Board of Trustees Workshop Spring 2023

Board of Trustees Group Agreements

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

Board of Trustees

Debby *Nipik* Edwardson
Chairperson
At-Large

Patricia ***Iŋiḷluk*** Lloyd
Vice Chairperson
Atqasuk

Harlee *Aumaqpaq* Harvey
Secretary
Point Hope

Heather *Qannik* Dingman
Treasurer
Utqiaġvik

Roxanne *Aaluk* Brower
ASRC

Doreen *Ayalhuq* Leavitt
ICAS

Ida *Evikana* Angasan
Kaktovik

Nora Jane *Paaq* Burns
NSBSD

Jeremy *Kakikanaaq* Kasak
Nuiqsut

James *Kunulaq* Henry
Point Lay

Amos *Kikoak* AguvlukNashookpuk
Wainwright

VACANT
Anaktuvuk Pass

President's Office

Justina *Avu* Wilhelm
President

Clarissa Pelia
Executive Assistant to the President & Board Secretary

ILISAĠVIK COLLEGE

Board of Trustees – Workshop Agenda
March 15, 2023

Dr. Albert Hall Conference Room | 9:00am
Zoom Call-In #: 833 548 0282 US Toll-free / *Meeting ID:* 367 814 7775
Zoom Passcode: #Spring23

1. **Invocation/Moment of Silence -** *Aŋaayyun* - Chairperson Edwardson

2. **Board Agreements** - All Trustees

3. **Discussion Items**

   a. 2nd Quarter Finance Report - CFO Clark
   b. NSB Budget Hearing Discussion - President Wilhelm
   c. Fall Enrollment Report - Registrar Tufele
   d. A Resolution by the Iḷisaġvik College USDA NICC Design Funds - Exec. Director Walls
   e. Iḷisaġvik College Foundation Report - Exec. Director Walls
   f. Long Term Facilities Master Plan Report - Dean Evans
   g. 2023 Honorary A.A. Degree - President Wilhelm
   h. Program Highlight| Summer Camp & Glimpse - Dean Haynes
   i. Board Committee Update - Chairperson Edwardson
   j. Retreat Planning - President Wilhelm

4. **Administrative**
   a. Board Seat Updates - Board Secretary Pelia
   b. Election of Officers - Board Secretary Pelia

5. **Village Outreach-** Trustees to report at least 1 outreach effort they have completed to advocate for Ilisagvik College.

6. **Adjournment – Aġiuniq**

FINANCIAL REPORTING DISCUSSION & ANALYSIS
For the Three Months Ending September 30, 2022
March 15th and 16th, 2023 Board of Trustee Meeting

Discussion of Statements for the Six Months Ending December 31, 2022

Revenues for the six months ending December 31, 2022 were $12,105,950 and expenses were $11,549,664 resulting in a surplus of $556,286 for the first six months of the fiscal year.

The current cash and cash equivalent position of $3,963,046 has decreased $339,890 from the audited financial statements at June 30, 2022. This decrease is due to transferring funds from the operating accounts to the investment accounts. Other asset accounts including accounts receivable, grants receivable, prepaid items and inventories decreased by a combined $291,074 from the audited statements at year-end. Investments increased $1,178,333 which is attributable to the stock market recovering from the recent lows, as well as a deposit of funds from the operating accounts.

Current liability accounts have decreased $400,306 due to the decrease in Unearned Revenue. Unearned revenue at $4,742,197 decreased $1,317,065 during the first six months of the fiscal year. These funds will be realized as revenue is earned and as the grants' objectives are being completed and will fluctuate throughout the year. Total net position of $22,345,156 has increased slightly and includes the Foundation investment income for the fiscal year.

Revenues of $12,105,950 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 $11,549,664 are marginally higher than budgeted, because we have upgraded the exterior safety precautions, travel is starting to increase, and expenses that are due at the beginning of the fiscal year. As with revenues, we will continue to closely monitor expenses and would anticipate that future periods will be more 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, 2022, June 30, 2022, and June 30, 2021

	Unaudited December 31, 2022	Audited June 30, 2022	Audited June 30, 2021
Assets and Deferred Outflows			
Current Assets:			
Cash and Cash Equivalents	$ 3,963,046	$ 4,302,936	$ 2,034,193
Accounts Receivable, Net	536,388	269,893	501,887
Grants Receivable	745,332	1,363,748	2,030,761
Prepaid Items	259,846	198,999	197,882
Investments	29,104,118	27,925,785	28,953,352
Inventories	149,699	149,699	153,246
Total Current Assets	34,758,429	34,211,060	33,871,321
Non-Current Assets:			
Capital Assets, Net of Accumulated Depreciation	1,963,342	2,248,446	1,782,777
Net other postemployment benefit related	6,114,500	6,114,500	860,681
Total Non-Current Assets	8,077,842	8,362,946	2,643,458
Total Assets	42,836,271	42,574,006	36,514,779
Deferred Outflows of Resources:			
Pension Related	1,271,159	1,271,159	1,262,712
Other Postemployment Benefit Related	193,136	193,136	561,051
Total Deferred Outflows of Resources	1,464,295	1,464,295	1,823,763
Total Assets and Deferred Outflows	**$ 44,300,566**	**$ 44,038,301**	**$ 38,338,542**

Ilisagvik College
Statement of Net Position
December 31, 2022, June 30, 2022, and June 30, 2021

	Unaudited December 31, 2022	Audited June 30, 2022	Audited June 30, 2021
Liabilities, Deferred Inflows and Net Position			
Current Liabilities:			
Accounts Payable	$ 1,106,115	$ 601,577	$ 286,731
Unearned Revenue	4,742,197	6,059,262	8,047,357
Accrued Payroll and Related	1,016,628	604,407	752,660
Current Portion Note Payable - PPP	-		
Total Current Liabilities	6,864,940	7,265,246	9,086,748
Noncurrent Liabilities:			
Note Payable - PPP	-		
Net Pension Liability	8,421,333	8,421,334	10,298,476
Net Other Postemployment Benefit Liability	-	-	22,898
Total Noncurrent Liabilities	8,421,333	8,421,334	10,321,374
Total Liabilities	15,286,273	15,686,580	19,408,122
Deferred Inflow of Resources:			
Pension Related	3,358,240	3,358,240	546,417
Other Postemployment Benefit Related	3,310,897	3,310,897	714,170
Total Deferred Inflow of Resources	6,669,137	6,669,137	1,260,587

Ilisagvik College
Statement of Net Position
December 31, 2022, June 30, 2022, and June 30, 2021

	Unaudited December 31, 2022	Audited June 30, 2022	Audited June 30, 2021
Net Position:			
Investment in Capital Assets	1,963,342	2,248,446	1,782,777
Restricted for Foundation	4,789,736	4,789,736	4,364,868
Dedicated for NICC	3,000,000	3,000,000	3,000,000
Unrestricted	12,592,078	11,644,402	8,522,188
Total Net Position	22,345,156	21,682,584	17,669,833
Total Liabilities, Deferred Inflows and Net Position	**$ 44,300,566**	**$ 44,038,301**	**$ 38,338,542**

ILISAGVIK COLLEGE
EXPENSES BY DEPARTMENT
For the Six Months Ending Saturday, December 31, 2022

Operating Expenses	Salaries and Benefits	Services	Supplies	Facilities	Travel	Other	Totals	YTD Budget	Actual to YTD Budget	Total Budget	Actual to Total Budget
Instruction	$1,523,049	$128,083	$53,369	$1,301	$86,900	$238,990	**$2,031,691**	$2,392,626	85%	$4,785,251	42%
Institution	$2,728,139	$256,820	$650,910	$91,867	$102,768	$925,433	**$4,755,937**	$2,554,705	186%	$5,109,410	93%
Auxiliary Enterprises	$65,209	$283,767	$81,817			$1,017	**$431,809**	$369,145	117%	$738,290	58%
Academic Support	$649,181	$46,258	$123,082	$128,534	$11,331	$9,402	**$967,788**	$1,241,386	78%	$2,482,771	39%
Operations & Maintenance	$154,206		$24,272	$1,898,155		$288,996	**$2,365,629**	$2,437,669	97%	$4,875,337	49%
Student Services	$817,812	$6,286	$19,727	$527	$96,597	$55,861	**$996,810**	$826,764	121%	$1,653,527	60%
Total Operating Expenses	$5,937,596	$721,213	$953,176	$2,120,384	$297,597	$1,519,698	**$11,549,664**	$9,822,293	118%	$19,644,586	59%

Source of Funds:

North Slope Borough Direct Funds	**$4,363,378**
North Slope Borough Indirect Funds	**$1,504,080**
Self Generated	**$6,238,491**
Total Source of Funds	**$12,105,950**

Net Income (Loss) **$ 556,286**

Ilisagvik College
GENERAL EXPENSES vs GENERAL BUDGET
ALL DEPARTMENTS
For the Six Months Ending Saturday, December 31, 2022

