability in board leadership and governance.

**2022**

#### Sanction

Formal sanction issued after administrative turnover, lawsuits, and board conflict.

**2023**

#### Show Cause

Placed on Show Cause — the final step before losing accreditation.

**Feb 2025**

#### Probation

Sanction downgraded to probation as governance stability was restored.

**Feb 2026**

#### Good Standing

Governance issues resolved; accreditation reaffirmed.

### Throughout all of it:



All 7 programs maintained national accreditation (ACEN, CODA, CAPTE, NAACLS, JRCERT, CAAHEP).

HPN Division | Board of Trustees — May 2026

## Accreditation Status

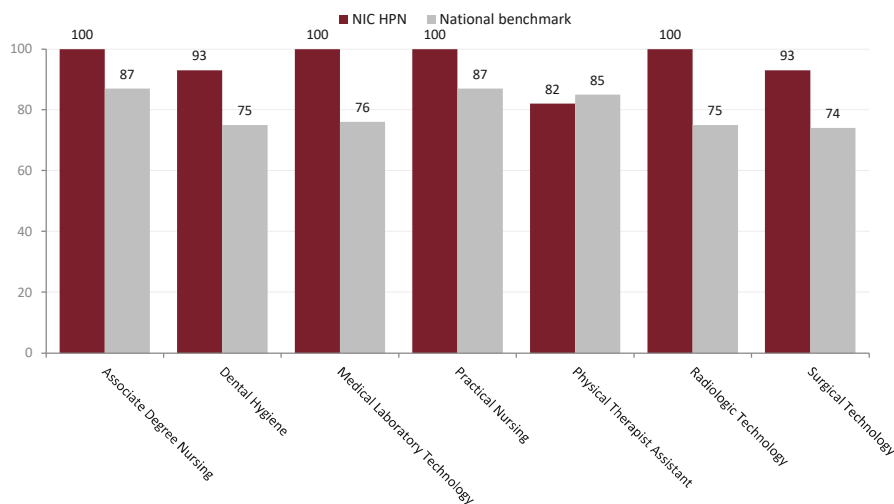
**Our programs were never the problem.** The NWCCU action stemmed entirely from prior board governance instability - not academic or program quality. Every HPN program kept its field-specific accreditation and exceeded national licensure benchmarks throughout the review. NIC returned to good standing in February 2026.

| Program                       | Accreditor                                                                          | Status                                                 | Next Action                 |
|-------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------|-----------------------------|
| Associate Degree Nursing (RN) | Accreditation Commission for Education in Nursing (ACEN)                            | Accredited                                             | Next site visit 2030        |
| Practical Nursing (PN)        | Accreditation Commission for Education in Nursing (ACEN)                            | Candidacy                                              | Initial visit Mar 2–4, 2027 |
| Dental Hygiene                | Commission on Dental Accreditation (CODA)                                           | Approval w/o Reporting Requirements — review Sept 2026 | Next site visit 2029        |
| Medical Laboratory Technology | National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)               | Accredited                                             | Next site visit 2030        |
| Physical Therapist Assistant  | Commission on Accreditation in Physical Therapy Education (CAPTE)                   | Probation — decision expected                          | Next site visit 2029        |
| Radiography Technology        | Joint Review Committee on Education in Radiologic Technology (JRCERT)               | Accredited                                             | Next site visit 2028        |
| Surgical Technology           | Commission on Accreditation of Allied Health Education Programs (CAAHEP / ARC-STSA) | Accredited                                             | Next site visit 2035        |

HPN Division | Board of Trustees — May 2026

## Licensure & Certification Outcomes

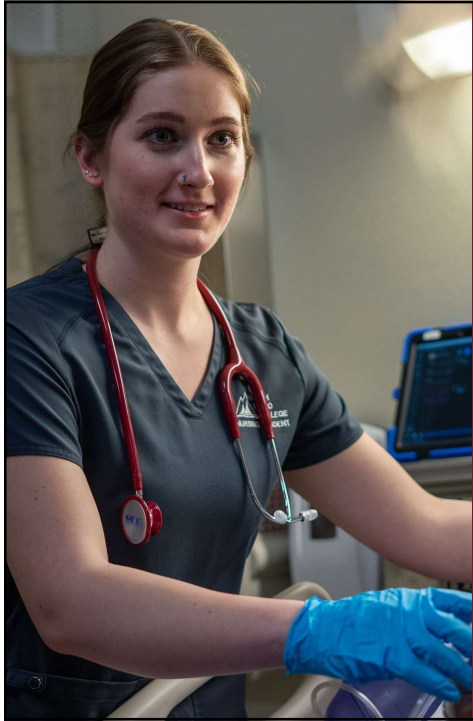
Most recent first-time pass rate vs. national benchmark (%)



*Six of seven programs*

***exceed  
national  
benchmarks.***

HPN Division | Board of Trustees — May 2026



## Associate Degree Nursing (RN)

*Program Director: Sharon Funkhouser*

**\$40–43/hr**

starting wage · base

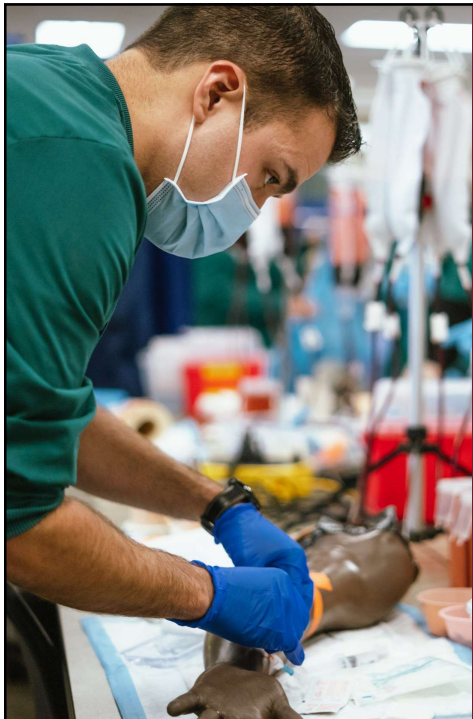
### WHERE GRADUATES WORK

Kootenai Health · MultiCare · Providence

### THIS YEAR

Faculty advancing the field — Buchan & Richardson at the OADN National Conference; 15-member advisory board links partnering colleges and universities.

HPN Division | Board of Trustees — May 2026



## Practical Nursing (PN)

*Program Director: Sharon Funkhouser*

**\$28–32/hr**

starting wage · base

### WHERE GRADUATES WORK

VA Mann-Grandstaff · RHN/NIACH · Life Care, Post Falls

### THIS YEAR

Faculty credentialing up — Beth Whipp earned LOS Certification (Jan 2026); 10-member advisory board of clinical partners, community clinics & Idaho CTE.

HPN Division | Board of Trustees — May 2026





## Dental Hygiene

*Program Director: Laughlin Drake*

**\$50/hr**

starting wage

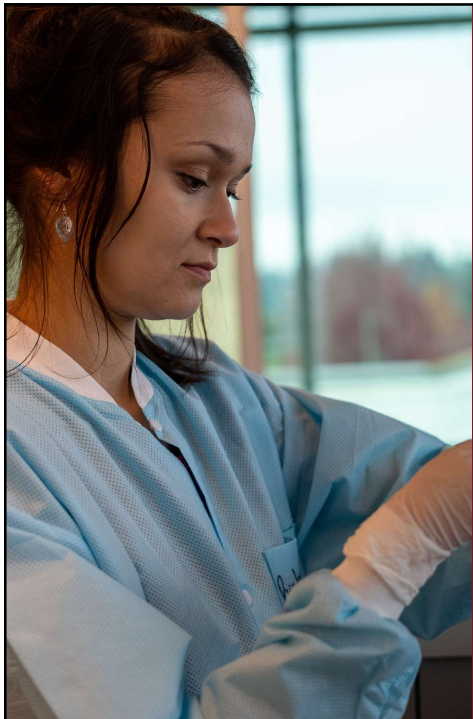
### WHERE GRADUATES WORK

Riverstone Dental · Avondale Dental · Post Falls Family Dental

### THIS YEAR

Students serving the community — Kids' Clinic, Veterans Month & Sealant Day; oral-health education for kids at the NIC & LCSC Children's Centers; Innovia scholarship (~\$3K).

HPN Division | Board of Trustees — May 2026



## Medical Laboratory Technology

*Program Director: Aidan McFall*

**\$30–35/hr**

starting wage · reported range

### WHERE GRADUATES WORK

Kootenai Health · LabCorp · MultiCare · Bonner General

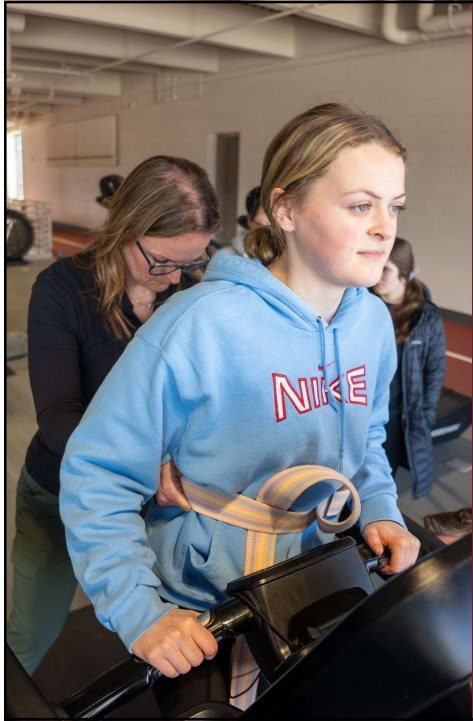
### THIS YEAR

100% graduate employment; faculty growth via Perkins-funded phlebotomy certification; spring & fall interprofessional simulations.

