



# North Idaho College

Board of Trustees Meeting

May 26, 2021

Edminster Student Union Building, Lake Coeur d'Alene Room

Connect via Zoom: <https://nic.zoom.us/j/82485730479> or by phone: (669) 900-6833 Meeting ID: 824 8573 0479

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

This meeting is a business meeting of the Board Trustees and the NIC Administration. Members of the public interested in offering public comment on any agenda item must submit a request by 12 p.m. the day of the board meeting to [shannon.goodrich@nic.edu](mailto:shannon.goodrich@nic.edu). The request must identify the agenda topic comment will relate to and include the commenter's full name, and must also specify whether comment will be made in person or over Zoom.

Physical attendance by the public will be limited and the allowable room capacity is 35 people. Masks are recommended for those choosing to attend in person and members of the public may also view and/or listen to the open portion of the meeting through the Zoom virtual meeting platform.

## AGENDA

### 4:00 p.m. EXECUTIVE SESSION

Action for Executive Session under Idaho Code Idaho Code § 74-206(1)(b)\*

### 6:00 p.m. BOARD MEETING

Convene/Call to Order/Verification of Quorum	Todd Banducci
Pledge of Allegiance	Todd Banducci
Review Minutes	Todd Banducci
Public Comment	Todd Banducci
Celebrating Success: Highlights of Success from Academic Year 2020-21	Rick MacLennan

### CONSTITUENT REPORTS

ASNIC	2 minutes	Annie Vladovska
Faculty Assembly	2 minutes	Molly Michaud
Staff Assembly	2 minutes	Jeff Davis
Senate	2 minutes	Melissa Mewhinney

### PRESIDENT'S REPORT

5 minutes

Rick MacLennan

### OLD BUSINESS

Tab 1: Second Reading/Action: FY22 General Fund Operating Budget and Tuition and Fees Chris Martin

Tab 2: Third Reading/Action: Revised Leave Without Pay Policy 3.04.06 and

Rescind Policies 3.04.06.01 and 3.04.07

Karen Hubbard

Information/Action: Board Conduct Policy

Michael Barnes/Ken Howard

**NEW BUSINESS**

Tab 3: Action: Adoption of Resolution to Reserve Forgone Taxes

Chris Martin

Tab 4: First Reading/Action: Board of Trustees Meeting Calendar 2021-22

Rick MacLennan

**INFORMATION**

Course Scheduling and Cancellation

Lita Burns

**BOARD CHAIR REPORT**

5 minutes

Todd Banducci

**REMARKS FOR THE GOOD OF THE ORDER\*\***

**ADJOURN**

\* Executive sessions may be called for the purposes of considering personnel matters [Idaho Code § 74--206(1) (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; [Idaho Code § 74-206(1)(c)], deliberating regarding an acquisition of an interest in real property; [Idaho Code § 74-206(1)(d)] considering records that are exempt from public disclosure; [Idaho Code § 74-206(1)(e)] considering preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body; [Idaho Code § 74-206(1)(f)] communicating with legal counsel regarding pending/imminently-likely litigation; [Idaho Code § 74-206(1)(i)] communicating with risk manager/insurer regarding pending/imminently-likely claims.

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

**BOARD OF TRUSTEES MEETING**  
**May 26, 2021**

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**SUBJECT**

Executive Session

**DISCUSSION**

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

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

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

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

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

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SECONDED BY: \_\_\_\_\_

Roll call: \_\_\_\_\_ Banducci  
\_\_\_\_\_ Barnes  
\_\_\_\_\_ Howard  
\_\_\_\_\_ McKenzie  
\_\_\_\_\_ Wood

CONVENE AT: \_\_\_\_\_ ADJOURN AT: \_\_\_\_\_



**North Idaho College**  
**BOARD OF TRUSTEES MEETING**  
**Edminster Student Union Building, Driftwood Bay Room**  
**April 28, 2021**  
**MINUTES**

**EXECUTIVE SESSION**

Chair Todd Banducci called the meeting to order at 5:30 p.m. Trustee Howard made a motion to go into executive session under Idaho Code § 74--206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer or employee. The motion was seconded by Trustee Wood and roll call vote was taken as follows:

Todd Banducci	aye
Ken Howard	aye
Greg McKenzie	aye
Christie Wood	aye

At 5:58 p.m., a motion was made to return to open session and Chair Banducci recessed the meeting to reconvene in the open, monthly meeting.

**CALL TO ORDER AND VERIFICATION OF QUORUM**

Chair Todd Banducci called the meeting to order at 6:05 p.m. and verified that a quorum was present.

**ATTENDANCE**

Trustees: Todd Banducci  
Ken Howard  
Greg McKenzie  
Christie Wood

Also present: Rick MacLennan, President  
Graydon Stanley, Vice President for Student Services  
Lita Burns, Vice President for Instruction  
Chris Martin, Vice President for Finance and Business Affairs  
Marc Lyons, Attorney for North Idaho College

Chair Banducci called for any changes to the minutes from the meeting held on March 24, 2021 and the workshop held on April 7, 2021. There were no changes noted and the minutes were accepted, as presented.

**PUBLIC COMMENT**

None.

**AWARD TENURE FOR FALL 2021**

At this time, the board consented to move the item for awarding tenure up on the agenda and Chair Banducci called on VP Lita Burns to present the topic. VP Burns briefly described the process tenure candidates undergo. She introduced the three candidates and requested the board consider a motion to approve tenure for each one.

Trustee Howard made a motion for the board to approve tenure for Victor Begay, Social and Behavioral Sciences, Blythe Buchan, Nursing, and Bryan Hannaford, Communication and Fine Arts.

The motion, seconded by Trustee Wood, carried unanimously. Trustees offered congratulatory remarks.

### **CELEBRATING SUCCESS**

VP Chris Martin introduced Physical Plant Manager Bill McElver who shared information on the Tree Campus USA Program and details about the college's participation in the program. Landscape Supervisor Craig Bettencourt provided an overview of information related to trees on main campus and activities occurring with the clean up and recovery of the landscape following the January windstorm.

### **CONSTITUENT REPORTS**

#### ASNIC

President Kai Sedlmayer expressed her thanks to the board for the opportunity to report on behalf of students over the past year. She went on to report on year-end activities for ASNIC, including work on the rose garden, amendments to ASNIC bylaws, plans for remodeling the ASNIC office suite, and officer elections for next year. She introduced ASNIC President-elect Annie Vladovska who briefly greeted the board.

#### Faculty Assembly

Chair Chris Pelchat offered his congratulations to faculty who were awarded tenure. He went on to report activities from the April meeting of Faculty Assembly, including a vote on the slate of committee assignments and a vote on officers for next academic year. He reported that Molly Michaud will serve as chair, and faculty will hold a run-off election in May for the position of treasurer. He read, aloud, a resolution passed by the Assembly on the subject of freedom of speech and reported that during the April meeting, faculty discussed board ethics and the lack of board action to address concerns of faculty. He read, aloud, a faculty resolution in which they request the board restore the board conduct policy until a new board conduct policy is adopted. He went on to report on presentations from the Student Learning Outcomes Assessment Committee, the open educational resources initiative, Teaching and Learning Center, and an overview of commencement.

Trustee Howard asked Chair Pelchat to let faculty know that he and Trustee Barnes continue to work on a replacement conduct policy and he reminded meeting attendees that there are policies in place that relate to trustee responsibility and authority that help control trustee conduct.

#### Staff Assembly

Chair Jeff Davis reported on activities from the April Staff Assembly meeting, including recognition of the employee of the month, updates from the VP of Business and Finance on the topic of budget, Landscape Supervisor Craig Bettencourt on the topic of the cleanup and renovation of Cheamkwet Park, and updates on staff achievement awards, committee assignments, and officer elections, and efforts to update the Staff Assembly constitution.

#### College Senate

Chair Steve Kurtz reported on items reviewed and approved during their April meeting, including policy revisions and revisions to the Senate constitution and bylaws, and he reported that they received an update from the website redesign team. He closed with a review of business Senate will consider at its next meeting.

### **PRESIDENT'S REPORT**

Dr. MacLennan offered congratulations to faculty receiving tenure and he expressed his thanks to constituent leaders for their efforts and engagement throughout the year. He went on to report that the wrestling team recently ended their season in sixth place, nationally. He reported that members of the men's basketball team and the volleyball team are in quarantine due to positive cases of

COVID-19 and will resume competition after they meet institutional, conference, and CDC recommended protocols. He reported that recruiting for all programs is going well for fall sports programs and the NIC Booster Club Committee is meeting monthly with plans for a golf tournament in June and a three-on-three basketball tournament in August. He offered congratulations to Athletic Trainer Randy Boswell for his recent induction into the NJCAA Wrestling Hall of Fame. Dr. MacLennan continued by reporting that the college continues to follow CDC guidelines, including the use of the Vault saliva rapid response test kits for testing student populations for COVID-19 such as students in the residence hall and student athletes, and coaches, in order to learn who may be positive and to quickly quarantine them to reduce the spread of COVID-19. He went on to report that the college is operating community vaccine clinics at main campus and at Parker Technical Education Campus in partnership with Panhandle Health District and that the Area Agency on Aging is partnering with the Coeur d'Alene Fire Department to offer free in-home COVID-19 vaccinations for homebound seniors and their care providers.

Dr. MacLennan went on to comment on his participation in a recent press conference with the Governor to launch the Idaho Codes Program which offers a course providing 120 hours of professional grade computer science curriculum. He added that the college will offer this course over the summer months at no cost to students. He next commented on an upcoming opportunity he and others will have to present to the Coeur d'Alene Economic Development organization on the topic of workforce training and economic development. He closed by briefly discussing the recent letter of inquiry he received from the Northwest Commission on Colleges and Universities informing him of their intent to investigate a complaint related to activities of the board of trustees, institutional board policy, and evidence that the college has appropriate policies and procedures in place that are being followed. He went on to state that the college has 45 days to respond to the letter of inquiry, and that he has tasked the executive accreditation and planning team to take the lead on the response, and he added that the response will require active board engagement.

## **OLD BUSINESS**

### *Revised Leave Without Pay Policy 3.04.06*

Chief Human Resources Officer Karen Hubbard presented, for a second reading, revisions to policy 3.04.06 covering leaves without pay, adding that with board approval of this policy, it is also proposed that policies 3.04.06.01 and 3.04.07 be rescinded because their content has been incorporated in the revisions to policy 3.04.06. She requested that the board consider a motion to adopt the policy revisions and to rescind policies 3.04.06.01 and 3.04.07.

Trustee Wood made a motion to approve revised leave without pay policy 3.04.06 and rescind policies 3.04.06.01 and 3.04.07. Trustee Howard seconded the motion.

Trustee Wood commented that since the last meeting, she has had time to reflect on Ms. Hubbard's explanation and Trustee Howard's statements about removing the board from decisions related to leave without pay, adding that she feels these matters fall under operations and she is comfortable with moving forward with approval.

Trustees Wood and Howard voted in favor of the motion. Trustee McKenzie voted against the motion. Chair Banducci expressed concern with removing the board from these decisions. Trustee McKenzie commented on the two policies currently available to employees to request a leave without pay for educational purposes, including the sabbatical policy. Trustee Howard commented that the board should offer some guidance to the administration about the board's objections and how they may be cured. Trustee Banducci voted against the motion and recommended the provision for board approval remain, and that language be added providing for the board chair to act on behalf of the board in these matters, if there are no objections from the board. Trustee Wood expressed concern about leaving the board's authority for such matters in the hands of the chair rather than

them coming before the full board. Trustee Howard commented that he feels this situation involves the board in what he feels are administrative duties dealing with individual employee needs which are not in the board's overall purview, and he commented that he wants to see something done with the policy, so he wouldn't object if that condition was included. Other recommendations for revisions were offered and Dr. MacLennan commented that unless there are substantive changes to the policy, he will not be recommending a policy that includes board-level control, adding that these matters are clearly operational and as personnel actions, the board wouldn't have the detail related to such requests. He went on to comment that such a recommendation violates board policy and the contractual relationship that he has with the board. College Attorney Marc Lyons commented that the 2:2 vote does not carry forward and the motion does not pass. He added that the policy can be presented again when the full board is present for another decision or it can be left with the administration to decide whether to resubmit it. Chair Banducci commented on the inclusion of the board in policies covering matters such as this and previously in the decisions regarding sabbatical leaves. Dr. MacLennan responded that the language in this original policy that includes the board in the approval process is an error and he commented that the policy for sabbatical leaves has never included the board in the approval process, though that was a previous practice.

There was no further discussion.

## **NEW BUSINESS**

### **Fiscal Year 2022 General Fund Operating Budget**

VP Martin began with a review of the proposed revenue budget, showing a proposed increase of 3.84%, which includes a restoration of the 5% state holdback, no increase in tuition, and a forecasted 3% decline in enrollment. He went on to highlight an increase of approximately \$544,000 in the state appropriation which includes funding for a change in employee compensation, health benefits costs, Enrollment Workload Adjustment, and support for the Nursing program, and he highlighted an increase in the appropriation for career technical education providing funds for a change in employee compensation, health benefits costs, and restoration of the 5% holdback. He continued by commenting that no increase to the property tax levy is proposed, except for the funds available from new property on the rolls estimated at \$415,000. He noted other revenue available through salary savings captured from unfilled open positions, and removal of the fund transfer that was built into the base of current year's budget in the amount of \$1.1 million.

Chair Banducci requested information about the savings the college realized by moving athletic programs to the Northwest Athletic Conference. Martin stated that this data will be provided at the budget workshop. Trustee Wood expressed an interest in an update on the actual student seat time brought about by the change in athletic conferences.