	YTD GENERAL FUND	YTD GRANTS	TOTAL YTD EXPENSES	TOTAL YTD BUDGET	TOTAL % Expended	TOTAL FY23 BUDGET	TOTAL % Expended
Labor & Fringe Benefits:							
Salary and Wages (Faculty)	15,939	401,499	417,438	672,501	62%	1,345,002	31%
Salary and Wages (Adjunct Faculty)	191,035	23,745	214,780	84,114	255%	168,229	128%
Salary and Wages (Staff)	1,702,163	1,091,280	2,793,443	2,878,524	97%	5,757,047	49%
Salary and Wages (Temporary)	120,644	140,711	261,355	111,202	235%	222,403	118%
Salary and Wages (Student Employees)	-	26,569	26,569	15,914	167%	31,827	83%
Employer's Payroll Taxes	157,085	137,993	295,078	-		-	
Employer's Worker's Compensation	20,069	27,527	47,596	-		-	
Employee Benefits	1,038,436	842,900	1,881,336	2,381,103	79%	4,762,206	40%
Total Labor & Fringe Benefits	3,245,371	2,692,224	5,937,595	6,143,358	97%	12,286,714	48%
Other Expenses							
Contract Services	378,188	221,026	599,214	471,536	127%	943,071	64%
Professional Fees (Legal)	6,988	-	6,988	8,958	78%	17,916	39%
Professional Fees (Accounting & Auditing)	95,458	-	95,458	45,000	212%	90,000	106%
Staff Development & Training	7,568	6,778	14,346	48,174	30%	96,348	15%
Wellness Program	-	-	-	25,002	0%	50,004	0%
Supplies	44,251	20,705	64,956	58,064	112%	116,128	56%
Unapologetically Iñupiaq	3,155	-	3,155	-		-	
Postage and Freight	24,427	9,429	33,856	18,755	181%	37,510	90%
Brochures & Publications	-	-	-	12,728	0%	25,456	0%
Advertising	9,880	3,000	12,880	20,580	63%	41,160	31%
Dues and Subscriptions	64,977	50,655	115,632	51,353	225%	102,715	113%
Computer Supplies and Maintenance	11,806	425,299	437,105	42,699	1024%	85,403	512%
Bookstore Text Books & Electronics	51,453	-	51,453	28,300	182%	56,600	91%
Bookstore Sundry Items	-	-	-	8,100	0%	16,200	0%
Bookstore Clothing	22,323	-	22,323	20,000	112%	40,000	56%
Inter-dept Bookstore	4,878	-	4,878	3,938	124%	7,876	62%
Instructional Costs	6,184	18,961	25,145	24,948	101%	49,895	50%
Periodicals, Books & Subscriptions	33,229	41,280	74,509	28,131	265%	56,262	132%
Videos	418	35	453	3,451	13%	6,902	7%
Communications	113,326	37,158	150,484	156,645	96%	313,291	48%
Facilities Rent	1,504,080	-	1,504,080	1,504,308	100%	3,008,616	50%
Utilities	96,894	-	96,894	82,929	117%	165,858	58%
Janitorial Supplies	17,462	-	17,462	4,236	412%	8,472	206%
Operations & Maintenance Facilities Safety Supplies	2,241	7,134	9,375	-		-	
Building Grounds & Repairs	24,194	52,978	77,172	43,176	179%	86,352	89%
Inter-dept Food Service	568	-	568	13,171	4%	26,341	2%
Inter-dept Room Charges	-	3,640	3,640	11,225	32%	22,450	16%
Furniture, Furnishings & Equipment	98	15,559	15,657	5,260	298%	10,520	149%
Small Equipment Repairs & Maintenance	459	-	459	306	150%	612	75%
Heavy Equipment Repairs & Maintenance	25	-	25	6,444	0%	12,888	0%
Vehicle Repair & Maintenance	39,600	159	39,759	24,456	163%	48,912	81%
Vehicle Fuel & Lubrication	37,592	-	37,592	24,960	151%	49,920	75%
Graduation Expenses	464	-	464	7,990	6%	15,980	3%
Travel (Staff & Board)	151,643	109,202	260,845	155,579	168%	311,157	84%
Travel (Student)	1,960	33,569	35,529	50,095	71%	100,189	35%
Student Meals	1,071	152	1,223	-		-	
BOT - IC Scholarship	-	-	-	25,000	0%	50,000	0%
Contributions	229,238	210,274	439,512	214,262	205%	428,524	103%
Consulting Expense	-	551	551	-		-	
Depreciation	288,996	-	288,996	155,760	186%	311,520	93%
Insurance - Business	106,832	-	106,832	92,706	115%	185,412	58%
Miscellaneous	20,602	2,766	23,368	8,468	276%	16,935	138%
Rent Expense - Staff Housing	166,753	-	166,753	158,367	105%	316,734	53%
Meals, Meetings, Entertainment	11,911	968	12,879	10,967	117%	21,934	59%
Employee Recruiting & Relocation	4,638	-	4,638	-		-	
COVID19 Expenses	-	198,446	198,446	-		-	
Bank Fees	902	-	902	2,904	31%	5,808	16%
Indirect Costs	-	555,440	555,440	-		-	
IC Contribution to Program Activity	18	-	18	-		-	
TOTAL EXPENSES	3,586,750	2,025,164	5,611,914	3,678,931	153%	7,357,871	76%
Grand Total	6,832,121	4,717,388	11,549,509	9,822,289	118%	19,644,585	59%

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

FROM: Justina Wilhelm, President

DATE: February 15, 2023

SUBJECT: FY24 North Slope Borough Budget Hearing Preparations

Iḷisaġvik College Strategic Plan Prioritie(s)/Outcome(s): Priority 5: Ensure the future of Iḷisaġvik College; Outcome 3: Maintain an active, ongoing partnership with the North Slope Borough Mayor's Office, the North Slope Borough Assembly, and North Slope tribal funders to ensure a sustainable level of borough funding.

The North Slope Borough Budget Hearings will be held March 21-23,2023.

CFO Clark, Controller Somsri Greenspan, and I presented to the NSB Mayor's Office and NSB Administration & Finance January 23rd, 2023. They anticipate status quo for all NSB Departments, NSBSD, and Iḷisaġvik College.

We expect to hear from the NSB Administration & Finance that will determine the final amount so we can include in 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

ILISAĠVIK COLLEGE

RECEIVED
NSB MAYOR'S OFFICE
DEC 15 2022
ML #69840

December 12, 2022

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, Iḷisaġvik College is required to provide the North Slope Borough Mayor with the Iḷisaġvik College Board of Trustees approved fiscal year 2024 budget by December 31, 2022. This process means that Iḷisaġvik College's administration must present a budget recommendation to the Iḷisaġvik College Board of Trustees at their December Board Meeting.

On December 2, 2022, the Board of Trustees passed Resolution 2022-07 *"A RESOLUTION TO APPROVE IḶISAĠVIK COLLEGE'S OPERATING BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2024*". 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 14.5%) from the North Slope Borough for FY24. The proposed budget would have the following components:

North Slope Borough Basic Appropriation	$ 9,994,934
North Slope Borough Rent Payment to UIC	3,121,967
Iḷisaġvik College Self-Generated Revenues	7,909,215
Total	**$21,025,116**

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 FY24 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 FY24 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.

Sincerely,

Justina Wilhelm
President

Iḷisaġvik College

RESOLUTION NO. 2022-07

A RESOLUTION TO APPROVE IḶISAĠVIK COLLEGE'S OPERATING BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2024

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

WHEREAS, President Wilhelm and Iḷisaġvik 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, Iḷisaġvik 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 Iḷisaġvik College Board of Trustees approves the FY24 Operating Budget in the amount of $21,025,116 from the following sources:

North Slope Borough Basic Appropriation	$ 9,994,934
North Slope Borough Rent Payments to UIC	$ 3,120,967
Iḷisaġvik College Self-Generated Revenues	$ 7,909,215
TOTAL	**$21,025,116**

THE FOREGOING RESOLUTION WAS ADOPTED DECEMBER 2, 2022, at a duly called meeting of the Board of Trustees by a vote of 9 FOR and 0 AGAINST the resolution.

ATTESTED:

Debby Edwardson

Debby Edwardson, Chairperson
Iḷisaġvik College

Patti Lloyd
Patti Lloyd (Dec 15, 2022 10:11 AKST)

Patti Lloyd, Vice Chairperson
Iḷisaġvik College

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

THROUGH: Justina Wilhelm, President

FROM: Ann Marie Clark, CFO

DATE: December 1, 2022

SUBJECT: FY24 Budget Recommendation Narrative

The FY 2024 Budget Resolution recommendation is attached.

Our budget process this year included a request to budget managers to survey their employees and to gather a list of all of their department's needs.

The FY24 budget request is as follows (for additional information, see attachment):

1. Base Year Annual Fixed Increase $499,079
2. FY23 Rent Increase (In Kind, Direct to UIC) $112,806

The FY24 unmet departmental needs are encapsulated in the list below. These items and positions represent priority need areas at Iḷisaġvik; the list totals $769,100:

3. Tuzzy Consortium Library Indigenizing the Children's Area $60,000
4. Tuzzy Consortium Library Literacy Program on the North Slope $30,000
5. Tuzzy Consortium Library Furniture for Staff and Patrons $50,000
6. Institutional Research Specialist (or Coordinator) $124,100
7. Math and Writing Specialist $127,500
8. New Student Transportation Van $65,000
9. Student Housing Furniture, Furnishings $15,000
10. CTE Instructor/Assistant Professor $161,500
11. Foundational English Instructor/Assistant Professor $136,000

With these increases, Administration recommends passing an FY24 budget request to the North Slope Borough of $13,115,901 which includes the base year fixed increase, the FY24 in-kind rent increase (items #1 and #2, above), and the current list of priority unmet needs (#3-#11). These increases equal a total of $1,380,985

Total FY24 Proposed Budget:	**$ 21,025,116**
Self-Generated Funds:	**$ 7,909,215**
Total Funds Requested:	**$ 13,115,901**

NSB Direct Request:	**$ 9,994,934**
NSB Indirect Request Total:	**$ 3,120,967 (Rent to UIC)**
Funds Requested:	**$ 13,115,901**
Total Received in FY23:	**$ 11,734,916**
Increase from FY23:	**$ 1,380,985**

Supporting Documentation:

1. Base Year Annual Fixed Increase $499,079
    a. Includes a 3% annual inflation increase in operating costs.
2. FY23 Rent Increase (In Kind, Direct to UIC) $112,806
    a. Per the NSB-UIC Rental Agreement
3. Tuzzy Consortium Library Indigenizing the Children's Area $60,000
    a. Indigenizing children's area: Inupiaq letters and something on the walls; little models of animals (geese, etc.) hanging from the ceilings; rug with animals and Inupiaq names of animals; indigenizing teen area: Hunting-related refresh; Audio in the hallway - drumming, singing, interviews from the archives; Photos on the walls by computers - Archives, etc.
4. Tuzzy Consortium Library Literacy Program on the North Slope $30,000
    a. Clinics provide books to children at each of their appointments in the villages; Kids can take the book home; VEWFD Dept. makes bookshelves in shapes of arctic animals for the books to be displayed.
5. Tuzzy Consortium Library Furniture for Staff and Patrons $50,000
    a. Tuzzy needs new and more furniture for patrons and staff; they often have so many visitors that they are unable to provide seating for everyone.
6. Institutional Research Specialist (or Coordinator) $124,100
    a. This position would assist the Registrar with the collection of data required by the College, create data sets and reports as needed by the College and as requested by specific departments, and coordinate with departments to determine data needs and disseminate required data in a timely manner, and write reports for the College and departments.
7. Math and Writing Specialist $127,500
    a. This position would be in service to student achievement and equity, and reduce the need for tutors and provide specialized/trained tutoring.
8. New Student Transportation Van $65,000
    a. A van dedicated to student transportation that is appropriate for arctic conditions.
9. Student Housing Furniture, Furnishings $15,000
    a. The Iḷisaġvik dormitory needs furniture and furnishings to make it a more comfortable and student-centered space for residential students.
10. CTE Instructor/Assistant Professor $161,500

a. The Construction Tech. and Workforce Development programs are growing; Iḷisaġvik has need of a CTE Instructor/Assistant Professor that can teach electrical and/or plumbing on a dedicated basis.

11. Foundational English Instructor/Assistant Professor $136,000
    a. Iḷisaġvik has need of a dedicated faculty position that can teach Foundational/Developmental English courses, and courses that support students taking college-level English (companion workshop courses).