HPN Division | Board of Trustees — May 2026







## Physical Therapist Assistant

*Program Director: Jonathan Gardunia*

**\$30–32/hr**

starting wage · CDA area

### WHERE GRADUATES WORK

Rehab Hospital NW · North Idaho PT · Hayden Lake PT

### THIS YEAR

6 students presented at the APTA Combined Sections national conference (Anaheim); advocacy at the Idaho Capitol Rotunda; cross-program transfer training with Nursing.

HPN Division | Board of Trustees — May 2026



## Radiography Technology

*Program Director: Rich Pruden*

**\$34/hr**

starting wage

### WHERE GRADUATES WORK

Kootenai Health · Northwest Specialty · Bonner General

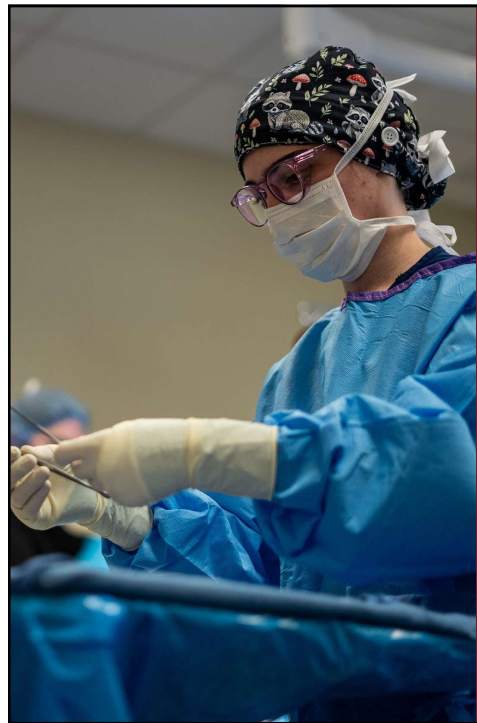
### THIS YEAR

Hands-on OR simulations alongside Surgical Tech; community outreach at the H4 event; clinical coordinator advancing toward AEIRS national certification.

HPN Division | Board of Trustees — May 2026







## Surgical Technology

*Program Director: Terra Lawson-Gilbert*

**\$31–33/hr**

starting wage · base

### WHERE GRADUATES WORK

Kootenai Health · Northwest Specialty · Sacred Heart

### THIS YEAR

Two faculty earned occupational specialist credentials; 20-member advisory board spanning surgeons, employers & community; mock surgeries with Rad Tech.

HPN Division | Board of Trustees — May 2026



## Rooted in Our Community

*Seven programs, one integrated division, built on local partnerships.*

**100+**

clinical affiliation agreements

**100**

advisory board members

**15+**

new partnerships since Jan 2025

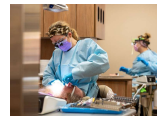
### SEVEN PROGRAMS, ONE DIVISION



Associate Degree in Nursing  
(RN)



Practical Nursing



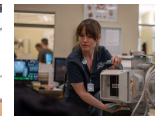
Dental Hygiene



Medical Lab Technology



Physical Therapy Assistant



Radiography Technology



Surgical Technology

HPN Division | Board of Trustees — May 2026



# Strategies for Growth

Where the division is expanding — and how — over the next 12–24 months.

## EXPANSION

*Adding seats where demand is highest*

- Radiography doubled — 10 every other year → 10 per year
- Surgical Technology consolidated to 20 seats annually
- Dental Hygiene planning two cohorts a year by 2028

## INNOVATION

*Modernizing how students train*

- New Simulation Operations Specialist + lab coordinator (nursing)
- ICU simulation in Physical Therapy Assistant; advanced trauma simulation in Surgical Technology
- ATI Complete adopted in Associate Degree Nursing

## PARTNERSHIPS

*New clinical sites & employer ties*

- Medical Laboratory Technology consortium accreditation secured
- New sites: Post Falls ER, cataract & laser surgery center
- Dental Hygiene adding Shine Dental, UGM, and LC Smiles

## ACCREDITATION

*Milestones that protect & expand programs*

- Practical Nursing initial accreditation visit — Mar 2027
- Dental Hygiene Commission review — Aug 2026
- Updated competencies across PTA, DH, and PN curricula

**WHAT UNLOCKS MORE:** Demand exceeds capacity. Investment in seats, faculty, and clinical sites turns qualified applicants into our healthcare workforce.

HPN Division | Board of Trustees — May 2026



Thank you!  
Questions?





# May 2026 Athletic Information Updates

Wednesday, May 27, 2026

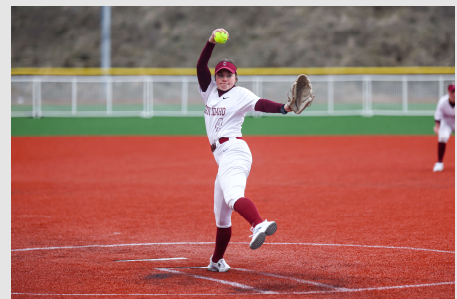
President's Goal: Develop a competitive and comprehensive intercollegiate athletics program.

**North  
Idaho  
College**  
► [nic.edu](http://nic.edu)



## Softball

- 15 win season
- 1 All Region Team Member
  - Second Team
    - 1 member



## Spring 2026 GPA's 34 SA Graduated in the Spring

| Team                 | Final GPA   | Midterm GPA | Difference    |
|----------------------|-------------|-------------|---------------|
| Women's Soccer       | 3.61        | 3.48        | + 0.13        |
| Softball             | 3.61        | 3.34        | + 0.27        |
| Men's Soccer         | 3.41        | 3.39        | + 0.02        |
| Women's Basketball   | 3.39        | 3.37        | + 0.02        |
| Women's Volleyball   | 3.17        | 3.18        | - 0.01        |
| Men's Wrestling      | 3.05        | 2.87        | + 0.18        |
| Men's Basketball     | 2.98        | 3.03        | - 0.05        |
| All Student-Athletes | <b>3.31</b> | <b>3.21</b> | <b>+ 0.10</b> |

## 5 Year Historic Spring GPA's

| Team                 | Spring 2026 | Spring 2025 | Spring 2024 | Spring 2023 | Spring 2022 |
|----------------------|-------------|-------------|-------------|-------------|-------------|
| Women's Soccer       | 3.61        | 3.32        | 3.32        | 3.22        | 3.16        |
| Softball             | 3.61        | 3.25        | 2.97        | 3.24        | 2.80        |
| Men's Soccer         | 3.41        | 3.44        | 2.82        | 2.91        | 3.14        |
| Women's Basketball   | 3.39        | 3.28        | 3.60        | 3.69        | 3.13        |
| Women's Volleyball   | 3.17        | 3.24        | 3.34        | 3.11        | 3.12        |
| Men's Wrestling      | 3.05        | 2.85        | 2.62        | 2.75        | 2.44        |
| Men's Basketball     | 2.98        | 2.94        | 2.93        | 3.20        | 2.91        |
|                      |             |             |             |             |             |
| All Student-Athletes | <b>3.31</b> | <b>3.20</b> | <b>3.05</b> | <b>3.08</b> | <b>2.92</b> |

## 2025-26 GPA's 48 SA Graduated in 2025-26

| Team                 | Fall 2025 | Spring 2026 | 2025-26 |
|----------------------|-----------|-------------|---------|
| Women's Soccer       | 3.74      | 3.61        | 3.68    |
| Softball             | 3.40      | 3.61        | 3.50    |
| Men's Soccer         | 3.33      | 3.41        | 3.37    |
| Women's Basketball   | 3.21      | 3.39        | 3.29    |
| Women's Volleyball   | 3.25      | 3.17        | 3.22    |
| Men's Basketball     | 3.38      | 2.98        | 3.19    |
| Men's Wrestling      | 2.93      | 3.05        | 2.98    |
| All Student-Athletes | 3.30      | 3.31        | 3.31    |

## New Faces...Some Familiar



Luke Babson  
Head Women's Soccer  
Coach



Louis Vargas  
Interim Head Women's Basketball  
Coach



Jayson Ulrich  
Interim Assistant Women's Basketball  
Coach

## North Idaho College Booster Club

- Meetings are the Second Thursday of each month
- Season Tickets/Corporate Partnerships - [nicboosters.org](http://nicboosters.org)
- NIC Student Athlete Booster Cruise – Thurs, Sept 3
- Cardinal Classic Golf Tournament - Fri, Sept 4



## Cardinal Updates

- Recruitment
- End of Year Athletic Banquet
- Summer Facelift for the Gym
- 2 Months and 3 Days



**Any Questions?**

[nicathletics.com](http://nicathletics.com)





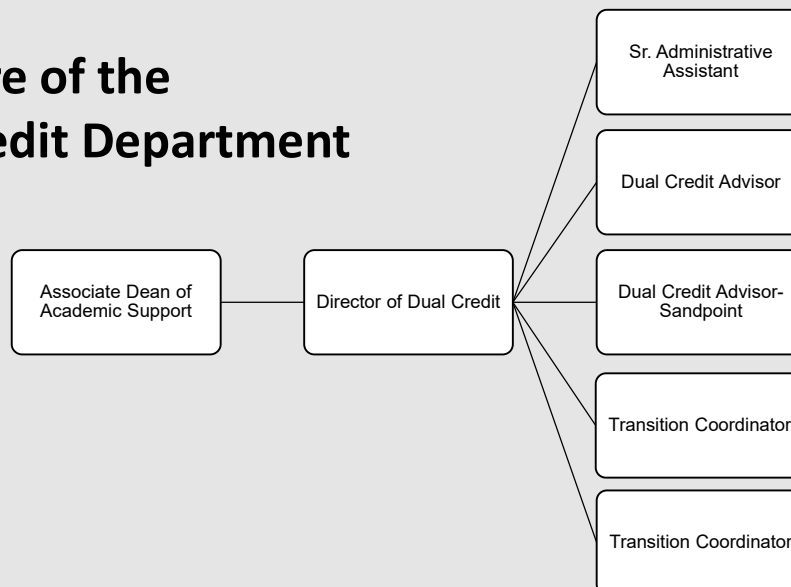
May 2026

# Dual Enrollment Update

**Andy Ruppel**  
Director of Dual Credit

**North  
Idaho  
College**  
► [nic.edu](http://nic.edu)

## Structure of the Dual Credit Department



 [nic.edu](http://nic.edu)

