

**Business Affairs and Human Resource Committee**  
**September 21, 2000**

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**Action Item**

**Item #1**

**SUBJECT:**

Approval of Finance Committee Minutes

**BACKGROUND:**

The minutes from the June 15, 2000 Finance Committee meeting are attached.

**DISCUSSION:**

Not Applicable

**FISCAL IMPACT:**

Not Applicable

**STAFF COMMENTS:**

Review, make necessary corrections, and approve minutes.

**COMMITTEE ACTION:**

A motion to approve the minutes of the Finance Committee meeting held June 15, 2000 at the University of Idaho.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

**BOARD ACTION:**

No action required

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**Unapproved Minutes  
Idaho State Board of Education  
Finance Committee  
June 15, 2000  
University of Idaho**

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Present at Finance Committee Meeting:

Curtis Eaton (phone)	Jerry Wallace, UI	Kirk Dennis, PTE
Jim Hammond	Wayland Winstead, UI	Bill Robertson, EITC
Sam Haws	Larry Branen, UI	Charles Bolles, ISL
Rita Foltman, OSBE	Mark Brainard, UI	Steve Guerber, ISHS
Randi McDermott, OSBE	Kirk Kelly, UI	Gene Peterson, ISDB
Kevin Satterlee, D-AG/OSBE	Gerald Meyerhoeffer, CSI	Phillip Kottraba, IPTV
Don Robertson, D-AG/SDE	Ken Prolo, ISU	Barry Thompson, Voc Rehab
Buster Neel, BSU	Leo Herrman, ISU	Jeff Shinn, DFM
Stacy Pearson, BSU	Dean Froehlich, LCSC	Ross Borden, LSO
	Whitney Pugh, LCSC	

The meeting was called to order at 9:30 AM PT.

**Item #1      Action Item**  
**Approval of the Finance Committee Minutes**

The minutes of the Finance Committee meeting held April 20, 2000 at the Idaho Falls Center for Higher Education in Idaho Falls were accepted as submitted.

No discussion.

ACTION:      M/S/C (Haws/Eaton)

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**Routine Action Item -Institutional/Agency Routine Agendas** **Item #2**  
**SUMMARY OF ROUTINE AGENDA ITEMS:**

- 2.1 BOISE STATE UNIVERSITY**  
Proposed US West Wireless Telecommunications Facilities  
Proposed programming agreement with the College of Southern Idaho  
Memorandum of Understanding with the City of Nampa  
Purchase of Property at 1405-1407 Chrisway  
Information Item – Update the BSU Student Recreation Cntr project  
Information Item - Alumni Center Property Update
- 2.2 IDAHO STATE UNIVERSITY**  
Purchase of a Nuclear Magnetic Resonance Spectrometer
- 2.3 UNIVERSITY OF IDAHO**  
Hazardous Substance Incident Response Agreement  
Natural Resource Bibliography Project Grant Program Office Lease  
Lease of Building Located at 200 South Almon in Moscow  
Information Item - Student Accident and Health Insurance  
Information Item – Employee Medical/Dental Insurance
- 2.4 LEWIS-CLARK STATE COLLEGE**  
Acquisition of Property - 603 10th Ave.
- 2.5 OFFICE OF THE STATE BOARD OF EDUCATION**  
Approval of FY01 Operating Budget - Administration and System-wide Needs  
Approval of FY01 Operating Budget - Research  
Approval of FY01 Operating Budget - Learning Technology  
Approval of FY01 Operating Budget - State Council for Technology in Learning  
Approval of FY01 Operating Budget - Teacher Preparation  
Approval of FY01 Operating Budget - Excellence Initiative  
Approval of FY01 Operating Budget - Special Programs/Health Programs
- 2.6 IDAHO SCHOOL FOR THE DEAF AND THE BLIND**  
Approval of FY01 Operating Budget  
Information Item - Audits and Financial Reports, Student Activity Funds
- 2.7 DIVISION OF PROFESSIONAL-TECHNICAL EDUCATION**  
Approval of FY01 Operating Budget and Budget Transfers
- 2.8 DIVISION OF VOCATIONAL REHABILITATION**  
Approval of FY01 Operating Budget
- 2.9 IDAHO EDUCATIONAL PUBLIC BROADCASTING SYSTEM**  
Approval of FY01 Operating Budget
- 2.10 IDAHO STATE HISTORICAL SOCIETY**  
Approval of FY01 Operating Budget
- 2.11 IDAHO STATE LIBRARY**  
Approval of FY01 Operating Budget