VP Martin continued with the budget presentation by reviewing proposed expenses, which include a salary step increase for full-time employees and the associated benefits increase, a wage increase for part-time employees and associated benefits, funds for strategic budget initiatives, and funds set aside as a placeholder for implementing recommendations from the salary study. He went on to share a timeline for the annual property tax levy and he reviewed a statistical history of the college's property tax levy and provided an explanation of the impact of property valuations and property tax to county homeowners. He also reviewed the relationship of revenue and enrollment and staffing and enrollment over time, and he shared a summary of staffing by institutional division. He continued by reviewing tuition and fees information and budget proposals for the plant fund, the capital investment reserve fund, fee-based activities, the college's service units, and grant programs. He closed his presentation with a brief review of the three-year rolling budget forecast.

## **INFORMATION ITEMS**

### Course Scheduling and Cancellation

The board tabled this item until the May meeting.

### FY21 and FY22 Faculty Sabbaticals

VP Burns opened by commenting on the value and importance of sabbatical opportunities as a form of professional development for faculty and an opportunity to enhance the quality of their teaching. She provided an overview of the application process faculty undergo and the process for approval of requests.

Trustee McKenzie recommended that sabbatical proposals be included in board materials going forward for the purposes of transparency. He pointed out the policies of record for leave without pay for educational purposes and sabbatical leave. VP Burns responded that though both of these policies provide the opportunity for faculty to take either a leave without pay or to take a sabbatical to further their education, she has seen no requests by faculty to take a leave without pay for the purpose of continuing education. She expressed her appreciation that the college supports these opportunities for faculty professional development and continuing education.

Chair Banducci asked about the status of the project for low to no cost text books that was proposed by Biology Professor David Cunnington in his sabbatical request. VP Burns responded that the project was completed and was implemented this spring, however enough data isn't yet available to evaluate. She added that the project will continue over the next few semesters, after which Mr. Cunnington anticipates being able to collect enough data to effectively measure its impact to students.

### Operational Decision-making

Trustee McKenzie requested a clearer definition or examples of operational decision-making. College Attorney Marc Lyons responded that the community colleges in Idaho are subject to state statutes and he reviewed elements of the authority of community college boards of trustees outlined in statute. He pointed out differences in statutory authority of community college boards of trustees and boards of trustees for school districts in Idaho. He referred the board to NIC Board policy 2.01.02, which addresses the responsibilities and duties of the board of trustees and the authority of the college president, adding that by policy, this board of trustees has recognized that it is the president and the administration that have responsibility and authority to administer the college and to operate the college on a day to day basis.

Trustee Howard shared the specific element in Board policy 2.01.02 relating to the president's responsibility for the administration of the college and implementation of board policies in the ongoing operations of the college.

Chair Banducci expressed his feeling that there are some inconsistencies and contradiction between guidance provided by ACCT and the board's policies relating to the board relationship with the president and the president's contract.

Trustee Wood commented that ACCT does have some good guidelines, but individuals should always refer to the relevant state statutes and board policies specific to the institution. She commented further that guidance and mentoring she has offered is sometimes rejected, making these types of discussions difficult.

Chair Banducci expressed his frustration with not having access to more unfiltered data in order to understand and evaluate an issue, rather than accepting matters at face value.



Trustee Howard commented that there are matters that may overlap between the board's and the president's responsibility, and matters on which the board may want to be informed, but the decision isn't the board's responsibility because it has been delegated to the administration. He added that there are times when the administration seeks the board's advice when making decisions, but ultimately the decision falls within the operational aspect of the administration's responsibilities.

Trustee McKenzie commented that he wants to understand where oversight is delegated.

### **BOARD CHAIR REPORT**

Chair Banducci offered his congratulations to Athletic Trainer Randy Boswell for his selection to the NJCAA Wrestling Hall of Fame and he shared his thoughts on the NIC Wrestling team.


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

Trustee Howard asked the trustees to share their availability for the training with ACCT with Shannon, so a date can be scheduled.

Dr. MacLennan recommended that scheduling of the ACCT training be done soon as the college will need to be able to demonstrate some progress on issues as part of the response to the inquiry and investigation by the Northwest Commission on Colleges and Universities. He added that he had spoken earlier in the day with Sonny Ramaswamy, the CEO of NWCCU, to get some context about the letter of inquiry and understand what a response to the inquiry may look like, and during the conversation, Dr. Ramaswamy had offered to meet with the board to help the board understand, from an accreditation perspective, the importance of some of the issues the college is faced with related to the investigation.

There were no other comments and Chair Banducci adjourned the meeting at 9:10 p.m.

Respectfully Submitted,  
Shannon Goodrich, Board Clerk

 **North Idaho College**  
**BOARD OF TRUSTEES SPECIAL MEETING**  
**Coeur d'Alene Inn – Syringa Room**  
**506 W. Appleway Ave. Coeur d'Alene, ID**  
**May 10, 2021**  
**MINUTES**


**EXECUTIVE SESSION**

Chair Todd Banducci called the meeting to order at 5:00 p.m. Trustee Howard made a motion to go into executive session under Idaho Code § 74--206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer or employee. The motion was seconded by Trustee Wood and roll call vote was taken as follows:

Todd Banducci	aye
Michael Barnes	aye
Ken Howard	aye
Greg McKenzie	aye
Christie Wood	aye

At 6:14 p.m., a motion was made by Trustee Howard to return to open session. The motion, seconded by Greg McKenzie, carried unanimously. Chair Banducci adjourned the meeting.

Respectfully Submitted,  
Shannon Goodrich, Board Clerk

 **North Idaho College**  
**BOARD OF TRUSTEES WORKSHOP**  
**Edminster Student Union Building, Driftwood Bay Room**  
**May 12, 2021**  
**MINUTES**

Board Chair Todd Banducci opened the workshop at 2:30 p.m.

Dr. MacLennan stated that the intent of the workshop was to address those budget items about which the board had questions or needed more information, including the compensation study and the subset of data the board had requested from Evergreen Solutions. He added that there would be time allotted to review the discuss capital project planning.

VP Chris Martin began with a review of proposed strategic initiatives for which funding has been set aside in the FY22 budget. Initiatives include: \$150,000 for student retention and enrollment, \$75,000 for an Aerospace apprenticeship program, and \$125,000 for entrepreneurship and innovation.

Chief Human Resources Officer Karen Hubbard provided an update on the compensation study, highlighting the results of the collection of a subset of data for Idaho and Spokane comparator community colleges. She commented that the results show the institution's market position is either similar or worsened when measured against a smaller sampling, and she added that Evergreen Solutions maintains its initial recommendations for adjusting faculty and staff compensation plans. Hubbard continued with a review of the proposal for implementing changes for faculty and staff, based on the results of the compensation study.

VP Martin next reviewed revenue and expenses for athletic programs for the past eight years. He then reviewed institutional capital planning projects, including the status of Military Drive properties, the status of the easement for space in Molstead Library for the University of Idaho, the Hedlund Building, an on-campus dental lab and clinic, a facility for the Aerospace apprenticeship program located at the Parker Technical Education Campus, an outdoor multi-use athletic training facility, Cheamkwet Park redevelopment, and a competition gymnasium facility.

Dr. MacLennan commented that the projects discussed are in conceptual and early prioritization stages, and some for which opportunities have been presented to the college, such as the gift from Delta Dental in support of a dental lab and clinic.

There were no other comments and Chair Banducci closed the workshop at 3:45 p.m.

Respectfully submitted,  
Shannon Goodrich, Board Clerk

**BOARD OF TRUSTEES MEETING**  
**May 26, 2021**

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**TAB 1**

**SUBJECT:** Second Reading: FY22 General Operating Budget

**BACKGROUND:** Proposed budgets for Fiscal Year 2022 for the total institution as developed by the college administration are presented to the Board for consideration and discussion. These budgets include the general fund, plant fund, fee-based funds, service funds and grants and reflect the anticipated changes in revenues and expenditures for FY22. Also included is the Course Fee List for approval for Fiscal Year 2022.

**DISCUSSION:**

*General Overview:*

Planning assumptions for FY22 include a forecasted decline for traditional credit enrollment of 3%. This decline is based on trend data and information developed by the Strategic Enrollment Management Committee.

*State Funding:*

The state general fund appropriation increased to \$12.97M for FY22. The appropriation includes the restoration of the FY21 5% holdback of \$621,300, the impact of Enrollment Workload Adjustment in the amount of \$126,500, change in health benefit costs of \$46,000, as well as funding in the amount of \$171,400 for Change in Employee Compensation. Additionally, the state general fund appropriation includes \$200,000 for expanded nursing program support.

The state CTE allocation increased by \$401K over FY21. This allocation includes the restoration of the 5% holdback of \$287,300, change in health benefit costs of \$23,800, and funding in the amount of \$89,900 for Change in Employee Compensation.

*Levy Increase:*

The budget proposal includes no increase to the Maintenance and Operation Levy. The budget does include a recommendation to take \$415,000 in new property on the rolls.

*Tuition and Fee Income:*

This proposed budget includes no increases in tuition for any student type.

*Expenses:*

Without factoring in any change in employee compensation, the FY22 budgeted expenses increased 1.0% or \$497K.

*Change in Employee Compensation:*

This proposal includes amounts for potential implementation of the salary study, a step increase for all full-time, benefits-eligible employees as well as an increase to the part-time and adjunct rates of pay.

*Course Fee Rates:*

Included with the budget are all FY22 course fees for board review and approval.

**REQUESTED BOARD ACTION:** It is recommended that the board consider a motion to approve the FY22 Institutional budget, including the adoption of FY22 tuition and fees.

Prepared by: Chris A. Martin  
Vice President for Finance and Business Affairs



# **North Idaho College**

## **FY2022 Budget**

**Second Reading  
Presented to the Board of Trustees  
May 26, 2021**

**North Idaho College  
General Fund  
Operating Budget  
FY 2022**

	<u>FY21 Budget</u>	<u>PROPOSED FY22 Changes</u>	<u>PROPOSED FY22 Budget</u>
<b>Changes in Revenue</b>			
Tuition and Fees Base	\$ 10,115,521		\$ 10,115,521
Adjustment of Tuition Base to FY21 Actual	-	\$ 797,751	\$ 797,751
Estimated 3% Decline in enrollment		\$ (300,000)	\$ (300,000)
Subtotal	<u>\$ 10,115,521</u>	<u>\$ 497,751</u>	<u>\$ 10,613,272</u>
State General Funds Base	\$ 11,805,400		\$ 11,805,400
State General Fund 5% Reduction		621,300	\$ 621,300
State General Fund Change <sup>1</sup>	-	543,900	\$ 543,900
State Liquor Tax	\$ 200,000		\$ 200,000
CTE Funding Base	\$ 5,459,400		\$ 5,459,400
CTE 5% Reduction		287,300	\$ 287,300
CTE Funding Change <sup>2</sup>	-	113,700	\$ 113,700
Property Tax Base	\$ 16,894,145		\$ 16,894,145
New Property on Rolls (max estimate)		415,000	\$ 415,000
0% Tax Increase			\$ -
Interest Income Base	\$ 175,000		\$ 175,000
All other Revenue			
County Tuition Payments	\$ 800,000	\$ (100,000)	\$ 700,000
Miscellaneous Tax Receipts	\$ 650,000	\$ 200,000	\$ 850,000
Revenue sharing from other funds	\$ 105,000	\$ 145,000	\$ 250,000
Estimated Salary Salvage		\$ 296,720	\$ 296,720
Fund Balance Transfer	\$ 1,118,482	\$ (1,118,482)	\$ -
Other Revenue <sup>3</sup>	<u>\$ 276,118</u>	<u>\$ -</u>	<u>\$ 276,118</u>
<b>FY22 Revenue Projection</b>	<u><b>\$ 47,599,066</b></u>	<u><b>\$ 1,902,189</b></u>	<u><b>\$ 49,501,255</b></u>
<b>Percentage Change</b>			<b>3.84%</b>
			<b>\$ 1,902,189</b>

*These figures do not include any federal one-time CARES funding*

<sup>1</sup> Change in health benefit costs \$46,000, 2% CEC \$171,400, Enrollment Workload Adjustment \$126,500, Nursing Program Support \$200,000

<sup>2</sup> 2% CEC \$89,900, Benefit Cost Change \$23,800

<sup>3</sup> Includes support from Foundation for Entrepreneurship, U of I and LCSC for De Armond and indirect revenue and admin fees from federal programs

**North Idaho College  
General Fund**

**FY 2022**

<b>Operating Expenses</b>	<b>FY21 Original</b>	<b>FY22 Proposed</b>	<b>\$ Difference</b>	<b>% Difference</b>
<i><b>Includes FY21 Step Increase</b></i>				
Academic Instruction	\$ 12,792,427	\$ 13,338,213	\$ 545,786	4.3%
CTE Instruction	5,060,102	4,819,482	\$ (240,621)	-4.8%
Academic Support	5,951,915	6,105,479	\$ 153,564	2.6%
Student Services	3,767,367	4,064,000	\$ 296,633	7.9%
Institutional Support	8,238,867	8,007,666	\$ (231,201)	-2.8%
Physical Plant	4,463,207	4,511,410	\$ 48,203	1.1%
Public Service	49,000	49,000	\$ -	0.0%
Student Aid	959,532	959,533	\$ 1	0.0%
Transfers	6,316,649	6,241,138	\$ (75,511)	-1.2%
<b>Total Expenditures</b>	<b>\$ 47,599,066</b>	<b>\$ 48,095,920</b>	<b>\$ 496,854</b>	<b>1.0%</b>

**Total Revenue (from prior page)** **\$ 49,501,255**

**Revenue over (under) expenses without salary impact** **\$ 1,405,335**

<b>Step Increase for FY22</b>	<b>\$ 465,750</b>
<b>Benefits on Step Increase</b>	<b>\$ 79,636</b>
<b>PT Increase</b>	<b>\$ 78,285</b>
<b>Benefits on Part Time Increase</b>	<b>\$ 6,772</b>
<b>Strategic Budget Initiatives</b>	<b>\$ 346,358</b>
<b>Salary Study Implementation</b>	<b>\$ 428,535</b>