Iḷisaġvik College
FY24 Proposed Budget

FY24 PROPOSED BUDGET EXPENDITURES (INCLUDING GRANT FUNDING)

DESCRIPTION	FY23 DEPARTMENT REQUESTS	FY24 PROPOSED BUDGET	FIXED INCREASE	NON-FIXED INCREASE	TOTAL FY24 PROPOSED BUDGET	Increase (Decrease)	% Increase
LABOR & BENEFITS:							
FACULTY WAGES	$ 1,345,002	1,090,000	$ 40,350	$ -	$ 1,130,350	$ (214,652)	-16.0%
ADJUNCT FACULTY WAGES	$168,229	186,075	5,047	-	$ 191,122	22,893	13.6%
REGULAR WAGES	$5,757,047	5,915,000	172,711	-	$ 6,087,711	330,664	5.7%
TEMPORARY WAGES	$222,403	238,000	6,672	-	$ 244,672	22,269	10.0%
WAGES (STUDENT EMPLOYEES)	31,827	-	955	-	$ 955	(30,872)	-97.0%
BENEFITS EXPENSE	$4,762,207	3,875,763	142,866		$ 4,018,629	(743,578)	-15.6%
TOTAL LABOR & BENEFITS	**12,286,715**	**11,207,032**	**368,601**	-	**11,673,439**	**(613,276)**	**-5.0%**
TOTAL GENERAL & ADMINISTRATIVE:							
CONTRACTS & OUTSIDE SERVICES	$943,071	$1,207,852	28,292	-	1,236,144	293,073	31.1%
ATTORNEY'S FEES	$17,916	$20,000	537	-	20,537	2,621	14.6%
ACCOUNTING & AUDITING SERVICES	$90,000	$100,000	2,700	-	102,700	12,700	14.1%
STAFF DEVELOPMENT & TRAINING	96,348	78,500	2,890	-	81,390	(14,958)	-15.5%
WELLNESS PROGRAM	$50,004	$25,000	1,500	-	26,500	(23,504)	-47.0%
SUPPLIES	$116,128	$181,750	3,484	-	185,234	69,106	59.5%
UNAPOLOGETICALLY INUPIAQ		10,000	-	-	10,000	10,000	100.0%
POSTAGE / FREIGHT	$37,510	60,980	1,125	-	62,105	24,595	65.6%
PERIODICALS & SUBSCRIPTIONS	$25,456	12,500	764	-	13,264	(12,192)	-47.9%
ADVERTISING	41,160	28,500	1,235	-	29,735	(11,425)	-27.8%
PROFESSIONAL DUES & FEES	$102,715	146,900	3,081	-	149,981	47,266	46.0%
COMPUTER SOFTWARE	$61,788	78,000	1,854	-	79,854	18,066	29.2%
COMPUTER REPAIRS & MAINTENANCE	$7,404	10,000	222	-	10,222	2,818	38.1%
COMPUTER SUPPLIES	$4,956	25,000	149	-	25,149	20,193	407.4%
COMPUTER HARDWARE	$11,255	30,000	338	-	30,338	19,083	169.5%
BOOKSTORE TEXTBOOKS & ELECTRONICS	$56,600	$56,600	1,698	-	58,298	1,698	3.0%
BOOKSTORE SCHOOL SUPPLIES	$56,200	$31,000	1,686	-	32,686	(23,514)	-41.8%
INTER-DEPT BOOKSTORE	$7,876	$11,550	236	-	11,786	3,910	49.6%
INSTRUCTIONAL SUPPLIES	$49,895	40,950	1,497	-	42,447	(7,448)	-14.9%
PERIODICALS, BOOKS & SUBSCRIPTIONS	$63,164	97750	1,895	-	99,645	36,481	57.8%
COMMUNICATIONS	$313,291	490,500	9,399	-	499,899	186,608	59.6%
FACILITIES RENT	3,008,161	3,008,161		112,806	3,120,967	112,823	3.8%
UTILITIES	$165,858	220,000	4,976	-	224,976	59,118	35.6%
JANITORIAL SUPPLIES	$8,472	15,000	254	-	15,254	6,782	80.1%
SAFETY SUPPLIES		2,000	-	-	2,000	2,000	100.0%
FACILITIES BUILDING & GROUND REPAIRS	$86,352	85,000	2,591	-	87,591	1,239	1.4%
INTER-DEPT FOOD SERVICE	$26,341	17,200	790	-	17,990	(8,351)	-31.7%
INTER-DEPT ROOMS	22,450	16,000	674	-	16,674	(5,777)	-25.7%
FURNITURE, FURNISHINGS & EQUIPMENT	$10,520	5,000	316	-	5,316	(5,204)	-49.5%
VEHICLE REPAIRS & MAINTENANCE	62,412	65,500	1,872	-	67,372	4,960	7.9%
VEHICLE FUEL & LUBRICANTS	$49,920	80,000	1,498	-	81,498	31,578	63.3%
GRADUATION EXPENSES	$15,980	16,000	479	-	16,479	499	3.1%
TRAVEL (STAFF & BOARD)	$311,157	334,000	9,335	-	343,335	32,178	10.3%

FY24 PROPOSED BUDGET EXPENDITURES (INCLUDING GRANT FUNDING)

DESCRIPTION	FY23 DEPARTMENT REQUESTS	FY24 PROPOSED BUDGET	FIXED INCREASE	NON-FIXED INCREASE	TOTAL FY24 PROPOSED BUDGET	Increase (Decrease)	% Increase
STUDENT TRAVEL	$100,189	68,500	3,006	-	71,506	(28,683)	-28.6%
CAMP TUITION AND FEES		5,000	-	-	5,000	5,000	100.0%
STUDENT MEALS	$1,904	10,000	57	-	10,057	8,153	428.2%
BOT - IC SCHOLARSHIP	$50,000	150,000	1,500	-	151,500	101,500	203.0%
CONTRIBUTIONS (ILISAGVIK FOUNDATION)	$428,524	$400,000	12,856	-	412,856	(15,668)	-3.7%
CONTRIBUTIONS		$15,000	-	-	15,000	15,000	100.0%
DEPRECIATION	$311,520	$525,000	9,346	-	534,346	222,826	71.5%

Iḷisaġvik College
FY24 Proposed Budget

INSURANCE	$185,412	$190,000	5,562	-	195,562	10,150	5.5%
EXTERNAL & PUBLIC RELATIONS		$15,000	-	-	15,000	15,000	100.0%
MISCELLANEOUS EXPENSE	$16,935	$17,600	508	-	18,108	1,173	6.9%
RENT EXPENSE - STAFF HOUSING	$316,734	$275,000	9,502	-	284,502	(32,232)	-10.2%
MEETING, MEALS & ENTERTAINMENT	$20,030	$29,000	601	-	29,601	9,571	47.8%
EMPLOYEE RECRUITING, RELOCATION & RETENTION		$10,000	-	-	10,000	10,000	100.0%
RENT EXPENSE - OTHER		$15,000	-	-	15,000	15,000	100.0%
BANK & MISC. FINANCE FEES	$5,808	$7,000	174	-	7,174	1,366	23.5%
TUZZY LIBRARY - INDIGENIZING CHILDREN'S AREA	-	-	-	60,000	60,000	60,000	100.0%
TUZZY LIBRARY - CHILDREND'S LITERACY ON THE NORTH SLOPE	-	-	-	30,000	30,000	30,000	100.0%
TUZZY LIBRARY - FURNITURE FOR STAFF AND PATRONS	-	-	-	50,000	50,000	50,000	100.0%
INSTITUTIONAL RESEARCH SPECIALIST (OR COORDINATOR)	-	-	-	124,100	124,100	124,100	100.0%
MATH AND WRITING SPECIALIST	-	-	-	127,500	127,500	127,500	100.0%
NEW STUDENT TRANSPORTATION VAN	-	-	-	65,000	65,000	65,000	100.0%
STUDENT HOURSING AND FURNITURE	-	-	-	15,000	15,000	15,000	100.0%
CTE INSTRUCTOR/ASSISTANT PROFESSOR	-	-	-	161,500	161,500	161,500	100.0%
FOUNDATIONAL ENGLISH INSTRUCTOR/ASSISTANT PROFESSOR	-	-	-	136,000	136,000	136,000	100.0%
TOTAL GENERAL & ADMINISTRATIVE	**7,357,871**	**8,339,293**	**130,478**	**881,906**	**9,351,677**	**1,994,261**	
TOTAL FY24 PROSOSED BUDGET	**$ 19,644,131**	**$ 19,644,131**	**$ 499,079**	**$ 881,906**	**$ 21,025,116**	**$ 1,380,985**	**7.0%**

FY24 ESTIMATED REVENUE RECONCILED TO FY23 PROPOSED BUDGET EXPENDITURES

Description	FY23 DEPARTMENT REQUESTS	FY24 PROPOSED BUDGET			TOTAL FY24 PROPOSED BUDGET	Increase (Decrease)	% Increase
Total Departmental Cost Budget	$ 19,644,131	$ 19,644,131	$ 499,079	$ 881,906	$ 21,025,116	$ 1,380,985	7.0%
Less: Self Generated Revenue	7,909,215				(7,909,215)		
Shortfall after applying Self-Generated Funds	$ 19,644,131	$ 19,644,131	$ 499,079	$ 881,923	$ 13,115,901	$ 1,380,985	
Required Funding							
NSB Rent - Indirect (In-Kind)	(3,008,161)				(3,120,967)	112,806	3.8%
North Slope Borough Direct Funding	(8,726,755)				(9,994,934)	1,268,179	14.5%
Total Shortfall (Surplus)	$					$ 1,380,985	

Self Generated:	FY23 PROPOSED INCOME	FY24 PROPOSED BUDGET	TOTAL FY24 PROPOSED INCOME	Increase (Decrease)	% Increase
Contracts, Grants, Donations, Misc.	$ 6,909,215		$ 6,909,215	$ -	0.0%
Auxiliary	600,000		600,000	-	0.0%
Tuition and Fees	400,000		400,000	-	0.0%
Total Self Generated	$ 7,909,215		$ 7,909,215	$ -	0.0%

Fall 2022 ENROLLMENT REPORT:
INDIVIDUAL COUNT STUDENT PROFILE

Number of Students

Number of Enrolled Credits	Final Fa '18	Final Fa '19	Final Fa '20	Final Fa '21	Final Fa '22
12 or more	84	47	42	58	60
9 - 11	28	24	16	21	30
6 - 8	68	44	59	67	60
1 - 5	229	209	115	138	237
0.5	0	0	0	0	0
Total-Credit Students	409	324	**232**	**284**	**387**
Total- CEU Students	**272**	**341**	**17**	**123**	**245**
Total-Student Served	**681**	**665**	**249**	**407**	**632**

Students per Program or Undeclared

Program	Full Time Male	Full Time Female	Part Time Male	Part Time Female	NC/CEU
Liberal Arts	2	2	1	6	
Indigenous Education	0	2	0	10	
Inupiaq Studies	0	4	0	11	
Business Mgmt/Accounting	4	13	13	40	
Office Management	0	0	1	5	
Medical Coding	1	1	0	3	
Construction Technology	7	1	5	1	
EMER	0	0	1	0	
Heavy Truck Operations	2	0	3	0	
IT	1	1	3	4	
Allied Health	0	3	0	10	
Dental Health Therapy	3	8	0	4	
Pre-Nursing	0	0	2	6	
Non Degree Seeking	1	3	128	71	
CEU					245
Total	21	38	157	171	387

Courses Per Village

Village	Credit Courses Offered	Credit Courses Registered	NC/CEU Courses Offered	NC/CEU Courses Registered
Anaktuvuk Pass	1	3	6	10
Atqasuk	1	2	7	31
Kaktovik	2	4	5	22
Nuiqsut	1	1	7	22
Point Hope	0	0	4	20
Point Lay	0	0	1	2
Wainwright	1	3	7	19
Total	**6**	**13**	**37**	**126**

***Distance Delivery**

# Courses Offered	# Students Registered	# Village Students Registered
Teleconference: 0	0	0
Online: 70	439	16
Elluminate: 0	0	0