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Mr. Eaton requested that the following items be moved from Routine to Non-Routine Action items for separate consideration and action:

- #2.1 BSU's Proposed US West Wireless Telecommunications Facilities; and
- #2.2 ISU's Purchase of a Nuclear Magnetic Resonance Spectrometer

Mr. Neel reviewed the items as presented in the agenda. One exception to the information provided was noted regarding the Memorandum of Understanding with the City of Nampa. At the time the agenda was prepared it appeared that the annexation would be completed by the meeting date. The annexation had not been completed as of the meeting date, however, Mr. Neel did not anticipate any difficulties completing the process.

Mr. Wallace reported that the Routine Action Items for UI are primarily small agreements with the City of Moscow. The most notable project was the lease of the building on South Almon. Leasing the building will provide room for employees displaced during the considerable amount of construction currently underway on campus.

Mr. Froehlich introduced Mr. Whitney Pugh who joined LCSC as budget director. He previously worked for six years in higher education for the State of Utah.

Mr. Froehlich then reported that LCSC has purchased property that will be used for parking when the new activity center is built. Two additional properties have been identified in the activity center parking area that the college anticipates purchasing.

Mr. Eaton requested a special vote for the LCSC purchase. He abstained from voting on this issue due to the business relationship with First Security Bank.

The following items were removed from the Routine Action Items motion prior to voting:

- #2.1 BSU - Proposed US West Wireless Telecommunications Facilities;
- #2.2 ISU - Purchase of a Nuclear Magnetic Resonance Spectrometer; and
- #2.4 LCSC - Acquisition of Property

A motion to approve the routine finance agenda items for Boise State University, University of Idaho, Office of the State Board of Education, Idaho School for the Deaf and the Blind, Division of Professional-Technical Education, Division of Vocational Rehabilitation, Idaho Educational Public Broadcasting System, Idaho State Historical Society, and the Idaho State Library.

ACTION: M/S/C (Eaton/Haws)

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**Item #2.1      Routine Action Item**  
**Boise State University**  
**Proposed US West Wireless Telecommunications Facilities**

The Committee moved this item from a Routine Action Item to a Non-Routine Action Item.

Discussion then followed regarding item #2.1, BSU's Proposed US West Wireless Telecommunications Facilities.

Mr. Neel responded to the Committee members' concern that the \$2,400 annual tower rent appeared to be low. He discussed the agreement with members of the Athletic Department. They assured him that the Telecommunications Department was involved in the agreement and, in their opinion, the amount was reasonable.

The Committee members requested that Mr. Neel review the agreement for possible re-negotiation of the tower rent. Mr. Neel will complete the review and report to the Committee during the September meeting.

**Item #2.2      Routine Action Item**  
**Idaho State University**  
**Purchase of Nuclear Magnetic Resonance Spectrometer**

The Committee moved this item from a Routine Action Item to a Non-Routine Action Item.

Mr. Eaton asked for further detail on the shared funding of ISU's request for the approval to purchase a nuclear magnetic resonance spectrometer for \$163,000.

Mr. Prolo responded that \$85,000 will be funded by an NSF grant; approximately \$20,000 will be paid by the Chemistry Department; and the remaining \$58,000 will be paid from the research infrastructure.

Mr. Eaton presented the following:

A motion to recommend to the Board the approval of the purchase of the nuclear magnetic resonance spectrometer at Idaho State University.

ACTION:      M/S/C (Eaton/Haws)



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**Item #2.4      Lewis-Clark State College**  
**Purchase or Sale of Land and Facilities**  
**603 10<sup>th</sup> Avenue, Lewiston**

The Committee moved this item from a Routine Action Item to a Non-Routine Action for a special vote. Mr. Eaton abstained from voting.

A motion to recommend to the Board the approval of the purchase of property by Lewis-Clark State College in the amount of \$119,900.

ACTION:      M/S/C (Haws/Hammond)

**Item #3.1      Idaho State University**  
**Non-Routine Action Item**  
**Purchase of a Multipoint Control Unit**

Mr. Prolo explained that the equipment is needed to maintain the current 26 classroom compressed video load as well as provide for future expansion. It was determined that the replacement unit will supply the University's need for some time into the future. The cost will be paid by institutional savings campus-wide (estimated trade-in value of current system is \$30,000).