**North Idaho College  
General Fund  
Proposed Operating Budget  
FY 2022**

*Includes \$350,000 for Strategic Budget Initiatives*

	FY21 Approved		FY22 Proposed Budget
<b>Revenue</b>			
Tuition and Fees	\$ 10,115,521	\$	10,613,272
State General Fund Allocation	11,805,400		12,970,600
State Liquor Tax Allocation	200,000		200,000
State CTE Allocation	5,459,400		5,860,400
Property Taxes	16,894,145		17,309,145
Other Revenue			
County Tuition Payments	800,000		700,000
Miscellaneous Tax Receipts	650,000		850,000
Revenue sharing from other funds	105,000		250,000
Estimated Salary Salvage	-		296,720
Fund Balance Transfer	1,118,482		-
Other Revenue	451,118		451,118
<b>Total Revenue</b>	<b>\$ 47,599,066</b>	<b>\$</b>	<b>49,501,255</b>

**Operating Expenses**

Salary	\$ 24,375,959	\$	24,490,333
Benefits	9,125,391		9,318,411
Equipment Inventory	1,391,915		1,080,605
General Expenses	12,705,801		13,556,571
<b>Total Expenditures</b>	<b>\$ 47,599,066</b>	<b>\$</b>	<b>48,445,920</b>
		\$	1,055,335

Personnel Costs are approximately 70.38% of the total budget in FY21 and 69.79% in FY22



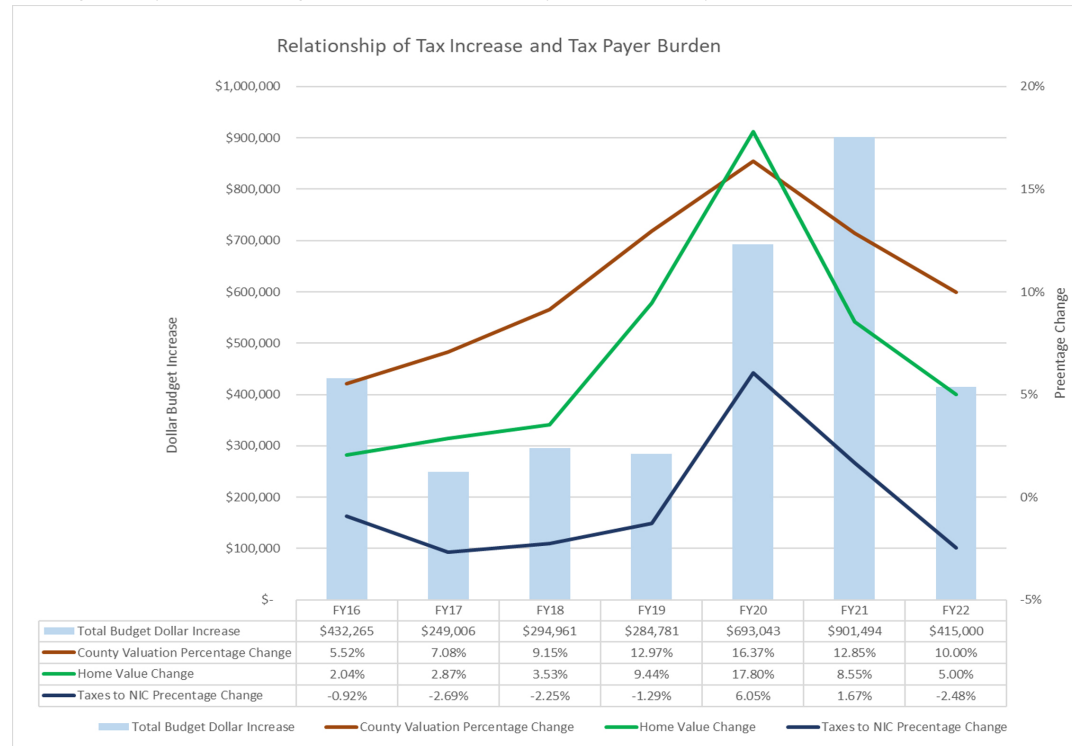
## PROPERTY TAX TIMELINE

<b>May</b>	<p><b>NIC Determines Budgeted Levy Request Amount</b></p> <p style="text-align: center;">Includes:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Base From Prior Year</p> <p>New Construction</p> <p>Annexation</p> <p>Levy % Increase (max 3)</p> </div> </div>
<b>June</b>	<b>Prelim New Construction provided by County</b>
<b>September</b>	<p><b>NIC Submission of Budgeted Levy Request to Kooetenai County Auditor</b>      must</p> <p>match board approved budgeted amount</p>
<b>October</b>	<p><b>Levies set</b></p> <p style="text-align: center;"><i>Rate for NIC</i></p> $\frac{\text{Budgeted Levy Request}}{\text{Taxable valuation of County}} = \text{Levy Rate}$
<b>November</b>	<p><b>Tax Bills Mailed</b></p> <p style="text-align: center;">Taxes Paid to NIC = Levy Rate from above x taxable value of property</p>
<b>December</b>	<b>Property Taxes Due</b>
January	County remits taxes collected to NIC in December
July	County remits taxes collected to NIC in June

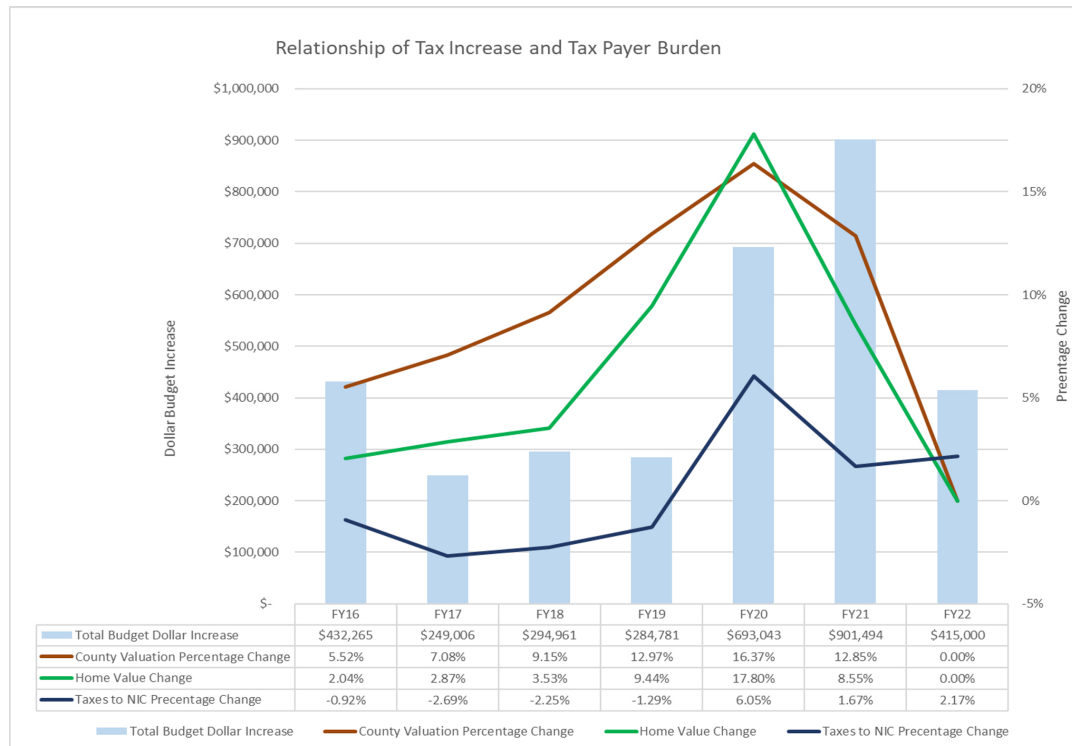
**PROPERTY TAX HISTORICAL STATISTICS**

Fiscal Year Tax Year	FY15 2014	FY16 2015	FY17 2016	FY18 2017	FY19 2018	FY20 2019	FY21 2020	FY22 2021
Base Levy (prior year)	\$ 13,798,144	\$ 14,038,595	\$ 14,470,860	\$ 14,719,866	\$ 15,014,824	\$ 15,299,605	\$ 15,992,648	\$ 16,894,142
New Property	\$ 240,451	\$ 432,265	\$ 249,006	\$ 149,270	\$ 284,781	\$ 387,051	\$ 417,500	\$ 415,000
Tax Increase	\$ -	\$ -	\$ -	\$ 145,691	\$ -	\$ 305,992	\$ 483,994	\$ -
Total Budget Dollar Increase	\$ 240,451	\$ 432,265	\$ 249,006	\$ 294,961	\$ 284,781	\$ 693,043	\$ 901,494	\$ 415,000
FY Budgeted Levy	\$ 14,038,595	\$ 14,470,860	\$ 14,719,866	\$ 15,014,827	\$ 15,299,605	\$ 15,992,648	\$ 16,894,142	\$ 17,309,142
Budget Percentage Change	1.74%	3.08%	1.72%	2.00%	1.90%	4.53%	5.64%	2.46%
County Valuation	\$ 12,403,809,731	\$ 13,087,886,159	\$ 14,014,269,046	\$ 15,296,356,440	\$ 17,280,370,464	\$ 20,108,639,485	\$ 22,692,241,648	\$ 22,692,241,648
County Valuation Percentage Change	-	5.52%	7.08%	9.15%	12.97%	16.37%	12.85%	0.00%
Levy Rate	0.001131797	0.001098933	0.001039593	0.000981595	0.000885375	0.00079707	0.000746593	0.0007627780
Levy Rate Change	0	-2.90%	-5.40%	-5.58%	-9.80%	-9.97%	-6.33%	2.17%
Sample Taxable Home Value	\$ 172,490	\$ 176,010	\$ 181,055	\$ 187,440	\$ 205,140	\$ 241,650	\$ 262,300	\$ 262,300
Home Value Change	0	2.04%	2.87%	3.53%	9.44%	17.80%	8.55%	0.00%
Taxes to NIC	\$ 195	\$ 193	\$ 188	\$ 184	\$ 182	\$ 193	\$ 196	\$ 200
Taxes to NIC Percentage Change	0	-0.92%	-2.69%	-2.25%	-1.29%	6.05%	1.67%	2.17%

Note: FY22 and Tax Year 2021 County Valuation and Sample Home value increase are approximated.



No Change in County Valuation; No Change in Home Value; New Construction only



## SAMPLE L2 WORKSHEET CALCULATIONS

Highest of the last 3 years approved non-exempt Property			Property Tax Replacements	Highest non-exempt P-tax Budget + P Tax replacements	3% increase	Non-exempt approved levy rate	Foregone Amount	
2017	2018	2019						
TY2020	\$ 15,014,827	\$ 15,299,608	\$ 15,991,606	\$ 141,515	\$ 16,133,121	\$ 483,994	0.0797070%	\$ 3,341,527

Highest of the last 3 years approved non-exempt Property			Property Tax Replacements	Highest non-exempt P-tax Budget + P Tax replacements	3% increase	Non-exempt approved levy rate	Foregone Amount	
2018	2019	2020						
TY2021	\$ 15,299,608	\$ 15,991,606	\$ 16,894,142	\$ 141,515	\$ 17,035,657	\$ 511,070	0.0746593%	\$ 3,341,527

<b>FY 2022 L2 Calculations</b>		
<b>Computation of allowable 3% budget increase:</b>		
Highest Non-Exempt P tax budget plus replacements	\$	17,035,657
Multiply Line 1 by 3%	\$	511,070
<i>Computation of Allowable New Property on the Rolls</i>		\$ 416,480
Prior Year Levy Rate	0.0746593%	
New Construction Roll (2020 Final Number)	\$ 524,122,444	\$ 391,306
Annexation Value (2020 Final Number)	\$ 33,718,921	\$ 25,174
<b>Total Non-Exempt Allowable Budget before replacement</b>		<b>\$ 17,963,207</b>
<i>Property Tax Replacement</i>		
Annual amount of Agricultural Equipment Replacement	\$ 10,034	
Annual amount of Personal Property Replacement	\$ 128,276	
Recovered Homeowners Exemption	\$ 1,004	
<b>Total Property Tax Replacement</b>		<b>\$ 139,314</b>
Total Maximum Budget without foregone		\$ 18,102,521
Available foregone	\$ 3,341,527	
<b>Total Maximum with foregone</b>		<b>\$ 21,444,048</b>

FY21 Levy Rate: 0.000746593					FY22 @ 1% 0.00070026					
Home Value	Exemption	Taxable Value	FY21 Taxes	Home Value	Exemption	Taxable Value	FY22 Taxes	Increase	Percent Change	
\$ 200,000	\$ 100,000	\$ 100,000	\$ 75	\$ 210,000	\$ 100,000	\$ 110,000	\$ 77	\$ 2.37	3.17%	
\$ 300,000	\$ 100,000	\$ 200,000	\$ 149	\$ 315,000	\$ 100,000	\$ 215,000	\$ 151	\$ 1.24	0.83%	
\$ 400,000	\$ 100,000	\$ 300,000	\$ 224	\$ 420,000	\$ 100,000	\$ 320,000	\$ 224	\$ 0.11	0.05%	
\$ 500,000	\$ 100,000	\$ 400,000	\$ 299	\$ 525,000	\$ 100,000	\$ 425,000	\$ 298	\$ (1.03)	-0.34%	
\$ 600,000	\$ 100,000	\$ 500,000	\$ 373	\$ 630,000	\$ 100,000	\$ 530,000	\$ 371	\$ (2.16)	-0.58%	
\$ 750,000	\$ 100,000	\$ 650,000	\$ 485	\$ 787,500	\$ 100,000	\$ 687,500	\$ 481	\$ (3.86)	-0.79%	
\$ 1,000,000	\$ 100,000	\$ 900,000	\$ 672	\$ 1,050,000	\$ 100,000	\$ 950,000	\$ 665	\$ (6.69)	-1.00%	
\$ 1,250,000	\$ 100,000	\$ 1,150,000	\$ 859	\$ 1,312,500	\$ 100,000	\$ 1,212,500	\$ 849	\$ (9.52)	-1.11%	
\$ 1,500,000	\$ 100,000	\$ 1,400,000	\$ 1,045	\$ 1,575,000	\$ 100,000	\$ 1,475,000	\$ 1,033	\$ (12.35)	-1.18%	
\$ 10,000,000		\$ 10,000,000	7,466	\$ 10,500,000	-	\$ 10,500,000	\$ 7,353	\$ (113.21)	-1.52%	

