

**Board of Trustees**  
**Workshop**  
**Spring 2021**

## Board of Trustees



### Amos AguvlukNashookpuk

*Vice Chairperson*  
Wainwright

### Emily Roseberry

*Secretary*  
Utqiagvik

### Patricia Lloyd

*Treasurer*  
Atkasuk

### Ida Angasan

Kaktovik

### Roxanne Brower

ASRC

### Nora Jane Burns

NSBSD

### Debby Edwardson

At-Large

### Angelene Faulkner

Anaktuvuk Pass

### Harlee Harvey

Point Hope

### James Henry

Point Lay

### Dora Leavitt

Nuiqsut

## President's Office

### Justina Wilhelm

President

### Nicole Evans

Executive Assistant &  
Board Secretary

## Board of Trustees – Workshop Agenda

Time: 9:00am / Location: Zoom [\(LINK\)](#)

Zoom Call-In #: 833 548 0282 US Toll-free / Meeting ID: 367 814 7775

Zoom Passcode: 99723

March 17, 2021

1. **Invocation/Moment of Silence** -Chairperson
2. **Board Agreements** -All Trustees
3. **Discussion Items**
  - a. Fall Enrollment Report -Dean Meany
  - b. 2<sup>nd</sup> Quarter Finance Report -CFO Pendleton
  - c. NSB Budget Hearing Discussion -President Wilhelm
  - d. Ilisaġvik College Foundation Report -Director Walls
  - e. Resolution 2021-01 -Director Walls  
ICF Board Appointment: Public/BOT
  - f. Resolution 2021-02 -Director Walls  
ICF Board Appointment: Public
  - g. COVID-19 Grant Financial Overview -Director Walls
  - h. Long Term Facilities Master Plan Report -Dean Dingman
  - i. Honorary A.A. Degree -President Wilhelm
  - j. Program Highlight -Dean Meany  
DMV Driving School/DMV Update
  - k. Board Professional Development -Chairperson  
Review SMART GOALS  
Review Village Outreach Plan
4. **Administrative**
  - a. Board Seat Updates -Board Secretary Evans
  - b. Election of Officers -Board Secretary Evans
5. **Reflections on Regular Meeting**
  - a. How did the meeting go?
  - b. What went very well?
  - c. What could we have done better?
6. **Adjournment**



## Board of Trustees Group Agreements

---

1. Paammaġiġñiq | Accept & reconcile differences
2. Kaŋiqsinaqpa | Listen for understanding
3. Tutqiksi | Be comfortable in silence
4. Uqqaagik | Build on what others say
5. Ilatchiŋitchuat | Assume positive intent
6. Ilaiññaq unnii uqausiġilugu su | Discuss the undiscussable
7. Nipaisaaq | Protect confidentiality
8. Uqavaagnik | Be truthful and speak up
9. Isummigsuq | Stay engaged
10. Qiksikrautigagñiq iñugnun | Values differences & dissent
11. Aliasunitcha ai | Have fun

# FALL 2020 ENROLLMENT REPORT: INDIVIDUAL COUNT STUDENT PROFILE

## Number of Students

Number of Enrolled Credits	Final Fa '16	Final Fa '17	Final Fa '18	Final Fa '19	Final Fa'20
12 or more	36	52	84	47	42
9 - 11	20	21	28	24	16
6 - 8	32	51	68	44	59
1 - 5	174	137	229	209	132
0.5	0	0	0	0	0
<b>Total-Credit Students</b>	<b>262</b>	<b>261</b>	<b>409</b>	<b>324</b>	<b>249</b>
<b>Total- CEU Students</b>	<b>230</b>	<b>330</b>	<b>272</b>	<b>341</b>	<b>47</b>
<b>Total-Student Served</b>	<b>492</b>	<b>591</b>	<b>681</b>	<b>665</b>	<b>296</b>

## Students per Program or Undeclared

Program	Full Time		Part Time		NC/CEU
	Male	Female	Male	Female	
Liberal Arts	0	6	1	7	
Indigenous Education	0	3	1	8	
Inupiaq Studies	0	2	1	3	
Business Mgmt/Accounting	3	4	4	20	
Office Admin	0	0	1	3	
Medical Office Admin	0	0	0	0	
Construction Technology	1	0	0	0	
Industrial Safety	0	0	0	0	
Heavy Truck Operations	0	0	2	0	
IT	2	0	4	3	
Allied Health	0	3	2	11	
EMS	0	0	1	0	
Dental Health Therapy	0	5	0	2	
Bachelor's in Business Administration	2	4	3	7	
Behavioral Health Aid	0	0	0	2	
Non Degree Seeking	2	5	60	61	
CEU					47
<b>Total</b>	<b>10</b>	<b>32</b>	<b>80</b>	<b>127</b>	<b>47</b>

## Courses Per Village

Village	Credit Courses		NC/CEU Courses	
	Offered	Registered	Offered	Registered
Anaktuvuk Pass	0	0	0	0
Atkasuk	1	0	2	0
Kaktovik	4	14	5	9
Nuiqsut	4	6	5	22
Point Hope	0	0	0	0
Point Lay	0	0	0	0
Wainwright	1	0	2	0
<b>Total</b>	<b>10</b>	<b>20</b>	<b>14</b>	<b>31</b>

## \*Distance Delivery

# Courses Offered	# Students Registered	# Village Students Registered
Teleconference: 19	93	5
Online: 109	459	35
Illuminate: 0	0	0

\*Courses offered as online or teleconference courses

## Ethnicity & Gender Enrollment Distribution

Ethnicity	Full Time		Part Time		CEU		Student Count	%
	Male	Female	Male	Female	Male	Female		
African-American	0	0	4	3	0	0	7	2.4%
Alaskan Native	6	21	40	78	19	14	178	60.1%
American Indian	1	2	2	3	0	0	8	2.7%
Asian/Pacific Islander	2	3	13	12	4	4	38	12.8%
Caucasian	0	5	18	25	4	2	54	18.2%
Hawaiian	0	0	1	0	0	0	1	0.3%
Hispanic	1	1	2	4	0	0	8	2.7%
Other/Not Identified	0	0	0	2	0	0	2	0.7%
<b>Total</b>	<b>10</b>	<b>32</b>	<b>80</b>	<b>127</b>	<b>27</b>	<b>20</b>	<b>296</b>	<b>100%</b>

Full Time = 12 credits or more

Part Time = 1 to 11 credits

## Course Credit Load

	# of Students	# of Credits
Students Registered for 0.5 credit	0	0
Students Registered for 1 credit	55	55
Students Registered for 1.5 credit	2	3
Students Registered for 2 credits	3	6
Students Registered for 2.5 credits	0	0
Students Registered for 3 credits	47	141
Students Registered for 3.5 credits	1	3.5
Students Registered for 4 credits	12	48
Students Registered for 4.5 credits	3	13.5
Students Registered for 5 credits	9	45
Students Registered for 6 credits	37	222
Students Registered for 6.5 credits	0	0
Students Registered for 7 credits	15	105
Students Registered for 7.5 credits	1	7.5
Students Registered for 8 credits	6	48
Students Registered for 9 credits	7	63
Students Registered for 9.5 credits	0	0
Students Registered for 10 credits	5	50
Students Registered for 11 credits	4	44
Students Registered for 11.5 credits	0	0
Students Registered for 12+ credits	42	529.5
<b>Total Students Registered for Credit</b>	<b>249</b>	
<b>Total Student Credits Generated</b>		<b>1384</b>
<b>Full Time Equivalent =</b>		<b>92.2667</b>

## Age

Age	Credit		NC/CEU	
	Male	Female	Male	Female
17 & Under	7	14	0	0
18 - 24	14	27	3	3
25 - 30	15	34	5	5
31 - 40	30	39	8	4
41 - 50	11	28	4	3
51 & Above	13	17	7	5
Unspecified	0	0	0	0
<b>Total</b>	<b>90</b>	<b>159</b>	<b>27</b>	<b>20</b>

% Credit Students Native 62.8%

## \*\*Barrow Courses

# Village Students Registered	16
-------------------------------	----

\*\* Courses offered in Barrow. These are the number of village students flying in to take these courses

## \*\*\*Courses - Off North Slope

# Courses Offered	# Students Registered
7	34

\*\*\* Courses taught off Slope

☐ Duplicate Head Count



**FINANCIAL REPORTING DISCUSSION & ANALYSIS**  
**For the Six Months Ending December 31, 2020**  
*March 17th & 18th, 2021 Board of Trustee Meeting*

***Discussion of Statements for the Six Months Ending December 31, 2020***

Revenues for the six months ending December 31, 2020 were \$10,904,103 and expenses were \$9,100,983 resulting in a surplus of \$1,803,120 for the first six months of the fiscal year.

The current cash and cash equivalent position of \$9,886,105 has increased \$3,875,134 from the audited financial statements at June 30, 2020. This increase was the primarily result of receiving the NSB 3rd quarter payment of \$2,767,904 in December rather than in January as well as COVID relief funding that in sitting in the liability account "Unearned Revenue". Other asset accounts including accounts receivable, grants receivable, prepaid items and inventories increased by a combined \$200,586 from the audited statements at year-end. Investments increased by \$1,483,952. This increase is attributable to overall upswing in the stock market as well as movement from cash to equities in the investment accounts during the first six months of the fiscal year.

Current liability accounts have increased \$4,772,553 due to the increase in Unearned Revenue as well as debt from the Payroll Protection Program Loan being reclassified from long-term to short-term. Unearned revenue at \$4,844,656 have increased \$3,900,658 during the first six months of the fiscal year and is discussed in the above paragraph. Unearned revenue reflects grant funds received but that have not been earned, they will be recognized as revenue when the grant objectives are completed. Total net position of \$9,218,921 has increased in proportion with the surplus of \$1,803,120 for the first six months of the fiscal year.

Revenues of \$10,904,103 consists of cash as well as in-kind rent contributions from the North Slope Borough in addition to self-generated revenue from grants, private contributions and gifts, auxiliary services and the change in the market value of investments. We will continue to monitor the reporting and billing activity throughout the year and would anticipate that future periods will be in line with total annual projected revenues.

Total expenses of \$9,100,983 are consistent with our expectations. As with revenues, we will continue to closely monitor expenses and would anticipate that future periods will be in line with total annual projected expenses.

Overall, the Statement of Net Position appears healthy at this point



**Ilisagvik College**  
**Statement of Net Position**  
**December 31, 2020, June 30, 2020 and June 30, 2019**

	<u>Unaudited December 31, 2020</u>	<u>Audited June 30, 2020</u>	<u>Audited June 30, 2019</u>
<b>Assets and Deferred Outflows</b>			
<b>Current Assets:</b>			
Cash and Cash Equivalents	\$ 9,886,105	\$ 6,010,971	\$ 2,605,468
Accounts Receivable, Net	416,361	470,762	478,373
Grants Receivable	1,174,839	943,158	806,067
Prepaid Items	232,552	209,246	322,332
Investments	14,415,795	12,931,843	12,541,782
Inventories	131,680	131,680	143,071
<b>Total Current Assets</b>	<u>26,257,332</u>	<u>20,697,660</u>	<u>16,897,093</u>
<b>Non-Current Assets:</b>			
Capital Assets, Net of Accumulated Depreciation	954,087	1,082,726	1,266,068
Net other postemployment benefit related	71,635	71,635	-
<b>Total Non-Current Assets</b>	<u>1,025,722</u>	<u>1,154,361</u>	<u>1,266,068</u>
<b>Total Assets</b>	<u>27,283,054</u>	<u>21,852,021</u>	<u>18,163,161</u>
<b>Deferred Outflows of Resources:</b>			
Pension Related	1,434,423	1,434,423	1,489,594
Other Postemployment Benefit Related	1,011,647	1,011,647	854,639
<b>Total Deferred Outflows of Resources</b>	<u>2,446,070</u>	<u>2,446,070</u>	<u>2,344,233</u>
<b>Total Assets and Deferred Outflows</b>	<u><u>\$ 29,729,124</u></u>	<u><u>\$ 24,298,091</u></u>	<u><u>\$ 20,507,394</u></u>

**Ilisagvik College**  
**Statement of Net Position**  
**December 31, 2020, June 30, 2020 and June 30, 2019**

	<u>Unaudited December 31, 2020</u>	<u>Audited June 30, 2020</u>	<u>Audited June 30, 2019</u>
<b>Liabilities, Deferred Inflows and Net Position</b>			
<b>Current Liabilities:</b>			
Accounts Payable	\$ 168,476	\$ 319,074	\$ 424,969
Unearned Revenue	4,844,656	943,998	618,963
Accrued Payroll and Related	657,466	779,613	598,261
Current Portion Note Payable - PPP	1,981,787	837,147	-
<b>Total Current Liabilities</b>	<u>7,652,385</u>	<u>2,879,832</u>	<u>1,642,193</u>
<b>Noncurrent Liabilities:</b>			
Note Payable - PPP	-	1,144,640	-
Net Pension Liability	11,876,217	11,876,217	9,864,572
Net Other Postemployment Benefit Liability	410,880	410,880	2,011,173
<b>Total Noncurrent Liabilities</b>	<u>12,287,097</u>	<u>13,431,737</u>	<u>11,875,745</u>
<b>Total Liabilities</b>	<u>19,939,482</u>	<u>16,311,569</u>	<u>13,517,938</u>
<b>Deferred Inflow of Resources:</b>			
Pension Related	175,814	175,814	247,581
Other Postemployment Benefit Related	394,907	394,907	809,752
<b>Total Deferred Inflow of Resources</b>	<u>570,721</u>	<u>570,721</u>	<u>1,057,333</u>