ACTION:      M/S/C (Haws/Eaton)

**Item #3.2      University of Idaho**  
**Non-Routine Action Item**  
**J.A. Albertson College of Business & Economics**

Mr. Wallace responded to Mr. Hammond's request for an explanation of a contingency plan in the event the funds are not raised in a timely manner. UI's fund raising efforts to date have produced approximately \$15,000,000-17,000,000 to cover the cost of construction. The breakdown is:

- \$10,500,000 in committed funds;
- approximately \$9,000,000 pledged of which experience suggests \$4,000,000 will be collected; and
- approximately \$10,000,000 in prospects which should net around \$3,000,000.

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The motion was amended as follows (underlined text):

A motion to recommend to the Board approval of the request from University of Idaho, contingent upon receipt of attorney opinion that this does not obligate the Regents or the debt issued, to approve issuance by the University of Idaho Foundation, Inc. of its Variable Rate Demand Revenue Notes up to \$10,000,000 due July 1, 2005 on behalf of the J.A. Albertson College of Business and Economics Building.

ACTION: M/S/C (Haws/Eaton)

Mr. Eaton abstained from voting on this issue.

**Item #3.3      University of Idaho**  
**Non-Routine Action Item**  
**MK Plaza IV Lease and Sublease Amendments/Extensions**

Mr. Wallace reported that the new UI facilities in Boise would probably not be ready until Fall 2003. The proposal will increase UI's authorization to expand space in the MK Plaza IV building by 18.5% beyond current holdings to accommodate growth in the programs from now until Fall 2003. The longest current lease is through 2002. UI will work with the lease agent to extend all leases from August 2002 to August 2003.

The motion was amended as follows (underlined text):

A motion to recommend to the Board approval of the request from University of Idaho to (1) extend existing leases and (2) lease additional space within the MK Plaza IV Building for Boise Center programs as detailed in Item #3.3.

ACTION: M/S/C (Eaton/Haws)

**Item #3.4      University of Idaho**  
**Non-Routine Action Item**  
**Hot Springs Ranch, Lemhi County**

Mr. Branen described the Auen Foundation (the "Foundation") proposal to the Committee. The Foundation is located in California and owns a 900-acre ranch in Salmon along the Salmon River and Lewis and Clark Trail. It is surrounded by Public Lands that are managed by the Bureau of Land Management. All of the factors have created the type of Eco-system that is needed by UI to instruct students in animal science and natural resources.

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The Foundation is no longer interested in operating the ranch, however, they want it given to benefit the people of Lemhi County, the Salmon area, as well as all of Idaho. UI was approached to develop the ranch as an educational center. UI officials reviewed the potential development in a variety of ways which included conducting a business analysis of the operational costs and a review of the economic educational needs assessment for that particular area.

The intent is to have UI lease the ranch for three years at \$1.00 annually. The three-year time frame will allow both UI and the Foundation to be certain the approach is a workable one. During that time UI will have program development performance standards to meet. If both parties are satisfied with the program at the end of three years, the lease will be continued. Over the following four years the Foundation will gift the ranch to the University. At the end of the seventh year it will be owned and operated by the University.

UI determined the best use of the ranch will be to utilize it as an addition to their current statewide research and extension centers (they currently operate a county office in Lemhi County). UI does not have an operation specializing in cow/calf operations and Mr. Branen stated the ranch is in one of the best cow/calf operations areas in the west. The cows in Moscow will be moved to the ranch. The residents of the area and the Idaho Cattle Association are interested and excited about UI operating the ranch.

The ranch is currently self-sustaining. The sale of alfalfa or the use of the alfalfa for cattle production will generate the operational needs required to sustain the cattle and also cover the expense of the ranch manager that will need to be hired.

UI has prepared standards for the operation that are consistent with the University's strategic plan. Mr. Branen presented the following:

- Cow/calf operation from an infrastructure obligation. The standard for the cowherd is to increase it from 65 to as many as 350 during the next six years. The cattle can be sold or moved if needed.
- The ranch has existing buildings that may need minor modifications. Modular buildings for educational programs have been discussed. They also could be removed if needed.
- Outreach programs would include 4H and FFA, demonstration plots developed by local county agents, and internships for students during summer and full-year programs. Graduate students will be able to conduct research programs at that ranch in a variety of areas such as animal science, ag economics, and natural resources.
- Research is the third major program area. A cow/calf operation will be established as a research operation. The focus will be on grazing and various aspects of breeding/genetics.

