



**North Idaho College**  
**BOARD OF TRUSTEES MEETING**  
**Edminster Student Union Building**  
**March 25, 2026**  
**MINUTES**

**CALL TO ORDER**

The Board of Trustees and President Swayne convened in the Hedlund (HED) Building at 5:00 p.m. Following a brief tour, Chair Tarie Zimmerman called the meeting to order at 5:12 p.m. and verified that a quorum was present.

**ATTENDANCE**

Trustees: Brad Corkill  
Rick Durbin  
Mary Havercroft  
Eve Knudtsen (arrived at 5:15 p.m.)  
Tarie Zimmerman

Also present: Nick Swayne, President

**CONVENE EXECUTIVE SESSION**

Discussion: Facilities Planning

Chair Zimmerman requested a motion to go into executive session pursuant to Idaho Code § 74-206(1)(c) Real Property. Discussion: Facilities Planning. Trustee Brad Corkill made the motion which was seconded by Trustee Mary Havercroft. The motion succeeded in obtaining the required two-thirds minimum votes with the following roll call vote results:

|                 |     |
|-----------------|-----|
| Brad Corkill    | Aye |
| Rick Durbin     | Aye |
| Mary Havercroft | Aye |
| Tarie Zimmerman | Aye |

Trustee Eve Knudtsen arrived at 5:15 p.m. and joined the executive session in progress.

The executive session was adjourned at 6:00 p.m.

**CALL TO ORDER**

Chair Tarie Zimmerman reconvened the meeting at 6:14 p.m. in the Lake Coeur d’Alene Room, Edminster Student Union Building (SUB), and verified that a quorum was present.

**ATTENDANCE**

Trustees: Brad Corkill  
Rick Durbin  
Mary Havercroft  
Eve Knudtsen  
Tarie Zimmerman

Also present: Nick Swayne, President

**APPROVE AGENDA**

Chair Zimmerman called for a motion to approve the agenda as presented. Trustee Mary Havercroft made the motion which was seconded by Trustee Eve Knudtsen. 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 reflected on the Board’s earlier tour of the Hedlund Building and NIC’s X-Lab, noting the innovative work taking place, particularly in the area of technology. The Chair also shared that she recently

attended an open house hosted by the Center for New Directions and credited the organization for its positive impact in the community.

## **PUBLIC COMMENT**

There were no requests from the public to make comments.

## **CELEBRATING SUCCESS: NJCAA Wrestling**

Athletics & Recreation Director Shawn Noël recognized the NIC wrestling team for their performance during the 2025–2026 season. He reported that the team had a successful season, with strong finishes both at the regional and national levels. The team qualified all ten wrestlers for the national tournament and earned multiple Academic All-American and NJCAA All-American honors. Mr. Noël introduced five student-athletes in attendance and acknowledged their individual accomplishments.

## **CONSTITUENT REPORTS**

### ASNIC

Student Senator Roger Griffin spoke on behalf of ASNIC President Blake Sanchez, who was not present. Mr. Griffin reported on student government elections, finalization of the 2026-2027 ASNIC budget, the nearly complete Student Survival Guide, and ASNIC's participation in the open forum for the new provost selection.

### Faculty Assembly

Chair Jon Gardunia, DPT reported that the Faculty Assembly discussed Policy 3.02.34 (Teaching Focus) at their most recent meeting. The policy was referred back to the appropriate operatives for review and recommendations. Dr. Gardunia stated that elections of new officers for the upcoming year are in process.

### Staff Assembly

Chair Dan Adams reported minimal activity over the past month. He stated that nominations and elections for Staff Assembly positions are underway and that several staff members have relocated to new workspaces, providing areas better suited to their needs.

### Senate

Chair Matt Petersen, PhD reported that seven policies and procedures are currently under review by the Policy Review Subcommittee. He stated that as with the other constituencies, efforts are underway to recruit new leadership for the upcoming year.

## **PRESIDENT'S REPORT**

President Swayne reported on accreditation, activity related to NIC's strategic plan goals, and other College and community updates.

### Accreditation

NIC celebrated the successful conclusion of its sanctions period with a campus lunch attended by approximately 400 participants. The event was highlighted in the Coeur d'Alene Press and held in conjunction with Employee Appreciation Day.

The College recently submitted its Policies, Regulations, and Financial Report (PERFR) to the Northwest Commission on Colleges and Universities (NWCCU). The next accreditation step will be to submit the Evaluation of Institutional Effectiveness (EIE) report which is scheduled to be completed in the coming weeks.

The NWCCU recently approved revisions to the industrial robotics program. The College may now begin advertising the updated program, which includes changes to its name, location, and curriculum.