*Courses offered as online or teleconference courses

Village Completions

# Courses Offered	# Students Registered	# Drops/Withdrawals	# Completions
Distance Delivery*: 37	126	0	112
Classroom Only: 6	13	0	12

*Includes Zoom, MyCampus, and other forms

Ethnicity & Gender Enrollment Distribution

Ethnicity	Full Time Male	Full Time Female	Part Time Male	Part Time Female	CEU Male	CEU Female	Student Count	%
Amer. Indian or Alaska Native	17	27	83	99	67	58	351	55.5%
Asian	1	0	10	16	19	8	54	8.5%
Black or African American	0	2	2	3	2	0	9	1.4%
Hispanics of any race	0	1	5	3	0	1	10	1.6%
Nat Hawaiian / Oth Pacific Isl	1	2	20	18	8	7	56	8.9%
Race and Ethnicity unknown	2	3	15	22	37	25	104	16.5%
White	1	3	16	15	7	6	48	7.6%
Total	22	38	151	176	140	105	632	100.0%

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 1-1.4 credit	62	62
Students Registered for 1.5 credit	13	19.5
Students Registered for 2 credits	36	72
Students Registered for 2.5 credits	5	10
Students Registered for 3 credits	51	153
Students Registered for 3.5 credits	16	56
Students Registered for 4 credits	36	144
Students Registered for 4.5 credits	5	22.5
Students Registered for 5-5.5 credits	13	66.5
Students Registered for 6 credits	27	162
Students Registered for 6.5 credits	3	19.5
Students Registered for 7 credits	22	154
Students Registered for 7.5 credits	1	7.5
Students Registered for 8 credits	7	56.5
Students Registered for 9 credits	15	135
Students Registered for 9.5 credits	3	28.5
Students Registered for 10 credits	5	50
Students Registered for 11 credits	7	77
Students Registered for 11.5 credits	0	0
Students Registered for 12+ credits	60	812.5
Total Students Registered for Credit	387	2,108
Total Student Credits Generated		2,108
Full Time Equivalent =		**140.53**

Age

Age	Credit Male	Credit Female	NC/CEU Male	NC/CEU Female
Under 18	8	19	1	11
18 - 24	54	51	18	14
25 - 29	12	24	18	8
30 - 39	57	52	43	38
40-49	20	37	27	12
50 & Above	23	30	33	21
Unspecified	0	0	0	1
Total	174	213	140	105
% Credit Students Native			55.5%	

****Barrow Courses**

# Village Students Registered	50

** 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
20	99

*** Courses taught

Duplicate Head Count

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

THROUGH: Justina Wilhelm, President

FROM: Caitlin Walls, Executive Director of Institutional Advancement

DATE: February 17, 2023

SUBJECT: Congressionally Directed Spending for New Iḷisaġvik College Campus: USDA Application

Iḷisaġvik College Strategic Plan Priority(ies)/Outcome(s): Priority 5: Ensure the future of Iḷisaġvik College

Iḷisaġvik College received news in late December that it has been allocated Congressionally Directed Spending (CDS) funding in the amount of $5 million towards the New Iḷisaġvik College Campus. Congressionally Directed Spending provides federal lawmakers the ability to demonstrate priorities at home and to provide support for their constituents' important interests or projects.

These CDS funds mean that the design phase for the New Iḷisaġvik College Campus is fully funded and can proceed to completion. Iḷisaġvik is very grateful to Senator Lisa Murkowski and her team for prioritizing our critical project. Please see the attached press release for more information.

To take delivery of the CDS funds, Iḷisaġvik College must submit a comprehensive application through the USDA state office. One component of the application is a resolution passed and signed by the Board of Trustees. USDA has a specific resolution template for this (Form RD 1942-8), which is attached to this memorandum for review. Iḷisaġvik College has also created its own resolution for review and approval, as well, as is standard for our processes. We ask that the Board of Trustees please review the resolutions and call a vote, if so desired, so the CDS application can move forward in the coming weeks.

Quyanaqpak for the consideration and review of these important items.

FOR IMMEDIATE RELEASE

IḷISAĠVIK COLLEGE

SENATOR MURKOWSKI DELIVERS $5 MILLION IN DIRECTED SPENDING FOR DESIGN OF NEW IḷISAĠVIK COLLEGE CAMPUS

January 17, 2023

Iḷisaġvik College is excited to announce the inclusion of $5 million in federal funding for the continued design of their new campus in the congressionally approved 2023 Consolidated Appropriations Act.

The funding is part of the $1.7 trillion bipartisan omnibus spending bill that will fund the federal government for fiscal year 2023. It was passed by Congress on December 23, 2022, and was signed by President Biden on December 29.

Sen. Lisa Murkowski (R) secured nearly $500 million in Congressionally Directed Spending (CDS) for the state of Alaska, funding more than 130 different projects. In a statement included in Murkowski's announcement, Iḷisaġvik College President, Justina Wilhelm, said, "The Senator understands our mission and vision and is aware of our needs. She has visited our campus, heard directly from our students, and sees the positive impacts of higher education. Our tribal college has a state-wide reach that continues to grow. Iglaurugut suvunmun – we are moving forward!"

Second-year Information Technology student Damon Gordon said, "It is exciting to see the school grow within the North Slope and expand to be able to serve the community better."

Iḷisaġvik has been working towards a new campus since preliminary discussions began in 2007. In 2018, they were allocated $1 million in North Slope Borough Capital Improvement Program funds to support the programming and concept design phase. The $5 million will allow the college to continue the design phase, including an ongoing collaboration with Ukpeaġvik Iñupiat Corporation (UIC) to secure a long-term land lease for a site. Iḷisaġvik is working with UIC UMIAQ LLC and Cibinel Architects on the design.

Iḷisaġvik College is currently housed at the Naval Arctic Research Laboratory, a 70-year-old facility four miles outside of Utqiaġvik that was never meant to be a college. The campus is spread across 13 buildings that are occasionally locked down due to polar bear sightings or inaccessible due to road closures caused by extreme weather. The college is hoping to consolidate operations

into one purpose-designed facility in town that can better serve the community's needs for education, training, and events.

To learn more about the new Iḷisaġvik College campus or to make a donation visit https://www.ilisagvik.edu/about-us/nicc/

ABOUT IḶISAĠVIK COLLEGE

Located in the northernmost point of Alaska, Iḷisaġvik College is a two-year accredited tribal college that provides quality post-secondary academic, career and technical education in a learning environment that perpetuates and strengthens Iñupiat culture, language, values and traditions. Iḷisaġvik College is a public, non-profit organization. If you wish to donate to Iḷisaġvik, your donation is tax deductible.

For further information contact:

Frieda Nageak
External Affairs Coordinator
frieda.nageak@ilisagvik.edu
(907) 852-1873

Form RD 1942-8
(Rev. 2-98)

Position 5

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT

FORM APPROVED
OMB NO. 0575-0015

RESOLUTION OF MEMBERS OR STOCKHOLDERS

Ilisagvik College
(Name of Association)

P.O. Box 749, 360 Stevenson Street
Utqiagvik, AK 99723-0749
(Address, including Zip Code)

RESOLVED, that the Governing Board of this Association be and it hereby is authorized and empowered to take all action necessary or appropriate –

1. To obtain for and on behalf of the Association through the United States Department of Agriculture (USDA) or any other Governmental agency:

   (a) A loan in a sum not to exceed $ _____;

   (b) A grant in a sum not to exceed $ $5,000,000.00 ;

   to be advanced by the lender or grantor in one or more advances at such time or times as may be agreed upon.

2. In case of a loan or grant or both –
   (a) For the execution of such application or applications (including exhibits, amendments and/or supplements thereto) as may be required:
   (b) For the execution and delivery to the lender or grantor of all such written instruments as may be required in regard to or as evidence of such loan or grant; and
   (c) In its judgment to carry out the terms of this resolution.

3. And in case of a loan –
   (a) To obligate this Association for the repayment of the loan at such rates of interest and on such other terms and conditions as the Governing Board shall deem proper;
   (b) To pledge, hypothecate, mortgage, convey, or assign property of this Association of any kind and in any amount now owned or hereafter acquired, as security for any or all obligations (past, present and/or future) of this Association to such lender; and
   (c) From time to time to pay, extend, or renew any such obligations.

CERTIFICATION

I, the undersigned, as Secretary (Harlee Harvey) of the above named Association, hereby
(Secretary) (Acting Secretary)

certify that said Association on the _____ day of _____, _____, had _____
(Number)

_____; that _____ of these
(members) (stockholders) or (shares of voting stock outstanding)

constituted a quorum; that _____ said members or stockholders or shares of voting stock were present at a meeting of the members or stockholders duly called and held on the _____ day of _____ , _____; that the foregoing resolution was adopted at such meeting by the affirmative vote of _____ said members or stockholders or shares of voting stock; and that said resolution has not been rescinded or amended in any way.

Dated this day _____ of _____ , _____.

_____

Secretary of _____

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

IḷISAĠVIK COLLEGE BOARD OF TRUSTEES RESOLUTION 2023-01

A Resolution Approving the USDA Grant Application to Secure the Congressionally Directed Spending of $5 Million for the New Iḷisaġvik College Campus Project

WHEREAS, in December 2022, Congress approved a bipartisan omnibus spending bill in the amount of $1.7 trillion; the bill was subsequently signed by President Biden.

WHEREAS, within the bill is $5 million in Congressionally Directed Spending (CDS), supported and earmarked by Senator Lisa Murkowski, for the New Iḷisaġvik College Campus project.

WHEREAS, to secure these funds for use towards the project, Iḷisaġvik College must submit a federal grant application through the Alaska state office of the U.S. Department of Agriculture.

WHEREAS, to complete the grant application, Iḷisaġvik College must have the approval of the Board of Trustees in the form of two Resolutions: this document, as well as a USDA-prescribed form, Form 1942-8 (Resolution of Members and Stockholders).

WHEREAS, Iḷisaġvik College seeks Board of Trustees approval to complete the USDA application and obtain the $5 million CDS funds for the New Iḷisaġvik College Campus Project.

NOW THEREFORE, BE IT RESOLVED THAT:

The Iḷisaġvik College Board of Trustees supports this endeavor and authorizes Iḷisaġvik College to secure the $5 million in grant funds via USDA for the New Iḷisaġvik College Campus project.

ADOPTED at duly called meeting of the Board of Trustees of Iḷisaġvik College held on, **March 16, 2023 by** a vote of _____ FOR and _____ AGAINST.

Iḷisaġvik College Board of Trustees

ATTEST:

_____ _____

Debby Edwardson, Chairperson
Iḷisaġvik College

Harlee Harvey, Secretary
Iḷisaġvik College

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

THROUGH: Caitlin Walls, Executive Director of Institutional Advancement

THROUGH: Justina Wilhelm, President

FROM: Serena Nesteby, Advancement Officer

DATE: February 10, 2023

SUBJECT: Iḷisaġvik College Foundation Report to the Board of Trustees Spring 2023

Iḷisaġvik College Strategic Plan Prioritie(s)/Outcome(s): Priority 5: Ensure the future of Iḷisaġvik College; Outcome: 4: Encourage the Iḷisaġvik College Foundation Board of Directors to Build Its Endowment to Provide a Long-Term Source of Unrestricted Revenues from Its Investment Earnings

The Iḷisaġvik College Foundation Board of Directors last met on Wednesday, November 30, 2022. Within that meeting, the Foundation Board of Directors reviewed several items for discussion, including Iḷisaġvik College Foundation financials, board branding, and donor development.