FY21 Levy Rate: 0.000746593					FY22 @ 2% 0.00070708					
Home Value	Exemption	Taxable Value	FY21 Taxes	Home Value	Exemption	Taxable Value	FY22 Taxes	Increase	Percent Change	
\$ 200,000	\$ 100,000	\$ 100,000	\$ 75	\$ 210,000	\$ 100,000	\$ 110,000	\$ 78	\$ 3.12	4.18%	
\$ 300,000	\$ 100,000	\$ 200,000	\$ 149	\$ 315,000	\$ 100,000	\$ 215,000	\$ 152	\$ 2.70	1.81%	
\$ 400,000	\$ 100,000	\$ 300,000	\$ 224	\$ 420,000	\$ 100,000	\$ 320,000	\$ 226	\$ 2.29	1.02%	
\$ 500,000	\$ 100,000	\$ 400,000	\$ 299	\$ 525,000	\$ 100,000	\$ 425,000	\$ 301	\$ 1.87	0.63%	
\$ 600,000	\$ 100,000	\$ 500,000	\$ 373	\$ 630,000	\$ 100,000	\$ 530,000	\$ 375	\$ 1.46	0.39%	
\$ 750,000	\$ 100,000	\$ 650,000	\$ 485	\$ 787,500	\$ 100,000	\$ 687,500	\$ 486	\$ 0.83	0.17%	
\$ 1,000,000	\$ 100,000	\$ 900,000	\$ 672	\$ 1,050,000	\$ 100,000	\$ 950,000	\$ 672	\$ (0.20)	-0.03%	
\$ 1,250,000	\$ 100,000	\$ 1,150,000	\$ 859	\$ 1,312,500	\$ 100,000	\$ 1,212,500	\$ 857	\$ (1.24)	-0.14%	
\$ 1,500,000	\$ 100,000	\$ 1,400,000	\$ 1,045	\$ 1,575,000	\$ 100,000	\$ 1,475,000	\$ 1,043	\$ (2.28)	-0.22%	
\$ 10,000,000		\$ 10,000,000	7,466	\$ 10,500,000	-	\$ 10,500,000	\$ 7,424	\$ (41.55)	-0.56%	

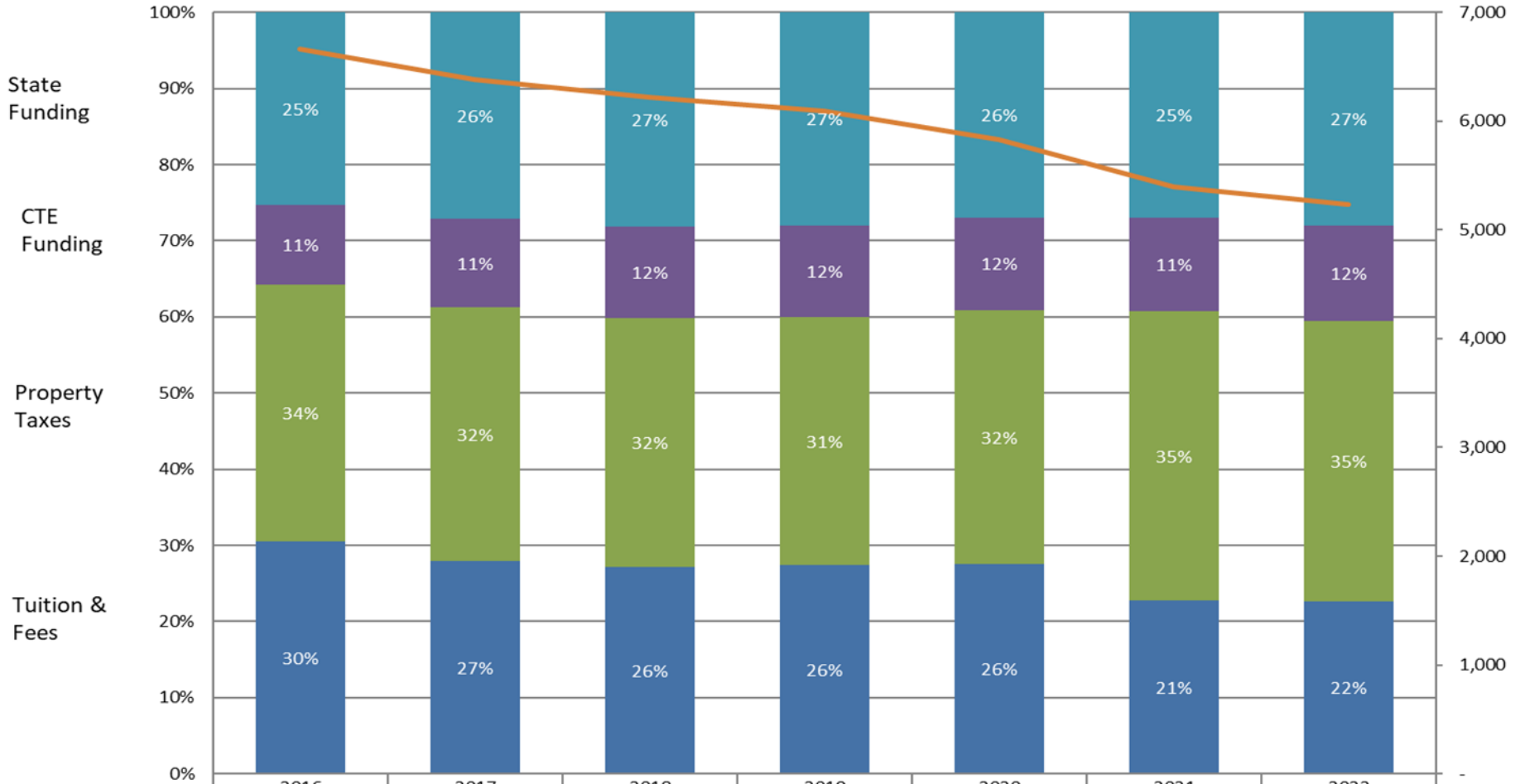
FY21 Levy Rate: 0.000746593					FY22 @ 3% 0.00071391					
Home Value	Exemption	Taxable Value	FY21 Taxes	Home Value	Exemption	Taxable Value	FY22 Taxes	Increase	Percent Change	
\$ 200,000	\$ 100,000	\$ 100,000	\$ 75	\$ 210,000	\$ 100,000	\$ 110,000	\$ 79	\$ 3.87	5.18%	
\$ 300,000	\$ 100,000	\$ 200,000	\$ 149	\$ 315,000	\$ 100,000	\$ 215,000	\$ 153	\$ 4.17	2.79%	
\$ 400,000	\$ 100,000	\$ 300,000	\$ 224	\$ 420,000	\$ 100,000	\$ 320,000	\$ 228	\$ 4.47	2.00%	
\$ 500,000	\$ 100,000	\$ 400,000	\$ 299	\$ 525,000	\$ 100,000	\$ 425,000	\$ 303	\$ 4.77	1.60%	
\$ 600,000	\$ 100,000	\$ 500,000	\$ 373	\$ 630,000	\$ 100,000	\$ 530,000	\$ 378	\$ 5.08	1.36%	
\$ 750,000	\$ 100,000	\$ 650,000	\$ 485	\$ 787,500	\$ 100,000	\$ 687,500	\$ 491	\$ 5.53	1.14%	
\$ 1,000,000	\$ 100,000	\$ 900,000	\$ 672	\$ 1,050,000	\$ 100,000	\$ 950,000	\$ 678	\$ 6.28	0.93%	
\$ 1,250,000	\$ 100,000	\$ 1,150,000	\$ 859	\$ 1,312,500	\$ 100,000	\$ 1,212,500	\$ 866	\$ 7.03	0.82%	
\$ 1,500,000	\$ 100,000	\$ 1,400,000	\$ 1,045	\$ 1,575,000	\$ 100,000	\$ 1,475,000	\$ 1,053	\$ 7.79	0.74%	
\$ 10,000,000	-	\$ 10,000,000	7,466	\$ 10,500,000	-	\$ 10,500,000	\$ 7,496	\$ 30.11	0.40%	

These calculations assume a 5% increase in the value of the home from FY21 to FY22

These calculations assume a 10% increase in the taxable value of the county from FY21 to FY22

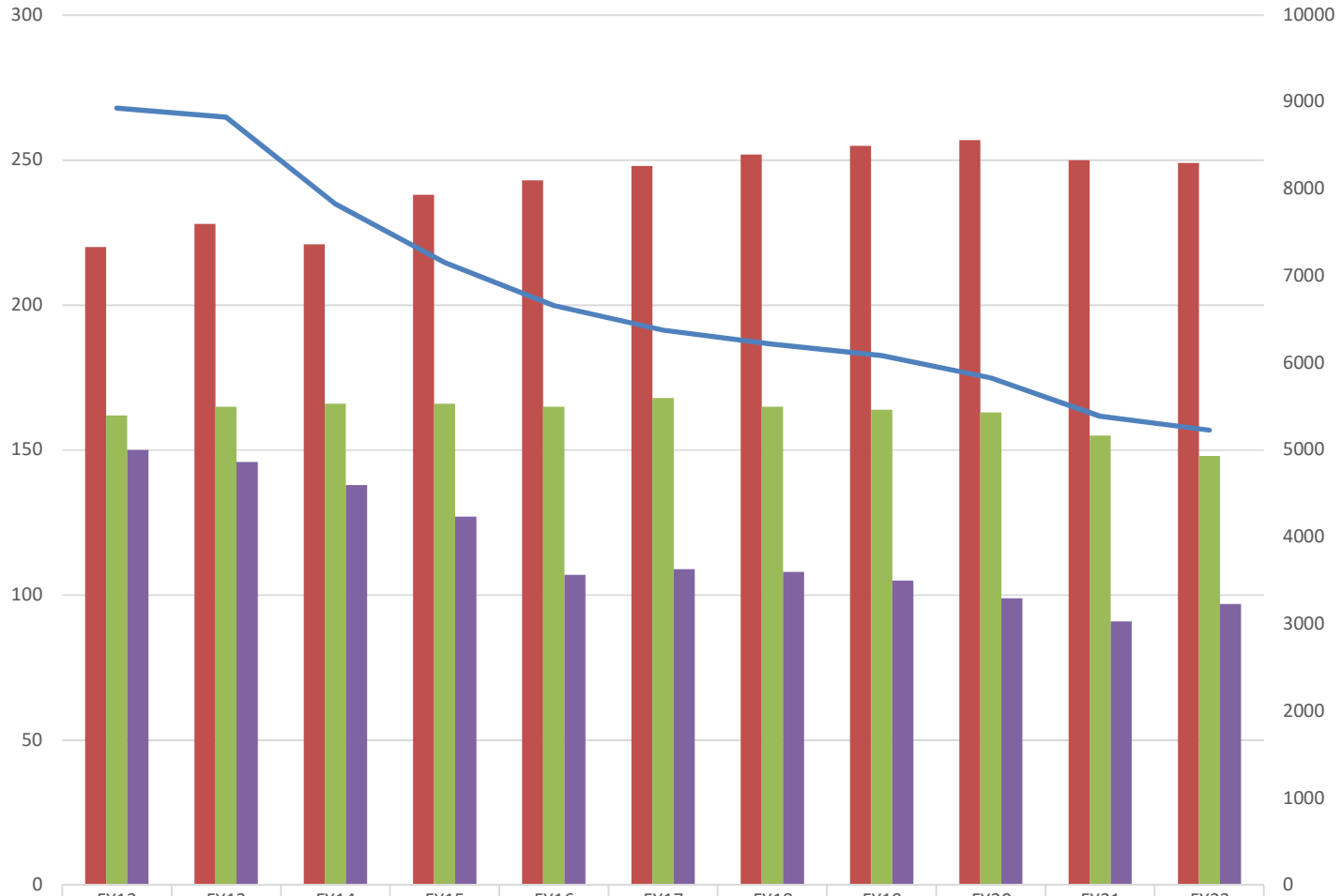
These calculations assume the inclusion of new property on the rolls at \$415,000 increase to the budgeted levy

### Revenue and Enrollment History



	2016	2017	2018	2019	2020	2021	2022
State Funding	10,835,800	11,985,000	12,925,100	13,109,900	12,895,400	12,005,400	13,170,600
CTE Funding	4,521,834	5,106,033	5,456,533	5,636,500	5,797,900	5,459,400	5,860,400
Property Taxes	14,470,860	14,719,866	15,014,827	15,299,608	15,992,651	16,894,145	17,299,145
Tuition & Fees	13,061,524	12,322,272	12,420,630	12,820,693	13,155,922	10,115,322	10,613,272
FTE (Credit Only)	6,662	6,381	6,218	6,089	5,830	5,392	5,230

### Staffing and Enrollment Trends



Staff/Admin	220	228	221	238	243	248	252	255	257	250	249
Faculty Full Time	162	165	166	166	165	168	165	164	163	155	148
Faculty PT (FTE)	150	146	138	127	107	109	108	105	99	91	97
CR enrollment (FTE)	8932	8825	7830	7158	6662	6381	6218	6089	5830	5392	5230

Staff increase from FY14 to FY15 includes addition of staff at Lakeside Children's Center