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Mr. Branen stated that UI will have, overall, an estimated \$30,000 positive cash flow during the first two years (the actual total budget was not on hand at the meeting). He continued that if UI is unable to meet the costs, funds would be utilized from the College of Agriculture's research and extension contingency fund.

ACTION: M/S/C (Haws/Eaton)

**Item #4            Action Item**  
**FY2001 Allocation of Idaho Council of Technology in Learning**  
**(ICTL) funds**

No discussion.

ACTION: M/S/C (Eaton/Haws)

**Item #5            Action Item**  
**Approval of FY2001 Operating Budgets for College & Universities**

No discussion.

ACTION: M/S/C (Eaton/Haws)

**Item #6            Action Item**  
**Acceptance of Intercollegiate Athletics – FY2001 Budget**

Mr. Eaton commented that the motion as written with the word acceptance connotes approval. He suggested changing acceptance to receipt which indicates there may be further action. He continued that, under board policy, the Committee and Board should expect a detailed explanation and plan for remediation of any deficiency listed in the athletic budget. BSU and ISU were noted as having negative balances and would be required to present an explanation and remediation plan.

Mr. Eaton suggested and the Committee members concurred on the following revised motion (underlined text):

A motion to recommend to the Board receipt of the Intercollegiate Athletics Report as shown on Item #6.a with the additional request that BSU and ISU submit full explanation and a plan related to any remediation.

Mr. Neel responded by saying BSU is working on a five-year plan to address all issues relating to athletics. The Committee members asked and Mr. Neel agreed to provide the Committee and Board members an explanation of BSU's financial situation at the August Board meeting and to present BSU's financial plan during the October 2000 meeting.

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Mr. Prolo reported that ISU estimated an athletic deficit of approximately \$45,000. The final numbers will be available in October. He will also present a preliminary report to the Committee and Board during the August meeting. If ISU has a deficit when the final numbers are set, he will present a two to three year remediation plan to the Committee during the October meeting.

ACTION: M/S/C (Eaton/Haws)

**Item #7            Action Item**  
**FY2002 Enhancement Request Follow-up**

Requests listed as Item #7.a were reviewed and voted upon individually.

**Institution/Agency/Program**  
**Additional Information Requested:**

**Idaho School for the Deaf and the Blind**  
**R & M – Post Secondary Transition**

Mr. Eaton voiced his concern that the managerial and administrative resources of ISDB will be strained by having an additional off-campus responsibility. He has discussed the position with Mr. Darcy, ISDB, who assured Mr. Eaton that it could be accomplished on a cooperative basis with Vocational Rehabilitation. Mr. Darcy also indicated that he will work with the new/interim director of Vocational Rehabilitation to develop a cost share program.

A motion to recommend to the Board approval of the Idaho School for the Deaf and the Blind's request for one additional FTE for R & M – Post Secondary Transition in a cooperative effort with Vocational Rehabilitation.

ACTION: M/S/C (Eaton/Haws)

**Office of the State Board of Education**  
**Systemwide Request Collaborative Expansion of Programs**

Mr. Eaton suggested that this item be moved from the University of Idaho's request to a request by the Office of the State Board of Education and that the Committee supports it.

**University of Idaho**  
**WOI R & M Caine Center Director Salary**

A motion to recommend to the Board approval of the Caine Center Director Salary request.

ACTION: M/S/C (Eaton/Haws)

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**University of Idaho - WWAMI**

**Idaho State University – Idaho Dental Education Program**

Dr. Dodson reported on the status of the medical program requests. He distributed a memorandum issued to the Education Commission for the Idaho Medical Association. The memorandum stated that Idaho is second from the last in the western states of the list for medical seats per capita. The information in the memorandum recommends that the Board return to the 1995 recommendation that the medical seats be increased from 22 (6 University of Utah and 16 WWAMI) to 30 (an additional four at each location) and three additional dental seats. Dr. Dodson stated that Idaho has an overwhelming shortage throughout the state in medicine, dentistry, and mental health care.

Mr. Eaton commented that he believed everything Dr. Dodson said to be true, however, it has not been possible to obtain additional legislative funding for one or two seat increases. In order to receive additional funding, the Board would need to identify this as one of the top priorities and the funding would be at the expense of other programs. In principle, Mr. Eaton believed it to be a good idea. Practically the idea hasn't been successful. He stated that he didn't see that situation changing unless it was declared a priority and he wasn't ready to do that at that time.