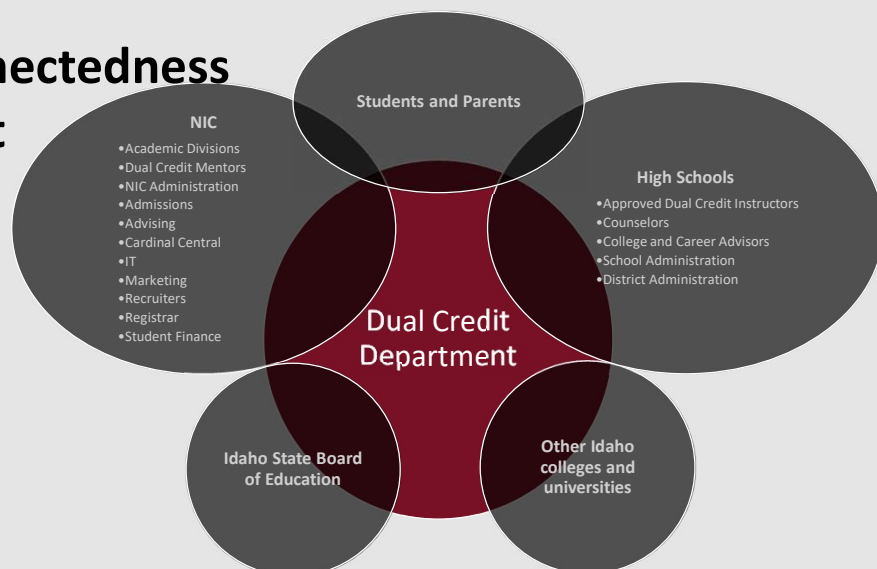


## A Bit of Dual Credit Information

- Dual credit students are taking college classes that count toward both college credit and high school credit
- Idaho public school students are eligible for \$4625 of funding – Advanced Opportunities
- Cost per credit for Dual students is capped at \$75/credit by State of Idaho
- Idaho pays NIC directly for classes taken by eligible Dual students
- NIC Dual students take classes
  - On NIC's campus or Sandpoint campus
  - Online
  - In their high school with an NIC approved instructor
    - NIC approved instructors are supported by a designated faculty mentor

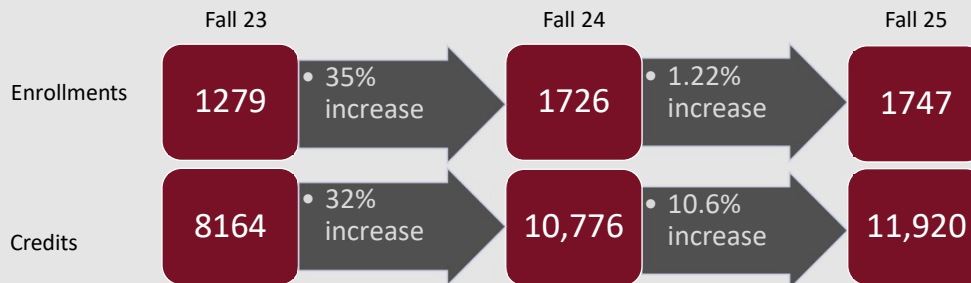
## The Interconnectedness of Dual Credit

Dual Credit is relationship based



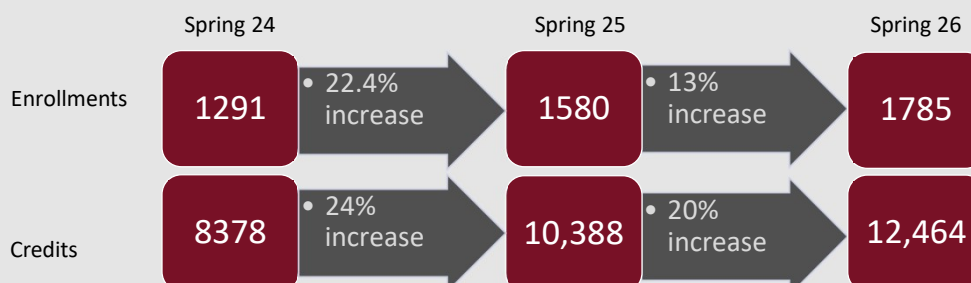
## Dual Credit By the Numbers

Fall 2025



## Dual Credit By the Numbers

Spring 2026



## How We Got Here:

### A Student Centered Approach

- Development of Pathways
- Dual credit student advising
  - In the high school
  - On NIC's campus
  - Virtual
- Fast, reliable communication
- Recruitment/informational campaigns and materials
- Events

## Dual Credit Graduation Event 2026



## How We Got Here:

### Strengthening Partnerships with High Schools

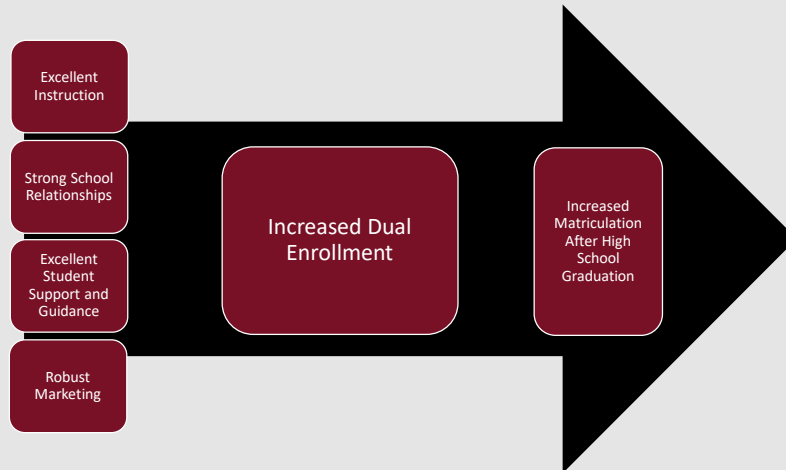
- Strengthening agreements with school districts
- Regular meetings and touchpoints
- NIC mentors working with high school approved instructors
- Problem solving
- High school event participation
  - Application and registration assistance
  - Parent nights
  - NIC Connect

## NIC's Strategic Plan

**Goal 2: Provide streamlined, flexible pathways to success that empower students to reach their educational goals**

- 2.4: Develop and strengthen dual credit partnerships by fostering seamless transitions to post secondary education, ensuring continuity and alignment in educational pathways

## Looking Ahead:



## Dual Credit Student Feedback:

- "I would say that it feels kinda scary because everything is brand new, but there are so many other people out there doing dual credit, so you're not alone. Also, it's easy to feel like everyone thinks you're too young, but I bet not everyone is thinking that. Some of my favorite classmate relationships have been with people probably twice or three times my age, and even though we aren't doing the same things in life, we connect over the class topic."



# FY2026-2027 Budget Request

North  
Idaho  
College  
► [nic.edu](http://nic.edu)



## Principles and Assumptions

- Invest in recruitment and retention efforts
- Strategically allocate resources to college priorities
- Incremental increase in tuition rates
- Step plus 1% compensation increase for full-time employees

## Changes in Revenue

|                                               |                      |
|-----------------------------------------------|----------------------|
| Tuition and Fees FY26 Base                    | \$ 11,373,409        |
| \$5 increase in per credit cost (all tuition) | 306,986              |
| <b>Total Tuition</b>                          | <b>\$ 11,680,395</b> |

- *\$5 per credit tuition increase*
- *Based on current year enrollment information*
- *Cost to in-district student \$152 per credit*
- *Lowest in-district cost per student of all Idaho Community Colleges*

## Changes in Revenue

|                                                                        |                      |
|------------------------------------------------------------------------|----------------------|
| State General Funds FY26 Original Appropriation                        | \$ 16,183,200        |
| 3% FY26 Ongoing Recision                                               | (485,500)            |
| FY27 Change in Benefit Costs                                           | 324,400              |
| Transfer of Canvas Learning Management fee to State Board of Education | (46,200)             |
| <b>Total State General Fund Allocation</b>                             | <b>\$ 15,975,900</b> |

- *Net decrease of \$207,300*

## Changes in Revenue

|                                                          |           |                  |
|----------------------------------------------------------|-----------|------------------|
| CTE FY26 Original Funding                                | \$        | 8,662,740        |
| CTE FY26 Recision                                        |           | (334,000)        |
| CTE Funding Change                                       |           | 83,363           |
| <b>Total State Career Technical Education Allocation</b> | <b>\$</b> | <b>8,412,103</b> |

- *Net decrease of \$250,600*
- *Reduction from Capacity Enhancement Funds*

## Changes in Revenue

|                                        |           |                   |
|----------------------------------------|-----------|-------------------|
| Property Tax FY26 Budgeted Levy Amount | \$        | 18,220,607        |
| New Property on Rolls (estimate)       |           | 250,000           |
| <b>Total Property Tax Levy</b>         | <b>\$</b> | <b>18,470,607</b> |