Decrease from FY20 to FY21 is due to early retirement program and attrition

Faculty Decrease from FY21 to FY22 is for Aerospace closure and attrition

**Fiscal Year 2012 Budgeted Benefitted General Fund Positions**

<b>Academic Instruction</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Business and Professional Programs	6		6
Cardinal Learning Commons	5	2	7
Communication and Fine Arts	18	2	20
English, Modern Language and Humanities	20	1	21
Math, Computer Science and Engineering	19	1	20
Natural Science	16	4	20
Nursing	13	3	16
Outreach	-	4	4
P.E. and Resort Recreation Management	2	-	2
Social and Behavioral Sciences	21	1	22
<b>Total</b>	<b>120</b>	<b>18</b>	<b>138</b>

<b>Career Technical Instruction</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Aerospace	-	-	-
Business and Professional Programs	13	4	17
Health Professions	3	2	5
Nursing	2	-	2
P. E. and Resort Recreation Management	1	-	1
Trades and Industry	19	3	22
<b>Total</b>	<b>38</b>	<b>9</b>	<b>47</b>

<b>Academic Support</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Dual Credit	-	1	1
E-Learning	-	6	6
Entrepreneurship	-	-	-
Information Technology Support	-	7	7
Instructional Administration	-	12	12
Library	4	5	9
Math Education Center	-	-	-
<b>Total</b>	<b>4</b>	<b>31</b>	<b>35</b>

<b>Student Services</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Academic Support	-	1	1
Enrollment Services	-	36	36
Other	-	-	-
Student Services	-	9	9
<b>Total</b>	<b>-</b>	<b>46</b>	<b>46</b>

<b>Institutional Support</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Community and Government Relations	-	10	10
Development	-	4	4
Finance	-	13	13
Human Resources	-	6	6
Institutional Effectiveness	-	2	2
Information Technology Support	-	18	18
Mail Services	-	4	4
President	-	2	2
<b>Total</b>	<b>-</b>	<b>59</b>	<b>59</b>

<b>Physical Plant</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Custodial	-	15	15
Landscape	-	4	4
Maintenance	-	15	15
Security	-	8	8
<b>Total</b>	<b>-</b>	<b>42</b>	<b>42</b>

<b>Transfers</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Athletics	-	15	15
Children's Center	-	-	-
<b>Total</b>	<b>-</b>	<b>15</b>	<b>15</b>
<b>Grand Total</b>	<b>162</b>	<b>220</b>	<b>382</b>

**Fiscal Year 2022 Budgeted Benefitted General Fund Positions**

<b>Academic Instruction</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Business and Professional Programs	7	-	7
Cardinal Learning Commons	2	4	6
Communication and Fine Arts	15	2	17
English, Modern Language and Humanities	20	1	21
Math, Computer Science and Engineering	19	1	20
Natural Science	17	4	21
Nursing	11	4	15
Outreach	-	2	2
P.E. and Resort Recreation Management	2	1	3
Social and Behavioral Sciences	14	1	15
<b>Total</b>	<b>107</b>	<b>20</b>	<b>127</b>

<b>Career Technical Instruction</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Aerospace	-	1	1
Business and Professional Programs	11	2	13
Health Professions	6	1	7
Nursing	2	-	2
P. E. and Resort Recreation Management	2	-	2
Trades and Industry	17	3	20
<b>Total</b>	<b>38</b>	<b>7</b>	<b>45</b>

<b>Academic Support</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Dual Credit	-	5	5
E-Learning	-	5	5
Entrepreneurship	-	3	3
Information Technology Support	-	15	15
Instructional Administration	-	10	10
Library	3	6	9
Math Education Center	-	1	1
<b>Total</b>	<b>3</b>	<b>45</b>	<b>48</b>

<b>Student Services</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Academic Support	-	1	1
Enrollment Services	-	33	33
Other	-	4	4
Student Services	-	11	11
<b>Total</b>	<b>-</b>	<b>49</b>	<b>49</b>

<b>Institutional Support</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Community and Government Relations	-	9	9
Development	-	8	8
Finance	-	11	11
Human Resources	-	6	6
Institutional Effectiveness	-	3	3
Information Technology Support	-	12	12
Mail Services	-	3	3
President	-	2	2
<b>Total</b>	<b>-</b>	<b>54</b>	<b>54</b>

<b>Physical Plant</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Custodial	-	18	18
Landscape	-	6	6
Maintenance	-	15	15
Security	-	7	7
<b>Total</b>	<b>-</b>	<b>46</b>	<b>46</b>

<b>Transfers</b>	<i>Faculty</i>	<i>Staff</i>	<i>Grand Total</i>
Athletics	-	16	16
Children's Center	-	12	12
<b>Total</b>	<b>-</b>	<b>28</b>	<b>28</b>
<b>Grand Total</b>	<b>148</b>	<b>249</b>	<b>397</b>



# FT Employee Distribution by Function



**NORTH IDAHO COLLEGE  
TUITION AND FEES PER SEMESTER  
2021/2022 SCHOOL YEAR  
Fiscal Year 2022**

	2020/2021	2021/2022	Difference	% Increase
<b><u>Total Tuition and Fees</u></b>				
<b>In-District</b>	<b><i>(\$141.50 per credit)</i></b>			
5 credits	\$ 707.50	\$ 707.50	\$ -	0.00%
12 credits	\$ 1,698.00	\$ 1,698.00	\$ -	0.00%
15 credits	\$ 2,122.50	\$ 2,122.50	\$ -	0.00%
<b>Out-of-District</b>	<b><i>(\$165 per credit) *</i></b>			
5 credits	\$ 1,075.00	\$ 1,075.00	\$ -	0.00%
12 credits	\$ 2,480.00	\$ 2,480.00	\$ -	0.00%
15 credits	\$ 2,975.00	\$ 2,975.00	\$ -	0.00%
<b>Washington Residents</b>	<b><i>(\$246 per credit)</i></b>			
5 credits	\$ 1,230.00	\$ 1,230.00	\$ -	0.00%
12 credits	\$ 2,952.00	\$ 2,952.00	\$ -	0.00%
15 credits	\$ 3,690.00	\$ 3,690.00	\$ -	0.00%
<b>WUE Residents</b>	<b><i>(\$287 per credit)</i></b>			
5 credits	\$ 1,435.00	\$ 1,435.00	\$ -	0.00%
12 credits	\$ 3,444.00	\$ 3,444.00	\$ -	0.00%
15 credits	\$ 4,305.00	\$ 4,305.00	\$ -	0.00%
<b>Out of State/International</b>	<b><i>(\$364 per credit)</i></b>			
5 credits	\$ 1,820.00	\$ 1,820.00	\$ -	0.00%
12 credits	\$ 4,368.00	\$ 4,368.00	\$ -	0.00%
15 credits	\$ 5,460.00	\$ 5,460.00	\$ -	0.00%

**\*\$215.00 per credit for the first 10 credits, then \$165.00 for credits 11-18  
FY22 NIC will waive Accident Insurance Fee of \$11 on the first credit**

Comparison of **Resident** Tuition & Fees Per Semester

Institution	Estimated 2021/2022	Cost to attend NIC
CSI, Twin Falls	<b>\$2,100</b>	\$ 2,475.00
NIC, Coeur d'Alene	<b>\$2,123</b>	\$ 2,123.00
CWI, Nampa	<b>\$2,085</b>	\$ 2,475.00
CEI, Idaho Falls	<b>\$1,935</b>	\$ 2,475.00
SCC, Spokane	<b>\$2,246</b>	\$ 3,690.00
SFCC, Spokane	<b>\$2,246</b>	\$ 3,690.00
FVCC, Montana	<b>\$2,495</b>	\$ 4,305.00
LCSC, Lewiston	<b>\$4,271</b>	\$ 2,475.00
BSU, Boise	<b>\$4,525</b>	\$ 2,475.00
UI, Moscow	<b>\$4,812</b>	\$ 2,475.00
EWU, Cheney	<b>\$3,730</b>	\$ 3,690.00
ISU, Pocatello	<b>\$4,929</b>	\$ 2,475.00

*At this time, no announcements regarding tuition changes have been made for any of these institutions*

Cost based on 15 credit hours.

**Tuition Rate History**

Year	Fiscal Year	FT Total Cost Per Student	Per Credit Total Cost Per Student	% Increase
2015-2016	FY16	\$ 1,596.00	\$ 133.00	6.0%
2016-2017	FY17	\$ 1,646.00	\$ 137.00	3.0%
2017-2018	FY18	\$ 1,682.00	\$ 140.00	2.1%
2018-2019	FY19	\$ 1,700.00	\$ 141.50	1.1%
2019-2020	FY20	\$ 1,700.00	\$ 141.50	0.0%
2020-2021	FY21	\$ 1,700.00	\$ 141.50	0.0%
2021-2022	FY22	\$ 1,700.00	\$ 141.50	0.0%

FY16 and FY17 increase in fees for Student Wellness and Recreation Center

**NORTH IDAHO COLLEGE  
TUITION AND FEES PER CREDIT  
2021/2022 SCHOOL YEAR  
Fiscal Year 2022**

*Per Credit Breakdown - First 12 Credits*

	<b>Tuition</b>	<b>OOS/OOD Tuition</b>	<b>Gen Fee</b>	<b>Commencement</b>	<b>Stu Health</b>	<b>Athletic</b>	<b>Stud Act</b>	<b>ASNIC</b>	<b>DHC Bond Fee</b>	<b>Total</b>
In District	101.50		13.50	0.33	2.83	3.00	3.17	2.33	15.00	141.50
Out Dist	101.50	23.50	13.50	0.33	2.83	3.00	3.17	2.33	15.00	165.00
Wash	101.50	104.50	13.50	0.33	2.83	3.00	3.17	2.33	15.00	246.00
WUE	101.50	145.50	13.50	0.33	2.83	3.00	3.17	2.33	15.00	287.00
Out State	101.50	222.50	13.50	0.33	2.83	3.00	3.17	2.33	15.00	364.00

DHC Bond fee supports operations of the Student Union Building, Student Wellness and Recreation Center, Residence Hall and associated bonds.

**North Idaho College  
Proposed Plant Fund Budget FY2022**

		FY21 Budget	FY22 Proposed Budget
Total Funding:	\$	4,317,638	4,205,101
Obligations:			
Rent	\$	330,425	227,784
Instructional Equipment Replacement Fund	\$	329,857	319,961
Computer Equipment Replacement	\$	677,250	677,250
Capital Investment Reserve	\$	2,588,111 <sup>1</sup>	2,588,111
Deferred Maintenance	\$	231,900	231,900
Instructional Furniture Replacement	\$	57,844	57,844
Administrative Furniture Replacement	\$	27,251	27,251
Plant Fund Contingency	\$	75,000	75,000
Net Plant Fund	\$	-	-

1- includes the 1% property tax increase for FY13

## Capital Investment Reserve

FY2022 Budget Proposal

	FY2018 actual	FY2019 actual	FY2020 actual	FY2021 estimate	FY2022 estimate
<b>Capital Investment Reserve Beginning Balance</b>	\$ 2,636,502	\$ 5,272,961	\$ 10,132,138	\$ 10,047,249	\$ 11,685,360
<b>Sources</b>					
Tax revenue dedicated to Capital Investment	\$ 2,588,111	\$ 2,588,111	\$ 2,588,111	\$ 2,588,111	\$ 2,588,111
Interest income on cash pool	\$ 48,348	\$ 187,372	\$ 100,000	\$ 50,000	\$ 50,000
Contribution from General Fund Fund Balance		\$ 2,800,000			
Subtotal Sources	\$ 2,636,459	\$ 5,575,483	\$ 2,688,111	\$ 2,638,111	\$ 2,638,111
<b>Uses</b>					
Land improvements					
Meyer Health & Sciences Expansion (Proposed)			\$ 487,000	\$ 1,000,000	\$ 6,600,000
DeArmond Building		\$ 660,000			
Christainson Gymnasium Feasibility Study		\$ 56,307			
Property Acquisition			\$ 2,286,000		
Subtotal uses	\$ -	\$ 716,307	\$ 2,773,000	\$ 1,000,000	\$ 6,600,000
Net change this year	\$ 2,636,459	\$ 4,859,177	\$ (84,889)	\$ 1,638,111	\$ (3,961,889)
<b>Capital Investment Reserve ending balance</b>	\$ 5,272,961	\$ 10,132,138	\$ 10,047,249	\$ 11,685,360	\$ 7,723,471
Board Reserve Designated for Property Acquisition	\$ 1,000,000	\$ 1,026,563	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000
<b>Total Board Reserves</b>	\$ 6,272,961	\$ 11,158,701	\$ 11,087,249	\$ 12,725,360	\$ 8,763,471

**North Idaho College  
Fee Based Activities  
Proposed Budget FY2022**

	ASNIC	STUDENT HEALTH SERVICES	STUDENT ACTIVITIES AND RECREATION	ATHLETICS	COMMENCEMENT	TOTAL FEE BASED ACTIVITIES	FY21 BUDGET
TUITION & FEES REVENUE	\$ 128,632	\$ 157,250	\$ 176,143	\$ 166,696	\$ 18,337	\$ 647,058	\$ 653,107
SALES REVENUE						\$ -	\$ -
RENTAL REVENUE						\$ -	\$ -
OTHER REVENUE			8,600	1,393,962		1,402,562	\$ 1,410,911
<b>TOTAL REVENUE</b>	<b>\$ 128,632</b>	<b>\$ 157,250</b>	<b>\$ 184,743</b>	<b>\$ 1,560,658</b>	<b>\$ 18,337</b>	<b>\$ 2,049,620</b>	<b>\$ 2,064,018</b>
OPERATING EXPENSES							
SALARY EXPENSE	\$ -	\$ 110,051	\$ 106,873	\$ 798,394		\$ 1,015,318	\$ 1,027,259
BENEFITS		40,037	40,583	299,221		379,841	\$ 371,436
REMODEL PROJECT	77,000					77,000	\$ -
GENERAL EXPENSES	121,632	7,162	37,257	463,043	18,337	647,431	\$ 667,732
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 198,632</b>	<b>\$ 157,250</b>	<b>\$ 184,713</b>	<b>\$ 1,560,658</b>	<b>\$ 18,337</b>	<b>\$ 2,119,590</b>	<b>\$ 2,066,427</b>