Dr. Dodson added that the Idaho Medical Association has not been in a position to support increasing seats. He understood that has since changed. If the Board accepted the increases, the IMA may support it through their lobbying efforts.

Dr. Dodson further explained that the shortages in Idaho do not address the aging population of the professionals. In the future, there will be significant problems recruiting a variety of healthcare workers due to people that are leaving the profession. The 50-55 year old doctors are now preparing to leave the profession. More students are needed in the pipeline to prepare for the shortages.

Dr. Dodson reviewed the cost of the seats at U of U. An increase of four seats will result in:

- FY02 an additional cost of \$96,352 for a total of \$674,352;
- The second year increased cost will be \$210,000 in addition to the 24 students currently in the program;
- The third year increased cost will be \$325,000; and
- The fourth year increase will be \$446,000.

Mr. Eaton offered and Mr. Hammond restated the following motion:

A motion to recommend to the Board to postpone for at least one year consideration of the request for additional seats with WWAMI, IDEP, and the cooperative effort with the University of Utah Medical Education Program for additional seats.

**ACTION:** M/S/C (Eaton/Haws)

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**Utah Medical Education**

**Infrastructure Increase in Contract Costs \$53,100**

A motion to recommend to the Board approval of the enhancement request shown on page 147 [June 15, 2000 Finance Committee agenda] for student fees and contract costs for \$53,100.

ACTION: M/S/C (Eaton/Haws)

**Family Practice Residency**

**R&M Increase Program Support for Both Programs**

Mr. Prolo explained that the request for Family Practice Residency does not include any increases in funding. ISU is within the guidelines as submitted. The increased costs are based on the reduction in federal government support. He added that this is separate from the increase in seats as requested for the other medical programs.

A motion to recommend to the Board approval of the enhancement request for the Family Practice Residency programs at ISU and at Boise.

ACTION: M/S/C (Hammond/Haws)

**Requests Over 5% Enhancement Request Limit**

**Office of the State Board of Education**

**Salary Competitiveness**

**Add Grants/Contracts Officer**

**Add Human Resource/Student Affairs Officer**

A motion to recommend to the Board approval of the Office of the State Board of Education's request for salary competitiveness and the Grants and Contracts Officer and omitting the third request for Human Resource/Student Affairs Officer.

ACTION: M/S/C (Eaton/Haws)

**Systemwide Needs/HERC/Technology Grants**

**R & M HERC - Expand Research Grant Program**

A motion to recommend to the Board approval of the Office of the State Board of Education's request for HERC to expand Research Grant Program for \$500,000.

ACTION: M/S/C (Eaton/Haws)

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**R & M HERC - Idaho Millennium Income Fund Project**

Mr. Eaton commented that sending the Governor's office and legislature an adamant signal that we would like the tobacco money to be made available to education would conflict with the standing request to use the money for scholarships.

No motion offered for this item.

**University of Idaho – Special Programs**  
**Forest Utilization Research**  
**Geological Survey**  
**Small Business Development Centers**

A motion to recommend to the Board approval of the Forest Utilization Research, Geological Survey, and Small Business Development Center's request up to a 5% increase and not in extras.

ACTION: M/S/C (Eaton/Haws)

**Idaho Council for Technology in Learning**

A motion to recommend to the Board approval of the Idaho Council for Technology in Learning request.

ACTION: M/S/C (Eaton/Haws)

**State Library**

A motion to recommend to the Board approval of the Idaho State Library's requests.

ACTION: M/S/C (Eaton/Haws)

**Idaho State Historical Society**

Mr. Guerber addressed the Committee members. He stated that he was in a position where other agencies have asked ISHS to budget for specific items such as Lewis and Clark Bicentennial and the cemetery project. The budget as submitted appeared to be substantially greater than what is specific to his agency. Mr. Guerber voiced concern that a \$200,000 limit will fund only the special projects and leave nothing for the agency. He asked for the Board's permission to seek the funding from the legislature to bring the agency current after several years without agency funding.



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A motion to recommend to the Board approval of the request limit for the Idaho State Historical Society be increased \$200,000 for salary competitiveness, facilities maintenance, Historical Sites Manager, Archivist, Graphics/Computer Technician, and Financial Clerk and that the State Historical Society be authorized to support the Millennium Project, the Lewis and Clark Commemoration Project, and the Cemetery Preservation Project.