Per the January 31, 2023, investment account statements, the total FY23 portfolio value is $10,412,315.67. The total portfolio gain since July 1st (the start of the new fiscal year) is $840,167.10, an approximate increase of 8.8%.

Regarding 2023 Pick.Click.Give. activities, Barrow Mechanical and ACE Hardware Top of the World have graciously agreed to be our matching contributors for the fifth year in a row. Alaska residents have until March 31st to apply for their Permanent Fund Dividend (PFD), and can make changes to their Pick.Click.Give designation until August 31st. Outreach activities to increase Pick.Click.Give. donations have started with KBRW announcements, emails, and social media. As of February 1st, our pledges are up 13.51% in comparison to February 1, 2022.

During the Iḷisaġvik College Foundation Board of Director's meeting on November 30, 2022, our Foundation Board voted to adapt a new mission. The new mission is: *The Iḷisaġvik College Foundation operates for the sole benefit of Iḷisaġvik College. It supports the long-term sustainability of the College by seeking, securing, and stewarding financial support.*

The Foundation Board will meet the week of the Spring Board of Trustees meeting, on Tuesday March 14, 2023. The Board of Directors will be reviewing the current vision statement and may revise that, as well, in light of the updated Mission Statement.

The officers of the Foundation Board are as followed:

President:	Angela Cox	**Vice President:**	Vacant
Secretary:	Lisa Pekich	**Treasurer:**	Ann Marie Clark

The following seats are expiring on 12/31/2023:

Trustee Seat 1 | currently held by Amos AguvlukNashookpuk

Public Seat 1 | currently held by Angela Cox

The next Foundation meeting is scheduled for **Tuesday, March 14, 2023,** in-person with Zoom accessibility.

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

THROUGH: Justina Wilhelm, MSW, President

FROM: Ben Glover, Interim Dean of Administration

DATE: March 2nd, 2023

SUBJECT: Spring 2023 Long Term Facilities Master Plan (LTFMP) Report

Ilisagvik College Strategic Plan Prioritie(s)/Outcome(s): Priority 5: Ensure the future of Iḷisaġvik College: Outcome 1

This report contains updated information from the last Board of Trustees meeting held in September of 2022.

We continue to work diligently to maintain our current facility, keeping in mind the overall health and safety of students, staff, and community, while providing quality education. We continue to be in active pursuit of our collective vision of a new Iḷisaġvik College campus.

Current Facility

1. New alert buttons to be installed at Tuzzy, bookstore, and the main campus front desk. This is an added safety measure should an angry or unauthorized person gain entrance to the buildings.
2. Safety Technician continues to train with Skip Bush, Senior Loss Control Consultant with Marsh & McLennan Agency; most recent training topic was Incident Investigation.
3. UIC Lease & Repairs Cost Breakdown – last update was provided to the Trustees at the Fall 2022 BOT meeting. It was requested that we provide a facility log history of the ongoing building issues and what action was taken. Please find the log attached.
4. New sewage tank installation concerns include frequent strong sewage smell. Director of M&O has reached out to UIC in that regard to find resolve.
5. COVID-19 Campus Preparedness
    a. Currently operating in Phase 4, operational status (masks are optional).
    b. Includes full in-person instruction with faculty and staff working onsite with regular hours of operation.

c. Students living in the Residential Living Areas must either provide proof of vaccination or submit to weekly testing.
d. COVID-19 relief payments to students continued through the Fall semester.
e. Portable air purifiers are in all classrooms and throughout facilities; air filters are replaced upon request. Sanitization stations are maintained in all facilities, and protective plexiglass shields are placed in classrooms and are available as needed.

6. Cafeteria is open to the public for in-person dining with proper safety measures.
7. Information Technology | Education Technology Improvements
    a. 85" Dell touch screen TV installed in Dr. Albert Conference Hall
    b. Dell mini-computers for each new 65" touch screen TV's that were installed in each classroom, LRC, and Dr. Albert Conference Hall
    c. Technology upgrades in the villages (PC's, monitors, printers, Neat Bars)
        i. Kaktovik installation complete
        ii. Point Lay installation – March 1 - 3
        iii. Wainwright installation – March 7 – 9
        iv. Atqasuk installation – March 13 – 15
        v. Nuiqsut installation – April 3 – 4
        vi. Point Hope installation – April 17 - 20
    d. Tuzzy Library computers
        i. Dozens of workstations have been imaged and ready for implementation.
        ii. Tuzzy server room additional power outlets are needed to prevent overloading issues. NSB facilities and electricians' assessment has been conducted.
        iii. Clean out and remove cables from the old V-Center servers (must be done before the new UPS backups arrive)
    e. Microsoft 365 migration
        i. Staff/faculty complete
        ii. Additional training was offered in September
    f. Adobe Sign migration
        i. Mandatory training completed for staff and faculty with additional training opportunities provided
    g. Web Accessibility
        h. Level Access onboarding complete, audit complete, Tuzzy, Sundog and MyCampus resolution phase in progress
        ii. accessiBE Pro Solutions – document remediation: training is forthcoming

    h. Managed Services
        i. GCSIT will remain as vendor for hardware as they continue to offer us the best pricing.
        ii. ACS ConstantlyON IT – Day to day helpdesk needs and troubleshooting, after hours and holiday support.
        iii. Eileff Enterprises LLC – major project management

iv. Manage Engine ServiceDesk Plus. New ticketing system to streamline requests for various departments (Helpdesk, Registration, EdTech)

a. Laptop loaner program continues
    i. Additional laptops ordered to accommodate student requests.
b. Vector LiveSafe
    i. New alert system that replaced Active911- Communication platform for staff, students, and a community component
    ii. Alerts can be broadcast on the website, social media, mobile devices, muster points during emergencies, mark themselves safe, map their location, two-way communication.
    iii. Additional onboarding and training for users (staff and supervisors).

New Facility | New Ilisagvik College Campus (NICC)

The final presentation of the Programming and Concept Design by UMIAQ is the only remaining item from the first scope of work. The model 3-d was being printed and the renderings were in process and will be sent to Anchorage and then to Ilisagvik. The NICC internal committee continues to meet on a weekly basis.

1. Communications
    a. 3-D Replica Model and Posterboards have been received from UMIAT & Cibinel. We plan to set up the replica in the main lobby at Bldg. 360.
    b. Ilisagvik College has received $5 million in Congressional Direct Spending fundings with the support of Senator Lisa Murkowski
        i. Thank you letters and cards were sent to Senator Murkowski
        ii. Press Release and Information was shared to the Arctic Sounder as well as College social media platforms
    c. DRAFT Land Lease was delivered via email by UIC President/CEO Dr. Brower to President Wilhelm. One main item that we are awaiting is the “fair market value”. Once UIC identifies this number, they will update the draft lease.
        i. Review the draft lease internally and will then reach out to our legal after we had time to review and have our questions prepared.
        ii. 3/6/23- Meeting scheduled with UIC UMIAT to review the next steps regarding the design phase and land lease discussions
        iii. Iḷisaġvik administration to prepare a document that outlines the various benefits to UIC Employees, Shareholders, and descendants.
2. Looking Ahead
    a. Finalize land lease with UIC
    b. Continue with schematic design phase and to assist with future financial outreach opportunities.
    c. Village Outreach
        i. Continue working with North Slope Municipalities and Tribes to prioritize NICC
        ii. Secure spots meeting agenda for resolution of support to build NICC
    d. Philanthropic outreach – create a general proposal.

Iḷisaġvik College Issues
2022-2023

- January 18th, 2022-Sewer odor in the entire building. Notification provided by Nicole Evans.
- January 19th, 2022- Sewer odor in the entire building. Notification provided by Nicole Evans.
- January 19th, 2022- Several wall receptacles and the lights in one of the two Financial Aid offices failed. We could not find a labeled breaker or any breakers that had failed. Arctic Spark was brought in and found a receptacle circuit where a wire had worked loose causing a break in the circuit. He believes this resulted from the age of the building, years of vibrations from multiple events, lack of upkeep, and moderation.
- January 20th, 2022- Sewer odor in the entire building. Notification provided by Dr. Hal Haynes Jr.
- January 21st, 2022- Sewer odor in the entire building, Notification provided by Nicole Evans.
- January 24th, 2022- Strong sewer odor in the Student Services area. Notification provided by Simon Aina
- January 24th, 2022-Sewer odor worsened and spread throughout the entire building. Notification provided by Nicole Evans.
- January 24, 2022-Ilisagvik College contacted UIC Real Estate to generate a work order for a strong smell of sewer in the 360 building on the student dorm wing side. In the work order, I explained that the smell was so bad that students and staff were unable to sleep and experiencing respiratory symptoms. At 4:00 pm on the same day, Ilisagvik College contacted UIC Real Estate to generate a follow-up work order for the same issue. On Tuesday, January 25, 2022, Ilisagvik College contacted UIC Real Estate to generate another work order for the same reason. During mid-morning of Tuesday, an M&O person came and worked the rest of the day and returned the next day to confirm if the issue was resolved and it was.
- January 25th, 2022-Sewer odor was extremely uncomfortable first thing in the morning around 8:30 am. UIC responded to work orders submitted by Tom Caraway before noon. UIC poured hot water down all vents. UIC employee told us that the vents were heavily iced over. He then told Tom and David Hines that he was going to check under the buildings by the lift stations. We were unable to find them after this was said to see if there were any issues with the lift station.
- February 8th, 2022-Sewer odor was significantly worse.
- February 8, 2022- At approximately 8:45 am, the power failed at all of the college facilities and the 360 building has an emergency generator that automatically comes on when there is no power. The generator failed to start up and failed when attempting to manually start as well. The generator supplies power to the emergency lights, exit signs, boilers, heat pumps, and sewage lift stations. The generator lacked periodic inspections as there were 3 trouble lights present during the time of the event. The college was experiencing a complete blackout. The power outage lasted around 45 minutes.
- February 9th, 2022-Power outage occurred at 2:00 pm for the second time lasted around 30-35 minutes. The generator never cut on and still had 3 trouble lights. A work order was submitted but no response by UIC.
- February 10th, 2022-The entire college hallways smelled of a strong sewer odor in the Student Services area.
- February 14th, 2022-A hot sewage smell in the Student Services area eventually leaked down the entire hallway. Extremely uncomfortable as some employees were unable to work in that area. Smelled entire building. A work order was done. UIC responded to clear vents.