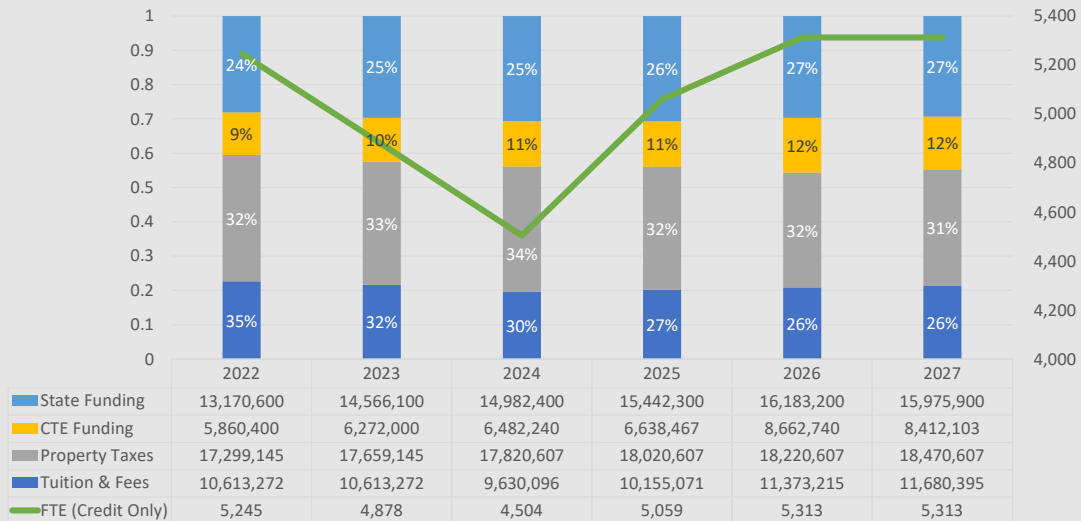
- *Net increase of \$250,000*
- *All new property and new construction*
- *1% levy rate increase equal to \$182,220*



## Total Revenue Change

|                                             | FY26 Budget          | Increase(Decrease) | FY27 Budget          |
|---------------------------------------------|----------------------|--------------------|----------------------|
| Tuition                                     | \$ 11,373,409        | \$ 306,986         | \$ 11,680,395        |
| State General Fund Allocation               | 16,183,200           | (207,300)          | 15,975,900           |
| State Career Technical Education Allocation | 8,662,740            | (250,637)          | 8,412,103            |
| State Liquor Tax                            | 200,000              |                    | 200,000              |
| Property Tax Levy                           | 18,220,607           | 250,000            | 18,470,607           |
| Interest Income                             | 800,000              |                    | 800,000              |
| All other Revenue                           | 3,527,742            |                    | 3,527,742            |
| <b>FY27 Revenue Projection</b>              | <b>\$ 58,967,698</b> | <b>\$ 99,049</b>   | <b>\$ 59,066,747</b> |
| <b>Percentage Change</b>                    |                      |                    | <b>0.17%</b>         |
|                                             |                      |                    | <b>\$ 99,049</b>     |

Revenue and Enrollment History



## Expense - Increases

| New Expenses Added to FY27 Budget                             | Amount       | Strategic Plan Goal(s) |
|---------------------------------------------------------------|--------------|------------------------|
| <i>Compensation Increase for Full-Time Employees</i>          | \$ 880,865   | 5                      |
| <i>Increase in medical premiums</i>                           | \$ 475,031   | 5                      |
| <i>License fee for Course Dog and Element 451 Software</i>    | \$ 300,000   | 1,2,5                  |
| <i>Reclassification of 12 employees</i>                       | \$ 95,000    | 5                      |
| <i>Funding for 2 full-time faculty</i>                        | \$ 160,000   | 2                      |
| <i>Funding of successful recruitment/retention activities</i> | \$ 75,000    | 1                      |
| <i>Inflationary increases for contracts and supplies</i>      | \$ 150,000   |                        |
| <i>Convert 3.5 temporary positions to permanent</i>           | \$ 200,000   | 2                      |
|                                                               | \$ 2,335,896 |                        |

## Expenses - Reductions

- Salary savings from retiring employees
  - Reduction to midpoint of pay range
  - Not refilling selected positions
- Re-negotiation of contracts and leases
- Reduction of contingency funds
  - Ongoing accreditation related costs

## Total Expenses

|                           | FY26 Budget          | FY27 Budget          |
|---------------------------|----------------------|----------------------|
| Salary                    | \$ 28,933,143        | \$ 29,159,288        |
| Benefits                  | 9,752,220            | 10,274,472           |
| Equipment Inventory       | 70,884               | 96,900               |
| General Expenses          | 20,201,751           | 19,536,087           |
| <b>Total Expenditures</b> | <b>\$ 58,957,998</b> | <b>\$ 59,066,747</b> |

|                                                             | FY2026<br>Budgeted   | FY2026<br>estimated  | FY2027<br>proposed   |
|-------------------------------------------------------------|----------------------|----------------------|----------------------|
| <b>Capital Investment Reserve Beginning Balance</b>         | \$ 12,969,322        | \$ 12,969,322        | \$ 14,968,724        |
| <b>Sources</b>                                              |                      |                      |                      |
| Tax revenue dedicated to Capital Investment                 | \$ 2,588,111         | \$ 2,588,111         | \$ 2,588,111         |
| Interest income on cash pool                                | \$ 500,000           | \$ 601,566           | \$ 575,000           |
| Subtotal Sources                                            | \$ 3,088,111         | \$ 3,189,677         | \$ 3,163,111         |
| <b>Uses</b>                                                 |                      |                      |                      |
| IT Capital Expense (Firewalls, Servers)                     | \$ 635,000           | \$ 635,000           |                      |
| Equipment Replacement Schedule - catch up                   | \$ 250,000           | \$ 250,000           |                      |
| Small Business Development Office Furniture (Moved to FY27) | \$ 300,000           |                      | \$ 300,000           |
| Molstead Lobby and Hallway Furniture                        | \$ 250,000           | \$ 140,275           |                      |
| Molstead Library remodel consulting                         | \$ 65,000            | \$ 65,000            |                      |
| X-Labs furniture and IT Equipment (Moved to FY27)           | \$ 750,000           |                      | \$ 750,000           |
| American Indian Student Center Furniture                    | \$ 250,000           | \$ 100,000           |                      |
| Athletic Fieldhouse                                         |                      |                      | \$ 750,000           |
| Campus Facility Master Plan (amount TBD)                    |                      |                      |                      |
| Subtotal uses                                               | \$ 2,500,000         | \$ 1,190,275         | \$ 1,800,000         |
| Net change this year                                        | \$ 588,111           | \$ 1,999,402         | \$ 1,363,111         |
| <b>Capital Investment Reserve ending balance</b>            | <b>\$ 13,557,433</b> | <b>\$ 14,968,724</b> | <b>\$ 16,331,835</b> |

## Total Institutional Expenditures FY27

|                               |    |                   |
|-------------------------------|----|-------------------|
| <u>General Operating Fund</u> | \$ | <u>59,066,747</u> |
| <u>Fee Revenue Fund</u>       |    | <u>2,946,655</u>  |
| <u>Fee for Service Fund</u>   |    | <u>9,394,437</u>  |
| <u>Grant Fund</u>             |    | <u>8,510,469</u>  |
| Total NIC                     | \$ | 79,918,308        |

## Tab 2

**BOARD OF TRUSTEES MEETING**  
**July 29, 2025**

---

**TAB 2**

**CONSENT AGENDA:** Reschedule August and September 2026 Board of Trustees Meetings

**BACKGROUND:** Due to scheduling conflicts, the President recommends rescheduling the following meetings:

Board of Trustees Facilitated Discussion, Executive Session, and Regular Meeting from to August 26, 2026 to September 2, 2026

Board of Trustees Regular Meeting from September 23, 2026 to September 30, 2026

**SUGGESTED MOTION FOR BOARD ACTION**

It is requested that a Trustee make a motion to reschedule the August and September 2026 Board of Trustees Meetings to the dates indicated.

Prepared by: Suzy Scura  
Board Clerk

## Tab 3

**BOARD OF TRUSTEES MEETING**  
**July 29, 2026**

---

**TAB 3**

**CONSENT AGENDA:** Approve Scrivener Error Corrections to Dental Course Fees

**BACKGROUND:** Fee increases for the Dental courses included in the FY 2026-2027 budget packet were approved by the Board at the May 27, 2026 regular Board of Trustees meeting. These fee increases were incorrectly indicated as:

- DENT-100: \$5,448.05 per student
- DENT-230: \$21.95 per student

The corrected course fee increases are as follows:

- DENT-105: \$6,202.79 per student
- DENT-235: \$1,021.44 per student

Note: These courses are new additions to the course catalog and will replace DENT-100 and DENT-230, respectively.

**SUGGESTED MOTION FOR BOARD ACTION**

It is requested that a Trustee make a motion to approve the approve scrivener error corrections to the dental course fees as specified above.

Prepared by: Suzy Scura  
Board Clerk



## Tab 4

**BOARD OF TRUSTEES MEETING**  
**July 29, 2026**

---

**TAB 4**

**NEW BUSINESS:** First Reading Policy 3.04.01.01 (Bereavement)

**BACKGROUND:** Policy 3.04.01.01 (Bereavement) was revised through the regular review cycle of College policies and procedures.

**DISCUSSION:** Tab 4 includes a redline copy of Policy 3.04.01.01 (Bereavement) as well as a clean copy of how the suggested modifications would read.

**REQUESTED BOARD ACTION**

It is requested that a Trustee make a motion to approve the policy with the proposed revisions as presented.

Prepared by: Suzy Scura  
Board Clerk

Policy Title: Bereavement

Impact: Benefits Eligible  
Employees

Responsibility: Human  
Resources

Effective Date: 02/26/2003

Last Update: 09/21/2020

Relates to Procedure:

Legal Citation(s):

#### Policy Narrative

Benefits eligible employees may use up to the equivalent of one regularly scheduled work week of paid bereavement leave for a death in their family. For the purposes of this policy, family includes the employee's spouse, domestic partner, parent, child, sibling, uncle, aunt, grandparent, grandchild, in-law (same member of spouse or domestic partner's family) or any person who was a member of the employee's established household. Bereavement leave must be taken within 12 months of the death of a family member.

If additional time off is necessary, arrangements may be made through the supervisor to permit the employee to use vacation, sick, personal days, or time off without pay.