**Ilisagvik College**  
**Statement of Net Position**  
**December 31, 2020, June 30, 2020 and June 30, 2019**

	<b>Unaudited December 31, 2020</b>	<b>Audited June 30, 2020</b>	<b>Audited June 30, 2019</b>
<b>Net Position:</b>			
Investment in Capital Assets	954,087	1,082,726	1,266,068
Restricted for Foundation	4,000,000	4,000,000	3,600,000
Unrestricted	4,264,834	2,333,075	1,066,055
<b>Total Net Position</b>	<b>9,218,921</b>	<b>7,415,801</b>	<b>5,932,123</b>
<b>Total Liabilities, Deferred Inflows and Net Position</b>	<b>\$ 29,729,124</b>	<b>\$ 24,298,091</b>	<b>\$ 20,507,394</b>



**Iisagavik College**  
**Statement of Functional Revenues and Expenses**  
**For the Six Months Ending December 31, 2020**

	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Actual to YTD Budget</b>	<b>Total Budget</b>	<b>Actual to Total Budget</b>
<b>Operating Expenses</b>					
Instruction	\$ 587,168	\$ 683,413	86%	\$ 1,366,825	43%
Institution	1,746,148	1,797,870	97%	3,595,743	49%
Auxiliary Enterprises	101,475	286,371	35%	572,741	18%
Academic Support	800,420	899,980	89%	1,799,960	44%
Operations & Maintenance	2,156,363	2,291,097	94%	4,582,193	47%
Student Services	560,980	797,748	70%	1,595,495	35%
Grant Funded	3,148,429	3,148,429	100%	6,296,858	50%
		-			
<b>Total Operating Expenses</b>	<b>\$ 9,100,983</b>	<b>\$ 9,904,908</b>	<b>92%</b>	<b>\$ 19,809,815</b>	<b>46%</b>
<b>Source of Funds</b>					
North Slope Borough Direct Funds	\$ 4,593,029				
North Slope Borough Indirect Funds	1,397,316				
Self Generated & Grant Revenue	3,657,670				
Investment Income - Change in Market Value	1,256,088				
<b>Total Source of Funds</b>	<b>\$ 10,904,103</b>				
<b>Net Income (Loss)</b>	<b>\$ 1,803,120</b>				

**ILISAGVIK COLLEGE**  
**Fiscal 2021 Operating Budget Summary**  
**For the Six Months Ending December 31, 2020**

	YTD Expenses	Total Budget	Percent of Total Budget Expended
<b>Labor &amp; Fringe Benefits:</b>			
Salary and Wages (Faculty)	\$ 164,431	\$ 313,834	52%
Salary and Wages (Adjunct Faculty)	40,122	75,313	53%
Salary and Wages (Staff)	1,727,705	3,750,675	46%
Salary and Wages (Temporary)	47,573	248,308	19%
Salary and Wages (Students)	19,352	71,931	27%
Employee Benefits	1,127,857	2,608,819	43%
<b>Total Labor &amp; Fringe Benefits</b>	<b>\$ 3,127,040</b>	<b>\$ 7,068,880</b>	<b>44%</b>
 Contract Services	 \$ 235,235	 \$ 1,165,200	 20%
Professional Fees (Legal)	9,801	29,275	33%
Professional Fees (Accounting & Auditing)	66,328	70,211	94%
Staff Development & Training	6,595	10,411	63%
Supplies	33,280	98,387	34%
Postage and Freight	15,567	20,893	75%
Advertising, Brochures & Publications	5,467	35,348	15%
Dues and Subscriptions	61,363	95,036	65%
Computer Expenses	27,219	65,539	42%
Bookstore Expenses	47,414	88,754	53%
Inter-dept Bookstore	1,369	8,898	15%
Instructional Costs	10,930	22,585	48%
Periodicals, Books & Subscriptions	32,663	28,741	114%
Videos	1,065	4,526	24%
Communications	133,417	297,172	45%
Facilities Rent	1,397,316	2,794,633	50%
Utilities	58,207	161,900	36%
Janitorial Supplies	5,342	8,649	62%
Building Ground Repairs	31,881	62,839	51%
Inter-dept Food & Room	-	28,825	0%
Furniture, Furnishings & Equipment	7,640	13,218	58%
Vehicle Repair & Maintenance	42,911	67,301	64%
Vehicle Fuel & Lubrication	17,132	69,252	25%
Graduation Expenses	-	4,984	0%
Travel (Staff & Board)	-	119,554	0%
Travel (Student)	-	24,106	0%
Contributions - IC Foundation	87,712	200,000	44%
Contributions - Others	-	28,590	0%
Depreciation	128,638	270,228	48%
Insurance - Business	94,033	180,182	52%
Miscellaneous	8,477	5,390	157%
Rent Expense - Staff Housing	154,950	338,826	46%
Meals, Meetings, Entertainment	5,238	18,434	28%
Employee Recruiting & Relocation	-	1,000	0%
Bank Fees	1,899	5,190	37%
COVID-19 Expenses	96,425	-	100%
Grant Funded	3,148,429	6,296,858	50%
 <b>General &amp; Administrative Expenses</b>	 <b>\$ 5,973,943</b>	 <b>\$ 12,740,935</b>	 <b>47%</b>
 <b>TOTAL EXPENSES</b>	 <b>\$ 9,100,983</b>	 <b>\$ 19,809,815</b>	 <b>46%</b>



## MEMORANDUM

**TO:** Ilisaġvik College Board of Trustees

**FROM:** Justina Wilhelm, President

**DATE:** February 24, 2021

**SUBJECT:** North Slope Borough Budget Hearing Preparations

---

Dear Trustees-

The North Slope Borough Budget Hearings will be held March 23-25, 2021.

CFO Kent Pendleton and I presented to the NSB Mayor's Office and NSB Administration & Finance in January of 2021. They indicated that Ilisaġvik College will most likely need to reduce our budget by 10%. As of today, we are awaiting a response with the final amount of deduction in order to finalize our budget presentation which will be presented to the North Slope Borough Assembly on the dates noted above.

Attached for a reminder is the Budget as approved by the Board during the Winter Meeting.

Quyanaq.

RECEIVED  
NSB MAYOR'S OFFICE

DEC 11 2020

SK

Rec'd 12/11/2020

ML #



December 11, 2020

The Honorable Harry Brower Jr., Mayor  
North Slope Borough  
PO Box 69  
Barrow, Alaska 99723

Dear Mayor Brower,

As with the current schedule of both of our organization's budget process, Ilisaġvik College is required to provide the North Slope Borough Mayor with the Ilisaġvik College Board of Trustees approved fiscal year 2022 budget by December 31, 2020. This process means that Ilisaġvik College's administration must present a budget recommendation to the Ilisaġvik College Board of Trustees at their December Board Meeting.

On December 3, 2020, the Board of Trustees passed Resolution 2020-09 "A RESOLUTION TO APPROVE ILISAĠVIK COLLEGE'S GENERAL FUND OPERATING BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2022". The resolution and accompanying documentation justifying our need are attached for your consideration.

To summarize our proposed budget for the coming year, we are requesting an increase (overall 19.2%) from the North Slope Borough for FY22. The proposed budget would have the following components:

North Slope Borough Basic Appropriation	\$11,376,532
North Slope Borough Rent Payment to UIC	2,899,432
Ilisaġvik College Self-Generated Revenues	<u>7,772,393</u>
<b>Total</b>	<b><u>\$22,048,357</u></b>

We continue to streamline our processes and procedures. We completed a self-assessment of costs, including equipment, necessary to provide needed training to the residents of the North Slope Borough. Due to the overall increase of fixed costs, upgrades in equipment and the uncontrollable increases in the costs of health insurance and utilities we determined that for FY22 we will need an increase in order to continue to operate at our current level and to increase our services to our village, and our students.

We appreciate your support of our FY22 Budget. I look forward to meeting with you to review our yearly budget request. If there are any questions or you would like any additional information, please feel free to contact me at 907.852.1772 or via e-mail at [justina.wilhelm@ilisagvik.edu](mailto:justina.wilhelm@ilisagvik.edu).

Sincerely,



Justina Wilhelm,  
President



## MEMORANDUM

**TO:** Ilisaġvik College Board of Trustees

**THROUGH:** Justina Wilhelm, President

**FROM :** Kent Pendleton, Chief Financial Officer

**DATE:** November 14, 2020

**SUBJECT:** FY22 Budget Recommendation Narrative

---

The FY22 Budget Resolution recommendation is attached.

Our budget process this year included a request to the budget managers to survey their employees and to gather a list of their department's needs. The budget managers then submitted those needs to the President and Chief Financial Officer to review and present to cabinet.

The Ilisaġvik College President's Cabinet is recommending the following budget increase for FY22 (for additional information, see attachment):

1. Base Year Annual Fixed Increase \$496,753
2. FY22 Rent Increase (In-Kind, Direct to UIC) \$104,799
3. Assistant Dean of Instruction \$170,000
4. CTE Instructor \$144,095
5. CAT 5 Dozer \$105,000
6. Career Guidance Counselor/Facilitator \$127,500
7. VEWFD Student Laptops & Pelican Cases \$40,000
8. Tuzzy Library Digitization Technician \$95,472
9. Shifting CAT Simulator \$93,500
10. Instruction Rock Truck \$175,000
11. Inupiaq Studies Traditional Expert \$127,500
12. Full-time Assistant Academic Divisions \$125,000
13. Tuzzy Library Youth Service Technician \$80,986
14. Road Grader (Stick Model) \$145,000
15. Bus with Air Brakes \$25,000

- 16. WFD Training Facilitator \$119,668
- 17. Wheelchair Accessible Minivan \$40,000
- 18. Maintenance and Operations Work Van \$50,000
- 19. Gym Equipment \$30,000

With these increases, Administration recommends passing a FY22 budget request to the North Slope Borough of \$22,048,357. This amount includes a NSB funding increase of \$2,295,273 including \$104,799 for in-kind rent.

<b>Total FY22 Proposed Budget:</b>	<b>\$22,048,357</b>
<b>Total FY21 Budget:</b>	<b><u>\$19,753,084</u></b>
<b>Increase of:</b>	<b>\$ 2,295,273</b>

<b>Increase in NSB Direct Request:</b>	<b>\$ 2,190,474</b>
<b>Increase in NSB In-Direct Request:</b>	<b>\$ <u>104,799</u> (Rent increase to UIC)</b>
<b>Total Increase in Funds:</b>	<b>\$ 2,295,273</b>

### Supporting Documentation:

1. Base Year Annual Fixed Increase \$496,753
  - a. Includes a 3% Annual Inflation Increase in Operating Cost.
2. FY22 Rent Increase (In-Kind, Direct to UIC) \$104,799
  - a. As per NSB Rental Agreement.
3. Assistant Dean of Instruction \$170,000
  - a. Two departments were condensed into one with the loss of a Dean position, which currently has a very broad scope of responsibilities. Adding an Asst. Dean would enable the College to more effectively support VEWFD.
4. CTE Instructor \$144,095
  - a. Vocational Education historically had two Trades faculty, and having only one full-time faculty, limits the scope of the program.
5. CAT 5 Dozer \$105,000
  - a. Ilisaġvik has need of a CAT 5 Dozer for Heavy Equipment instruction purposes. This will ensure we do not have to borrow equipment from NSB and that we have all the necessary equipment to adequately train students for HEO and ready them for employment with NSB and Alaska employers.
6. Career Guidance Counselor/Facilitator \$127,500
  - a. Ilisaġvik needs a cross-departmental Career Guidance position that will assist students with advising, job placement, networking, internships, and apprenticeships (as they are available). The position will work with both incoming, current, and outgoing students.
7. VEWFD Student Laptops & Pelican Cases \$40,000
  - a. VEWFD has need of new fleet of student laptops and Pelican cases (for travel protection). These laptops will be used widely by VEWFD students in Utqiaġvik and the North Slope region for their classes, trainings, and testing.
8. Tuzzy Library Digitization Technician \$95,472
  - a. Tuzzy Consortium Library needs funding after January 2021 for its Digitization Technician (currently grant-funded). This position is critical to the archival work undergoing at Tuzzy and to preserving the written, photographic, verbal, and visual history of the North Slope region.
9. Shifting CAT Simulator \$93,500
  - a. The HEO and VEWFD divisions have a need for a Shifting CAT simulator for 18-wheelers. A simulator is cost-effective and can be updated with software, so it is low-maintenance. Students can learn to drive an 18-wheeler in different road conditions without having to leave Utqiaġvik.