ACTION: M/S/C (Eaton/Haws)

**Other Enhancement Requests:**

**Engineering Equipment  
Ag Initiative 2001**

University of Idaho/s Other Enhancement Requests for the Engineering Equipment and Ag Initiative 2001 were deferred to the September meeting. Both are long-term initiatives and work continues on developing the programs.

Dr. Dodson addressed the Committee regarding UI's Systemwide request. He reported that the Statewide Engineering Education Advisory Council (SEEAC) reviewed the request for engineering education at a meeting two weeks earlier. It was also on the academic affairs agenda. The recommendation was to not forward the request to the Board until additional information is gathered by the three institutions that are involved. The Committees did not have any specific information on what the needs of the laboratory, software, etc will be.

Mr. Eaton suggested deferring the request until September or October; renaming it as a collaborative expansion program for the benefit of BSU, ISU, UI, LCSC, CSI, NIC, and EITC; and move it to a systemwide request under the Office of the State Board of Education.

**Office of the State Board of Education**  
**Idaho MOST – Matching Funds for Grant**

A motion to recommend to the Board approval of the \$50,000 request for Idaho's MOST.

ACTION: M/S/C (Eaton/Haws)

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**Scholarships and Grants**

A motion to recommend to the Board approval of the State of Idaho Scholarship programs for \$70,000; the FY01 Supplemental Idaho Promise Scholarship program for \$3,000,000 based on available supplemental funding; and the FY02 Idaho Promise Scholarship Program for \$3,000,000 from the Millennium Fund.

ACTION: M/S/C (Eaton/Haws)

**Item #8            Action Item**  
**FY2002 Major Capital Request**

Three projects have been funded and were removed from the previous year's priority list. Those projects were:

- BSU - Canyon County Campus infrastructure;
- EITC - Creek Building Library Improvement project; and
- IPTV - Deer Point Tower

Mr. Eaton recommended that the Board connect their capital projects process with that of the Permanent Building Fund Advisory Council (PBFAC) and that the Board make a presentation to the PBFAC as they begin their deliberations.

The revised list was established as follows for the FY2002 priorities:

1. ISHS      Historical Library/Archives/ Administration Phase II
2. LCSC      Campus Activity Center – continued funding
3. CSI       Fine Arts Addition – continued funding
4. UI        Teaching and Learning Center Renovation – continued funding
5. BSU       *Information Technology Infrastructure Phase II \**
6. ISHS      Historical Museum Addition Phase II
7. ISU       Classroom Building Planning
8. NIC       Allied Health/Nursing/Life Science Building – Planning
9. EITC      Campus Maintenance Building Addition/Remodel
10. EITC     Health Education/Administrative Building Planning

A motion to recommend to the Board approval of the capital projects priority list as established.

ACTION: M/S/C (Eaton/Haws)

- \* 5. BSU      *Discussions regarding BSU's priority listing resumed following the end of the Finance Committee meeting. During the Finance Committee presentation to the Board on June 16, 2000 the priority for BSU was changed to First Academic Building for West Campus. The full and correct list of FY02 Major Capital Requests Priorities is reflected in the Board minutes.*

Approval of the priority list was deferred by the Board until the August 2000 meeting.

Meeting adjourned 11:15 AM.

**Business Affairs and Human Resource Committee**  
**September 21, 2000**

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**Routine Action Item**

**Item #2**

**Institutional / Agency Routine Agendas**

**SUMMARY OF ROUTINE AGENDA ITEMS** (see following pages for details):

- 2.1 BOISE STATE UNIVERSITY**  
FY2000 Carry-over Funds  
Purchase of Property 1405-1407 Chrisway  
INFORMATION ITEM: Grant Proposal Economic Development Administration
- 2.2 IDAHO STATE UNIVERSITY**  
FY2000 Carry-over Funds  
Remodel of ISU/UI Center for Higher Education  
Distance Learning Classrooms  
INFORMATION ITEM: Student Health Insurance Fee
- 2.3 UNIVERSITY OF IDAHO**  
FY2000 Carry-over Funds  
INFORMATION ITEM: Audit Plan for FY2000-2001
- 2.4 LEWIS-CLARK STATE COLLEGE**  
FY2000 Carry-over funds
- 2.5 IDAHO SCHOOL FOR THE DEAF AND THE BLIND**  
Audits and Financial Reports – Student Activity Funds  
Leases: Gymnasium and Swimming Pool & Space in Round Building
- 2.6 PROFESSIONAL-TECHNICAL EDUCATION**  
FY2000 Carry-over funds

**DISCUSSION:**

Review routine agenda and move items to non-routine agenda, if appropriate.