**Deleted:** Benefited personnel will be granted up to five working days of paid leave if there is ...

**Deleted:** immediate

**Deleted:** Immediate

**Deleted:** for this policy

**Deleted:** is defined as

**Deleted:** ing

**Deleted:** **Additional Time Off**  
¶

**Deleted:** It is understandable that in certain instances the loss of a family member may so emotionally or physically affect an employee as to make it difficult or impossible to return to work and satisfactorily perform the duties on his/her job immediately following the use of bereavement leave. If

**Deleted:** due to the death of a family member

**Deleted:** time

**Deleted:** sick leave

Policy Title: Bereavement

Impact: Benefits Eligible  
Employees

Responsibility: Human  
Resources

Effective Date: 02/26/2003

Last Update: 09/21/2020

Relates to Procedure:

Legal Citation(s):

---

#### Policy Narrative

Benefits eligible employees may use up to the equivalent of one regularly scheduled work week of paid bereavement leave for a death in their family. For the purposes of this policy, family includes the employee's spouse, domestic partner, parent, child, sibling, uncle, aunt, grandparent, grandchild, in-law (same member of spouse or domestic partner's family) or any person who was a member of the employee's established household. Bereavement leave must be taken within 12 months of the death of a family member.

If additional time off is necessary, arrangements may be made through the supervisor to permit the employee to use vacation, sick, personal days, or time off without pay.

## Tab 5

**BOARD OF TRUSTEES MEETING**  
**July 29, 2026**

---

**TAB 5**

**NEW BUSINESS:** First Reading Policy 3.02.30 (Remediation of Tenured Faculty)

**BACKGROUND:** Policy 3.02.30 (Remediation of Tenured Faculty) was revised through the regular review cycle of College policies and procedures.

**DISCUSSION:** Tab 5 includes a redline copy of Policy 3.02.30 (Remediation of Tenured Faculty) as well as a clean copy of how the suggested modifications would read. The updated procedure is also included for reference (but does not require any action by the Board).

**REQUESTED BOARD ACTION**

It is requested that a Trustee make a motion to approve the policy with the proposed revisions as presented.

Prepared by: Suzy Scura  
Board Clerk

## Policy Title: Remediation of Tenured Faculty

**Impact:** Employees

**Responsibility:** Office of Instruction

**Deleted:** Senate, Tenure Committee, Faculty Assembly

**Effective Date:** 06/26/2002

**Last Update:** 05/26/2010

**Relates to Procedure(s):** 3.02.30

**Legal Citation(s):**

### I. Policy Narrative

North Idaho College supports methods to improve the performance of faculty members. If a tenured faculty member is identified by the Dean as being ineffective in satisfying contractual obligations as specified in the Teaching Focus policy, either through formal or informal evaluation procedures, a formal remediation process may be initiated by the dean and implemented pursuant to the Remediation of Tenured Faculty procedure.

**Deleted:** Chief Academic Officer (CAO)

**Deleted:** CAO

**Deleted:** P

**Deleted:** If at the conclusion of a formal remediation period the CAO determines that the faculty member has successfully completed the remediation process, the CAO shall close the process according to procedure. However, if at the conclusion of the remediation plan the CAO determines in his/her discretion that the faculty member has not successfully accomplished the outlined goals of the formal remediation plan, the CAO may extend the term of the remediation plan or recommend termination of employment for cause, as defined by the Faculty Termination policy and procedure.

## **Policy Title: Remediation of Tenured Faculty**

**Impact:** Employees

**Responsibility:** Office of Instruction

**Effective Date:** 06/26/2002

**Last Update:** 05/26/2010

**Relates to Procedure(s):** 3.02.30

**Legal Citation(s):**

---

### **I. Policy Narrative**

North Idaho College supports methods to improve the performance of faculty members. If a tenured faculty member is identified by the Dean as being ineffective in satisfying contractual obligations as specified in the Teaching Focus policy, either through formal or informal evaluation procedures, a formal remediation process may be initiated by the dean and implemented pursuant to the Remediation of Tenured Faculty procedure.



**Procedure Title: Remediation of Tenured Faculty**

**Impact:** Employees

**Responsibility:** ~~Office of Instruction~~

**Deleted:** Tenure Committee

**Effective Date:** 06/26/02

**Last Update:** 08/24/10

**Relates to Policy:** 3.02.30

**Legal Citation(s):**

**Deleted:** ¶

**I. Informal Remediation**

**Formatted:** Font: 16 pt

**I. Informal Remediation**

**Formatted:** Font: 16 pt

It is in the interests of both tenured faculty and supervisors to attempt to resolve employment concerns fairly, appropriately, in a timely manner, and without the burden of the formal remediation process. Supervisors with concerns about a tenured faculty member's performance are encouraged to recommend specific improvements without the ~~dean~~ initiating a formal remediation plan.

**Deleted:** chief academic officer

**Deleted:** (CAO)

**II. Formal Remediation**

**Formatted:** Font: 16 pt, Bold

**II. Formal Remediation**

**Formatted:** Font: 16 pt, Bold

A formal remediation plan is not intended as a substitute for open communication between a faculty member and ~~the faculty member's~~ supervisors. However, if concerns about a tenured faculty member's behavior or performance persist and/or constitute potential grounds for termination of employment, a formal remediation plan may be advisable.

**Deleted:** his or her

**III. Decision to Remediate**

**Formatted:** Font: 16 pt, Bold

**III. Decision to Remediate**

**Formatted:** Font: 16 pt, Bold

The ~~dean~~, in consultation with the tenured faculty member's immediate supervisor and ~~human resources~~, will determine whether a formal remediation plan is necessary. The decision to remediate may be based upon faculty performance and/or behavior as reported in informal observations or formal evaluations (as described in the Faculty Evaluation Policy and Procedure) and deemed by the ~~dean~~ to be inappropriate or unacceptable.

**Deleted:** CAO

**Deleted:** the Chief Academic Officer (CAO)

**Deleted:** /or dean

**Deleted:** CAO

**IV. Notification and opportunity for input**

**Formatted:** Font: 16 pt, Bold

**IV. Notification and opportunity for input**

**Formatted:** Font: 16 pt, Bold

The ~~dean~~ will provide written notice to the tenured faculty member of formal remediation. The notice will clearly indicate the concern(s) to be remediated by the faculty member. The tenured

**Deleted:** CAO

faculty member may submit a written response to the ~~dean~~ within a period of seven (7) calendar days of receipt of the written notice of remediation. After that seven-day period, the ~~dean~~ will determine whether or not formal remediation will go forward. If the remediation goes forward, a formal remediation plan will be developed.

Deleted: CAO

Deleted: CAO

Formatted: Font: 16 pt, Bold

## V. Development and Implementation of the Formal Remediation Plan

### Development and Implementation of the Formal Remediation Plan

- A. The ~~dean~~ will meet with the supervisor and the faculty member within thirty (30) calendar days following the ~~dean's~~ first notification to the faculty member of the need for formal remediation. During this meeting, the identified areas of concern and the objectives of remediation shall be discussed.
- B. Within fifteen (15) calendar days of the initial remediation meeting described above, the dean ~~CAO~~ will develop a written remediation plan that includes measurable objectives designed to address identified areas of concern and a reasonable timeline that is integrated with the evaluation process. The dean ~~CAO~~ will review the plan with the faculty member and ~~the faculty member's~~ supervisor ~~or dean~~, and ~~the dean CAO~~ will consider revisions that may be recommended. The faculty member is encouraged to share the remediation plan with a peer/mentor to help to complete it successfully.
- C. The tenured faculty member must abide by the plan as outlined by the dean ~~CAO~~, notwithstanding ~~the faculty member's~~ disagreement with the terms or necessity of the plan.
- D. In the event there is disagreement regarding the satisfactory completion of an aspect of the plan, the faculty member and supervisor ~~and/or dean~~ may each submit a brief statement supporting their viewpoint to the dean ~~CAO~~. The dean ~~CAO~~ will take into consideration the faculty member's and supervisor's ~~or dean's~~ comments and will make the final determination as to the satisfactory completion of activities.
- E. The remediation process will be conducted subject to the following:
- During the remediation process, open communication shall be encouraged between the faculty member, the supervisor and ~~or the dean~~, ~~and the CAO~~.
  - The tenured faculty member's supervisor will document the remediation process.
  - Any documentation required by this procedure relevant to performance and/or behavior relating to the remediation plan shall remain accessible to the faculty member.
  - A copy of the formal remediation plan will be retained by the ~~dean~~ and a copy will be placed in the faculty member's ~~employment~~ file located in the Human Resources Department. Other documents generated will be made available to the faculty member upon request.

Deleted: CAO

Deleted: and/or dean,

Deleted: CAO

Formatted: Font color: Light Blue

Formatted: Font color: Light Blue

Deleted: his/her

Formatted: Font color: Light Blue

Formatted: Font color: Light Blue

Deleted: his or her

Formatted: Font color: Light Blue

Formatted: Font color: Light Blue

Formatted: Font color: Light Blue

Formatted: Font color: Light Blue, Strikethrough

Formatted: Font color: Light Blue

Formatted: Font color: Light Blue, Strikethrough

Formatted: Font color: Light Blue, Strikethrough

Deleted: CAO

Deleted: personnel

## VI. Conclusion of the Form Remediation Process

### VI. Conclusion of the Formal Remediation Process

Formatted: Font: 16 pt, Bold

Formatted: No bullets or numbering

- A. ~~At~~ the conclusion of the remediation period ~~and in consultation with human resources~~, the faculty member ~~and~~ supervisor will be provided with a copy of the ~~dean's~~ written determination of the outcome of remediation.
- B. If the ~~dean~~ determines that remediation was successful, the ~~dean~~ will close the remediation process.
- C. If the ~~dean~~ determines that remediation was not successful, the ~~dean~~ will either continue the formal remediation, including the option of developing a new plan consistent with section V, or initiate termination of employment according to the ~~Termination of Tenured Faculty for Cause~~ policy and ~~p~~rocedure.