10. Instruction Rock Truck \$175,000
  - a. A rock truck is necessary for HEO students to train on so that they are ready for employment with NSB and Alaska employers.
11. Iñupiaq Studies Traditional Expert \$127,500
  - a. Traditional Expert for the Iñupiaq Studies Division, who will hunt to provide traditional foods, help with student excursions, offer support for the Iñupiaq cultural hour, and teach select college courses.
12. Full-time Assistant Academic Divisions \$125,000
  - a. A full-time lab assistant to support the management of the lab facilities at Iḷisaḡvik College and the science classes that occur therein (biology, chemistry, anatomy & physiology, etc.).
  - b. Allied Health Administrative Assistant would support the current status and growth of the Allied Health Dept. and provide organizational and logistical help.
13. Tuzzy Library Youth Service Technician \$80,986
  - a. Youth Services Librarian Technician for Tuzzy Consortium Library is dedicated to engage our youth by developing and implementing programs inside and outside the library.
14. Road Grader (stick model) \$145,000
  - a. A new road grader that is a stick model is necessary for HEO students. It would be identical to models that NSB uses so that students trained at Iḷisaḡvik are immediately ready to operate an NSB-owned road grader.
15. Bus with Air Brakes \$25,000
  - a. Iḷisaḡvik needs a bus with air brakes for training future NSB (and other) school bus drivers. A used bus can be had for a reasonable price in the lower 48 or lower Alaska.
16. WFD Training Facilitator \$119,668
  - a. The WFD Training Facilitator is needed to bridge the gap in the instructional skills/trainings that are offered via Workforce Development. This individual would be able to teach a variety of courses that are currently being taught by contractors/adjuncts/external instructors.
17. Wheelchair Accessible Minivan \$40,000
  - a. Currently none of the vehicles within our transportation division is wheelchair accessible. This vehicle will ensure the college complies with the Individuals with Disabilities Education Act (IDEA), which ensures that students with a disability are provided equal access to education.
18. Maintenance & Operations Work Van \$50,000
  - a. Current van is a 1996 model that had a 4WD update with a company that no longer exists. New van is necessary for safety and utility purposes.
19. Gym Equipment \$30,000
  - a. New gym equipment for the Iḷisaḡvik College gym, which includes weights, treadmills, and ellipticals. These are essential for student physical and mental health and wellbeing.

**Ilisagvik College**  
**FY22 Proposed Budget**

**FY22 PROPOSED BUDGET EXPENDITURES (INCLUDING GRANT FUNDING)**

DESCRIPTION	FY21 BUDGET	FIXED INCREASE	NON-FIXED INCREASE	TOTAL FY22		
				PROPOSED BUDGET	Increase (Decrease)	% Increase
<b>LABOR &amp; BENEFITS:</b>						
FACULTY WAGES	\$ 898,151	\$ 26,944	-	\$ 925,095	\$ 26,944	3.0%
ADJUNCT FACULTY WAGES	77,769	2,333	-	80,102	2,333	3.0%
REGULAR WAGES	6,499,501	194,985	-	6,694,486	194,985	3.0%
TEMPORARY WAGES	23,575	707	-	24,282	707	3.0%
WAGES (STUDENT EMPLOYEES)	31,827	955	-	32,782	955	3.0%
BENEFITS EXPENSE	4,851,236	145,537	-	4,996,773	145,537	3.0%
<b>TOTAL LABOR &amp; BENEFITS</b>	<b>12,382,059</b>	<b>371,461</b>	<b>-</b>	<b>12,753,520</b>	<b>371,461</b>	<b>3.0%</b>
<b>TOTAL GENERAL &amp; ADMINISTRATIVE:</b>						
CONTRACTS & OUTSIDE SERVICES	1,444,156	43,325	-	1,487,481	43,325	3.0%
ATTORNEY'S FEES	46,309	1,389	-	47,698	1,389	3.0%
ACCOUNTING & AUDITING SERVICES	72,035	2,161	-	74,196	2,161	3.0%
STAFF DEVELOPMENT & TRAINING	14,407	432	-	14,839	432	3.0%
SUPPLIES	112,042	3,361	-	115,403	3,361	3.0%
POSTAGE / FREIGHT	40,936	1,228	-	42,164	1,228	3.0%
PERIODICALS & SUBSCRIPTIONS	27,785	834	-	28,619	834	3.0%
ADVERTISING	41,163	1,235	-	42,398	1,235	3.0%
PROFESSIONAL DUES & FEES	61,487	1,845	-	63,332	1,845	3.0%
COMPUTER SOFTWARE	38,848	1,165	-	40,013	1,165	3.0%
COMPUTER REPAIRS & MAINTENANCE	15,437	463	-	15,900	463	3.0%
COMPUTER HARDWARE	6,174	185	-	6,359	185	3.0%
COMPUTER SUPPLIES	46,309	1,389	-	47,698	1,389	3.0%
BOOKSTORE TEXTBOOKS & ELECTRONICS	56,600	1,698	-	58,298	1,698	3.0%
BOOKSTORE SCHOOL SUPPLIES	20,581	617	-	21,198	617	3.0%
INTER-DEPT BOOKSTORE	5,815	174	-	5,989	174	3.0%
INSTRUCTIONAL SUPPLIES	108,053	3,242	-	111,295	3,242	3.0%
PERIODICALS, BOOKS & SUBSCRIPTIONS	57,628	1,729	-	59,357	1,729	3.0%
CD'S, SUBSCRIPTIONS, VIDEOS	4,117	124	-	4,241	124	3.0%
COMMUNICATIONS	272,498	8,175	-	280,673	8,175	3.0%
FACILITIES RENT	2,794,633	-	104,799	2,899,432	104,799	3.8%
UTILITIES	217,340	6,520	-	223,860	6,520	3.0%
JANITORIAL SUPPLIES	15,951	479	-	16,430	479	3.0%
FACILITIES BUILDING & GROUND REPAIRS	123,489	3,705	-	127,194	3,705	3.0%
INTER-DEPT FOOD SERVICE	38,075	1,142	-	39,217	1,142	3.0%
INTER-DEPT ROOMS	4,879	146	-	5,025	146	3.0%
VEHICLE REPAIRS & MAINTENANCE	28,300	849	-	29,149	849	3.0%
VEHICLE FUEL & LUBRICANTS	72,035	2,161	-	74,196	2,161	3.0%
GRADUATION EXPENSES	14,922	448	-	15,370	448	3.0%

**Ilisagvik College**  
**FY22 Proposed Budget**

**FY22 PROPOSED BUDGET EXPENDITURES (INCLUDING GRANT FUNDING)**

DESCRIPTION	TOTAL FY22				% Increase
	FY21 BUDGET	FIXED INCREASE	NON-FIXED INCREASE	PROPOSED BUDGET	
TRAVEL (STAFF & BOARD)	526,589	15,798	-	542,387	15,798
STUDENT TRAVEL	106,872	3,206	-	110,078	3,206
INSURANCE	181,116	5,433	-	186,549	5,433
MISCELLANEOUS EXPENSE	36,000	1,080	-	37,080	1,080
RENT EXPENSE - STAFF HOUSING	261,178	7,835	-	269,013	7,835
MEETING, MEALS & ENTERTAINMENT	18,163	545	-	18,708	545
HR EMPLOYEE RECRUITING & RELOCATION	6,174	185	-	6,359	185
BANK & MISC. FINANCE FEES	12,349	370	-	12,719	370
CONTRIBUTIONS	20,580	617	-	21,197	617
CONTRIBUTIONS (ILISAGVIK FOUNDATION)	400,000	-	-	400,000	-
INSTRUCTION - ASSISTANT DEAN	-	-	170,000	170,000	170,000
INSTRUCTION - CTE INSTRUCTOR	-	-	144,095	144,095	144,095
INSTRUCTION - CAT 5 DOZER	-	-	105,000	105,000	105,000
INSTRUCTION - CAREER GUIDANCE COUNSELOR/FACILITOR	-	-	127,500	127,500	127,500
VEWFD - STUDENT LAPTOPS & PELICAN CASES	-	-	40,000	40,000	40,000
TUZZY LIBRARY - DIGITIZATION TECHNICIAN	-	-	95,472	95,472	95,472
INSTRUCTION - SHIFTING CAT SIMULATOR	-	-	93,500	93,500	93,500
INSTRUCTION - ROCK TRUCK	-	-	175,000	175,000	175,000
INUPIAQ STUDIES - TRADITIONAL EXPERT	-	-	127,500	127,500	127,500
INSTRUCTION - FULL-TIME ASSISTANT ACADEMIC DIVISIONS	-	-	125,000	125,000	125,000
TUZZY LIBRARY - YOUTH SERVICES TECHNICIAN	-	-	80,986	80,986	80,986
INSTRUCTION - ROAD GRADER (STICK MODEL)	-	-	145,000	145,000	145,000
INSTRUCTION - BUS WITH AIR BRAKES	-	-	25,000	25,000	25,000
VEWFD - WFD TRAINING FACILITATOR	-	-	119,668	119,668	119,668
SSC - WHEELCHAIR ACCESSIBLE MINIVAN	-	-	40,000	40,000	40,000
M&O - WORK VAN	-	-	50,000	50,000	50,000
SSC - GYM EQUIPMENT	-	-	30,000	30,000	30,000
<b>TOTAL GENERAL &amp; ADMINISTRATIVE</b>	<b>7,371,025</b>	<b>125,292</b>	<b>1,798,520</b>	<b>9,294,837</b>	<b>1,923,812</b>
<b>TOTAL FY22 PROPOSED BUDGET</b>	<b>\$ 19,753,084</b>	<b>\$ 496,753</b>	<b>\$ 1,798,520</b>	<b>\$ 22,048,357</b>	<b>\$ 2,295,273</b>
					<b>11.6%</b>

# ILISAGVIK COLLEGE BOARD OF TRUSTEES

## RESOLUTION NO. 2020-09

### A RESOLUTION TO APPROVE ILISAGVIK COLLEGE'S GENERAL FUND OPERATING BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2022

**WHEREAS**, Ilisaġvik College, through the North Slope Borough Assembly Ordinance 85-23-03, is organized effective July 1, 1996 as a non-profit 501(c)(3) corporation governed by a Board of Trustees; and

**WHEREAS**, pursuant to §8.02.050 of the North Slope Borough Code of Ordinances, the Board of Trustees is required to submit a budget request through the Mayor to the Assembly in accordance with the Borough's budget process; and

**WHEREAS**, Ilisaġvik College's goal is to help build strong communities through education and training; and

**WHEREAS**, President Wilhelm and Ilisaġvik faculty and staff have traveled throughout the North Slope communities to solicit and listen to the training and higher educational needs and priorities of the village residents, leaders and other organizations for the coming year; and

**WHEREAS**, Ilisaġvik College's budget request is to meet the mission of the College as established by the leaders of the Borough, respond to community requests for education for the coming generations, prepare residents for gainful employment in the workforce and professions, and expand its outreach to the North Slope villages and rural Alaska; and

**WHEREAS**, the College has been informed of funding availability and general economic conditions in the United States and on the North Slope, this budget reflects a modest increase in expense activity to meet ongoing infrastructure and student centered needs along with a continued emphasis on self-generated income through aggressive use of grants and funds to complement the North Slope Borough appropriation.

**NOW THEREFORE BE IT RESOLVED**, that the Ilisaġvik College Board of Trustees approve the FY22 General Operating Budget in the amount of \$22,048,357 from the following sources:

North Slope Borough Basic Appropriation	\$11,376,532
North Slope Borough Rent Payments to UIC	2,899,432
Ilisaġvik College Self-Generated Revenues	7,772,393

<b>TOTAL</b>	<b><u>\$22,048,357</u></b>
--------------	----------------------------

**THE FOREGOING RESOLUTION WAS ADOPTED DECEMBER 3, 2020**, at a duly called meeting of the Board of Trustees by a vote of   9   FOR and   0   AGAINST the resolution.

ATTESTED:

DocuSigned by:  
Lillian Lane 12/4/2020  
Lillian Aanaaraq Lane, Chairperson  
Ilisagvik College

DocuSigned by:  
Emily Roseberry 12/4/2020  
Emily Roseberry, Secretary  
Ilisagvik College

Iḷisaᖃvik College Foundation Report to the Board of Trustees  
Spring 2021



**Priority 4: Achieve sustainable sources of operating funds**

**Outcome**

- 2. Encourage the Iḷisaᖃvik College Foundation Board of Directors to build its endowment to provide a long-term source of unrestricted revenues from its investment earnings.*

The Iḷisaᖃvik College Foundation Board of Directors last met on December 1, 2020. Within that meeting, the Foundation Board of Directors reviewed several items for discussion, including Board professional development, the impending Short-Range Giving Campaign, and Iḷisaᖃvik College Foundation branding.