### Goal 1: Student Success and Access

Overall enrollment increased 7.1% and academic transfer enrollment increased 5.2% over last spring. Career and Technical Education (CTE) enrollment decreased by 2% (nine students) which was attributed to the cohort-based structure of these programs that primarily begin in the fall term. Dual credit enrollment increased 13% to 1,785 students, non-degree seeking enrollment increased 4.2%, new student enrollment increased 9.9%, and continuing student enrollment increased 6.7%. Full-time enrollment totaled 1,557 students, an increase of nearly 11%. A portion of this increase was attributed to high school students enrolled full-time at the College, which increased 40% year-over-year to 359 students.

### Goal 2: Academic Programs and Pathways

Implementation of Coursedog software has been temporarily paused due to differences across departments in managing co-requisite courses. Standardization efforts are underway. The system is soon expected to be fully operational, providing improved visibility into course scheduling, enrollment, waitlists, and faculty workload.

### Goal 3: Community Partnerships and Engagement

Remaining work on the American Indian Student Center includes installation of murals and final furnishings commissioned by the Coeur d'Alene Tribe. A grand opening is scheduled for May 27, 2026, with a student-focused event planned in September 2026.

NIC X-Labs recently hosted an Artificial Intelligence (AI) Hackathon which attracted 40–60 participants across multiple generations. The program is expected to grow, increasing opportunities for engagement between the college, community, and industry experts.

### Goal 4: Institutional Systems and Integration

Efforts are underway to capture non-credit workforce training and translate it into credit-bearing pathways. Implementation of the new Journeys software platform will allow for learning and skill attainment tracking, reducing barriers for students pursuing CTE or transfer programs.

### Goal 5: Operational Excellence and Infrastructure

In order to ensure the campus is prepared for future growth and strategic priorities, the Board reviewed facilities planning and infrastructure initiatives in an earlier executive session.

### Financial and Operational Updates

The state enacted a 1% reduction to the general fund, totaling approximately \$160,000, which is expected to be managed through the fund balance. Cost-saving measures for FY27 include consolidating Sandpoint operations, reducing lease costs by more than 50%; partnering with local law enforcement for post-academy training at no cost, saving \$150,000 annually; and a retirement incentive program projected to save \$250,000.

### Athletic, Campus, and Community Updates

NIC Softball will host Salt Lake Community College for two doubleheaders on March 27-28, 2026 at the Marimn Health Coeur Center in Worley, ID.

The NIC Wrestling team finished sixth at the national tournament. The program has returned to consistent top-10 national rankings over the past three years, with strong recruitment of local talent.

CTE students recently competed at the SkillsUSA event in Boise, ID, earning three gold medals. All gold medalists will advance to represent NIC at the national competition in June 2026 in Atlanta, GA.

Two recent open houses focused on dual credit programs and the Center for New Directions. Facilities staff reconfigured both spaces to better support student needs, resulting in improved functionality.

Installation of 25 NIC banners along Northwest Boulevard has been completed. The banners were installed at maximum allowable size and height, creating a strong visual presence. Dr. Swayne expressed appreciation to city partners for their support in facilitating the installation.

## **INFORMATION ITEMS**

### TRIO Update

Becky Cochran, Director – TRIO provided an overview the program, covering its history, services offered, and student success rates. She introduced student Ammon Morrison who shared his positive experiences as a TRIO mentor and tutor. Ms. Cochran's presentation is included as an addendum to these minutes.

### Risk Assessment Update

Sarah Garcia, Vice President for Finance and Business Affairs presented a risk assessment report which focused on the top ten risks in higher education and mitigation tactics used by the College. Ms. Garcia's presentation is included as an addendum to these minutes.

## **CONSENT AGENDA**

### *Tabs 1, 2 and 3: Approve Board Special Meeting Minutes for February 9, 2026, Approve Board Regular Meeting Minutes for February 25, 2026, and Approve Head Start Grant Renewal Application*

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

## **NEW BUSINESS**

### *Decision Arising from Executive Session Discussion*

Chair Zimmerman explained that the Board would consider action on items discussed in an earlier executive session. She then asked for a motion to authorize the President to purchase the property discussed in executive session at appraised value. Trustee Rick Durbin made the motion which was seconded by Trustee Knudtsen. Chair Zimmerman called for the vote. The motion passed unanimously with five votes in favor.

Chair Zimmerman requested a motion to authorize up to \$750,000 for an athletic practice facility. Trustee Havercroft made the motion which was seconded by Trustee Corkill. Chair Zimmerman called for the vote. The motion passed unanimously with five votes in favor.