- Public Health Office/Veterinary Clinic Comment Form Approximate Date of Incident/Situation: 2/14/2022 Village/Location: Barrow Person Reporting: David Hines, Ilisagvik Compliance Contact Info: Office 852-1868 Business or House Number: Building 360 Contact Info: Cell 907-319-8760 Details of situation/complaint: There has been an ongoing sewer smell in the student services/dorm area of the building most days during the winter months for the past 10 years. Odor is strongest in the morning. Repeated inspections and attempts to alleviate the smell have been unsuccessful for more than a few days. Approximately 10- 25 students live in the affected building, and the odor permeates employee workspaces as well. Others affected and contact info: Tom Caraway at Ilisagvik Maintenance also attended the inspection and has raised concerns about this ongoing issue Follow up: With the input of Mr. Hines and Mr. Caraway, I am recommending that UIC, the building owner, consult a contractor to address this chronic issue. Access to building blueprints may help implement a solution. Organization(s) involved and contact info: UIC – building owner, North Slope Borough, Ilisagvik College Was it resolved? No If not, why? External contractor services are needed to identify and rectify the problem with the plumbing and/or ventilation. The building has had multiple issues with seals leaking and lift stations failing which may be causing the on-going problem. Other Comments: The issue has been reported to the NSB Health Department Public Health Officer and forwarded to the department director, Muriel Brower. Inspection Date: 2/15/2022 Completed By: Kristina Hubbard, DVM, MS, DACVPM (Epidemiology)
- February 15th, 2022-Smelled the entire college hallway with a strong odor. Tom Caraway, Nicole Evans, and David Hines conducted a visual inspection on the lift station in the Student Services area. Upon inspection they noticed sewage leaking from the lift station. This event cut off the water supply to the woman's dorm wing. A work order for the failed lift station was submitted by David Hines at 9:30 am. UIC responded shortly after, and the issue was resolved at 4:15 pm. The lift station had an inoperable pump and float switch, which was replaced.
- February 15th, 2022-Kristina Hubbard conducted an informal inspection on sewage odor. Once Kristina arrived on the scene, she noticed the sewer odor from the lobby area. We did a walkthrough of the building to the Student Services area where she commented that the sewer odor is a concerning hygiene issue and possibly a serious health issue.
- On March 15 at about 1:50pm, there was a power outage town wide until 2:10. The emergency back-up generator in the 360-building failed to activate.
- On Thursday May 18 at approximately 3:30pm, the women's dorm wing lift station in the 360-building failed. UIC was contacted and they made repairs, but the water couldn't be turned back on until the next morning. At this time, we had over 10 people staying on that wing which forced the college to utilize plumbing facilities on the men's wing for approximately 20 people.
- Wednesday 8/24/2022: Women's dorm wing lift station failure. Contacted UIC, and the repairs were made the same day.
- Sunday 9/4/2022: There was a sewer leak under the cafeteria at building 360. UIC hired Barrow Mechanical to make the repairs, but due to the unavailability of parts, the repairs were not made until the morning of 9/6/2022.
- Monday 9/12/2022: Sewage smell in the 360 building. Upon further investigation, a lift station was overflowing. Contacted UIC Realty and put in a work order for the failed lift station. Attempted to contact UIC Maintenance at multiple phone #'s with no luck.

- Tuesday 9/13/2022 at 8:30am: Contacted UIC Realty to explain the extreme smell that this failed lift station was causing. Within 30 minutes, two UIC Maintenance arrived to address the issue. They were unable to make the appropriate repairs, so they hired Barrow Mechanical, who discovered a blockage in the plumbing pipe to the lift station. They were unable to repair the lift station by days end.
- Wednesday 9/14/2022: After lunch, the NSB came to pump out the lift station where Barrow Mechanical was working, they were then able to replace the blocked pipe and return the lift station back to service by days end.
- Friday 10/7/2022: On Friday morning, the bridge to NARL campus was closed due to rising tides flooding the road. The road was closed during the weekend allowing only authorized personnel or residents who needed to leave or return to NARL.
- Sunday 10/9/2022: Simon noticed a strong burning sewer smell. UIC was contacted and an on-call Maintenance employee was sent over. The smell was coming from the new 10,000-gallon sewage tank overflowing. That following Monday morning, 10/10/22, NSB Shop 3/Sanitation was contacted to pump the overflowing tank. By noon the tank was pumped, and an updated schedule was made to daily pumps.
- Thursday 10/27/2022: A strong sewage smell was noticed in the men's residence hall. The smell was primarily stronger the closer you got to the single bathroom. A request was made to Sanitation to pump the tank near the end or after the end of the workday to not have the smell disturb the employees and students. The smell makes it uncomfortable for the students living near the tank as when they open a window in their room the smell of sewer is overpowering.
- Friday 11/4/2022: A strong sewage smell was reported in the HR office. Once it was checked by Safety Technician, the smell appeared to have dissipated. However, a lingering sewage smell was still detected.
- Thursday 1/12/2023: Hut 365 had a freeze up, M&O department hired Barrow Mechanical Inc. to do emergency repairs, by Friday 2023-13-1 the frozen pipes were thawed out. It was determined that the company UIC Reality hired to do repairs two years ago did not flush and replace the glycol that keeps the building warm, among other things that need to be addressed by summer.
- Tuesday 1/17/2023: Outside the student dorms is a strong sewer smell before entering the building. There is some smell in the student's lobby.
- Thursday 1/19/2023: The lift station under the men's restroom next to financial aid and grant's office failed and was emanating a strong odor. That men's room was put out of order. M&O department put a work order in with UIC Reality with the notation of very important. Just after 2pm on 2023.19.1 UIC came in to do repairs on the failed lift station.
- Wednesday 2/15/2023: On arrival to work the cafeteria side of the 360 building was cold. After further investigation I was unable to get heat to the air handler from the heat exchanger. UIC was contacted and no resolution at around 4:00pm I asked that they contact Barrow Mechanical which they did. Barrow Mechanical arrived around 4:45pm and was able to get it working around 5:20pm

UIC Lease and Cost Breakdown

FISCAL YEAR	RENT	UIC WATER & SEWER (7115)	OTHER WATER & SEWER UTILITIES (7115)	BUILDING, GROUNDS & REPAIRS (7125)	LEASE IMPROVEMENTS through 4/7/2021	MISCELLANEOUS	NOTES
FY 1995	$ 1,621,164.70						
FY 1996	$ 1,680,044.40						
FY 1997	$ 1,680,044.40						
FY 1998	$ 1,680,044.40						
FY 1999	$ 1,680,044.40				$ 104,312.58		
FY 2000	$ 1,680,044.40				$ 63,886.00		
FY 2001	$ 1,680,044.40				$ 50,365.00		
FY 2002	$ 1,680,044.40						
FY 2003	$ 1,680,044.40						
FY 2004	$ 1,611,452.40						
FY 2005	$ 1,600,747.00						
FY 2006	$ 1,547,220.00						
FY 2007	$ 1,547,220.00						
FY 2008	$ 1,317,000.00	$ 38,805.91	$ 10,489.41	$ 52,852.08		$ 244,634.38	
FY 2009	$ 1,317,000.00	$ 33,888.36	$ 2,191.99	$ 27,929.71		$ 160,095.51	
FY 2010	$ 1,317,000.00	$ 36,158.50	$ 10,974.78	$ 35,002.28		$ 164,155.91	
FY 2011	$ 1,317,000.00	$ 402.68	$ 20,412.35	$ 57,619.24		$ 154,034.84	
FY 2012	$ 1,317,000.00	$ 38,276.70	$ 33,718.85	$ 164,129.40	$ 7,000.00	$ 146,082.32	
FY 2013	$ 1,317,000.00	$ 110,952.76	$ 43,444.49	$ 58,035.84	$ 86,470.71	$ 197,512.58	
FY 2014	$ 2,005,059.00	$ 92,777.60	$ 33,597.05	$ 36,302.06	$ -	$ 114,794.74	
FY 2015	$ 2,240,764.24	$ 191,231.57	$ 32,723.64	$ 91,555.97	$ 202,179.46	$ 189,744.47	
FY 2016	$ 2,324,792.90	$ 190,372.55	$ 35,672.78	$ 110,278.62	$ 15,649.90	$ 114,865.76	
FY 2017	$ 2,411,972.63	$ 167,499.47	$ 47,341.83	$ 97,691.45	$ 44,257.47	$ 168,695.22	
FY 2018	$ 2,502,421.60	$ 154,174.29	$ 56,700.77	$ 142,217.92	$ 60,177.79	$ 156,967.70	
FY 2019	$ 2,596,262.41	$ 115,809.41	$ 46,598.69	$ 117,822.68	$ 15,131.80	$ 161,928.12	
FY 2020	$ 2,693,622.25	$ 119,904.97	$ 41,995.46	$ 63,049.03		$ 152,465.71	
FY 2021	$ 2,794,633.08	$ 99,605.42	$ 37,265.31	$ 86,355.14	$ 44,883.66	$ 136,466.92	
FY 2022	$ 2,899,431.82	$ 179,354.41	$ 35,269.69	$ 136,688.71			

FY 2023	$ 3,008,160.51	$ 67,865.82	$ 32,623.56	$ 82,279.31			
FY 2024	$ 3,120,966.53						
TOTAL:	$ 57,868,246.27	$ 1,637,080.42	$ 521,020.65	$ 1,359,809.44	$ 694,314.37	$ 2,262,444.18	**$ 64,342,915.33**

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

FROM: Justina Wilhelm, President

DATE: February 16, 2022

SUBJECT: Conference of Honorary Degree - Commencement 2023

Dear Trustees-

The Iḷisaġvik College Board of Trustees shall, for the purpose of honoring meritorious and outstanding service to the College and/or to the community at large, and to recognize persons whose lives serve as examples of the College's aspirations for its students, confer honorary degrees to community members and/or supporters of Iḷisaġvik College. The honorary associate's or bachelor degree is the highest form of recognition offered by Iḷisaġvik College to persons of exceptional distinction. 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
- 2021- Emma Bodfish
- 2022- Pakak Etta Fournier

Please consider whom you would like to recognize in 2023. Discussion will ensue at the spring 2023 workshop, with action taken at the spring 2023 regular meeting.

I have attached our Honorary Degree Guidelines that was created in 2022 for your reference (see attached)

Suggestions from Iḷisaġvigmiut:
Bill Tracey Sr.
Steve Ommittuk

Attachment: Honorary Degree Guidelines

Iḷisaġvik College Honorary Degree Conferment

The Iḷisaġvik College Board of Trustees shall, for the purpose of honoring meritorious and outstanding service to the College and/or to the community at large, and to recognize persons whose lives serve as examples of the College's aspirations for its students, confer honorary degrees to community members and/or supporters of Iḷisaġvik College. The honorary associate or bachelor's degree is the highest form of recognition offered by Iḷisaġvik College to persons of exceptional distinction.

Honorary degrees awarded by the Iḷisaġvik College Board of Trustees reflect current degrees that Iḷisaġvik College offers, including the Associate of Arts (A.A.), Associate of Applied Science (A.A.S.), and Bachelor of Business Administration (B.B.A.) degrees. It is a great pleasure and honor for Iḷisaġvik College Board of Trustees to confer honorary degrees; recipients have often dedicated their lives to education and been supporters and champions of lifelong learning.

Honorary Degree Guidelines and Process

Awarded by the Iḷisaġvik College Board of Trustees, the honorary associate or bachelor's degree is the highest form of recognition offered by Iḷisaġvik College to persons of exceptional distinction.

1. **Purpose:**

    a. To honor meritorious and outstanding service to the College and/or to the community at large; and,

    b. To recognize persons whose lives serve as examples of the College's aspirations for its students.