**North Idaho College  
Service Units  
Proposed Budget FY2022**

	<b>DHC OPERATIONS</b>	<b>WORKFORCE TRAINING</b>	<b>LAKESIDE CHILDREN'S CENTER</b>	<b>OTHER AUXILIARY SERVICES</b>	<b>FY22 BUDGET</b>	<b>FY21 BUDGET</b>
FEDERAL REVENUE			\$ 22,000		\$ 22,000	\$ 22,000
RENTAL REVENUE				125,000	\$ 125,000	\$ 125,000
STUDENT FEE REVENUE	\$ 833,482				\$ 833,482	\$ 839,912
OTHER REVENUE *	\$ 1,190,136	\$ 2,244,457	332,771	\$ 25,000	\$ 3,792,364	\$ 3,885,458
FUND BALANCE TRANSFER	\$ 92,000				\$ 92,000	\$ 349,418
GENERAL FUND SUPPORT	\$ -		\$ 246,332	\$ 262,901	\$ 509,233	\$ 533,001
<b>TOTAL REVENUE</b>	<b>\$ 2,115,618</b>	<b>\$ 2,244,457</b>	<b>\$ 601,103</b>	<b>\$ 412,901</b>	<b>\$ 5,374,079</b>	<b>\$ 5,754,789</b>
SALARY EXPENSE	\$ 683,792	\$ 1,212,818	\$ 399,679	\$ 235,000	\$ 2,531,289	\$ 3,144,325
BENEFITS	205,138	351,623	188,399	82,250	827,410	\$ 262,850
EQUIPMENT INVENTORY	-	-	-	-	-	\$ -
GENERAL EXPENSES	1,082,010	675,930	13,025	85,795	1,856,760	\$ 2,334,455
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,970,940</b>	<b>\$ 2,240,371</b>	<b>\$ 601,103</b>	<b>\$ 403,045</b>	<b>\$ 5,215,459</b>	<b>\$ 5,741,630</b>
<b>NET INCOME</b>	<b>\$ 144,678</b>	<b>\$ 4,086</b>	<b>\$ -</b>	<b>\$ 9,856</b>	<b>\$ 158,620</b>	<b>\$ 13,159</b>

***DHC Operations include Bookstore Operations, Student Union Operations, Residence Hall, Food Service, and Student Wellness and Recreation  
Other Auxiliary Services include Parking Services, One Card and Event Services.***

\* For DHC Operations this figure is net of cost of goods sold.

\*\* DHC Operations includes \$590K in debt service.



**North Idaho College  
FY2022 Budget Proposal  
(based on FY21 figures)  
Grants**

	Area Agency on Aging	Head Start	Other Grants	FY22 BUDGET
Tuition and Fee Revenue				
Federal Revenue	\$ 1,320,680	\$ 3,648,010		\$ 4,968,690
State Revenue	678,590			678,590
Rental Revenue		17,000		17,000
Other Revenue	-		1,240,100	1,240,100
<b>Total Revenue</b>	<b>\$ 1,999,270</b>	<b>\$ 3,665,010</b>	<b>\$ 1,240,100</b>	<b>\$ 6,904,380</b>
Salary Expense	\$ 545,500	\$ 2,104,840		\$ 2,650,340
Benefits	162,938	796,815		\$ 959,753
Equipment	6,000	-		\$ 6,000
Operating Expenses	1,284,832	763,355	1,240,100	\$ 3,288,287
<b>Total Expenses</b>	<b>\$ 1,999,270</b>	<b>\$ 3,665,010</b>	<b>\$ 1,240,100</b>	<b>\$ 6,904,380</b>

*Other Grants Include: **EDA i6 (\$675K)** Adult Education (\$400K), CTE Grants (CND/AdvOpp) (\$150K), TRiO (\$250K), INBRE (\$175K) and other grants*

**North Idaho College  
FY2022 Budget Proposal**

**Total Institution**

	General Fund	Fee Based	Services	Grants	FY22 BUDGET	FY21 BUDGET
Tuition and Fee Revenue	\$ 10,613,272	\$ 647,058	\$ 833,482		\$ 12,093,811	\$ 14,813,431
Federal Revenue			22,000	4,968,690	4,990,690	4,155,307
State Revenue	\$ 19,031,000			678,590	19,709,590	19,379,579
Local Revenue	\$ 17,309,145				17,309,145	15,992,651
Interest Income	\$ 175,000				175,000	175,000
Purchase Discount	\$ 1,500				1,500	1,500
Net Sales Revenue	\$ -	-	3,792,364		3,792,364	4,209,576
Rental Revenue	\$ -	-	125,000	17,000	142,000	187,709
Other Revenue	\$ 2,371,338	1,402,562	601,233	1,240,100	5,615,233	6,231,503
Total Revenue	<u>\$ 49,501,255</u>	<u>\$ 2,049,620</u>	<u>\$ 5,374,079</u>	<u>\$ 6,904,380</u>	<u>\$ 63,829,333</u>	<u>\$ 65,146,256</u>
Salary Expense	\$ 24,490,333	\$ 1,015,318	\$ 2,531,289	\$ 2,650,340	\$ 30,687,280	\$ 32,141,197
Benefits	\$ 9,318,411	379,841	827,410	959,753	11,485,415	11,161,327
Equipment	\$ 1,080,605	77,000	-	6,000	1,163,605	88,394
Operating Expenses	\$ 13,556,571	647,431	1,856,760	3,288,287	19,349,049	21,251,523
Total Expenses	<u>\$ 48,445,920</u>	<u>\$ 2,119,590</u>	<u>\$ 5,215,459</u>	<u>\$ 6,904,380</u>	<u>\$ 62,685,349</u>	<u>\$ 64,642,441</u>
Net Income	<u>\$ 1,055,335</u>	<u>(69,970)</u>	<u>\$ 158,620</u>	<u>\$ 0</u>	<u>\$ 1,143,984</u>	<u>\$ 500,939</u>

\* FY22 Budget proposal for Grants is based on FY21 information

## PROPOSED COURSE FEES FOR ACADEMIC YEAR 2021-2022

DIVISION OF BUSINESS AND PROFESSIONAL PROGRAMS				
Course	Description	FY21 Fee	FY22 Fee	Change
ACCT-140	Quickbooks Desktop	\$ 103.00	\$ 103.00	\$ -
ACCT-248	Accounting Internship	\$ 36.00	\$ 38.00	\$ 2.00
BMGT-260	Human Resource Management	\$ 13.00	\$ 14.00	\$ 1.00
BUSA-101	Introduction to Business	\$ -	\$ 72.00	\$ 72.00
BUSA-211	Principles of Management	\$ -	\$ 100.00	\$ 100.00
BUSA-265	Legal Environment of Business	\$ -	\$ 104.00	\$ 104.00
CAOT-220	Admin Support Internship I	\$ 120.00	\$ 120.00	\$ -
CAOT-224	Medical Admin Assistant Intern	\$ 117.00	\$ 117.00	\$ -
CAOT-226	Med Billing Spec Intern II	\$ 117.00	\$ 117.00	\$ -
CITE-104	Systems Administration I	\$ 155.00	\$ 155.00	\$ -
CITE-105	Systems Admin I Projects	\$ 75.00	\$ 69.00	\$ (6.00)
CITE-116	Desktop OS Support	\$ 155.00	\$ 155.00	\$ -
CITE-118	Computer IT Essentials	\$ 203.00	\$ 212.00	\$ 9.00
CITE-127	Desktop Commodity OS Projects	\$ 75.00	\$ 61.00	\$ (14.00)
CITE-142	Information Sec Fundamentals	\$ 221.00	\$ 240.00	\$ 19.00
CITE-152	Networking Essentials	\$ -	\$ 163.00	\$ 163.00
CITE-155	Linux Essentials	\$ 29.00	\$ 29.00	\$ -
CITE-165	Linux System Admin	\$ 188.00	\$ 221.95	\$ 33.95
CITE-206	Systems Administration II	\$ 155.00	\$ 155.00	\$ -
CITE-207	Systems Admin II Projects	\$ 75.00	\$ 61.00	\$ (14.00)
CITE-208	Systems Administration III	\$ 136.00	\$ 129.00	\$ (7.00)
CITE-209	Systems Admin III Projects	\$ 120.00	\$ 115.00	\$ (5.00)
CITE-215	Network Support II Projects	\$ 159.00	\$ 163.00	\$ 4.00
CITE-217	Network Support III	\$ 325.00	\$ 300.00	\$ (25.00)
CITE-243	Command Line and Script Fund	\$ -	\$ 59.00	\$ 59.00
CITE-258	Cyber Operations	\$ -	\$ 300.00	\$ 300.00
CITE-289	Cyber Competitions	\$ -	\$ 35.00	\$ 35.00
CULA-120	Professional Kitchen I	\$ 350.00	\$ 350.00	\$ -
CULA-222	Professional Kitchen 3	\$ 160.00	\$ 160.00	\$ -
GDES-102	Survey of Graphic Design	\$ 15.00	\$ 60.00	\$ 45.00
GDES-120	Typography	\$ 25.00	\$ -	\$ (25.00)
GDES-131	Adobe Illustr - Vector Graphic	\$ 10.00	\$ 10.00	\$ -
GDES-141	Web Design I	\$ 18.38	\$ 8.38	\$ (10.00)
GDES-221	Graphic Design I	\$ 25.00	\$ 10.00	\$ (15.00)
GDES-222	Graphic Design II	\$ 101.00	\$ 80.00	\$ (21.00)
GDES-223	Graphic Design III	\$ 25.00	\$ -	\$ (25.00)
GDES-227	Digital Video & Comp Animation	\$ 35.00	\$ 80.00	\$ 45.00
GDES-235	Adobe InDesign and Prepress	\$ 30.00	\$ -	\$ (30.00)
GDES-247	Social Media Design Strategies	\$ 10.00	\$ -	\$ (10.00)
GDES-252	Web Design III	\$ 34.38	\$ 56.38	\$ 22.00
GDES-255	Web Design II	\$ 10.00	\$ -	\$ (10.00)
GDES-261	Applied Web Development	\$ 10.00	\$ -	\$ (10.00)

## PROPOSED COURSE FEES FOR ACADEMIC YEAR 2021-2022

GDES-271	Design Projects	\$ 60.00	\$ -	\$ (60.00)
<b>DIVISION OF BUSINESS AND PROFESSIONAL PROGRAMS (cont.)</b>				
Course	Description	FY21 Fee	FY22 Fee	Change
GDES-283	Portfolio Development	\$ 82.00	\$ 78.00	\$ (4.00)
GDES-290	Graphic Design Internship	\$ 10.00	\$ -	\$ (10.00)
LAWE-161	Basic Law & Patrol Orientation	\$ 745.00	\$ 870.25	\$ 125.25
PLEG-290	Paralegal Internship I	\$ 30.00	\$ 30.00	\$ -
<b>DIVISION OF COMMUNICATION FINE ARTS</b>				
Course	Description	FY21 Fee	FY22 Fee	Change
ART-122	3-D/Design Foundations I	\$ 10.00	\$ 15.00	\$ 5.00
ART-217	Life Drawing I	\$ 25.00	\$ 25.00	\$ -
ART-218	Life Drawing II	\$ 25.00	\$ 25.00	\$ -
ART-231	Beginning Painting I	\$ 10.00	\$ 10.00	\$ -
ART-232	Beg Painting II	\$ 10.00	\$ 10.00	\$ -
ART-241	Sculpture I	\$ 25.00	\$ 25.00	\$ -
ART-242	Sculpture II	\$ 25.00	\$ 25.00	\$ -
ART-245	Intermediate Painting I	\$ 10.00	\$ 10.00	\$ -
ART-246	Intermediate Painting II	\$ 10.00	\$ 10.00	\$ -
ART-251	Printmaking I	\$ 25.00	\$ 25.00	\$ -
ART-252	Printmaking II	\$ 25.00	\$ 25.00	\$ -
ART-261	Ceramics I	\$ 50.00	\$ 50.00	\$ -
ART-262	Ceramics II	\$ 60.00	\$ 60.00	\$ -
MUSA-114A	Voice	\$ 101.00	\$ 101.00	\$ -
MUSA-114B	Piano	\$ 101.00	\$ 101.00	\$ -
MUSA-114C	Jazz Piano	\$ 101.00	\$ 101.00	\$ -
MUSA-114D	General Guitar	\$ 101.00	\$ 101.00	\$ -
MUSA-114E	Classical Guitar	\$ 101.00	\$ 101.00	\$ -
MUSA-114F	Flute	\$ 101.00	\$ 101.00	\$ -
MUSA-114G	Oboe	\$ 101.00	\$ 101.00	\$ -
MUSA-114H	Clarinet	\$ 101.00	\$ 101.00	\$ -
MUSA-114I	Saxophone	\$ 101.00	\$ 101.00	\$ -
MUSA-114K	Trumpet	\$ 101.00	\$ 101.00	\$ -
MUSA-114L	Horn	\$ 101.00	\$ 101.00	\$ -
MUSA-114M	Trombone	\$ 101.00	\$ 101.00	\$ -
MUSA-114O	Tuba	\$ 101.00	\$ 101.00	\$ -
MUSA-114P	Violin	\$ 101.00	\$ 101.00	\$ -
MUSA-114Q	Viola	\$ 101.00	\$ 101.00	\$ -
MUSA-114R	Cello	\$ 101.00	\$ 101.00	\$ -
MUSA-114S	String Bass	\$ 101.00	\$ 101.00	\$ -
MUSA-114T	Electric Bass	\$ 101.00	\$ 101.00	\$ -
MUSA-114U	Percussion	\$ 101.00	\$ 101.00	\$ -
MUSA-114V	Harp	\$ 101.00	\$ 101.00	\$ -
MUSA-124A	Voice	\$ 101.00	\$ 101.00	\$ -