Per the January 31, 2021 investment account statement, the FY21 year-to-date total portfolio value is **\$9,263,726**, which represents an increase of **\$1,441,835** for the seven-month period (the new fiscal year began July 1, 2020). Thus, \$1,276,411 reflects the total FY21 gain at this time, which is an approximate 15% increase. The 12-month portfolio value has increased **\$1,452,459**; that includes cash contributions of \$630,424 deposited since June 2020. The 12-month total gain of **\$822,035** (\$1,452,459 - \$630,424 in deposits) is an approximate 9.7% gain overall.

The officers of the Foundation Board are as follows:

<b>President:</b>	Angela Cox	<b>Vice President:</b>	Emily Roseberry
<b>Secretary:</b>	Lisa Pekich	<b>Treasurer:</b>	Kent Pendleton

**The following seats are expiring on 12/31/2021:**

Trustee Seat 2 | currently held by Lillian Lane  
CFO Seat | currently held by Kent Pendleton  
Public Seat 3 | currently held by Lisa Pekich

As aforementioned, Iḷisaᖃvik College made a \$465,000 contribution to the Foundation in June 2020. This includes a \$200,000 deposit originating from two discrete Department of Education Title III grants, as well as a matching \$200,000 contribution from Iḷisaᖃvik College. The other \$65,000 is from various gifts, donations, and contributions. Iḷisaᖃvik College made a \$165,424 contribution in January 2021. This includes an \$82,712 Title III Match as well as a matching \$82,712 contribution from Iḷisaᖃvik College.

Per the previous Foundation Report, the Board still plans to pursue an active approach with donor outreach and the gift chart created in 2018. The Foundation is closely watching the economic climate in relation to COVID-19 and will begin a Short-Range Giving Campaign when it is prudent to do so.

In regard to 2021 Pick.Click.Give activities, Barrow Mechanical and Ace Hardware Top of the World have graciously agreed to be our matching contributors. Pick.Click.Give donors can register through March 31, 2021 and adjust their contributions until August 31, 2021.

The next Foundation meeting is scheduled for **Tuesday, March 16, 2021** via a virtual Zoom meeting.

**ILISAGVIK COLLEGE BOARD OF  
TRUSTEES RESOLUTION 2021-01**

**A Resolution Appointing One Member of the Public and One Board of Trustee  
Member to Continue to Serve on the Board of Directors of the Ilisagvik College  
Foundation**

**WHEREAS**, the Ilisagvik College Board of Trustees appoints three members of the public to serve as directors on the Board of Directors for the Ilisagvik College Foundation (the "Foundation Board"); and three Board of Trustees to sit as Board of Directors; and

**WHEREAS**, the three public seats have been filled by the following individuals for a for the preceding terms: Angela Cox (seat #1), Vacant. (seat #2), and Lisa Pekich (seat #3); and three Board of Trustee seats have been filled by Ida Angasan (trustee seat #1), Vacant (trustee seat# 2), and Emily Roseberry (trustee seat #3); and

**WHEREAS**, the recent terms for Trustee seat #1, held by Ida Angasan, and Public Seat #1, held by Angela Cox, expired on December 31, 2020; and

**WHEREAS**, Angela Cox (Public Seat #1) will continue service on the Board with a new term expiration date of 12/31/2023; and

**WHEREAS**, Ida Angasan (Trustee Seat #1) will continue service on the Board with a new term expiration date of 12.31.2023; and

**WHEREAS**, the Board of Trustees must appoint the two aforementioned individuals to continue their respective service in Public Seat #1 and Trustee Seat #1;

**NOW THEREFORE, BE IT RESOLVED THAT:**

Angela Cox is hereby appointed to serve as director for Public Seat #1 and Ida Angasan to serve as director for Trustee Seat #1 of the Foundation Board.

**ADOPTED** at duly called meeting of the Board of Trustees of Ilisagvik College held on, **March 16, 2021** by a vote of \_\_\_\_\_ FOR and \_\_\_\_\_ AGAINST.

Ilisagvik College Board of Trustees

ATTEST:

---

Vacant, Chairperson  
Ilisagvik College

---

Emily Roseberry, Secretary  
Ilisagvik College

**ILISAĠVIK COLLEGE BOARD OF  
TRUSTEES RESOLUTION 2021-02**

**A Resolution Appointing One Member of the Public to Serve on the Board of  
Directors of the Iḷisaġvik College Foundation**

**WHEREAS**, the Iḷisaġvik College Board of Trustees appoints three members of the public to serve as directors on the Board of Directors for the Iḷisaġvik College Foundation (the "Foundation Board"); and three Board of Trustees to sit as Board of Directors; and

**WHEREAS**, the three public seats have been filled by the following individuals for the preceding terms: Angela Cox (seat #1), Vacant (seat #2), and Lisa Pekich (seat #3); and three Board of Trustee seats have been filled by Ida Angasan (trustee seat #1), Vacant (trustee seat# 2), and Emily Roseberry (trustee seat #3); and

**WHEREAS**, Cheryl Stine (Public Seat #2) will be placed and serve on the Iḷisaġvik College Foundation Board of Directors with a term expiration date of 12/31/2022;

**NOW THEREFORE, BE IT RESOLVED THAT:**

Cheryl Stine is hereby appointed to serve as director for Public Seat #2 of the Foundation Board.

**ADOPTED** at duly called meeting of the Board of Trustees of Iḷisaġvik College held on, **March 16, 2021** by a vote of \_\_\_\_\_ FOR and \_\_\_\_\_ AGAINST.

Iḷisaġvik College Board of Trustees

ATTEST:

---

Vacant, Chairperson  
Iḷisaġvik College

---

Emily Roseberry, Secretary  
Iḷisaġvik College





## MEMORANDUM

**TO:** Ilisaġvik College Board of Trustees

**THRU:** Justina Wilhelm, President

**FROM:** Caitlin Walls, Director of Development

**DATE:** February 16, 2021

**SUBJECT:** COVID-19 Grants Overview

---

### I. Introduction

Despite COVID-19's deleterious effects, Ilisaġvik College has had the good fortune and fortitude to continue operations during this uncertain time. This is partly due to our strong leadership and flexible, solutions-oriented staff and faculty; it is also partly due to the financial support Ilisaġvik has received through various COVID-19 grants. This memorandum will provide an overview of the COVID-19 grants we have received since the pandemic began (March 13, 2020) and how the funds have been expended. The memorandum will also address potential future expenditures. There is an accompanying presentation that Director Walls will share with the Board of Trustees, as well.

#### Glossary of Acronyms

The following acronyms, listed alphabetically, will be used throughout this report and within the accompanying presentation:

- AICF: American Indian College Fund
- BIE: Bureau of Indian Education
- COVID-19: Coronavirus Disease 2019
- DOE: Department of Education
- HEERF: Higher Education Emergency Relief Funds (from the CARES Act)
- ICAS: Inupiat Community of the Arctic Slope
- NCAI: National Congress of Indians
- PPE: Personal Protective Equipment

### II. Types of COVID-19 Grant Funding

Ilisaġvik College has received COVID-19 grant funding from several different sources. They are delineated by type below:



- **Direct Federal Grants:** These are grants that are directly from the federal government. They originate from the two CARES Acts. The funds that Iḷisaḡvik receives are part of the Higher Education Emergency Relief Funding (HEERF) funding stream. The funds are then disbursed through appropriate federal agencies. In our case, that is the Department of Education (DOE) and Department of Interior (Bureau of Indian Education, BIE).
  - **CARES Act I** (Signed into law in March 2020) - \$1,800,416
    - DOE Title III Minority-Serving Institutions (MSI) Funds: \$774,501
    - DOE HEERF Student Aid: \$18,403
    - DOE HEERF Institution Aid: \$18,403
    - BIE HEERF 1: \$738,219
    - BIE HEERF 2: \$250,890
  - **CARES Act II** (Signed into law in December 2020) - \$136,862
    - DOE HEERF Student Aid: \$18,403<sup>1</sup>
    - DOE HEERF Institution Aid: \$118,459<sup>2</sup>
    - *NOTE: More funding to be allocated through DOE and BIE. This is currently pending, and we have no additional information at this time.*
- **Other Grants: Competitive:** These are grantors that requested applications from interested entities. They are competitive because funding was not guaranteed. Iḷisaḡvik applied for and was subsequently awarded these funds.
  - Alaska Community Foundation Coronavirus Relief Fund: \$100,000
  - American Indian College Fund COVID-19 Transformative Aid Fund: \$100,000
  - National Congress of Indians COVID-19 Relief: \$5,000
- **Other Grants: Non-Competitive:** These are grants that were not competitive in nature (no application) and were received from non-federal entities.
  - First Nations Development Institute COVID-19 Relief: \$10,000
  - American Indian College Fund COVID-19 Relief: \$24,600
  - ICAS COVID-19 Relief: \$50,000

Thus, the total amount of COVID-19 funding that Iḷisaḡvik has received thus far is \$2,226,878.

### III. Allowable Expenses

The COVID-19 grant funds are restricted funds. This means that the originating funders have dictated categories in which the funds may be spent. As you review the categories, please remember that all expenses *must be within the context of COVID-19 remediation and/or mitigation*. Those categories, across all grants, are:

<sup>1</sup> NOTE: These funds have not been drawn down yet. They were allocated in late January 2021.

<sup>2</sup> NOTE: These funds have not been drawn down yet. They were allocated in late January 2021.

- Payroll/Labor Costs
- PPE and Cleaning Costs
- Technology Costs
  - Both software and hardware
- Distance Education Costs
  - This includes both technology and other costs associated with making the transition to distance education easier, both for students and faculty)
- Faculty & Staff Trainings
- Defray Expenses Related to COVID-19
- Student Support Activities
  - This is a new allowable activity as of CARES Act II (December 27, 2020). It was not allowable under CARES Act I.
- Student Aid
  - Direct aid that must be used in relation to mitigating the effects of COVID-19.

#### IV. Iḷisaḡvik's Expenditures

Iḷisaḡvik College has prioritized several expenditure areas. We have spent the majority of our COVID-19 funds on payroll and labor costs, technology and distance education, and direct student aid. These areas were deemed most critical in order to provide stability for the institution and to ensure that our students were supported through the changes to their education wrought by COVID-19.

Of the total amount of COVID-19 grant funding received, 46% has been expended as of January 31, 2021. That total is \$1,013,286. Some grants have been fully expended and closed out, while others are ongoing. The grants that still have remaining funds are on track to be fully expended by their respective end dates (which vary).

The table below illustrates our current expenditures as of January 31, 2021 across all funds. Regarding our priority expenditure areas, you will see that:

- Payroll and Labor Costs account for 58% of total expenditures.
- Technology and Distance Education Costs account for 18% of total expenditures.
- Student Aid accounts for 9% of total expenditures.
  - If we include Student Support Activities in this, then, jointly, the two areas account for 14% of total expenditures.

*[ Table on next page ]*



Allowable Expenditure Categories	Total Expenditures by Category	Total Expenditures by Percentage (Dollars Spent)
Payroll/Labor Costs	\$ 586,210.66	58%
PPE and Cleaning Costs	\$ 57,825.38	6%
Technology Costs	\$ 126,692.53	13%
Distance Education Costs	\$ 52,487.84	5%
Faculty & Staff Trainings	\$ -	0%
Student Support Activities	\$ 47,729.41	5%
Student Aid	\$ 91,423.00	9%
Defray Expenses (and Other Costs)	\$ 50,917.41	5%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,013,286.23</b>	<b>100%</b>
<b>PERCENTAGE SPENT</b>	<b>46%</b>	
<b>TOTAL FUNDING</b>	<b>\$ 2,226,878.00</b>	

## V. COVID-19 Funds' Impact & Looking to the Future

The various COVID-19 funds that Iḷisaḡvik has received have allowed for institutional stability during an uncertain time. Even during different Phases (for example, telework), Iḷisaḡvik has been able to operate without interruption. Additionally, the COVID-19 grant funds are facilitating the long-term sustainability of Iḷisaḡvik College. Having direct and specific funds to address the COVID-19 crisis means that Iḷisaḡvik's fiscal health is fostered for future years.

The COVID-19 grant funds have been used within a mission-driven and student-driven foci. Our priority during the last eleven months has been to facilitate the continued postsecondary education of our students and to help remove barriers for our students to continue their studies. Sometimes that means indirectly providing support by improving our technological infrastructure for distance education; other times that means providing direct support with COVID-19 relief and internet stipends paid directly to students.

Looking to the future, Iḷisaḡvik College plans to adhere to a similar breakdown of expenditures reflected in this report. For Spring 2021, Iḷisaḡvik College will disburse another round of student aid payments. The estimated cost of this priority item is \$100,000. We will continue to prioritize payroll and labor costs; it is estimated that those costs will hover around 65% of all COVID-19 grant funding. We will also be increasing our internet bandwidth—doubling it to 100mbps—for an estimated cost of \$100,000 for a year.

Finally, we will focus on more Student Support Activities now that they are an allowable cost. This includes efforts to improve persistence and retention in such a tumultuous time. While there seems to be a light at the end of this pandemic tunnel, the work of providing support and quality postsecondary to our students continues apace, and Iḷisaḡvik is committed to those critical endeavors.