**Deleted:** A

**Deleted:** and

**Deleted:**

**Deleted:** CAO

**Deleted:** CAO

**Deleted:** CAO

**Deleted:** CAO

**Deleted:** CAO

**Deleted:** Faculty

**Deleted:** P

**Deleted:** P

**Procedure Title:** Remediation of Tenured Faculty

**Impact:** Employees

**Responsibility:** Office of Instruction

**Effective Date:** 06/26/02

**Last Update:** 08/24/10

**Relates to Policy:** 3.02.30

**Legal Citation(s):**

## **I. Informal Remediation**

### **I. Informal Remediation**

It is in the interests of both tenured faculty and supervisors to attempt to resolve employment concerns fairly, appropriately, in a timely manner, and without the burden of the formal remediation process. Supervisors with concerns about a tenured faculty member's performance are encouraged to recommend specific improvements without the dean initiating a formal remediation plan.

## **II. Formal Remediation**

### **II. Formal Remediation**

A formal remediation plan is not intended as a substitute for open communication between a faculty member and the faculty member's supervisors. However, if concerns about a tenured faculty member's behavior or performance persist and/or constitute potential grounds for termination of employment, a formal remediation plan may be advisable.

## **III. Decision to Remediate**

### **III. Decision to Remediate**

The dean, in consultation with the tenured faculty member's immediate supervisor and human resources, will determine whether a formal remediation plan is necessary. The decision to remediate may be based upon faculty performance and/or behavior as reported in informal observations or formal evaluations (as described in the Faculty Evaluation Policy and Procedure) and deemed by the dean to be inappropriate or unacceptable.

## **IV. Notification and opportunity for input**

### **IV. Notification and opportunity for input**

The dean will provide written notice to the tenured faculty member of formal remediation. The notice will clearly indicate the concern(s) to be remediated by the faculty member. The tenured

faculty member may submit a written response to the dean within a period of seven (7) calendar days of receipt of the written notice of remediation. After that seven-day period, the dean will determine whether or not formal remediation will go forward. If the remediation goes forward, a formal remediation plan will be developed.

## **V. Development and Implementation of the Formal Remediation Plan**

### **MaDevelopment and Implementation of the Formal Remediation**

- A. The dean will meet with the supervisor and the faculty member within thirty (30) calendar days following the dean's first notification to the faculty member of the need for formal remediation. During this meeting, the identified areas of concern and the objectives of remediation shall be discussed.
- B. Within fifteen (15) calendar days of the initial remediation meeting described above, the dean will develop a written remediation plan that includes measurable objectives designed to address identified areas of concern and a reasonable timeline that is integrated with the evaluation process. The dean will review the plan with the faculty member and the faculty member's supervisor, and will consider revisions that may be recommended. The faculty member is encouraged to share the remediation plan with a peer/mentor to help to complete it successfully.
- C. The tenured faculty member must abide by the plan as outlined by the dean CAO, notwithstanding the faculty member's disagreement with the terms or necessity of the plan.
- D. In the event there is disagreement regarding the satisfactory completion of an aspect of the plan, the faculty member and supervisor may each submit a brief statement supporting their viewpoint to the dean. The dean will take into consideration the faculty member's and supervisor's comments and will make the final determination as to the satisfactory completion of activities.
- E. The remediation process will be conducted subject to the following:
  - i. During the remediation process, open communication shall be encouraged between the faculty member, the supervisor and the dean.
  - ii. The tenured faculty member's supervisor will document the remediation process.
  - iii. Any documentation required by this procedure relevant to performance and/or behavior relating to the remediation plan shall remain accessible to the faculty member.
  - iv. A copy of the formal remediation plan will be retained by the dean and a copy will be placed in the faculty member's employment file located in the Human Resources Department. Other documents generated will be made available to the faculty member upon request.

## **VI. Conclusion of the Form Remediation Process**

### **VI. Conclusion of the Formal Remediation Process**

- A. At the conclusion of the remediation period and in consultation with human resources, the faculty member and supervisor will be provided with a copy of the dean's written determination of the outcome of remediation.
- B. If the dean determines that remediation was successful, the dean will close the remediation process.
- C. If the dean determines that remediation was not successful, the dean will either continue the formal remediation, including the option of developing a new plan consistent with section V, or initiate termination of employment according to the Termination of Tenured Faculty for Cause policy and procedure.

## Tab 6

**BOARD OF TRUSTEES MEETING**  
**July 29, 2026**

---

**TAB 6**

**NEW BUSINESS:** First Reading Policy 3.02.31 (Suspension of Tenured Faculty)

**BACKGROUND:** Policy 3.02.31 (Suspension of Tenured Faculty) was revised through the regular review cycle of College policies and procedures.

**DISCUSSION:** Tab 6 includes a redline copy of Policy 3.02.31 (Suspension of Tenured Faculty) as well as a clean copy of how the suggested modifications would read. The updated procedure is also included for reference (but does not require any action by the Board).

**REQUESTED BOARD ACTION**

It is requested that a Trustee make a motion to approve the policy with the proposed revisions as presented.

Prepared by: Suzy Scura  
Board Clerk



## Policy Title: Suspension of Tenured Faculty

**Impact:** Employees

**Responsibility:** ~~Office of Instruction~~

**Deleted:** Senate, Tenure Committee, Faculty Assembly

**Effective Date:** 06/26/2002

**Last Update:** 09/22/2010

**Relates to Procedure(s):** 3.02.31

**Legal Citation(s):**

### I. Policy Narrative

#### Purpose

- A. For cause, Chief Academic Officer (CAO) may immediately suspend a Tenured Faculty member from assigned duties with pay, for up to three (3) months, to conduct an investigation into allegations of improper conduct or behavior.
- B. Cause for suspension is defined as an allegation of any conduct or behavior that may damage or may be detrimental to the college, its students, faculty, or employees as determined by the CAO. Examples include, but are not limited to, criminality, dishonesty, unprofessional or unethical conduct, violation of policy(ies) or abandonment of the responsibilities or inability to perform the essential functions of the position. This policy will not be interpreted so as to interfere with the NIC Academic Freedom policy.
- C. A Tenured Faculty member has the right to appeal the initial suspension pursuant to the procedures associated with this policy.

1.

**Deleted:** ¶

If the matter involves a criminal investigation or a civil investigation conducted by an entity other than NIC that does not allow the faculty member to perform contracted duties, then the CAO may extend the suspension on an unpaid basis beyond the initial three (3) month paid period, until a final determination is rendered in the matter. If a suspended faculty member is reinstated to full duties after final resolution of the matter, NIC will pay backpay for the time suspended, up to a maximum of nine (9) month's salary.¶

**Deleted:** ¶

At the conclusion of the investigation, the CAO may recommend one of the following courses of action:¶  
Reinstatement to normal duties,¶  
Reinstatement with informal remediation,¶  
Reinstatement with formal remediation, or¶  
Termination of employment consistent with NIC termination policy and procedure.

# **Policy Title: Suspension of Tenured Faculty**

**Impact:** Employees

**Responsibility:** Office of Instruction

**Effective Date:** 06/26/2002

**Last Update:** 09/22/2010

**Relates to Procedure(s):** 3.02.31

**Legal Citation(s):**

---

## **I. Policy Narrative**

### **Purpose**

- A. For cause, Chief Academic Officer (CAO) may immediately suspend a Tenured Faculty member from assigned duties with pay, for up to three (3) months, to conduct an investigation into allegations of improper conduct or behavior.
- B. Cause for suspension is defined as an allegation of any conduct or behavior that may damage or may be detrimental to the college, its students, faculty, or employees as determined by the CAO. Examples include, but are not limited to, criminality, dishonesty, unprofessional or unethical conduct, violation of policy(ies) or abandonment of the responsibilities or inability to perform the essential functions of the position. This policy will not be interpreted so as to interfere with the NIC Academic Freedom policy.
- C. A Tenured Faculty member has the right to appeal the initial suspension pursuant to the procedures associated with this policy.
  - 1.

## Procedure Title: Suspension of Tenured Faculty

**Impact:** Employees

**Responsibility:** Office of

Instruction,

**Effective Date:** 06/26/02

**Last Update:** 08/27/10

**Relates to Policy:** 3.02.31

**Legal Citation(s):**

**Deleted:**

**Deleted:** Tenure Committee

### I. Initiation of Suspension

- A. The Chief Academic Officer (CAO) may place a tenured faculty member on immediate paid suspension for up to three (3) months pending investigation into allegations of improper conduct or behavior in accordance with the associated policy.
- B. The CAO shall provide written notice of suspension to the tenured faculty member, which notice shall be hand delivered or mailed via U.S. mail to the address on record. The CAO will also supply human resources and the president with notice of the suspension.
- C. Within seven (7) calendar days of the issuance of the notice of paid suspension, the CAO shall provide the tenured faculty member with written justification for the suspension and a statement of the rights of the employee to appeal the decision to human resources or a non-supervising instructional dean designated by the president.

**Deleted:** the Tenure Committee

**Deleted:** a

**Deleted:** vice president

**Deleted:** (other than the CAO)

**Deleted:** ated

**Deleted:** vice president

**Deleted:** and the designated vice president

**Deleted:** hand delivery

**Deleted:** ated

**Deleted:** vice president

**Deleted:** him/her

**Formatted:** Justified, Indent: Hanging: 0.25", Right: 0.08", Line spacing: Multiple 1.08 li

**Deleted:** ated

**Deleted:** vice president

**Deleted:** at

**Deleted:** vice president

**Deleted:** hand<sup>l</sup> delivery

**Deleted:** his/her

**Deleted:** ated

**Deleted:** vice president

### II. Appeal

- A. The faculty member may request an informal hearing to appeal to the designee, within seven (7) calendar days of receipt of the written notice of the initial paid suspension. The request for hearing shall be in writing and served upon the CAO, by email or via U.S. mail, to the campus address. The purpose of the hearing is to determine whether the allegations could, if proved, damage or create a detriment to the college, its students, faculty or employees.
- B. Within fifteen (15) calendar days of the service of the request for appeal, the designee, shall meet with the faculty member to allow the faculty member the opportunity to be heard and to present such witnesses and documentary evidence on the issue of whether the suspension is warranted.
- C. If the designee determines that the initial suspension is not supported by sufficient evidence, they, shall make that determination in writing and serve it upon the CAO at the campus address and upon the tenured faculty member, by email or U.S. mail, to the address on record. Upon service, the tenured faculty member shall forthwith be reinstated to normal duties.
- D. If the designee determines that the initial suspension is supported by sufficient

evidence, they shall make the determination upholding the suspension in writing and serve it by email or U.S. mail upon the CAO, at the campus address, and upon the tenured faculty member, at the address on record.