## PROPOSED COURSE FEES FOR ACADEMIC YEAR 2021-2022

MUSA-124B	Piano	\$	101.00	\$	101.00	\$	-
<b>DIVISION OF COMMUNICATION FINE ARTS (cont.)</b>							
Course	Description		FY21 Fee		FY22 Fee		Change
MUSA-124C	Jazz Piano	\$	101.00	\$	101.00	\$	-
MUSA-124D	General Guitar	\$	101.00	\$	101.00	\$	-
MUSA-124E	Classical Guitar	\$	101.00	\$	101.00	\$	-
MUSA-124F	Flute	\$	101.00	\$	101.00	\$	-
MUSA-124G	Oboe	\$	101.00	\$	101.00	\$	-
MUSA-124H	Clarinet	\$	101.00	\$	101.00	\$	-
MUSA-124I	Saxophone	\$	101.00	\$	101.00	\$	-
MUSA-124K	Trumpet	\$	101.00	\$	101.00	\$	-
MUSA-124L	Horn	\$	101.00	\$	101.00	\$	-
MUSA-124M	Trombone	\$	101.00	\$	101.00	\$	-
MUSA-124O	Tuba	\$	101.00	\$	101.00	\$	-
MUSA-124P	Violin	\$	101.00	\$	101.00	\$	-
MUSA-124Q	Viola	\$	101.00	\$	101.00	\$	-
MUSA-124R	Cello	\$	101.00	\$	101.00	\$	-
MUSA-124S	String Bass	\$	101.00	\$	101.00	\$	-
MUSA-124T	Electric Bass	\$	101.00	\$	101.00	\$	-
MUSA-124U	Percussion	\$	101.00	\$	101.00	\$	-
MUSA-124V	Harp	\$	101.00	\$	101.00	\$	-
MUSA-124Z	Composition	\$	101.00	\$	101.00	\$	-
PHTO-183	Intro to Digital Photography	\$	25.00	\$	-	\$	(25.00)
PHTO-185	Adobe Photoshop and Lightroom	\$	10.00	\$	-	\$	(10.00)
PHTO-285	Nature Photography	\$	65.00	\$	-	\$	(65.00)
PHTO-288	Intermediate Digital Photo	\$	35.00	\$	-	\$	(35.00)
PHTO-289	Photojournalism	\$	35.00	\$	35.00	\$	-
THEA-102	Stage Makeup	\$	100.00	\$	100.00	\$	-
THEA-103	Theatre Technology: Scenery	\$	15.00	\$	-	\$	(15.00)
THEA-114	Theatre Technology: Costume	\$	40.00	\$	40.00	\$	-

<b>ENGLISH, MODERN LANGUAGE AND HUMANITIES DIVISION</b>							
Course	Description		FY21 Fee		FY22 Fee		Change
FLAN-207	British/Irish Murder Mysteries	\$	3,750.00	\$	3,750.00	\$	-
HUMS-101	Introduction to the Humanities	\$	25.00	\$	-	\$	(25.00)

## PROPOSED COURSE FEES FOR ACADEMIC YEAR 2021-2022

DIVISION OF HEALTH PROFESSIONS				
Course	Description	FY21 Fee	FY22 Fee	Change
DENT-100	Dental Hygiene Pre-Clinic	\$ 138.00	\$ 138.00	\$ -
DENT-120	Oral Radiography	\$ 232.00	\$ 232.00	\$ -
MAST-100	Phlebotomy	\$ 57.00	\$ 42.00	\$ (15.00)
MAST-101	Clinical Skills for Med Asst I	\$ 326.00	\$ 310.00	\$ (16.00)
MAST-201	Clinical Skills Med. Assts. II	\$ 42.00	\$ 29.00	\$ (13.00)
MAST-205	Administration of Medications	\$ 45.00	\$ 29.00	\$ (16.00)
MAST-216	Medical Assistant Externship	\$ 138.00	\$ 425.00	\$ 287.00
MLT-124	Medical Lab Fundamentals	\$ 666.00	\$ 596.00	\$ (70.00)
MLT-224	MLT Student Lab Practice	\$ 620.00	\$ 574.00	\$ (46.00)
MLT-250	Seminar and Exam Review	\$ 385.00	\$ 385.00	\$ -
MLT-291	Internship I	\$ 40.00	\$ 190.00	\$ 150.00
MLT-292	Internship II	\$ 138.00	\$ 150.00	\$ 12.00
PTAE-107	Kinesiology	\$ 130.00	\$ 135.00	\$ 5.00
PTAE-110	Principles and Procedures	\$ 163.00	\$ 168.00	\$ 5.00
PTAE-204	Therapeutic Modalities	\$ 21.00	\$ 25.00	\$ 4.00
PTAE-207	Therapeutic Exercise	\$ 80.00	\$ 80.00	\$ -
PTAE-208	Orthopedic Rehabilitation	\$ 35.00	\$ 40.00	\$ 5.00
PTAE-211	Data Collections		\$ 108.00	\$ 108.00
PTAE-215	Special Populations	\$ 35.00	\$ 40.00	\$ 5.00
PTAE-217	Neurological Rehabilitation	\$ 3.00	\$ 10.00	\$ 7.00
PTAE-240	Clinical Affiliation 1	\$ 138.00	\$ 430.00	\$ 292.00
PTAE-241	Clinical Affiliation 2	\$ 138.00	\$ 644.00	\$ 506.00
RADT-111L	Introduction to Radiology Lab	\$ 186.00	\$ 186.00	\$ -
RADT-112L	Radiographic Procedures I Lab	\$ 90.00	\$ 60.00	\$ (30.00)
RADT-113L	Prin Radiation Bio & Prtct Lab	\$ 40.00	\$ 40.00	\$ -
RADT-114L	Radiographic Procedures II Lab	\$ 30.00	\$ -	\$ (30.00)
RADT-116	Clinical Radiography I	\$ 138.00	\$ 135.00	\$ (3.00)
RADT-119	Clinical Radiography III		\$ 135.00	\$ 135.00
RADT-211L	Radiographic Imaging Lab	\$ 60.00	\$ 60.00	\$ -
RADT-220	Clinical Radiography III	\$ 138.00	\$ 175.00	\$ 37.00
RADT-221	Clinical Radiography IV	\$ 138.00	\$ 135.00	\$ (3.00)
RADT-222	Radiologic Technology Review	\$ 200.00	\$ 200.00	\$ -
SURG-105	Care of the Surgical Patient	\$ 296.00	\$ 300.00	\$ 4.00
SURG-120	Fundamentals of ST I	\$ 314.00	\$ 314.00	\$ -
SURG-121	Fundamentals of ST II	\$ 195.00	\$ 195.00	\$ -
SURG-140	Clinical Experience I	\$ 276.00	\$ 397.00	\$ 121.00
SURG-150	CST Exam Review/Leadership		\$ 190.00	\$ 190.00
INTERDISCIPLINARY STUDIES				
Course	Description	FY21 Fee	FY22 Fee	Change
INTR-250S	Health Benefits of Nature	\$ 35.00	\$ -	\$ (35.00)
INTR-250E	Writing in the Wild	\$ 35.00	\$ 35.00	\$ -

## PROPOSED COURSE FEES FOR ACADEMIC YEAR 2021-2022

DIVISION OF MATH, COMPUTERS SCIENCE AND ENGINEERING				
Course	Description	FY21 Fee	FY22 Fee	Change
ENGR-123	Introduction to Engineering	\$ 15.00	\$ 10.00	\$ (5.00)
ENGR-223	Engineering Analysis	\$ 25.00	\$ 25.00	\$ -
ENGR-240L	Circuits I Lab	\$ 10.00	\$ 10.00	\$ -
ENGR-241L	Elect Circuits II Lab	\$ 10.00	\$ 10.00	\$ -

DIVISION OF NATURAL SCIENCES				
Course	Description	FY21 Fee	FY22 Fee	Change
BACT-250L	General Microbiology Lab	\$ 56.00	\$ 105.00	\$ 49.00
BIOL-100L	Concepts of Biology Lab	\$ 35.00	\$ 37.00	\$ 2.00
BIOL-115L	Intro Life Sciences Lab	\$ 34.00	\$ 33.00	\$ (1.00)
BIOL-175L	Human Biology Lab	\$ 53.00	\$ 62.00	\$ 9.00
BIOL-221L	Forest Ecology Lab	\$ 25.00	\$ 33.00	\$ 8.00
BIOL-227L	Human Anat & Phys I Lab	\$ 45.00	\$ 37.00	\$ (8.00)
BIOL-228L	Hum Anat & Phys II Lab	\$ 45.00	\$ 64.00	\$ 19.00
BIOL-231L	Gen Ecol Lab	\$ 25.00	\$ 33.00	\$ 8.00
BIOL-260	Human Cadaver Prosection I	\$ 45.00	\$ 40.00	\$ (5.00)
BIOL-261	Human Cadaver Prosection II	\$ 45.00	\$ 40.00	\$ (5.00)
BTNY-203L	General Botany Lab	\$ 30.00	\$ 49.00	\$ 19.00
BTNY-241L	Systematic Botany Lab	\$ 30.00	\$ 48.00	\$ 18.00
CHEM-100L	Concepts of Chemistry Lab	\$ 50.00	\$ 66.00	\$ 16.00
CHEM-101L	Introduction to Chemistry Lab	\$ 57.00	\$ 56.00	\$ (1.00)
CHEM-102L	Essentials Organic/Biochem Lab	\$ 40.00	\$ 60.00	\$ 20.00
CHEM-111L	General Chemistry I Lab	\$ 66.00	\$ 67.00	\$ 1.00
CHEM-112L	Prin/Gen/Coll/Chem II Lab	\$ 66.00	\$ 63.00	\$ (3.00)
CHEM-278	Organic Chemistry I Lab	\$ 75.00	\$ 73.00	\$ (2.00)
CHEM-288	Org Chem II Lab	\$ 75.00	\$ 73.00	\$ (2.00)
ENSI-119L	Environmental Science Lab	\$ 34.00	\$ 30.00	\$ (4.00)
GEOG-100L	Physical Geography Lab	\$ 38.00	\$ 24.00	\$ (14.00)
GEOL-101L	Physical Geology Lab	\$ 38.00	\$ 41.00	\$ 3.00
GEOL-102L	Historical Geology Lab	\$ 30.00	\$ 29.00	\$ (1.00)
GEOL-123L	Geol ID/Pac NW Lab	\$ 30.00	\$ 29.00	\$ (1.00)
GEOL-255L	System Mineralogy Lab	\$ 30.00	\$ 57.00	\$ 27.00
PHYS-101L	Fund Phys Science Lab	\$ 25.00	\$ 22.00	\$ (3.00)
PHYS-103L	Elem Astronomy Lab	\$ 25.00	\$ 24.00	\$ (1.00)
PHYS-111L	General Physics I Lab	\$ 30.00	\$ 27.00	\$ (3.00)
PHYS-112L	General Physics II Lab	\$ 30.00	\$ 36.00	\$ 6.00
PHYS-211L	Engineering Physics Lab I	\$ 30.00	\$ 22.00	\$ (8.00)
PHYS-212L	Engr Physics Lab II	\$ 30.00	\$ 36.00	\$ 6.00
ZOOL-202L	General Zoology Lab	\$ 30.00	\$ 48.00	\$ 18.00

## PROPOSED COURSE FEES FOR ACADEMIC YEAR 2021-2022

DIVISION OF NURSING				
Course	Description	FY21 Fee	FY22 Fee	Change
NURS-196	LPN Transition	\$ 836.00	\$ 1,006.00	\$ 170.00
NURS-210	Fundamentals Lab	\$ 138.00	\$ 1,167.00	\$ 1,029.00
NURS-235	Psych-Mental Health Nursing	\$ 10.00	\$ 10.00	\$ -
NURS-255	Medical Surgical Nursing Lab I	\$ 138.00	\$ 270.00	\$ 132.00
NURS-265	Medical Surgical Nursing Lab II	\$ 138.00	\$ 386.00	\$ 248.00
NURS-275	Transition to Practice Lab	\$ 138.00	\$ 259.00	\$ 121.00
PN-110L	Practical Nursing Lab 1	\$ 886.00	\$ 968.00	\$ 82.00
PN-111L	Practical Nursing Lab II	\$ 280.00	\$ 287.00	\$ 7.00
PN-112L	Practical Nursing Lab III	\$ 100.00	\$ 100.00	\$ -