# COVID-19 Grant Funding Overview

*March 2021*  
*Board of Trustees*

Speaker: Caitlin Walls, Director of Development



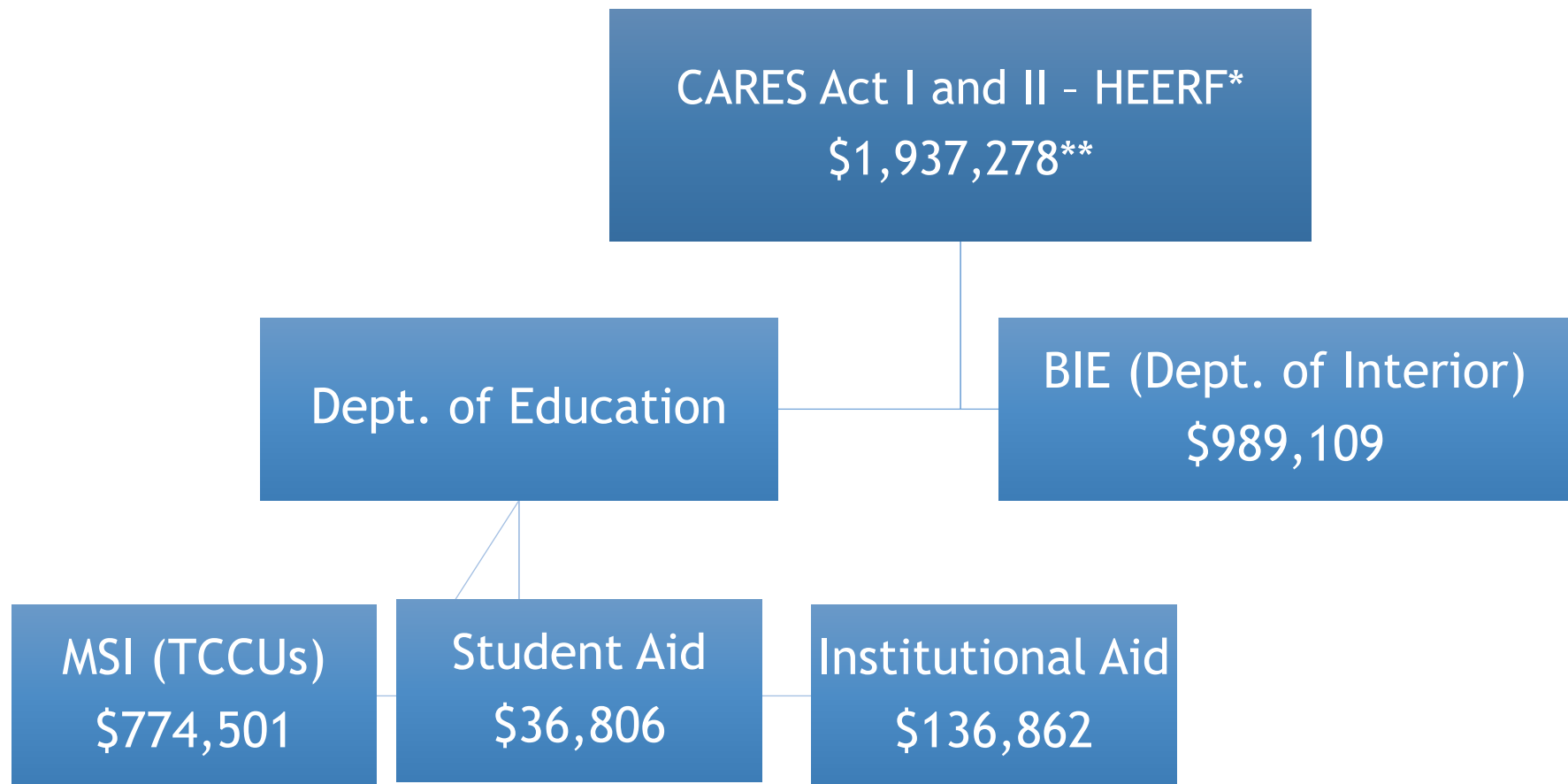
# Types of COVID-19 Grant Funding

- Direct Federal Grants
  - CARES Act I (March 2020) - \$1,800,416
  - CARES Act II (December 2020) - \$136,862 (*thus far*)
- Other Grants: Competitive
  - Alaska Community Foundation - \$100,000
  - American Indian College Fund - \$100,000
  - National Congress of Indians (NCAI) - \$5,000
- Other Grants: Non-Competitive
  - First Nations Development Institute - \$10,000
  - American Indian College Fund - \$24,600
  - ICAS - \$50,000

**CURRENT TOTAL (February 3, 2021): \$2,226,878**



# Federal Funds: Where do they come from?



*\*HEERF = Higher Education Emergency Relief Funds*

*\*\*As of February 9, 2021. We are awaiting new award information from CARES Act II.*

# Allowable Expenses: COVID-19 Grants

- Payroll/Labor Costs
- PPE and Cleaning Costs
- Technology Costs
- Distance Education Costs
- Faculty & Staff Trainings
- Defray Expenses Related to COVID-19
- Student Support Activities\*
- Student Aid
  - *It must be used to offset the effects of COVID-19*



# Our Priority Expenditure Areas

- **Payroll & Labor Costs**

- Note: Non-executive positions

- **Technology & Distance Education**

- Examples: DocuSign; Moodle Apps; Tuzzy's SAN Infrastructure; New Computer Hardware; Webcams; Supplies for Students to work via Distance (tech. and other)

- **Student Aid**

- Direct Payments for COVID-19 Relief (Housing, Food, Technology Costs, Childcare, etc.); Internet Stipends

*See next slide for current expenditures (ending January 31, 2021)*

# Iḷisagvik's Expenditures:

May 1, 2020 to  
January 1, 2021

[A] Categories	[B] Total Expenditures by Category (Dollar)	[C] Total Expenditures by Percentage (Dollars Spent)
Payroll/Labor Costs	\$ 586,210.66	58%
PPE and Cleaning Costs	\$ 57,825.38	6%
Technology Costs	\$ 126,692.53	13%
Distance Education Costs	\$ 52,487.84	5%
Faculty & Staff Trainings	\$ -	0%
Student Support Activities	\$ 47,729.41	5%
Student Aid	\$ 91,423.00	9%
Defray Expenses (and Other Costs)	\$ 50,917.41	5%
TOTAL EXPENDITURES	\$ 1,013,286.23	100%
<i>PERCENTAGE SPENT OF TOTAL FUNDING</i>	<i>46%</i>	
<i>TOTAL FUNDING</i>	<i>\$ 2,226,878.00</i>	

# *COVID-19 Funds:*

## How have they made a difference?

- **Stability:** Even during different Phases (teleworking, etc.), Iḷisaġvik operates without interruption.
- **Sustainability:** Provides support *now*, during a crisis, which facilitates fiscal health for future years (FY22; FY23).
- **Mission-Driven:** Postsecondary education continues apace for students.
- **Student-Driven:** Direct payments for relief funding; persistence & retention activities; technology support; food support.

## Looking to the Future: Plan for Remainder of FY21 and FY22

- **Student Aid Payments** (Spring 2021): \$100,000
- **Payroll & Labor Costs:** Roughly 65% of total grant funds
- **Increasing Internet Bandwidth:** \$200,000
- **Student Support Activities:** Expanded Persistence & Retention activities (*now that it is allowable*)



**ILISAĠVIK  
COLLEGE**



**QUYANAQPAK!  
THANK YOU!**





## MEMORANDUM

**TO:** Ilisaġvik College Board of Trustees

**THRU:** Justina Wilhelm, President

**FROM:** Heather Dingman, Dean of Administration

**DATE:** February 22, 2021

**SUBJECT:** Fall 2020 Long Term Facilities Master Plan (LTFMP) Report

Priority 5: Maintain and updated master plan for current and future Ilisaġvik College Facilities

---

Dear Trustees-

This report contains updated information from the last Board of Trustees meeting held in November 2020.

We are moving forward to accomplish the goal of maintaining our current facility, keeping in mind the overall health and safety of staff, students, and community while providing quality education. We continue with our collective vision to working towards a new Ilisaġvik College campus.

### **Current Facility**

1. COVID-19 Campus Preparedness
  - a. We continue to operate in Phase III, limited operations.
  - b. Faculty continues to teach classes virtually with support from IT and Educational Technology Coordinator.
    - i. For Spring 2021, we have offered several in-person short-term trainings.
  - c. Staff schedules have changed for spring 2021. All staff are working full-time in the office with the exception of faculty.

- d. Sanitization stations have been placed in all of our facilities for staff to use to clean their own areas when needed. For example – for use after in-person meetings or gatherings.
  - e. Faculty will have protective shields soon to prepare for in-person classrooms.
  - f. Driver's Ed Program is currently using vehicles outfitted with plastic shields to protect driver and student.
  - g. All faculty and staff were offered the COVID-19 vaccine in early February.
  - h. The 1<sup>st</sup> round of COVID-19 relief payments to students for spring 2021 will occur in March. There are two separate payments scheduled for spring 2021.
- 2. Iñupiaq Studies kitchen addition renovation in building 366: kitchen is built, plumbing and electrical are the next steps.
  - 3. Main Campus kitchen has been deep cleaned in February.
  - 4. New classroom and office furniture have been installed in many offices & classrooms..
  - 5. A dormitory intercom system will be ordered and installed before Fall 2021 semester.
  - 6. A dorm room has been converted into a small gym for use by staff and when dorm students reside on campus.
  - 7. M&O staff have been painting and making small repairs to the larger gym.
  - 8. Information Technology | Education Technology Improvements
    - a. 100% of our loaner laptops came back undamaged
    - b. Quintillion donated an additional 35mb of bandwidth to Iñisaġvik College
      - i. Iñisaġvik College now operates with 100mb; up from 50mb
    - c. Students are still provided the option for loaner laptops this semester.
    - d. A back-up battery for our server room will be ordered soon using CARES Act funds.



## New Facility

The project remains in the architectural design phase completed by Cibinel & Umiaq. The new campus project has been jumpstarted this spring after communications with various stakeholders.

### 1. Communications

- a. President Wilhelm and Cordelia presented to the VOICE meeting on January 20, 2021 and gave a short update on the new college campus.
- b. President Wilhelm, Cordelia Kellie, Trustee Brower and Dean Dingman met with UIC President Delbert Rexford, Board Chairman Price Brower, Nagruk Harcharek with UIC Corporate and Julia Kim, Executive Assistant on January 29<sup>th</sup>, 2021 to discuss the land for the new college campus. President Rexford agreed to ask the Board at their February 2021 meeting one more time if they would like to sell the land versus leasing it to the College although President Rexford shared that the board and shareholders prefer to not sell and proceed with a long term lease. The meeting was very positive, with President Rexford showing full support to the College in moving forward with the new campus.

### 2. Informal Planning Sessions | CIP

- a. To prepare for upcoming meetings regarding the new college campus, an informal, in-house committee was formed. This committee includes President Wilhelm, Advisor Pearl Brower, Cordelia Kellie, Dean Dingman and Nicole Evans.
- b. In February, Ilisagvik College submitted a CIP request for approximately \$8 million to cover a majority of the architectural design phase of the new college campus project.





## New Ilisagvik College Campus (NICC)

### Land History

**Audience: Board of Trustees**

Project Timeline 2008-2021

#### June 2008

- The newly created Facilities Master Planning Committee, during the first meeting, decided that the best option for sustainability for Ilisagvik College would be to build a new campus.
- The committee has discussed other options for a campus site other than NARL. Everyone agrees that the best area would be in the vicinity of Browerville.
- Expected to request donation of land from UIC.

#### May 2009 (from Foraker Pre-Development Report)

- Three options:
  - New Campus Construction,
  - Use existing facilities in the community, or
  - Remain at NARL

#### Summer 2009

- Review potential sites for new campus
  - possible renovations
  - land for new construction

#### October 2009 (from Foraker Pre-Development Report)

- Existing facilities were not deemed appropriate and or too costly for renovation for the current and future needs of Ilisagvik College: NSB Tri-Plexes, SSMH, old NSBSD Administration (CO2)
- Building Sites Identified as possible options
  - Yugit and A Streets- by new Hospital and Middle School
  - Land across from Post Office
  - Kingosak and Oogruk- old Bobby Fischer Field
- Decision to move forward: Land Acquisition and Construction in phases

#### December 2009

- New Construction (best scenario for Ilisagvik)
  - Cost is approximately \$1,200/sq ft.
  - **LAND: Four vacant land tracts** have been identified around Barrow/Browerville which would fit the needs of construction.
  - Renovate existing facility in Barrow/Browerville
    - \$650/sq ft. renovation costs
    - Survey of current existing facilities
      - SSMH
      - Old Ipalook Building (CO2)
      - 12-Plexes on Herman Street

#### June 2010

- Three possible lots have been identified in Barrow/Browerville which has the possibility of addressing the needs for a new campus.