Deleted: vice president

Deleted: hand delivery

### III. Investigation

A. Unless the suspension is dismissed by the designee, the CAO or the CAO's designee will direct an investigation into the facts as is necessary to make a determination on the merits of the suspension.

Deleted: A.

Deleted: ated

Deleted: vice president

Deleted: his/her

Deleted: B.

B. Such investigation conducted by NIC shall be completed with all deliberate speed within three months. Suspension may be continued where allowed by the associated policy. The CAO will provide notice of an extended, unpaid suspension to the faculty member by hand delivery or via U.S. mail to the address of record before the expiration of the initial three (3) month suspension.

C. If the matter involves a criminal investigation or a civil investigation conducted by an entity other than NIC that does not allow the faculty member to perform contracted duties, then the CAO may extend the suspension on a paid or unpaid basis, beyond the initial three (3) month paid period, until a final determination is rendered in the matter. If a suspended faculty member is reinstated to full duties after final resolution of the matter, NIC will pay backpay for the time suspended, up to a maximum of nine (9) month's salary.

Deleted: ¶  
¶

Deleted:

Deleted: ¶  
¶  
¶

Deleted: C

Deleted: personnel

D. Copies of the CAO's official findings will be provided to the faculty member and placed in the faculty member's employment file located in the Human Resources

Office.

### IV. Conclusion of Suspension

A. At the conclusion of the investigation, the CAO may recommend one of the following courses of action:

Deleted: A.

- i. Reinstatement to normal duties,
- ii. Reinstatement with informal remediation,
- iii. Reinstatement with formal remediation, or
- iv. Termination of employment consistent with NIC termination policy and procedure.

B. If, during the course of the investigation the CAO finds that there is not sufficient cause for suspension, he/she shall conclude the suspension and provide notice to the tenured faculty member by email or via U.S. mail, to the address of record, of reinstatement to normal duties, and the tenured faculty member's personnel file, located in Human Resources, will be purged of all documents relating to the suspension. The CAO will also supply human resources and the president with notice of the discontinuance of suspension.

Deleted: hand delivery

Deleted: his/her

Deleted: the Tenure Committee

C. If, following investigation, the CAO determines that the suspension should be discontinued but that there is need for remediation, the CAO shall implement such remediation measures pursuant to NIC Faculty Remediation Policy and Procedure.

Deleted: B.

D. If, at the conclusion of the investigation, the CAO determines that there is cause for

Deleted: C

termination of employment, suspension will continue until the CAO's written determination stating the reasons for the decision is served upon the faculty member by U.S. mail. Termination will be implemented pursuant to NIC Faculty Termination Policy and Procedure.

**Deleted:** hand delivery or via

# **Procedure Title: Suspension of Tenured Faculty**

**Impact:** Employees

**Responsibility:** Office of

**Instruction**

**Effective Date:** 06/26/02

**Last Update:** 08/27/10

**Relates to Policy:** 3.02.31

**Legal Citation(s):**

---

## **I. Initiation of Suspension**

- A. The Chief Academic Officer (CAO) may place a tenured faculty member on immediate paid suspension for up to three (3) months pending investigation into allegations of improper conduct or behavior in accordance with the associated policy.
- B. The CAO shall provide written notice of suspension to the tenured faculty member, which notice shall be hand delivered or mailed via U.S. mail to the address on record. The CAO will also supply human resources and the president with notice of the suspension.
- C. Within seven (7) calendar days of the issuance of the notice of paid suspension, the CAO shall provide the tenured faculty member with written justification for the suspension and a statement of the rights of the employee to appeal the decision to human resources or a non-supervising instructional dean designated by the president.

## **II. Appeal**

- A. The faculty member may request an informal hearing to appeal to the designee, within seven (7) calendar days of receipt of the written notice of the initial paid suspension. The request for hearing shall be in writing and served upon the CAO, by email or via U.S. mail, to the campus address. The purpose of the hearing is to determine whether the allegations could, if proved, damage or create a detriment to the college, its students, faculty or employees.
- B. Within fifteen (15) calendar days of the service of the request for appeal, the designee shall meet with the faculty member to allow the faculty member the opportunity to be heard and to present such witnesses and documentary evidence on the issue of whether the suspension is warranted.
- C. If the designee determines that the initial suspension is not supported by sufficient evidence, they shall make that determination in writing and serve it upon the CAO at the campus address and upon the tenured faculty member, by email or U.S. mail, to the address on record. Upon service, the tenured faculty member shall forthwith be reinstated to normal duties.
- D. If the designee determines that the initial suspension is supported by sufficient

evidence, they shall make the determination upholding the suspension in writing and serve it by email or U.S. mail upon the CAO, at the campus address, and upon the tenured faculty member, at the address on record.

### **III. Investigation**

- A. Unless the suspension is dismissed by the designee, the CAO or the CAO's designee will direct an investigation into the facts as is necessary to make a determination on the merits of the suspension.
- B. Such investigation conducted by NIC shall be completed with all deliberate speed within three months. Suspension may be continued where allowed by the associated policy. The CAO will provide notice of an extended, unpaid suspension to the faculty member by hand delivery or via U.S. mail to the address of record before the expiration of the initial three (3) month suspension.
- C. If the matter involves a criminal investigation or a civil investigation conducted by an entity other than NIC that does not allow the faculty member to perform contracted duties, then the CAO may extend the suspension on a paid or unpaid basis, beyond the initial three (3) month paid period, until a final determination is rendered in the matter. If a suspended faculty member is reinstated to full duties after final resolution of the matter, NIC will pay backpay for the time suspended, up to a maximum of nine (9) month's salary.
- D. Copies of the CAO's official findings will be provided to the faculty member and placed in the faculty member's employment file located in the Human Resources

Office.

### **IV. Conclusion of Suspension**

- A. At the conclusion of the investigation, the CAO may recommend one of the following courses of action:
  - i. Reinstatement to normal duties,
  - ii. Reinstatement with informal remediation,
  - iii. Reinstatement with formal remediation, or
  - iv. Termination of employment consistent with NIC termination policy and procedure.
- B. If, during the course of the investigation the CAO finds that there is not sufficient cause for suspension, he/she shall conclude the suspension and provide notice to the tenured faculty member by email or via U.S. mail, to the address of record, of reinstatement to normal duties, and the tenured faculty member's personnel file, located in Human Resources, will be purged of all documents relating to the suspension. The CAO will also supply human resources and the president with notice of the discontinuance of suspension.
- C. If, following investigation, the CAO determines that the suspension should be discontinued but that there is need for remediation, the CAO shall implement such remediation measures pursuant to NIC Faculty Remediation Policy and Procedure.
- D. If, at the conclusion of the investigation, the CAO determines that there is cause for



termination of employment, suspension will continue until the CAO's written determination stating the reasons for the decision is served upon the faculty member by U.S. mail. Termination will be implemented pursuant to NIC Faculty Termination Policy and Procedure.



## Tab 7

**BOARD OF TRUSTEES MEETING**  
**July 29, 2026**

---

**TAB 7**

**NEW BUSINESS:** First Reading Policy 3.02.32 (Termination of Tenured Faculty for Cause)

**BACKGROUND:** Policy 3.02.32 (Termination of Tenured Faculty for Cause) was revised through the regular review cycle of College policies and procedures.

**DISCUSSION:** Tab 7 includes a redline copy of Policy 3.02.32 (Termination of Tenured Faculty for Cause) as well as a clean copy of how the suggested modifications would read. The updated procedure is also included for reference (but does not require any action by the Board).

**REQUESTED BOARD ACTION**

It is requested that a Trustee make a motion to approve the policy with the proposed revisions as presented.

Prepared by: Suzy Scura  
Board Clerk

## Policy Title: Termination of Tenured Faculty for Cause

**Impact:** Employees

**Responsibility:** Office of Instruction

**Effective Date:** 06/26/2002

**Last Update:** 10/27/2010

**Relates to Procedure(s):** 3.02.32

**Legal Citation(s):**

---

### I. Policy Narrative

- A. The Chief Academic Officer (CAO) may recommend termination “for cause” of tenured faculty to the president.
- B. Cause is defined as any conduct that may damage or may be detrimental to the college, its students, faculty, or employees, as determined by the CAO in consultation with human resources. Examples include, but are not limited to, criminality; dishonesty; unprofessional or unethical conduct; violation of policy(ies), abandonment of the responsibilities or inability to perform the essential functions of the position; or the failure to satisfactorily complete the remediation process. This policy is not to be interpreted so as to interfere with Academic Freedom.

**Deleted:** <#>Tenured faculty members have a right to a timely hearing before a five (5) member review panel. The Review Panel shall be comprised of a vice president selected by the president; a non-supervising academic dean or other non-supervising administrator, and three faculty members. Appointment to the Review Panel will be made per the associated procedure. The review panel will, following the hearing, make a recommendation for or against termination to the president.¶

**Deleted:** <#>Upon review of the recommendation received from the CAO and from the review panel, and any written employee response in the record, the president will make the final determination for or against termination. During the period of review, the president will provide an opportunity for the tenured faculty member to be heard by the president.¶  
¶ The president has broad discretion to evaluate the information and make a decision to terminate employment, remand for further remediation, or reinstate without remediation. The decision of the president will be final.