DIVISION OF PHYSICAL EDUCATION and RESORT RECREATION MGMT				
Course	Description	FY21 Fee	FY22 Fee	Change
HOSP-111	Food Safety and Sanitation	\$ 40.00	\$ 40.00	\$ -
HOSP-235	Food Appreciation	\$ 70.00	\$ 70.00	\$ -
PE-110B	Begin Whitewater Kayaking	\$ 50.00	\$ 50.00	\$ -
PE-110C	Beginning Rock Climbing	\$ 60.00	\$ 60.00	\$ -
PE-110D	Beginning Sailing	\$ 25.00	\$ 25.00	\$ -
PE-110G	Equitation	\$ 150.00	\$ 150.00	\$ -
PE-110L	Lake Kayak/Canoe	\$ 35.00	\$ 35.00	\$ -
PE-110W	Mountain Biking	\$ 435.00	\$ 435.00	\$ -
PE-110Y	Bowling	\$ 65.00	\$ 65.00	\$ -
PE-110Z	Beginning Fly Fishing	\$ 50.00	\$ 50.00	\$ -
PE-111O	Outdoor Adventures	\$ 35.00	\$ 35.00	\$ -
PE-111P	Stand Up Paddle Boarding	\$ 35.00	\$ 35.00	\$ -
PE-237A	Wilderness Backpacking	\$ 90.00	\$ 90.00	\$ -
PE-237B	Wilderness Survival	\$ 90.00	\$ 90.00	\$ -
PE-248	Athletic Injuries-Sports Med	\$ 30.00	\$ 30.00	\$ -
PE-288	First Aid	\$ 45.00	\$ 45.00	\$ -
RRM-110	Wilderness First Responder	\$ 270.00	\$ 270.00	\$ -
RRM-125	Wilderness Ethics & Interpretn	\$ 35.00	\$ 35.00	\$ -
RRM-195	Backcountry Winter Skills	\$ 135.00	\$ 135.00	\$ -
RRM-234	Team Dynamics	\$ 45.00	\$ 45.00	\$ -
RRM-237A	Wilderness Backpacking	\$ 90.00	\$ 90.00	\$ -
RRM-237B	Wilderness Survival	\$ 90.00	\$ 90.00	\$ -
RRM-237C	Whitewater Guiding	\$ 125.00	\$ 125.00	\$ -
RRM-237D	Mountaineering	\$ 150.00	\$ 150.00	\$ -
RRM-237E	Outdoor Programming/Leadership	\$ 135.00	\$ 135.00	\$ -
RRM-237F	Outdoor Navigation	\$ 25.00	\$ 25.00	\$ -
RRM-237G	Avalanche Level I	\$ 135.00	\$ 135.00	\$ -
RRM-237H	Intro to Outdoor Cooking	\$ 75.00	\$ 75.00	\$ -
RRM-237J	Swift Water Rescue	\$ 135.00	\$ 135.00	\$ -



## PROPOSED COURSE FEES FOR ACADEMIC YEAR 2021-2022

TRADES AND INDUSTRY DIVISION				
Course	Description	FY21 Fee	FY22 Fee	Change
ACRR-165L	Collision Repair Lab I	\$ 150.00	\$ 150.00	\$ -
ACRR-166L	Collision Repair Lab II	\$ 100.00	\$ 100.00	\$ -
ACRR-174	Surface Prep & Adhesive Bond	\$ 100.00	\$ -	\$ (100.00)
ACRR-175L	Collision Repair Lab III	\$ 100.00	\$ 100.00	\$ -
ACRR-176L	Collision Repair Lab IV	\$ 100.00	\$ 100.00	\$ -
AUTO-119L	Automotive Lab I	\$ 250.00	\$ 250.00	\$ -
AUTO-129L	Automotive Lab II	\$ 280.00	\$ 280.00	\$ -
AUTO-235L	Advanced Automotive Lab III	\$ 250.00	\$ 250.00	\$ -
AUTO-245L	Advanced Automotive Lab IV	\$ 275.00	\$ 275.00	\$ -
CADT-141	Intro to CAD Technology	\$ 25.00	\$ -	\$ (25.00)
CADT-151	Adv 3D Residential Design	\$ 125.00	\$ 125.00	\$ -
CARP-141	Introduction to Carpentry and Constru	\$ 30.00	\$ 30.00	\$ -
CARP-142	Safe and Savvy Tool Use	\$ 60.00	\$ 60.00	\$ -
CARP-165L	Res. Construction Lab I	\$ 60.00	\$ 30.00	\$ (30.00)
CARP-166	Building Science	\$ 30.00	\$ -	\$ (30.00)
CARP-170L	Res. Construction Lab II	\$ 60.00	\$ 30.00	\$ (30.00)
DSLTL-117L	Diesel Lab, Summer	\$ 80.00	\$ 80.00	\$ -
DSLTL-123L	Diesel Engine Elec Systems Lab	\$ 135.00	\$ 135.00	\$ -
DSLTL-124L	Powertrain/Brake Systems Lab	\$ 60.00	\$ 20.00	\$ (40.00)
DSLTL-223L	Adv Tune-Up/Compnr Engines Lab	\$ 60.00	\$ 30.00	\$ (30.00)
DSLTL-224L	Undercarriage/Powershift Lab	\$ 85.00	\$ 50.00	\$ (35.00)
HVAC-161L	HVACR Lab I	\$ 165.00	\$ 165.00	\$ -
HVAC-171L	HVACR Lab II	\$ 302.50	\$ 302.50	\$ -
MACH-151L	Machining Tech Lab I	\$ 180.00	\$ 100.00	\$ (80.00)
MACH-152L	Machining Tech Lab II	\$ 180.00	\$ 100.00	\$ (80.00)
MACH-231	Computers in Machining	\$ 150.00	\$ 60.00	\$ (90.00)
MACH-253L	Adv Machining Lab I	\$ 190.00	\$ 190.00	\$ -
MACH-254L	Adv Machining Lab II	\$ 150.00	\$ 150.00	\$ -
MDET-215	Industrial Processes	\$ 120.00	\$ 120.00	\$ -
MDET-230	Advanced Mechanical Design	\$ 200.00	\$ 100.00	\$ (100.00)
MECH-210L	Mechatronics Lab I	\$ 50.00	\$ 25.00	\$ (25.00)
MECH-220L	Advanced Mechatronic Lab II	\$ 50.00	\$ 25.00	\$ (25.00)
MM-151L	Industrial Mechanics Lab I	\$ 200.00	\$ 200.00	\$ -
MM-152L	Industrial Mechanics Lab II	\$ 125.00	\$ 125.00	\$ -
MM-156	Industrial Hydraulics	\$ 50.00	\$ -	\$ (50.00)
WELD-100B	Welding Theory	\$ 24.00	\$ -	\$ (24.00)
WELD-106	Welding Theory II	\$ 24.00	\$ -	\$ (24.00)
WELD-182L	Welding Lab II	\$ 350.00	\$ 375.00	\$ 25.00
WELD-188L	Advanced SMAW Practical	\$ 350.00	\$ 375.00	\$ 25.00
WELD-197L	Oxy/Fuel Cutting Lab	\$ 50.00	\$ 50.00	\$ -
WELD-281L	Shielded Metal Arc Welding	\$ 350.00	\$ 375.00	\$ 25.00

## PROPOSED COURSE FEES FOR ACADEMIC YEAR 2021-2022

TRADES AND INDUSTRY DIVISION				
Course	Description	FY21 Fee	FY22 Fee	Change
WELD-291L	Gas Tungsten Arc Welding Lab	\$ 350.00	\$ 375.00	\$ 25.00
WWTR-150L	Wastewater Treatment Lab I	\$ 45.00	\$ 45.00	\$ -
WWTR-152L	Wastewater Treatment Lab II	\$ 45.00	\$ 45.00	\$ -
WWTR-210L	Wastewater Treatment Lab III	\$ 45.00	\$ 45.00	\$ -

**BOARD OF TRUSTEES MEETING**  
**May 26, 2021**

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**TAB 2**

**SUBJECT**

Revised Policy 3.04.06: Leave Without Pay

**BACKGROUND**

This policy revision was initiated by Human Resources as part of the college's comprehensive policy review process.

**DISCUSSION**

The proposed revisions combine three existing policies relating to leave without pay into a single policy. Therefore, in addition to the approval of the revised policy 3.04.06: Leave Without Pay, the following policies are proposed for elimination.

3.04.06.01: Leave Without Pay for Educational Purposes

3.04.07: Health Insurance Continuation While on Leave Without Pay

**COMMITTEE ACTION**

This policy has been reviewed and approved by President's Cabinet and the College Senate.

**FINANCIAL IMPACT**

None.

**REQUESTED BOARD ACTION**

Request the board consider a motion to approve revisions to policy 3.04.06 and approve elimination of policies 3.04.06.01 and 3.04.07.

Prepared by,  
Karen Hubbard  
Chief Human Resources Officer

# Policy

<i>(Impact Area - Dept Name)</i> Employees	<i>(General Subject Area)</i> Leaves	<i>(Specific Subject Area)</i> Leave Without Pay (LWOP)
	<b>Author:</b> Human Resources	<b>Supersedes Policy #</b> 3.04.06.01 & 3.04.07
<b>Relates to Procedure #</b>	<b>Impact:</b>	
<b>Legal Citation (if any):</b>		
<b>North Idaho College</b>		

## ~~LEAVE WITHOUT PAY~~

~~A North Idaho College employee may request leave without pay. Consideration is given to such requests on an individual basis in the light of the reason for which it is requested and the effect that granting it will have on the employee's unit or program. Approval by the employee's administrative superiors, the president, and the board of trustees is required.~~

Benefits eligible employees may request a Leave Without Pay (LWOP). A LWOP permits an employee to request a leave that extends longer than two weeks up to a maximum of one year. Employees may request a LWOP for a variety of reasons, but should do so, when practical, at least ninety (90) days in advance of the leave. NIC weighs such requests on an individual basis depending on the reason for the request and the effect that granting it will have on the employee's department or program. The requested LWOP must be approved by the employee's President's Cabinet member and the president prior to the LWOP commencing, when possible. Employees will be required to exhaust all other applicable types of accrued leave before commencing leave without pay, per relevant leave policies in 3.04D.

## Health Insurance

When an employee covered by a North Idaho College insurance plan takes leave without pay for any reason, the employee may choose to maintain their current health insurance for themselves and their dependents either by paying a portion or all of their premiums or by enrolling in COBRA (The Consolidated Omnibus Budget Reconciliation Act of 1985).

# Policy

Policy # 3.04.06.01

RESCIND WITH PASSAGE OF REVISED 3.04.06

Effective Date 01/28/98

<p><i>(Impact Area - Dept Name)</i></p> <p>Employees</p>	<p><i>(General Subject Area)</i></p> <p>Leaves</p>	<p><i>(Specific Subject Area)</i></p> <p>Leave without Pay for Educational Purposes</p>
	<p><b>Author:</b></p>	<p><b>Supersedes Policy #</b> 3.04.1, Pg. 3, #5</p>
<p><b>Relates to Procedure #</b></p>	<p><b>Impact:</b></p>	
<p><b>Legal Citation (if any):</b></p>		
<p><b><i>North Idaho College</i></b></p>		

Policy Narrative

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## **Leave of Absence without Pay for Educational Purposes**

Leave-of-absence without pay for educational purposes is considered on an individual basis. As soon as such a possibility is contemplated, the appropriate division chair or supervisor along with the appropriate vice president should be consulted. Formal requests for an educational leave-of-absence without pay must be made at least ninety (90) days in advance of the leave.

# Policy

Policy # 3.04.07

Effective Date 6/20/91  
Reviewed 10/15

RESCIND WITH PASSAGE OF REVISED 3.04.06

<i>(Impact Area - Dept Name)</i>  Employees	<i>(General Subject Area)</i>  Leaves	<i>(Specific Subject Area)</i>  Health Insurance Continuation While On Leave Without Pay
	<b>Author:</b>	<b>Supersedes Policy #</b>  3.08.7
<b>Relates to Procedure #</b>	<b>Impact:</b>	
<b>Legal Citation (if any):</b>		
<b><i>North Idaho College</i></b>		

Policy Narrative

[Page 1 of 1]

When an employee who is covered by the North Idaho College health insurance plan takes leave without pay for any reason, it will be the policy to allow that employee to enroll in COBRA (The Consolidated Omnibus Budget Reconciliation Act of 1985) for health insurance benefits. If an employee does not or cannot enroll for COBRA benefits, their health benefits will cease.

**BOARD OF TRUSTEES MEETING**  
**May 26, 2021**

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**TAB 3**

**SUBJECT:** Adoption of Forgone Resolution

**BACKGROUND:**

In keeping with Idaho Code Section 63-802, taxing districts have the opportunity to reserve foregone taxes for taxes not taken during the current year.

**DISCUSSION:**

The FY22 budget proposal for North Idaho College does not include an increase in taxes beyond taking new property on the rolls. A 3% tax increase for North Idaho College would net the college \$511,000.00. Since the college is not taking this increase, the Board has the opportunity to reserve this amount in forgone for potential use in the future.

The recently passed HB 389 creates significant changes to taxation and how the College may use foregone taxes in the future, specifically as it relates to utilizing forgone taxes for capital improvement. Additionally, HB389 limits the use of forgone for maintenance and operations. We are waiting for guidance from the State Tax Commission on these recent changes and how changes will impact the College's future use of forgone amounts.

**REQUESTED BOARD ACTION:**

It is recommended that the board consider a motion to adopt the resolution to reserve forgone taxes for FY2022.

Prepared by: Chris A. Martin  
Vice President for Finance and Business Affairs



**BOARD OF TRUSTEES MEETING**  
**May 26, 2021**

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**TAB 4**

**SUBJECT**

Board of Trustees Meeting Calendar 2021-22

**BACKGROUND**

In accordance with Idaho Code Sections 67-2340 through 67-2345, the board of trustees is required to adopt an annual meeting schedule for its regular meetings. The schedule shown in Attachment A is proposed to establish the board's annual meeting schedule for the coming year. As in the past, no board meeting is planned for July. Meetings are scheduled for the fourth Wednesday of each month except as noted on the attachment.

Any retreats and workshops will be announced as needed.

**COMMITTEE ACTION**

None.

**FINANCIAL IMPLICATIONS**

None.

**RECOMMENDATION**

This is a first reading; however, the board may choose to forego a second reading in June and approve the board of trustees meeting calendar for 2021-22, as presented.

Prepared by  
Shannon Goodrich  
Sr. Executive Assistant/Board Clerk



# North Idaho College

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## Board of Trustees Meeting Schedule FY 2020-21

**Monday**, August 23, 2021

September 22, 2021

October 27, 2021

**Monday**, November 15, 2021

December 15, 2021

January 26, 2022

February 23, 2022

March 23, 2022

April 27, 2022

May 25, 2022

June 22, 2022

Any retreats and workshops will be announced, as needed.