#### September 2010

- Lot located in Browerville (between Middle School and New Hospital) was identified as the best option for a new facility. The subsequent assessment of that land proved its use as an option for a new facility. This area of land is owned by UIC.
  - UIC contacted to inquire about the possibilities of purchasing this land for a new construction. A meeting occurred regarding acquiring this land. Currently awaiting a decision from the UIC Board of Directors.

#### December 2010

- No new activities

#### June 2011

- Lot in Browerville, near Hopson Middle School and the new Hospital- notified it was highly contested and might not be large enough
  - Identified larger, less contested space between Ahmaogak and Karluk Street (near Native Village of Barrow and ICAS). Met with UIC Board of Directors to inform them of request. They were receptive and await next steps.

#### September 2011

- Follow-up meeting with UIC identified new plot of land, see attachment, labeled Tract 2-1 for possible lease. The plot is located between Qaiyaan and Utiquq Streets in Browerville. (CURRENT PLOT)
  - Communication from UIC: UIC Shareholders have directed the board to not sell any additional lands that they own
    - Ilisagvik will offer option of a long term/perpetual lease from UIC for the building of a new campus. Direction from Rexford is to meet mid-September, and then present request to the UIC Board the end of September.

#### March 2012

- Informed from Lands Chief Delbert Rexford that appraisal on the property had occurred, requested appraisal, but did not receive

#### June 2012

- Informed by ASNA that intent is to destroy the old hospital building, intent to follow up with CEO Marie Carroll

#### September 2012

- President Brower discussed land project with UIC Chairman Brower and Director of Operations Deano Olemaun, requested follow up meeting with VP of Land Delbert Rexford

#### December 2012

- UIC has notified Ilisagvik College that a lease has been drafted for the aforementioned site.
- Requested HDL Consulting complete an environmental analysis of the property to confirm it is buildable

#### March 2013

- Awaiting Lease

- Completed initial environmental analysis of the property. Currently, there are no issues with the site.

#### September 2013

- Draft lease presented to the Board for review.

#### December 2013

- Met with UIC Attorney Walter Featherly regarding land lease. Lease terms were not what was expected. It was determined that Ilisagvik would hold off on the agreement until a conversation occurred with UIC Board of Directors. Directors Deano Olemaun and Maasak Leavitt both said that was not the intent of the Board. A discussion was to take place during UIC's October Board Meeting.

#### March 2014

- Communication from VP of Lands Delbert Rexford: Lease is in Anchorage Office for review.
- At UIC Annual Shareholder Meeting, UIC presentation includes a slide that identifies land as set aside for Ilisagvik. A request for the presentation was made, but was not provided.
- Requested an audience at the January UIC Board Meeting, unsuccessfully

#### June 2014

- Continued discussions with UIC regarding charitable lease of land

#### September 2014

- Due to the current actions regarding the North Slope Borough Comprehensive Plan, and Barrow's plan, this is on hold. There have been 4 options for future facilities planning around the Barrow area, Ilisagvik included in all of them.

#### December 2014

- Lars Nelson, UIC new Lands Director provided Ilisagvik with a potential plan for a new facility at NARL.

#### March 2015

- UIC Lands Director Lars Nelson to present on behalf of UIC the possible land tracts for a future Ilisagvik Campus at this spring Board Meeting
  - Follow Up: Board determined to continue plan for new facility in Browerville near new Hospital.

#### September 2015

- UIC Lands Division has provided a letter of intent to support a piece of property near the new hospital. Meeting with President Edwardsen planned for mid-September.

#### December 2015

- Ilisagvik approved for two Project Analysis Reviews (PAR) for the new facility and the renovation of the Browerville Center.
- Initial PAR kick off meeting was held in October and we are awaiting next steps.

#### March 2016

- Meeting with President Edwardsen is planned for the week of February 16<sup>th</sup>.

December 2016

- The PAR is in final stages of completion.
- Meeting scheduled with Lars Nelson at UIC for early November.

March 2017

- The PAR is complete.

September 2017

- UIC is currently working on a lease so that we can acquire site control. Commitment for a draft lease for negotiation by the end of September.

December 2017

- Iļisaġvik and UIC currently in negotiations in regards to a lease and potential MOA for the acreage for the new facility.

September 2018

- Continue to advance land negotiations
- Performed land survey for lease.
- UIC drafted lease agreement and is reviewing internally.

December 2018

- Obtained UIC Board land lease approval. Awaiting Lease document for review.

March 2020

- UIC has reached out to Iļisaġvik College with a draft lease agreement.

June 2020

- Approached UIC with a request to engage in dialogue about purchasing the identified parcel of land vs. lease.

September 2020

- Met with Nagruk Harcharek, VP of Lands at UIC to discuss the proposed lease and possibilities of purchasing the land versus leasing. It was recommended to reach out to UIC President, Delbert Rexford to present to their board.
- Letter sent to President Delbert Rexford to request a meeting.
  - Encouraged to provide documents that can be shared with the UIC board.
  - Materials sent.

December 2020

- IC has decided to focus on the land purchase.
- The UIC Board reviewed the information and decided to stay the course in implementing a lease instead of purchase.
- President Wilhelm communicates directly with UIC President Rexford, who reiterates that UIC is not interested in selling, but is willing to engage in a 99-year lease with options to renew.

**New Ilisagvik College Campus (NICC)****Historical Highlights****Audience: Board of Trustees**

Project Timeline 2008-2021

**June 2008: Summer Year End Report to the Board**

1. Established a facilities master planning committee
1. Applied to the Rasmuson Foundation for sponsorship in The Foraker Group's Pre-Development Program. If selected, the College would receive funding to accomplish goals such as a Needs Assessment for the College and the communities it serves.
2. The committee, during the first meeting, decided that the best option for sustainability for Ilisagvik College would be to **build a new campus**.
3. Tuzzy Library Expansion: CIP Review Committee & Planning Commission approved \$800,000. The project will go to the Assembly this month for final approval. In addition, we have submitted a construction grant for over \$5million to the Department of Education for the construction.
4. LAND
  - a. The committee has discussed other options for a campus site other than NARL. Everyone agrees that the best area would be in the vicinity of Browerville.
  - b. Expected to request donation of land from UIC .

**September 2008: Fall Quarterly Report to the Board**

1. Awarded a Pre-Development Program Grant through the Foraker Group for facilities planning development.
  - a. The Foraker Group does not provide funding; however, they do provide the expertise needed during the planning phase.
2. Research on how sister Tribal Colleges fund their construction projects.

**December 2008: Winter Quarterly Report to the Board**

1. Date has been set for Pre-Development kick-off meeting—February 9<sup>th</sup>, 2009

**March 2009: Spring Quarterly Report to the Board**

1. Hosted Pre-Development Program Kick Off Meeting, February 9, 2009
2. Dr. Pat O'Rourke's services were secured to assist with the new campus project

**Summer 2009: Year End Report to the Board**

1. Reviewed the Business Plan that Ilisagvik will draft for facilities planning and held a brainstorming session with department heads/administration.
2. Dr. O'Rourke to identify possible sub-committees and individuals to serve on those committees.

**September 2009: Fall Quarterly Report to the Board**

1. The college Facilities Committee to meet in mid-September.

**December 2009: Winter Quarterly Report to the Board**

1. Determinations:
  - a. New Construction (best scenario for Ilisagvik)
  - b. Four vacant land tracts have been identified around Barrow/Browerville which would fit the needs of construction.

- i. Yugit and A Streets- by new Hospital and Middle School
  - ii. Land across from Post Office
  - iii. Kingosak and Oogruk- old Bobby Fischer Field
- c. Four existing facilities have been located for renovation possibilities, however they all have issues with one or more of the above requirements.
  - i. Survey of current existing facilities
    - 1. SSMH
    - 2. Old Ipalook Building (CO2)
    - 3. 12-Plexes on Herman Street

#### **March 2010: Spring Quarterly Report to the Board**

1. Pending: meeting with UIC to discuss land options and whether any of the tracts identified are available

#### **June 2010: Summer Year End Strategic Plan Report**

1. Three possible lots have been identified in Barrow/Browerville which has the possibility of addressing the needs for a new campus.
2. A Project Analysis Review (PAR) Request was submitted to the North Slope Borough Capital Improvement Program this March. PAR request was not approved since it was discretionary in nature.
3. Ilisagvik College submitted an application to participate in a program called the “Kresge Fellowship.” With this fellowship they give scholarship funds for an institution to send a representative to attend one of two facilities construction conferences which focus on “green” and sustainable building practices. We were awarded the fellowship.
4. Reviewing current space usage and identifying what are needs would be for classroom, administrative, vocational, residence etc. space in the future.

#### **September 2010: Fall Quarterly Report to the Board**

1. Three possible lots were identified in Barrow/Browerville. One lot, located in Browerville (between Middle School and New Hospital) was identified as the best option for a new facility. The subsequent assessment of that land by Steve Fishback in Anchorage proved its use as an option for a new facility. This area of land is owned by UIC. UIC contacted to inquire about the possibilities of purchasing this land for a new construction. A meeting occurred between President Grinage and P. Brower with President Olemaun regarding acquiring this land. Currently awaiting a decision from the UIC Board of Directors.

#### **December 2010: Winter Quarterly Report to the Board**

1. Identified lot in Browerville. The initial review of that lot has passed for construction of an educational facility.
  - a. The lot is owned by UIC. A letter has been sent to them requesting to purchase this piece of property.
2. Ilisagvik awarded grant through the US Department of Education, “Title III, Part A & F Tribally Controlled Colleges and Universities (TCCU) Program” number P031T100311 that has allowed \$200,000 for the purchase of land for classroom expansion that will assist with alleviating some of the student/classroom overcrowding that we experience in the Browerville Center. If the land is considerably less, can use the funds to begin the construction phase.

#### **March 2011: Spring Quarterly Report to the Board**

**\*\*Presidential Transition: Grinage to Gondara**

1. Currently unsuccessful in scheduling meeting with UIC regarding offer of purchase for land.
2. Due to PAR not being funded Pre-Development Program offered their services in this pre-planning effort.

**June 2011: Summer Year End Strategic Plan Report to the Board**

1. Location in Browerville, near Hopson Middle School and the new Hospital- notified it was highly contested and might not be large enough
  - a. Identified larger, less contested space between Ahmaogak and Karluk Street (near Native Village of Barrow and ICAS). Met with UIC Board of Directors to inform them of request. They were receptive and await next steps.

**September 2011: Fall Quarterly Report to the Board**

1. Follow-up meeting with UIC identified new plot of land, see attachment, labeled Tract 2-1 for possible lease. The plot is located between Qaiyaan and Utigtug Streets in Browerville. (CURRENT PLOT by Hosital)
  - a. Communication from UIC: UIC Shareholders have directed the board to not sell any additional lands that they own
    - i. Ilisagvik will offer option of a long term/perpetual lease from UIC for the building of a new campus. Direction from Rexford is to meet mid-September, and then present request to the UIC Board the end of September.
2. Pre-Development Program: included in our space plan the need for student dorm housing, family housing, food services, and a recreational space.

**December 2011: Winter Quarterly Board Meeting**

\*P. Brower, Maternity Leave, B. Gondara President

**March 2012: Spring Quarterly Report to the Board**

1. Informed from Lands Chief Delbert Rexford that appraisal on the property had occurred, requested appraisal, but did not receive

**June 2012: Summer Quarterly Report to the Board**

1. Informed by ASNA that intent is to destroy the old hospital building, intent to follow up with CEO Marie Carroll

**September 2012: Fall Quarterly Report to the Board**

1. President Brower discussed land project with UIC Chairman Brower and Director of Operations Deano Olemaun, requested follow up meeting with VP of Land Delbert Rexford

**December 2012: Quarterly Report the Board**

1. UIC has notified Ilisagvik College that a lease has been drafted for the aforementioned site. Lands Manager Delbert Rexford is reviewing, and then the document will be sent to Ilisagvik for our review.
2. Requested HDL Consulting complete an environmental analysis of the property to confirm it is buildable

**March 2013: Quarterly Report to the Board**

1. UIC has notified Iḷisagvik College that a lease has been drafted for the aforementioned site. Lands Manager Delbert Rexford is reviewing, and then the document will be sent to Iḷisagvik for our review.
2. Completed initial environmental analysis of the property. Currently, there are no issues with the site.

#### **June 2013: Summer Year End Report to the Board**

1. Report references New Lease, New Campus Project in year-end report

#### **September 2013: Fall Quarterly Report to the Board**

1. Pre-Development Program: status has lapsed due to the amount of funding they have already supported project with, along with the amount of time it has taken to secure a land lease
2. Draft lease presented to the Board for review.

#### **December 2013: Winter Quarterly Report to the Board**

1. Met with UIC Attorney Walter Featherly regarding land lease. Iḷisagvik Attorney McKay in attendance. Featherly indicated that UIC was interested in entering into an “option” for a lease with Iḷisagvik, and that the price of the land would be at market value for the lease. Both of these items were a surprise to Iḷisagvik’s administration- and both would be at a detriment to the College. It was determined that Iḷisagvik would hold off on the agreement until a conversation occurred with UIC Board of Directors. Directors Deano Olemaun and Maasak Leavitt both said that was not the intent of the Board. A discussion was to take place during UIC’s October Board Meeting.