### *Direct the President to Engage a Third Party for Facilities Master Planning*

Chair Zimmerman requested a motion to direct the President to engage a third party for facilities master planning. Trustee Knudtsen made the motion which was seconded by Trustee Durbin. Chair Zimmerman called for the vote. The motion passed unanimously with five votes in favor.

### *Tab 4: Sign Amended Annual Trustee Affirmation*

Chair Zimmerman and President Swayne described changes made to the Annual Trustee Affirmation which were approved at the February 2026 regular Board of Trustees meeting. The Trustees then each signed the amended Annual Trustee Affirmation.

### *Tab 5: First Reading Policy 5.04 (Grading Policy)*

Dr. Sherry Simkins Dean of Instruction, Transfer and General Education described the recent updates made to the policy. Chair Zimmerman requested a motion to approve Policy 5.04 (Grading Policy) with the proposed revisions as presented. Trustee Knudtsen made the motion which was seconded by Trustee Durbin. Chair Zimmerman called for the vote. The motion passed unanimously with five votes in favor.

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

There were no Trustee remarks for the good of the order.

The meeting was adjourned at 7:19 p.m.

Respectfully Submitted,  
Suzy Scura, Board Clerk

Addenda:

- 1) TRIO Presentation
- 2) Risk Assessment Presentation



## What is TRIO?

TRIO Student Support Services (SSS) is a federally funded academic assistance program with the goal to help participating students earn a certificate or associate degree at NIC and transfer to a four-year college or university. We are funded to serve **160** students per year.

NIC first received the TRIO grant in 2001, and has continually been re-awarded through 5 grant cycles. Grant award is \$306,514 each year; this amounts to a total of **over \$1.5 million** for the duration of the 2025-30 grant cycle!

## How do students qualify for TRIO?

Student must be US Citizen or legal resident intending to pursue a bachelor's degree **and** at least one of the following:

- First-generation college student
- Low-income student
- Student with a disability

Additionally, students must have an 'academic need' for participation. Some of these include:

- STEM-related major
- Single parent
- Low GPA
- GED completion
- Lack of a career goal



**TRIO services:**

- ‘High-Impact’ academic advising
- Assistance with FAFSA and scholarship applications
- Tutoring and study groups
- Peer mentoring
- Computer lab with free printing
- Career goals workshops
- Campus and community referrals
- Assistance with the transfer process
- Workshops like: ‘Just say NO’ at Emery’s

**TRIO student Segway tour, May 2025**



**The ‘magic’ of TRIO is:**

- Greater impact & high-touch supports
- Supportive relationships
- Events and activities that promote a sense of belonging
- Individualized services

**TRIO’s Annual Progress Report (APR) shows that “TRIO WORKS!”**

|  | Retention Rate:<br>percent who persist<br>into their 2 <sup>nd</sup> year<br>of college | Percent who are in<br>good academic<br>standing<br>(at least 2.0 GPA) | Percent who<br>graduated with<br>certificate or<br>associate degree<br>within 4 years<br>(2021 cohort) | Percent who<br>graduate with a<br>certificate/<br>associate degree<br>AND transfer<br>(2021 cohort) |
|--|---|---|--|---|
| TRIO grant<br>specified rates:<br>‘ambitious, yet<br>attainable’ | <b>55%</b>  | <b>69%</b>  | <b>20%</b>   | <b>15%</b>  |
| Actual <u>attained</u><br>rate for 2024-25<br>academic year      | <b>82%</b>  | <b>92%</b>  | <b>47%</b>   | <b>31%</b>  |

**Being in TRIO is like joining a family – students find a supportive community with a common goal: completing a college degree!**



**2024 Day of Service**



**Visit to the Pumpkin Patch**



**TRIO Graduates!**



# Risk Assessment Update

Recurring Report  
March 2026

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



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

## Top Ten Risks in Higher Education

|  |                                      |
|--|--------------------------------------|
| 1. Admissions and Retention (72%)            | 6. Funding/Financial Stability (24%) |
| 2. Data Security/Cybersecurity (52%)         | 7. Student Mental Health (22%)       |
| 3. Compliance (excluding Title IX) (41.5%)   | 8. Recruitment and Hiring (20%)      |
| 4. Operational Pressures (30%)               | 9. Public Safety (17%)               |
| 5. Facilities and Deferred Maintenance (27%) | 10. Athletics (11%)                  |

Source: *United Educators 2026 Top Risks Report: Insights for Higher Education*

## Mitigation Tactics

- Governance and Policy
- Training and Awareness
- Planning and Monitoring
- Risk Transfer and Claims Management

- Risks can result from human actions, compliance failures, or changing external conditions.
- Ongoing Risk assessment and management help the college anticipate emerging issues, strengthen oversight, and protect institutional mission and strategy.