2. **Criteria:**

    a. Individual who has made a significant, noteworthy contribution to Iḷisaġvik College and/or to the community at large.

    b. Individual who has demonstrated an enduring commitment of commendable service to Iḷisaġvik College.

    c. Current faculty, staff, and trustees are not eligible. Faculty, staff, and trustees who have been separated from the College for at least five years are eligible.

    d. Generally the College will award no more than two honorary degrees in any academic year.

3. **The Nature of the Honorary Degree:**

The Board of Trustees shall award all honorary degrees in the name of Iḷisaġvik College. As authorized by law the Board of Trustees has selected to offer the following registered honorary degrees:

Bachelor of Business Administration

Associate in Applied Science and Arts

Associate in Applied Science

Associate of Applied Science, Accounting

Associate of Arts, Human Services

Associate of Science, Allied Health

Associate of Applied Science, Construction Technology

Associate of Applied Science, Business and Administration

Associate of Applied Science, Dental Health Therapy

Associate of Arts, Indigenous Education

Associate of Arts, Iñupiaq Studies

Associate of Arts, Liberal Arts

Associate of Applied Science, Office Management

Associate of Applied Science, Medical Office Management

a. The specific honorary degree awarded shall be appropriate to the nature of the attainment which is being recognized. The following are areas in which individuals may have made significant contributions:

i. **Educational Service**: recognizing outstanding service that enhances educational opportunities for the area or that gives personal assistance that leads to the success of individuals in higher education.

ii. **Humanitarian Service**: recognizing outstanding altruism that enhances the quality of life for others in the area

iii. **Servant Leadership**: recognizing outstanding service that goes "the second mile" beyond the servant's paid job description in any area of leadership and that benefits others and/or enhances their leadership capabilities.

iv. **Arts and Letters**: recognizing outstanding contributions to the arts in any form that enhances the quality of life in the area.

v. **Entrepreneurial Leadership**: recognizing outstanding contributions to business/industry through creative start-ups of new enterprises or through innovative management or business or industry.

vi. **Culture-Bearers**: Recognizing outstanding contributions to educating, strengthening and the preservation of the Inupiat language, culture, values and traditions that perpetuates and strengthens our culture.

4. **Awarding of Honorary Degrees**

Honorary degrees shall be conferred by the Iḷisaġvik Board of Trustees at commencement exercises.

a. Honorary degrees shall be bestowed by the College President, the Chair of the Board of Trustees, or a Trustee designated by the Chair.

b. Honorary degrees may be awarded in absentia and posthumously, but only upon recommendation to the Board of Trustees by the College President in the case of extraordinary and compelling circumstances.

5. **Process for the Selection of Degree Recipients**

The Iḷisaġvik College Board of Trustees awards honorary degrees based on a recommendation from the College President. Coordination of the selection and nomination process for honorary degree recipients is the responsibility of the College President who shall consult with an advisory committee that includes representatives from faculty and administrative staff. Nominations for degree recipients shall be encouraged from any member of the College community, including students, faculty, staff, alumni, trustees, board members and friends of the College. Nominations should be submitted to the President of the institution with a biographical sketch/résumé, letter of support, and a completed nomination form.

Procedures for the Selection of Honorary Degree Recipients

1. **Nominations Process:**

Nominations for honorary degree recipients will be accepted from any member of the College community, including students, faculty, staff, alumni, trustees, board members and friends of the

College. Each nomination must include the nomination form that includes a statement of support, and any supporting documents. Nomination forms may be obtained from the College website.

2. **Nominations Deadline:**

Nominations must be submitted to the College President anytime however the President will work with the President's Cabinet to review nominations prior to the winter/spring graduation exercise.

3. **Honorary Degree Advisory Committee:**

Coordination of the selection and nomination process for honorary degree recipients is the responsibility of the College President who shall consult with the President's Cabinet that consist of staff, faculty, and a student government representative. The nomination process is competitive. Generally, the College will award no more than two honorary degrees in any academic year. The primary function during Cabinet review is to review all nominations received by the deadline and make a recommendation to the College President. The President's Cabinet will intensely scrutinize the nomination package for each nominee to ensure the continued integrity of the award process. Generally, the President's Cabinet will review nominations and make a recommendation to the College President no later than two months prior to winter/spring commencement.

4. **President's Responsibilities:**

In order to ensure that any recipient receives ample notice, the College President will make a recommendation to the Iḷisaġvik College Board of Trustees for review and consideration. The Iḷisaġvik College Board of Trustees awards honorary degrees.

5. **Revoking an Honorary Degree:** The authority to revoke a previously awarded honorary degree rests with the Iḷisaġvik Board of Trustees. The Board of Trustees may revoke an honorary degree if, in its judgment, the recipient of the degree has engaged in conduct that: 1) is inconsistent with Iḷisaġvik's mission and/or values; 2) undermines the accomplishments that were cited as the basis for awarding the honorary degree; or 3) is injurious to the reputation of Iḷisaġvik or any of its constituent campuses. The Board of Trustees' revocation of an honorary degree must be supported by the President's recommendation, made after an evaluation of the necessity for such action using the same procedures followed for the selection and nomination of that honorary degree recipient.

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

FROM: Hal Haynes Jr., Dean of Students

DATE: February 16, 2022

SUBJECT: Summer Camps & Glimpse

Program features for the Board of Trustees meeting on March 16, 2023 include presentations by the Office of Recruitment on GLIMPSE, and an update of Summer Camps for 2023, including our village travel schedule.

VILLAGE TRAVEL:

Point Lay:	June 27-30
Point Hope:	July 9-13
Anaktuvuk Pass:	July 14-17
Atqasuk:	July 19-22
Kaktovik:	July 24-28
Nuiqsut:	July 28- August 1
Wainright:	August 3-6

We presently have 6 overnight camps and three "day-camp only" programs scheduled for the Summer 2023 session.

Nestor Martinez will present GLIMPSE and Simon Aina will present Summer Camps.

SIGN UP BEFORE 5/10!

FOR MIDDLE SCHOOL, HIGH SCHOOL AND ILISAGVIK COLLEGE ADULT!

IF YOU HAVE QUESTIONS OR CONCERNS CONTACT:

SIMON.AINA@ILISAGVIK.EDU

CALL: 907-852-1726

USE QR CODE TO SIGN UP ONLINE!
bit.ly/SCamps2023

ILISAĠVIK COLLEGE

Iḷitchiñiaġviit SUMMER CAMP 2023

ILISAURRIÑIQ SULI IḶITCHIÑIQ NANMIÑIQ NUNANIÑNI INUPIAT Ø TEACHING AND LEARNING ON THE ANCESTRAL LANDS OF THE INUPIAT Ø

OVERNIGHT CAMPS

ALLIED/BEHAVIORAL HEALTH - Middle School
DATES: 6/3 - 6/10
The biggest reason to pursue a health career is to make a difference in the lives of others. Join and learn about the Allied Health field as an opportunity to have a direct and significant impact on someone else's life.

STEM SUMMER CAMP - Middle School
DATES: 6/3 - 6/10
This summer camp will introduce middle school students to science, technology, engineering, and mathematics (STEM) through fun and engaging hands-on activities. The 7-day session will host 20 middle school students from NSB villages at the Iḷisaġvik College campus in Utqiaġvik.

INU 210- IÑUPIAQ LAND, USE, VALUES & RESOURCES - Jr./Sr. High School & Adults
DATES: 6/11 - 6/17
We will spend time outdoors, set up tents, go egg picking on the tundra, learn to pluck and cut geese, help with Nalukataq preparations, learn various art forms, and much more!

ALLIED/BEHAVIORAL HEALTH - High School
DATES: 6/11 - 6/24
Health Careers Camp: Come to Iḷisaġvik this summer to experience first-hand what working in a health-care career is like! In this camp you will gain life saving skills, college credit, and certifications that you can use to gain career success!

DRIVER'S EDUCATION - Drivers with a permit
SESSION 1 DATES: 6/21 - 6/24
SESSION 2 DATES: 6/27 - 6/30
SESSION 3 DATES: 7/11 - 7/14
This course will prepare the student with actual behind-the-wheel driving experience in preparation for the State of Alaska Department of Motor Vehicles Driver's License Examination. Safety and proper vehicle handling will be stressed.
***Students must have their permits before signing up and must bring Permits with them.

CHANGING WEATHER, OCEAN AND ICE CAMP - High School
DATES: 8/1 - 8/6
Learn how to make observations and forecast changes in weather, ocean and ice conditions. Be creative and express the relationships of weather, ocean and ice with your own art work.

DAY CAMPS

OUR STORE OUTDOORS **Utqiaġvik Middle School Residents only**
DATES: 7/19- 7/21
Join us to learn about traditional plants, how to identify, use, and eat them. We will spend time outdoors for tundra walks to gather plants, learn about the nuna, and make your own quŋulliq jelly to bring home.

MIDDLE SCHOOL CONSTRUCTION TRADE CAMP **Utqiaġvik Residents only**
DATES: 7/10 - 7/14
This camp will teach middle school students basic carpentry skills as they make birdhouse and candy dispensers. Lessons will focus on safety, the use of personal protection equipment, measuring, and using carpentry tools correctly.

HIGH SCHOOL CONSTRUCTION TRADE CAMP **Utqiaġvik Residents only**
DATES: 7/24 - 7/28
This camp will teach high school students basic carpentry skills as they make birdhouse and candy dispensers. Lessons will focus on safety, the use of personal protection equipment, measuring, and using carpentry tools correctly.

SIGN UP BEFORE 5/10!

GRADES 1-12

IF YOU HAVE QUESTIONS OR CONCERNS CONTACT:

SIMON.AINA@ILISAGVIK.EDU

CALL: 907-852-1726

USE QR CODE TO SIGN UP ONLINE!
bit.ly/SCamps2023

HEALTH CAREERS IN THE VILLAGES

Come learn about careers in emergency medical services, behavioral health (substance use counseling, art therapy, etc.), public health, nursing and much more! This course will also cover certifications in American Heart Association CPR/FA, and Question Persuade Refer (QPR), a mental health training.

POINT LAY----------JUNE 27-30

POINT HOPE- ----------JULY 9-13

ANAKTUVUK PASS----------JULY 14-17

ATQASUK---------- JULY 19-22

KAKTOVIK---------- JULY 24-28

NUIQSUT---------- JULY 28-1

WAINWRIGHT---------- AUGUST 3-6

IC BOT Board Evaluation Review

Sub Committee: Heather, Debby, Ida, Harley
January 6, 2023 | 6:00PM

Meeting Minutes and Action Items

Heather: Because we received the Board Self-Assessment Report during the last meeting, it was decided by the Board to have a subcommittee review the report and submit the review at the next BOT meeting. The CEO Evaluation Report was just received today via email so we won't be reviewing that at this meeting.

The Board reviewed the "At A Glance" collectively.

Individual Board Member Experience: 33% very disappointing, 67% very satisfied.

Debby: Should conduct a survey of the Board, this is where we can find what each member's strengths are.

Action Item: Survey Board members to highlight strengths that we can build on as a Board.

Ida: Consider better ways to provide Board members materials for all members; fax, send paper copies? Not everyone is connected electronically. Suggest this be a policy on how the meeting materials are distributed, which would impact how effective we can be if Board members had materials well in advance in the way they prefer to receive them.