#### **March 2014: Spring Quarterly Report to the Board**

1. Communication from VP of Lands Delbert Rexford: Lease is in Anchorage Office for review.
2. At UIC Annual Shareholder Meeting, UIC presentation includes slide that identifies land as set aside for Iḷisagvik. A request for the presentation was made, but was not provided.
3. Requested an audience at the January UIC Board Meeting, unsuccessfully

#### **June 2014: Summer Year End Strategic Plan Report to the Board**

1. National Cooperative Bank, New Market Tax Credit conversations
2. Continued discussions with UIC regarding charitable lease of land

#### **September 2014: Quarterly Report the Board**

1. Long Term Facilities Master Planning Team convened.
2. Due to the current actions regarding the North Slope Borough Comprehensive Plan, and Barrow’s plan, this is on hold. There have been 4 options for future facilities planning around the Barrow area, Iḷisagvik included in all of them.

#### **December 2014: Winter Quarterly Report to the Board**

1. Lars Nelson, UIC new Lands Director provided Iḷisagvik with a potential plan for a new facility at NARL.

#### **March 2015: Spring Quarterly Report to the Board**

1. UIC Lands Director Lars Nelson to present on behalf of UIC the possible land tracts for a future Iḷisagvik Campus at this spring Board Meeting



- a. Follow Up: Board determined to continue plan for new facility in Browerville near new Hospital.

**June 2015: Summer Year End Report to the Board**

1. No new actions to report

**September 2015: Fall Quarterly Report to the Board**

1. Long Term Facilities Master Planning Team: Space Plan updates, finalizing the Program Needs Analysis
2. UIC Lands Division has provided a letter of intent to support a piece of property near the new hospital. Meeting with President Edwardsen planned for mid-September.

**December 2015: Winter Quarterly Report to the Board**

1. Long Term Facilities Master Planning Team has finalized almost all of the documents for the Long-Term Facilities Master Plan Program.
2. Began drafting Capital Campaign
3. Continued discussions with the NSB on the importance of a new facility for Iḷisaḡvik College.
  - a. Iḷisaḡvik approved for two Project Analysis Reviews (PAR) for the new facility and the renovation of the Browerville Center.
  - b. Initial PAR kick off meeting was held in October and we are awaiting next steps.

**March 2016: Spring Quarterly Report the Board**

1. In February sub-committee formed to address capital campaign.
2. Meeting with President Edwardsen is planned for the week of February 16<sup>th</sup>.

**June 2016: Summer Year End Strategic Plan Report to the Board**

No new actions reported in the Year End Report.

**September 2016: Fall President's Report to the Board**

1. Will meet with Umiaq to discuss the draft PAR, and the next steps including a design of the building.

**December 2016: Winter President's Report to the Board**

1. The PAR is in final stages of completion.
2. Approved a 3-D perspective presentation rendering. The estimated cost of that is \$10,000.
3. Meeting scheduled with Lars Nelson at UIC for early November.

**March 2017: Spring President's Report to the Board**

1. The PAR is complete.

**June 2017: Summer Year End Strategic Plan Report to the Board**

1. Entered into a working relationship with Ascent Project Management and ARCADIS (Glen Kravitz) for a new facility project.

**September 2017: Fall Quarterly Report to the Board**

1. Initial work has been completed identifying potential contributors to the Capital Campaign.
2. UIC is currently working on a lease so that we can acquire site control. Commitment for a draft lease for negotiation by the end of September.

3. Ascent/ARCADIS Strategic Planning Session on Campus. Deliverables from that session included:

### ILISAGVIK COLLEGE: A CIRCUMPOLAR BEACON

The new student-inspired, community-driven, Ilisagvik College campus will be grounded in Inupiaq values and adaptable to the needs of an evolving student body in order to foster educational excellence. Drawing from our Inupiaq culture, our new facility will be:

Student-Focused  
Environmentally Sustainable  
Technologically Innovative  
Spatially Adaptable, and  
Timeless in Design.

The new Ilisagvik College Campus will model best practices in Indigenous education and train our future leaders to drive global change.



### December 2017: Winter Quarterly Report to the Board

1. Ilisagvik and UIC currently in negotiations in regards to a lease and potential MOA for the acreage for the new facility.

### March 2018: Quarterly Report to the Board

1. In partnership with Ascent
  - a. Weekly meetings
  - b. Communications & Outreach Committee meet weekly
  - c. Design Competition
2. Met with the Mayor on three occasions regarding the project. Invited Mayor Brower to speak to Board at this Spring 2018 meeting.
3. Requested a meeting with the Mayor and Assembly President Hopson.
4. Submitted a Capital Improvement Project request to the North Slope Borough for \$30 million to be funded during this year's CIP process.
5. Scheduling a Board Professional Development Session regarding the NICC
6. Presented Development Plan and appendices to Board of Trustees (with Ascent).

### **June 2018: Summer Year End Strategic Plan Report to the Board**

1. In partnership with Ascent:
  - a. Design Competition Continued.
  - b. Created an expansive tiered capital campaign spreadsheet to identify potential funders that consist of Federal, State, Regional, and Local opportunities.
  - c. Created a Capital Campaign Leadership Committee and an internal Capital Campaign Steering Committee.

### **September 2018: Quarterly Report to the Board**

1. Facilitated in-depth strategy session regarding the NICC with the BOT during this Board Retreat
2. Design Workshop on campus, August
3. Request Capital Campaign Committee membership via Anchorage External Affairs trip and meetings
4. Tribal Education Summit preparations
5. Engage with staff to Senator Murkowski
6. AFN Resolution will be submitted for consideration, supporting tribal education
7. Continue to advance land negotiations
8. Continue to develop communication tools
9. Continue to explore local/grant/state/federal funding opportunities
10. Initiated Special Events Committee efforts to support outreach and fundraising
11. Developed projected NICC O&M costs
12. Design: In negotiations for contract with UMIAQ. Worked to reduce project costs.
13. Land. Performed survey for lease. UIC drafted lease agreement and is reviewing internally.
14. Utilities. Initiated more formal coordination with BUCEI.
15. Operational costs. Evaluated potential operational savings associated with new campus
16. Funding. Assembly passed bond ordinance including \$1m for new college. Assuming voter approval funding scheduled to be available in early November.

### **December 2018: Quarterly Report to the Board**

1. NSB voters approved \$1M bond issue for IC design.
2. Met with BIA/BIE and Federal Delegation staff
3. Obtained AFN administrative support to advocate for Federal funding.
4. Obtained AFN Resolution approvals.
5. Obtained First Alaskans Institute Elders & Youth Resolution of Support for NICC.
6. Obtained other support letters and resolutions for new college.
7. Obtained 17 pages of NICC support signatures at AFN.
8. Advanced Concept design adjacencies and requirements and reduced program by 25%.
9. Obtained UIC Board land lease approval. Awaiting Lease document for review.
10. Advanced Indigenous Education Summit with convening anticipated for February.
11. Finalized NICC PowerPoint/Video presentation.
12. Coordinated with villages on NICC CIP inclusion and sent BOT talking points.
13. Set date of January 22, 2019 for Barrow Community-wide NICC Visioning Session.

### **March 2019: Spring President's Report to the Board**

1. Submitted Capital Improvement Program Request for \$6 million for new campus design
2. Hosted Barrow Envisioning session with Ninja Nick Hansen
3. Finalized PowerPoint & Marketing Materials

4. Advanced discussion regarding Higher Education Summit and work toward re-establishing the Consortium of Alaska Native Higher Education
5. Submit comments to Comprehensive Plan revisions
6. Received IHLC support resolution
7. Hosted Senator Sullivan
8. Staff did DC advocacy/education visit with delegation, administration and AIHEC

#### **June 2019: Summer Year End Strategic Plan Report**

1. The NICC project was put on hold in late 2018.

#### **September 2019: Fall Quarterly Report to the Board**

1. Successful in advocating to the NSB Assembly to NOT change the language in CIP Project 06-204 which was entitled “New Iḷisaḡvik College Campus Design Phase I”, for \$1 million be changed to a new project titled “Higher Education and Training facilities on the North Slope.”

#### **December 2019: Winter Quarterly Report to the Board**

1. Request to meet with the North Slope Borough Mayor, Harry Brower to review next steps are still pending with no confirmed scheduled time to meet.
2. CIP Project 06-204 title “New Iḷisaḡvik College Campus Design Phase I”, for \$1 million has had no movement. We are awaiting to hear the direction of North Slope Borough Mayor, Harry Brower.

#### **March 2020: Spring Quarterly Report to the Board**

1. UIC has reached out to Iḷisaḡvik College with a draft lease agreement. UIC and Iḷisaḡvik College had a meeting scheduled on 2/20/2020. Unfortunately, UIC had to reschedule on their end
2. Iḷisaḡvik College submitted a new CIP Ordinance 2020-10 Capital Project Request titled: Iḷisaḡvik College New Facility Design.
3. Cordelia Kellie, External Relations Manager reached out to the NSB CIPM regarding CIP Project 06-204 title “New Iḷisaḡvik College Campus Design Phase I”, for \$1 million has had no movement. Based on the conversation, CIPM is awaiting direction from the NSB Mayor’s Office.

#### **June 2020: Summer Year End Strategic Plan Report to the Board**

1. In Spring of 2020, the College received a draft lease from Ukpeagvik Iñupiat Corporation (UIC) followed by a period of internal review by College staff, advisors and our legal team. After much consideration, approached UIC with a request to engage in dialogue about purchasing the identified parcel of land outright, and not entering into a lease per the terms outlined in the proposed lease agreement. The College has communicated this proposal with UIC Leadership and is requesting a meeting with Leadership about terms moving forward.
2. As the College has yet to accrue meaningful financial support from local funders and has been in a 1.5 year standby awaiting the draft lease from the local landowner, the College streamlined energy of the New Iḷisaḡvik College Campus project to focus on finalizing the best possible long-term land solution for the College. The College has also sought legal advice regarding the \$1M in funds appropriated by North Slope Borough voters through the Capital Improvements Program process in 2018, which has not been transferred to the College to-date. Legal advice received has been to focus on solidifying the acquisition of land as a strategy for building a stronger case in preparation of receiving local funds, both in existing allocations (such as the CIP \$1M) and future contributions.

#### **September 2020: Fall Quarterly Report to the Board**

President Pearl Brower, Transitioning Out

1. The project remains in the architectural design phase completed by Cibinel & Umiaq.
2. Continued UIC Land Communications
3. NSB Capital Improvement Request to the Project Review Committee (PRC)
4. CIP Project 06-204 title “New Iḷisaḡvik College Campus Design Phase I”, for \$1 million has had no movement toward the overall new college campus initiative. We continue to be aware direction from the NSB Mayor’s Office as the NSB chose to administer the CIP funding.

**December 2020: Winter Quarterly Report to the Board**

President Justina Wilhelm, Transitioned In

1. UIC Land Communications | VOICE Meeting
  - a. September: The UIC Board reviewed the information and decided to stay the course in implementing a lease instead of purchase.
  - b. November: President Wilhelm meets with Mayor Brower and CAO Szymd.
  - c. November: President Wilhelm attended a VOICE of the Arctic Meeting
    - i. John Hopson asked Tara Sweeney about IC being a tribal college and how we can use our tribal status to help support funding opportunities for the new college campus. Secretary Sweeney suggested to put the Voice attorneys to work and have them work with the tribes who can then help Iḷisaḡvik College.
  - d. November: President Wilhelm communicates directly with UIC President Rexford, via email who reiterates that UIC is not interested in selling, but is willing to engage in a 99-year lease with options to renew.

**March 2021: Spring Quarterly Report to the Board**

Upcoming



## MEMORANDUM

**TO:** Ilisaġvik College Board of Trustees

**FROM:** Justina Wilhelm, President

**DATE:** March 1, 2021

**SUBJECT:** Conference of Honorary Associate of Arts Degree - Commencement 2021

---

Dear Trustees-

During Ilisaġvik College's 20th Anniversary the Board of Trustees and Administration supported a new initiative—the conferring of an Honorary Associate of Arts or Science Degree to a member in our North Slope Community who has shown support for Ilisaġvik College, and education as a whole.

The awardees of this honor are as follows:

- 2015- Wesley Aiken
- 2016- Ida Angasan
- 2017- Martha Hopson
- 2018- Lydia Agnasagga
- 2019- Harold Ivanoff
- 2020- Ida Olemaun (not officially recognized due to COVID)
- 2021-

Please consider whom you would like to recognize in 2021. Discussion will ensue at the spring 2021 workshop, with action taken at the spring 2021 regular meeting.

Suggestions from Ilisaġvigmiut: Kuutuuq Fannie Akpik (x2), Kristi Frankson, Evelyn Williams, and Ruth Iqi Aiken

Quyanaqpak.



