

Policy Title: Creation, Revision, or Elimination of Internal Board Governance Policy and Procedure

Impact: Board of Trustees

Responsibility: Board of Trustees

Effective Date: 12/20/2023

Revised Date: n/a

Reviewed Date: n/a

Relates to Procedure(s): n/a

Legal Citation(s): Title 33, Chapter 2, Idaho Code

I. Policy Narrative

The North Idaho College Board of Trustees recognizes the importance of correct and complete policies in the operation of North Idaho College

II. Definitions of Policy and Procedure

- A. Policy: A policy is a statement of principles and/or values that mandate or constrain the performance of activities used in achieving institutional goals.
- B. Procedure: When needed, a procedure is developed to describe the methods of implementing policy.
- C. Policies and procedures will include the following: policy number, policies superseded (if any), related procedures, effective date, general and specific subject areas, legal citations (if any), and impact.

III. Policies/Procedures

Policies are created and adopted by the Board of Trustees and are intended to address the internal governance of the Board.

The adoption, deletion, or revision of policies and procedures affecting the internal administration of the Board of Trustees and/or its relationship with the Office of the President is not subject to comment by the College Senate. The adoption, deletion, and revision of these policies and procedures is reserved exclusively to the Board of Trustees.

Proposals to create, revise, or eliminate internal Board governance policy and/or procedure will

be initiated by the Board of Trustees.

IV. Review of Policy and Procedure

The NIC Board of Trustees recognizes the importance of creating, maintaining, and following policies and procedures that set the Board on the best course to honor its role and advance the core values and missions of the College.

As such, a standing committee will facilitate the Board's review of internal Board governance policies and procedures on a staggered three-year schedule, or as needed. Upon completion of review, the subcommittee will bring recommendations to a meeting of the Board of Trustees for discussion/action.

Review schedule:

Year 1: 2.01.01; 2.01.02; 2.01.03; 2.01.05

Year 2: 2.01.08; 2.01.09; 2.01.10; 2.01.11

Year 3: 2.01.12; 2.01.14; 2.02.01; 2.02.02