## **Policy Title: Termination of Tenured Faculty for Cause**

**Impact:** Employees

**Responsibility:** Office of Instruction

**Effective Date:** 06/26/2002

**Last Update:** 10/27/2010

**Relates to Procedure(s):** 3.02.32

**Legal Citation(s):**

---

### **I. Policy Narrative**

- A. The Chief Academic Officer (CAO) may recommend termination “for cause” of tenured faculty to the president.
- B. Cause is defined as any conduct that may damage or may be detrimental to the college, its students, faculty, or employees, as determined by the CAO in consultation with human resources. Examples include, but are not limited to, criminality; dishonesty; unprofessional or unethical conduct; violation of policy(ies), abandonment of the responsibilities or inability to perform the essential functions of the position; or the failure to satisfactorily complete the remediation process. This policy is not to be interpreted so as to interfere with Academic Freedom.

## Procedure Title: Termination of Tenured Faculty for Cause

**Impact:** Employees

**Responsibility:** Office of Instruction

**Effective Date:** 06/26/2002

**Last Update:** 10/27/2010

**Relates to Policy(s):** 3.02.32

**Legal Citation(s):**

### I. Procedure Narrative

The Procedure for terminating tenured faculty for cause is as follows:

A. The Chief Academic Officer (CAO) will notify the faculty member, immediate supervisor, the chair of the Tenure Committee, human resources, and the president in writing of the recommendation for termination. The CAO will document the date of delivery of the notice which will be accomplished by hand delivery or via the U.S. mail.

B. The notice will contain the detailed reasons for recommendation of termination and will contain a statement of the faculty member's right to appeal.

C. Within fifteen (15) calendar days of service of a recommendation for termination, the tenured faculty member may request a hearing before a five (5) member Review Panel. The president will appoint two administrators and the tenure committee will appoint three faculty representatives to serve on the review panel. The Review Panel will select a member to serve as chair. After the hearing, the Review Panel will make a recommendation for or against termination to the president.

The faculty member's hearing request must be:

- In writing;
- Served upon both the Chief Human Resources Officer and the CAO, by email or U.S. mail, with the date of transmittal documented by the faculty member,
- Accompanied by the faculty member's written response, if any, to the allegations, and
- Accompanied by relevant documents if any, relating to the recommendation for termination.

**Deleted:** whose membership is determined per the associated policy

**Deleted:** Membership on the Review Panel will be by appointment, with the

**Deleted:** vice president

**Deleted:** member appointed by the president, the non-supervising dean or other non-supervising administrator appointed by the president, and th

**Deleted:** e

**Deleted:** ree faculty representatives appointed by the Tenure Committee.

**Deleted:** T

**Deleted:** , following the hearing,

**Deleted:** ¶

**Deleted:** T

**Deleted:** ¶

**Deleted:** director of Human Resources

**Deleted:** hand delivery

D. Within ten (10) working days of receipt of the faculty member's request for hearing, the [Chief Human Resources Officer](#), or designee, shall notify each panel member of the hearing request and shall provide the panel with the documentation received from the faculty member and any documentation received from the CAO supporting the recommendation.

**Deleted:** director of Human Resources

E. If the faculty member does not request a hearing as set forth above, the CAO shall notify the president that the recommendation for termination is uncontested.

F. Between ten (10) and twenty (20) calendar days of the receipt of notification from the [Chief Human Resources Officer](#), the chair of the Review Panel will convene a hearing. The CAO and the faculty member will present such witnesses and documentary evidence as they believe bear on the recommendation for termination.

**Deleted:** director of Human Resources

G. Within ten (10) calendar days of the completion of the hearing, the chair of the Review Panel will make a recommendation to the president either for continuance of employment and reinstatement to full duties with or without remediation, or for termination. The recommendation shall be in writing and served upon the CAO, the faculty member, and the president.

H. Within fifteen (15) calendar days of receipt of notice that a hearing has not been requested (Paragraph [E](#)), or the receipt of a recommendation from the Review Panel (Paragraph [G](#)), the president will notify the faculty member that he or she has an opportunity to be heard separately by the president before any decision is made. The faculty member will have three (3) calendar days to contact the Office of the President in writing to request a meeting. If the faculty member requests a meeting with the president, the president will convene a meeting with the faculty member within (15) calendar days.

**Deleted:** 5

**Deleted:** 7

I. Within thirty (30) calendar days of the latter of (1) the president's receipt of notice that a hearing has not been requested by the faculty member (Paragraph [E](#)), (2) the conclusion of a requested hearing, or (3) the president's receipt of a recommendation from the Review Panel (Paragraph [G](#)), the president shall make a decision based on a preponderance of all of the evidence considered. The president has broad discretion to terminate employment, remand for further remediation, or reinstate without remediation. The president's decision is final, without further appeal. The president's determination shall be issued in writing and served by email or certified mail upon the CAO, the chair of the Tenure Committee, and the faculty member.

**Deleted:** 5

**Deleted:** 7

**Deleted:** hand delivery

## **Procedure Title: Termination of Tenured Faculty for Cause**

**Impact:** Employees

**Responsibility:** Office of Instruction

**Effective Date:** 06/26/2002

**Last Update:** 10/27/2010

**Relates to Policy(s):** 3.02.32

**Legal Citation(s):**

---

### **I. Procedure Narrative**

The Procedure for terminating tenured faculty for cause is as follows:

- A. The Chief Academic Officer (CAO) will notify the faculty member, immediate supervisor, the chair of the Tenure Committee, human resources, and the president in writing of the recommendation for termination. The CAO will document the date of delivery of the notice which will be accomplished by hand delivery or via the U.S. mail.
- B. The notice will contain the detailed reasons for recommendation of termination and will contain a statement of the faculty member's right to appeal.
- C. Within fifteen (15) calendar days of service of a recommendation for termination, the tenured faculty member may request a hearing before a five (5) member Review Panel. The president will appoint two administrators and the tenure committee will appoint three faculty representatives to serve on the review panel. The Review Panel will select a member to serve as chair. After the hearing, the Review Panel will make a recommendation for or against termination to the president.

The faculty member's hearing request must be:

- a. In writing;
- b. Served upon both the Chief Human Resources Officer and the CAO, by email or U.S. mail, with the date of transmittal documented by the faculty member,
- c. Accompanied by the faculty member's written response, if any, to the allegations, and
- d. Accompanied by relevant documents if any, relating to the recommendation for termination.

- D. Within ten (10) working days of receipt of the faculty member's request for hearing, the Chief Human Resources Officer, or designee, shall notify each panel member of the hearing request and shall provide the panel with the documentation received from the faculty member and any documentation received from the CAO supporting the recommendation.
- E. If the faculty member does not request a hearing as set forth above, the CAO shall notify the president that the recommendation for termination is uncontested.
- F. Between ten (10) and twenty (20) calendar days of the receipt of notification from the Chief Human Resources Officer, the chair of the Review Panel will convene a hearing. The CAO and the faculty member will present such witnesses and documentary evidence as they believe bear on the recommendation for termination.
- G. Within ten (10) calendar days of the completion of the hearing, the chair of the Review Panel will make a recommendation to the president either for continuance of employment and reinstatement to full duties with or without remediation, or for termination. The recommendation shall be in writing and served upon the CAO, the faculty member, and the president.
- H. Within fifteen (15) calendar days of receipt of notice that a hearing has not been requested (Paragraph E), or the receipt of a recommendation from the Review Panel (Paragraph G), the president will notify the faculty member that he or she has an opportunity to be heard separately by the president before any decision is made. The faculty member will have three (3) calendar days to contact the Office of the President in writing to request a meeting. If the faculty member requests a meeting with the president, the president will convene a meeting with the faculty member within (15) calendar days.
- I. Within thirty (30) calendar days of the latter of (1) the president's receipt of notice that a hearing has not been requested by the faculty member (Paragraph E), (2) the conclusion of a requested hearing, or (3) the president's receipt of a recommendation from the Review Panel (Paragraph G), the president shall make a decision based on a preponderance of all of the evidence considered. The president has broad discretion to terminate employment, remand for further remediation, or reinstate without remediation. The president's decision is final, without further appeal. The president's determination shall be issued in writing and served by email or certified mail upon the CAO, the chair of the Tenure Committee, and the faculty member.



## Tab 8

**BOARD OF TRUSTEES MEETING**  
**July 29, 2026**

---

**TAB 8**

**NEW BUSINESS:** Approve a Letter of Support for Chair Tarie Zimmerman's Candidacy to the Association of Community College Trustees (ACCT) Board of Directors

**BACKGROUND:** Chair Zimmerman intends to submit her candidacy for election to the ACCT Board of Directors. As part of the required application materials, the ACCT requires a letter from the NIC Board of Trustees confirming the institution's commitment to financially support Chair Zimmerman's service, including travel and participation in required meetings.

Tab 8 contains a proposed letter of support for Chair Zimmerman's candidacy to the ACCT Board of Directors.

**SUGGESTED MOTION FOR BOARD ACTION**

It is requested that a Trustee make a motion to approve the letter of support for Chair Zimmerman's candidacy to the ACCT Board of Directors. If approved, Vice Chair Mary Havercroft will sign the letter on behalf of the Board.

Prepared by: Suzy Scura  
Board Clerk



01 July 2026

Jee Hang Lee  
President and Chief Executive Officer  
Association of Community College Trustees  
1101 17th St NW, Ste 300  
Washington, DC 20036

Re: Support of Tarie Zimmerman Candidacy

Dear President Lee and ACCT Selection Committee:

On behalf of the North Idaho College Board of Trustees, we are proud to support the candidacy of Chair Tarie Zimmerman for Pacific Regional Director on the ACCT Board of Directors.

Since her election in 2022, Trustee Zimmerman has demonstrated exceptional leadership, professionalism, and commitment to student success. As Board Chair, she has guided the institution with a focus on governance best practices, strategic stability, and community engagement.

Her service on the ACCT Public Policy and Advocacy Committee reflects her dedication to advancing national priorities that benefit community colleges and their students. She brings valuable expertise in finance, governance, and public service, along with a strong voice for community and regional institutions.

North Idaho College fully supports her candidacy and commits to providing the financial resources necessary for her participation in all required ACCT meetings and activities.

Sincerely,

Mary Havercroft  
Vice Chair  
North Idaho College Board of Trustees