## MEMORANDUM

**TO:** Ilisaġvik Board of Trustees

**THROUGH:** Justina Wilhelm, President

**FROM:** Birgit Meany, Ed.D., Dean of Instruction

**DATE:** February 19, 2021

**SUBJECT:** Ilisaġvik Driving School & DMV Third Party Provider

---

Ilisaġvik is currently exploring options to better serve North Slope residents in their need to obtain a Basic Drivers' license and/or a Commercial Drivers' License (CDL).

### Background/Challenge:

Ilisaġvik provides instruction for Basic Driver's Education as well as Commercial Driver's licenses; however, the College relies on external contractors (ex: NIT) and the Utqiaġvik DMV to administer various components of testing. The impact of these limitations is significant for village residents. Cost and availability are considerations.

### Proposed Solutions:

#### 1. *Ilisaġvik Driving School*

The College has submitted applications to the State for select staff/faculty to become certified trainers and testers. One faculty member plans to attend the DMV sponsored training sessions in Anchorage to obtain his certifications, and he can then facilitate the certification process for others through distance training. The goal is to have personnel who are trainers and/or testers for Class D Drivers' License as well as trainers and/or testers for the Commercial Drivers' License.

	CDL		Basic Driver's Ed	
	Trainer	Tester	Trainer	Tester
Faculty	X	X	X	X
Adjunct Faculty	X	X	X	X
Staff		X	X	X

Once the College is a State approved 'driving school,' Ilisaġvik can train and test students with the exception of the CDL written test, which must be administered by the DMV or a Law Enforcement Agency.

## **2. DMV Third Party Provider**

As a DMV Third Party Provider, the College can administer CDL written tests as well as issue driver's licenses. The process includes the following steps:

- Submit an application to the State of Alaska
- Obtain written permission/support from the Utqiagvik Mayor (since the City operates the DMV)
- Upon receiving permission, purchase equipment, such as appropriate tool to perform vision test, camera, and software needed to process licenses

A Third Party Provider for the DMV must provide service to the public. However, there is no mandate as to the number of days and times of operation. This can be determined by the College based on available resources. It is not the goal to replace or be in competition with the current DMV in Utqiagvik; rather, the hope is to eliminate barriers and help students obtain their licenses promptly, after they have completed their training.

### **Summary:**

If Iḷisaḡvik is approved as both, a Driving School and a DMV Third Party Provider, instruction no longer has to be coordinated with external partners, but can be scheduled independently, thus focus solely on the communities we serve. Assuming no delays or unforeseen challenges, Driving School status can be attained by summer and DMV Third Party Provider status by fall of this year.



**VILLAGE OUTREACH**

Trustees take an active role in informing and advocating for the College as well as listening to the needs of the community they represent.

SMART				
Each Trustee will commit to one specific outreach activity for each quarter.	At each board meeting every Trustee will report on their one or more village outreach activity.	Every Trustee is knowledgeable and passionate about the College.	Trustees are in a unique position to be able to connect the College to his/her community.	At the September 2019 retreat, the Board Chair will report on the number of reports per Trustee for each board meeting.

**RESULTS-ORIENTED**

Exceptional boards are results-oriented towards mission and evaluate the performance of major programs and services.

SMART				
Trustees will review Annual Report with an emphasis on student enrollment growth and student retention.	Trustees will review Annual Report and ask President to discuss in detail student enrollment and retention.	President and staff will prepare documentation for board review.	Board focuses on outcomes not inputs.	Upon completion of review of annual report.

**SUSTAINING RESOURCES**

Exceptional boards link bold visions and ambitious plans to financial support, expertise, and networks of influence.

SMART				
Ilisagvik Board of Trustees will be a 100% giving board.	Director of Finance will inform the President and Chair of the number of Board members who have given.	It is not how much is given, but rather the participation – all can give at least a dollar.	Many funders ask for this information – it is an indication of commitment.	Data reviewed at the end of each College calendar year.
Trustees will spend ample time to have a clear understanding of the College budget, be able to articulate the needs it addresses, and make themselves available to advocate for budget approval.	President and Chair will do a quick assessment to determine everyone's comfort level with the budget: 1= don't understand to 5= feel confident to advocate.	President and finance staff will plan in-depth budget learning time at December board meeting.	Generating revenue is a governing board's responsibility.	Trustees ready to donate by end of December 2018

**STRATEGIC THINKING**

Exceptional boards allocate time to what matters most and continuously engage in strategic thinking to hone the organization's direction.

SMART				
Trustees will review the strategic plan at least two times a year. Trustees will read and be prepared for discussions. Each Trustee will prepare at least one clarifying question.	Chair and President will plan discussion and will keep track of engagement and clarifying questions for each Trustee.	President and Chair will motivate, remind, and lead discussions.	Board major responsibility is to sharpen the strategic direction.	At the March and June board meetings, there will be planned discussion on parts or all of the strategic plan.

**CONSTRUCTIVE PATHWAYS**

Exceptional boards govern in constructive partnership with the chief executive, recognizing that the effectiveness of the board and chief executive are interdependent.

SMART				
Every Trustee will complete the President's annual performance review.	Identify # of reviews completed	Each Trustee will have the opportunity to complete	Major responsibility of governing board	Time will be provided for completion at the June 2019 workshop
Every Trustee will complete the Board's annual performance assessment.	Identify # of reviews completed	Each Trustee will have the opportunity to complete	Major responsibility of governing board	Time will be provided for completion at the June 2019 workshop

**CONTINUOUS LEARNING**

Exceptional boards embrace the qualities of a continuous learning organization, evaluating their own performance and assessing the value they add to the organization.

SMART				
All Trustees will commit to participate in a yearly learning retreat, as well as the learning activities planned for each board meeting.	Identify # of attendees at retreat in 2019; # of Trustees who participate in board learning activities.	President and Chair will plan and design retreat and board learning sessions.	Exceptional boards grow on the job and contribute at levels.	Evaluation of this goal will be done at the September 2019 retreat.

## Board Improvement

At the end of each board meeting the Chair will hand out a quick evaluation on items that were identified as needing improvement.

Board Meeting Date _____	
I read my packet prior to the meeting	yes / no
We stayed on topic and were on task	yes / no
We kept our focus on the College	yes / no
All Trustees were in attendance	yes / no



**Board of Trustees  
Village Outreach Plan**

Trustee: \_\_\_\_\_

Village: \_\_\_\_\_

**Desired Outcomes of a Village Outreach Plan**

1. An increase in the general awareness of Ilisaġvik College (what is offered and delivery options).
2. An increase in village-based student enrollment.
3. An increase in retention of village students in their home village and Barrow dorms.
4. An increase in support and assistance to Ilisaġvik faculty/staff when they come to the Trustee's village.
5. An increase in teachers in the village able to provide ABE/GED and a support system that encourages students to complete the course of study.
6. An increase in village vocational classes.
7. An increase in village Trustee communication.
8. An increase in the pride of having Ilisaġvik College right here at home.

**Action to be Completed**

1. Between now and the next Board meeting I will:
  - a. Organizations/Individuals:
  - b. Students:
  - c. IC Faculty/Staff:
2. What I need from the College in order to do this work:

# North Slope Borough

## OFFICE OF THE MAYOR

P.O. Box 69  
Barrow, Alaska 99723  
Phone: 907 852-2611 or 0200  
Fax: 907 852-0337 or 2595



*Harry K. Brower, Jr., Mayor*

To: NSB Assembly  
From: Harry K. Brower, Jr., Mayor *HB*  
Date: February 2, 2021  
Subject: **Confirmation of Appointment to the Ilisagvik Board of Trustees**

---

Please confirm my appointment to the Ilisagvik Board of Trustees in accordance with NSBMC § 8.02.040.

SEAT	Name	Term	Start Date	End Date
Wainwright	Amos AguvlukNashookpuk	5 Years	December 31, 2020	December 31, 2025
Point Hope	Harlee Harvey	5 Years	December 31, 2020	December 31, 2025
NSBSD	Nora Jane Burns	Remainder of 5 year term	December 31, 2017	December 31, 2022
Anaktuvuk Pass	Angeline Faulkner	5 Years	December 31, 2020	December 31, 2025

For your consideration.

*\* All confirmed by the Assembly  
on 2/2/2021.*



TO: Ilisaġvik College Board of Trustees  
THROUGH: Justina Wilhelm, President  
FROM: Nicole Evans, Executive Assistant & Board Secretary  
DATE: March 1, 2021  
SUBJECT: Board Seat Update

---

Expiring Board Seats:

**December 31, 2021**

Patricia Lloyd - Atqasuk

Dora Leavitt - Nuiqsut

**Vacant Seats**

None

**Iḷisaḡvik College  
Board of Trustees Rotation**

Board Seat	Term Expires			
	December 31, 2025	December 31, 2030	December 31, 2035	December 31, 2040
Anaktuvuk Pass	December 31, 2025	December 31, 2030	December 31, 2035	December 31, 2040
Atqasuk	December 31, 2021	December 31, 2026	December 31, 2031	December 31, 2036
Utqiagvik	December 31, 2023	December 31, 2028	December 31, 2033	December 31, 2038
Kaktovik	December 31, 2023	December 31, 2028	December 31, 2033	December 31, 2038
Nuiqsut	December 31, 2021	December 31, 2026	December 31, 2031	December 31, 2036
Point Hope	December 31, 2025	December 31, 2030	December 31, 2035	December 31, 2040
Point Lay	December 31, 2022	December 31, 2027	December 31, 2032	December 31, 2037
Wainwright	December 31, 2025	December 31, 2030	December 31, 2035	December 31, 2040
At Large	December 31, 2024	December 31, 2029	December 31, 2034	December 31, 2039
ASRC	December 31, 2024	December 31, 2029	December 31, 2034	December 31, 2039
NSBSD	December 31, 2022	December 31, 2027	December 31, 2032	December 31, 2037

In accordance with the By-laws of the Iḷisaḡvik College Corporation, all seats after the appointment of the original Board are for five years; **however**, if there is a resignation by a Trustee, another individual may be appointed by the Assembly to fill out the **REMAINDER** of that term. In 1996, with the appointment of the original Board of Trustees, a rotation system was set up so that each year for four years, two seats would be up for reappointment and in one year (because of the uneven number of seats) three seats would be up for reappointment. In this way, there never would never be more than three new members of the Board in any particular year and only two in most years. The terms are by village, ASRC, NSBSD and at large and not by individual.

If, for any reason before the expiration of a term a seat becomes vacant, a Trustee may be appointed to fulfill the unexpired portion of that term of office for that particular seat. In such cases, the Trustee would serve less than the five years for that particular term in order to preserve the rotation.

**Process to fill vacancies and expiring terms:**

The President's office, the Chairman of the Board shall communicate with the appropriate village council or organization (in the case of ASRC and NSBSD), notifying them of the upcoming vacancy and ask them to nominate two individuals from that village or organization. Those names come to the College, which then forwards them to the Mayor of the NSB. The mayor then chooses from the names submitted to him/her and recommends one to the Assembly who make the appointment. In forwarding names to the Mayor's office, the College needs to notify the mayor of the dates of the term and whether or not the new appointee will be filling an unexpired term or filling the seat for a full term. For the At Large seat, the Board of Trustees shall determine the two nominees to be submitted to the Mayor. If an individual is not seated by the expiration, that member may continue to serve on the Board in their current capacity until a successor is elected and qualified.



## MEMORANDUM

**TO:** Ilisaġvik College Board of Trustees

**Through:** Justina Wilhelm, President

**From:** Nicole Evans, Executive Assistant & Board Secretary

**Date:** March 1, 2021

**SUBJECT:** YEARLY BOARD ELECTIONS

---

### Current Seats:

- Chairperson: Vacant
- Vice-Chairperson: Amos AguvlukNashookpuk, 3 years; (3/23/2018)
- Secretary: Emily Roseberry, 1 year; (3/12/2020)
- Treasurer: Patricia Lloyd, 2 years, 6 months; (9/27/2018)

**Article V, Section 2: Appointment and Term of Office.** All officers of the corporation shall be appointed by the Board of Directors, and hold office at the pleasure of the Board of Directors. The provisions of this Article V, Section 2 apply to all offices except the office of President, which office is governed by the terms and conditions of an employment contract. Notwithstanding the foregoing, the officers shall be appointed by majority vote of the Board held at the first regular meeting in each calendar year, or at the first regular meeting following a vacancy in office.



Each officer shall be appointed for a term of one (1) year and shall hold office until the first of the following to occur: until such officer's successor shall have been duly appointed; or until such officer's death; or until such officer shall resign; or until such officer shall have been removed in the manner provided herein. A Director may serve in the same office for up to five (5) consecutive terms, after which such Director may not serve in that office for at least one (1) year before that Director may be appointed to that office. Appointment of an officer shall not in itself create contract rights.

\*Elections for the roles: Chairperson, Vice-Chairperson, Secretary, and Treasurer will be every spring meeting. Trustees may not serve in any position longer than five (5) years consecutively.

#### VOTING PROCESS:

Since this will be a virtual meeting, please send in your votes via text to 660-492-5572 or call 907-852-1781.