Action Item: Implement policy on how Board of Trustees receive Board materials to include sending paper copies and/or via fax.

1st Question on Page 8, how can we improve:

Ida: Issues with consent agenda items.

Debby: Attendance is still an issue. Perhaps a policy in place for required attendance. It would also be beneficial to have an idea of which Board members are attending events and meetings on behalf of the College. Should take a look at compensation for committee work. Compensation for meetings only if members attend more than half the meeting (workshop + regular meeting).

Ida: Also would like to have adequate notice if members can't make a meeting.

Debby: For orientation, we can assign an older Board member to a new one. Recommend we re-vamp orientation for new Board members. A 1-on-1 orientation, rather than an email with documents.

Action Item: Create policy for required attendance to a certain number of Board meetings per year.

2nd Question on Page 8, strategic direction or guidance from the Board:

IC BOT Board Evaluation Review

Sub Committee: Heather, Debby, Ida, Harley

January 6, 2023 | 6:00PM

Ida: BDO presentations are lacking in Board packet sometimes. We receive this information at the meeting rather than prior to. Would like to hear from principal in the villages about the directions or kind of programs we need to meet the students. As Board, talk more to students.

Debby: Presenters show up with presentations but the Board doesn't have it.

Ida: Board retreat! A retreat will allow board members to get to know one another better, understand our mission better and what we want for our students. Would be a great time to go over policies, and the IR report. Understand why some programs work better for our students. How we can improve our communications with our President and Ilisagvik administration. Get to know the instructors/professors at Ilisagvik. An opportunity to discuss strategic plan.

Debby: A retreat would be required attendance where we can forge connections that allow us to be more effective. An expense but its critical.

Debby: Sustainability of programs, look at the student participation numbers in IR report. Put it in part of the survey.

Action Item: Plan for a Board Retreat in 2023

3rd Question, any comments or suggestions?

Ida: Is there a mechanism for our students to see the college (village students) to see what Iilsagvik offers. Students are hands on. Communicate with school principals about what kinds of programs students need. Frequent visits with SAC.

Debby: Because of the pandemic, it was difficult to meet but now lets move on!

Ida: Host village meetings, at least 1 per year.

Action Item: Have a village host one meeting annually.

**Harlee had connection issues (bad storm in PHO) so she couldn't call back in.*

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

FROM: Justina Wilhelm, President

DATE: March 2, 2023

SUBJECT: Board Retreat, Fall 2023

Dear Trustees-

During the Winter 2022 Regular Board Meeting it was recommended that Administration research board retreat options. The last retreat was held in the Fall of 2018 in Seward, Alaska. In reviewing notes, the goal was for the Board and Administration hoped to hold a retreat every 2 years.

Chairperson Edwardson has been in communication with Executive Assistant/Board Secretary Pelia and myself. Executive Assistant/Board Secretary Pelia has completed extensive research of various options of locations and availability, while keeping in mind cost. Attached is a summary of the research for reference along with a draft meeting schedule for review.

After reviewing all options, we are recommending a Board Retreat for the Fall 2023 to take place in Homer, Alaska during the week of September 16th - September 20th. Below are a few details needing board feedback to assist with the Board Retreat preparation, logistics, and planning.

Tentative Schedule 9/16/23-9/20/23
Saturday 09/16 travel day Anchorage
Sunday 09/17 Flight- Anchorage to Homer
Monday 9/18 Retreat Day
Tuesday 9/19 Retreat Day
Wednesday 9/20 Workshop & Regular Meeting
Thursday- Fishing
Friday- flight home

Retreat Topics:
Board agreements, advocacy, and grounding
What is our role & responsibilities, goals for becoming a successful Trustee
Strategic Planning w/an indigenous lens
Language Revitalization & Culture

Facilitators:
Jana Harcharek, potential co-facilitator, Rachel Edwardson

It would be prudent to hold another retreat this fall to orient board members to Iḷisaġvik, board advocacy, and continue to build this team that can continue to be supportive of the advancement of Iḷisaġvik College.

Board of Trustees
Retreat & Workshop, Homer, AK
Land's End
September 16-20, 2023

Saturday September 16th

Fly day to Anchorage
Overnight in Anchorage

Sunday September 17th

Fly day- Anchorage to Homer
Dinner with Facilitator, Admin, Board Chairperson to prep for retreat

<u>Day 1: Monday September 18: Land's End Hotel</u>

Breakfast provided by Hotel – Continental

9am **Invocation/Moment of Silence- BOT Chairperson**
Introductions- BOT Chairperson
Overview of Retreat- Facilitator-

9:15am **What does it mean to be a BOT? – Facilitator (Dr. Shirley Holloway via Zoom)**

1. **Review**
    a. **What is our role?**
    b. **What are our responsibilities?**
    c. **What are our Group Agreements?**

10am **VILLAGE OUTREACH Plans- Facilitator, Dr. Holloway**

10:45am **Break**

11:00am **Review STRATEGIC PLAN- President Wilhelm**

11:30am **Board of Trustees & President Evaluation Discussion- President Wilhelm**

12pm **Working Lunch**
Dr. Jana Harcharek- Facilitator (need topic)

2:00pm **Break**

2:15pm **Continue with Retreat Topics**
5:00pm **Dinner on own**

DRAFT

Day 2: Wednesday, September 19: Land's End Conference Room

8am **Breakfast provided by Land's End, Continental**

9am **Invocation/Moment of Silence- Chairperson**

9:05am **Retreat Topic- Dr. Jana Harcharek, Facilitator**

12pm **Working Lunch, if needed**

1pm **Cont. Retreat Topic**

2:00pm **Break**

3pm **wrap up/closing**

6pm **Dinner on your own**

Day 3: Thursday, September 20: Land's End Conference Room

8:00am **Breakfast provided by Land's End- Continental**

9:00am **BOT WORKSHOP BUSINESS- President Wilhelm**

1. Board Seat Update
2. Summer Enrollment
3. Foundation Report & Updates

12:00pm **Lunch**

5:00pm **BOT Regular Meeting- BOT Chairperson**
See Regular Meeting Agenda

Day 4: Friday, September 21st

6am (5 hours) **Fishing Charter Day**

PM **fly day in evening if possible**

Day 5: Saturday, September 22nd

Departures to Home

Iḷisaġvik College | 907.852.3333 | PO Box 749 Utqiaġvik (Barrow), AK 99723
ALASKA'S ONLY TRIBAL COLLEGE

TO: Iḷisaġvik College Board of Trustees

THROUGH: Justina Wilhelm, President

FROM: Clarissa Pelia, Executive Assistant & Board Secretary

DATE: February 6, 2023

SUBJECT: Board Seat Update – Spring 2023

Vacant seat:

Board Seat	Trustee	Term Expires
Anaktuvuk Pass	-	December 31, 2025

MEMORANDUM

TO: Iḷisaġvik College Board of Trustees

Through: Justina Wilhelm, President

From: Clarissa Pelia, Executive Assistant to the President & Board Secretary

Date: February 6, 2023

SUBJECT: YEARLY BOARD ELECTIONS

Current Seats:

- Chairperson: Deborah Edwardson 2 years; (3/18/2021)
- Vice-Chairperson: Patricia Lloyd, 1 year: (3/17/2022)
- Secretary: Harlee Harvey, 2 years; (3/18/2021)
- Treasurer: Heather Dingman, 1 year: (3/17/2022)

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:

For those Trustees attending via Zoom, please send in your votes via text to Clarissa at 907-887-3972.

Iḷisaġvik College Board of Trustees

Trustee Outreach Desired Outcomes & Reference Guide

Desired Outcomes for Iḷisaġvik Outreach Plan-

1. An increase in the general awareness of Iḷisaġvik College (what is offered and delivery options).
2. An increase in student enrollment.
3. An increase in retention of north students in their home community or residential students.
4. An increase in support and assistance to Iḷisaġvik faculty/staff when they travel to the north-slope communities.
5. An increase in teachers/residents in the villages able that will help support Adult Education/Library Services that enhances a supports and encourages students to complete the course of study.
6. An increase in career & workforce development classes.
7. An increase in Trustee communications and sharing about Iḷisaġvik.
8. An increase in the pride of having Iḷisaġvik College right here at home.

Tips on how to meet your SMART outreach activity goals

1. Attend local School Advisory Council Meetings, City Council Meeting, and Tribal Meetings. (Iḷisaġvik College would be willing to provide a general presentation)
2. Speak to your local NSB Assembly and NSBSD School District Board members about Iḷisaġvik College and the many opportunities.
3. Talk with local employers and contractors about Iḷisaġvik College and training needs.
4. Be an advocate for our New College Campus. Ask that the new college campus be included in your annual NSB Project Review Committee Village Resolutions.
5. Have lunch with local students and talk about career aspirations and higher education goals.
6. Apply a portion of your PFD towards Pick.Click.Give and pick Iḷisaġvik College as your donation.
7. Donate all or a portion of your honorarium.
8. Visit with College staff and faculty when you are in town.
9. Request a tour of campus or a specific program you would like to learn more about.
10. Schedule a meeting with our recruiting staff.
11. Help post and share electronic and paper flyers and materials in your community.
12. Attend an Iḷisaġvik College event (Class, Workshop, Community Event, etc.)
13. Follow us on Social Media- Facebook, Instagram, TikTok, LinkedIn- share Iḷisaġvik events and posts to help spread the word about Iḷisaġvik College.
14. Read the materials and emails you receive to keep up to date with Iḷisaġvik College happenings.
15. If you have any questions, reach out to the President or staff so we can assist ☺

2022/2023 Board of Trustees
Professional Development & SMART Goals

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. This will be an agenda item.	Every Trustee is knowledgeable and passionate about the College	Trustees are in a unique position to connect the College to his/her community.	At each September Workshop/Meeting, 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 andservices.

SMART				
Trustees will review Institutional Research Reports with an emphasis on student enrollment growth and student retention.	Trustees will review Institutional Research Report and ask President to discuss in detail student enrollment and retention.	Based on the Institutional Research Report, the Board and President will determine topics of discussion/review for report out.	Board focuses on outcomes not inputs.	Upon completion of review of Institutional Research 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.	Institutional Advancement staff will inform the President and Chair of the number of Board members who have donated.	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.	The Board will be surveyed at the end of each meeting to determine everyone's comfort level with the budget: 1= don't understand to 5= feel confident to advocate and share what they would like to learn more about.	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 Winter/December Meeting.

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.	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.	A major responsibility of the board is to sharpen the strategic direction.	At the March and June Board Meetings, there will be planned discussions on part 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 1. President's annual performance review 2. Board 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 Winter or Summer workshop

CONTINUOUS LEARNING

Exceptional boards embrace the qualities of a continuous learning organization, evaluating their own performanceand 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 ; # 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 increasing levels.	Evaluation of this goal will be done at the September meeting.

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. The Board Secretary will send a survey link to complete the following Meeting Feedback:

a. Board Meeting Date _____
b. I read my packet prior to the meeting yes / no
c. We stayed on topic and were on task yes / no
d. We kept our focus on the College yes / no
e. All Trustees were in attendance yes / no
f. What is your comfort in understanding the budget on a scale of 1(low)-5 (high)?
g. What areas would you like to know about the budget?