**STAFF COMMENTS:**

Approve routine agenda.

**COMMITTEE ACTION:**

A motion to recommend to the Board the approval of the institutional/agency routine agendas for Boise State University, Idaho State University, University of Idaho, Lewis-Clark State College, the Idaho School for the Deaf and the Blind, and Professional-Technical Education.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

**BOARD ACTION:**

A motion to approve the routine finance agenda items for Boise State University, Idaho State University, University of Idaho, Lewis-Clark State College, the Idaho School for the Deaf and the Blind, and Professional-Technical Education.

Moved by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

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**Routine Action Item**  
**Boise State University**

**Item #2.1**

**4.1.1 FY 00 Carryover Funds**

**SUBJECT:**

FY2000 Carryover funds

**BACKGROUND:**

Approval is requested to spend funds that were authorized to be spent during FY00, however, were unexpended as of June 30, 2000.

**DISCUSSION:**

The source of funds carried over are: Student Fees in \$7,823,310. All carry-over funds will be used for non-recurring expenditures.

**GENERAL EDUCATION**

Encumbered Funds at 6/30/00 \$1,085,278

Purchase orders issued and commitments made, but goods or services not received as of 6/30/00.

**SBOE RESEARCH GRANTS AND PROJECTS \$455,316**

Some research grants and projects funded by SBOE are made for a two or three year period. Carryover is necessary to complete those grants and projects.

Other Carryover Funds	\$4,348,540
Departmental Carryover Funds and Commitments	\$1,425,887
Capital Projects and Property Acquisition	<u>\$2,048,883</u>
 Total Carryover	 <u>\$7,823,310</u>

**FISCAL IMPACT:**

The total of \$7,823,310 will be spent in FY01 for the obligations outlined above.

**Business Affairs and Human Resource Committee**  
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**Routine Action Item**  
**Boise State University**

**Item #2.1**

**5.5 Purchase or Sale of Land and Facilities**

**5.5.1 Purchase of Property at 1405-1407 Chrisway**

**SUBJECT:**

Boise State University requests approval to purchase property located at 1405-1407 Chrisway.

**BACKGROUND:**

The State Board of Education approved the purchase of this property at its June 2000 meeting at a cost not to exceed \$185,000.

**DISCUSSION:**

Subsequent to the June meeting, additional negotiations with the property owner have led to a final selling price of \$203,000. Original projected remodeling costs of \$108,000 have been substantially reduced. The University intends to use in-house design and construction to keep the cost of the remodel below \$30,000. This reduction was made possible by limiting the remodel to the duplex at this time. It will be decided at a later date whether or not to remodel the 4-car garage.

**FISCAL IMPACT:**

There is no change in the fiscal impact. All costs are being covered by funds already dedicated to this project in Unallocated House Reserves.

**Business Affairs and Human Resource Committee**  
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**INFORMATION ITEM**  
**Boise State University**

**Item #2.1**

**8.0 OTHER**

**8.1 Informational Item**

**SUBJECT:**

Boise State University has developed a grant proposal with the Economic Development Administration for \$2,000,000 for funding of TECenter (Technology and Entrepreneurial Center).

**BACKGROUND:**

The overarching purpose of a business incubator is to grow businesses. It also builds a positive spirit and stability in the community; creates high-paying jobs and tax revenue; brings revenue from outside the area; and facilitates valuable interactions. When linked to a university, an incubator magnifies the university mission, provides real world experience for students and faculty, stimulates R&D, and generates goodwill in the community. Technology incubators create more jobs than other types of incubators. Additionally, a University of Michigan study indicates that: "Looking at the operating subsidies these incubators received and the jobs and local taxes they produced, we estimate the return of public investment at \$4.96 for every \$1 of public operating subsidies. The numbers make it clear that business incubators add considerable resources to (not take resources from) their communities."

**DISCUSSION:**

Boise State University would like to develop a high-tech incubator to help foster new high-tech businesses. The intent is to provide an environment and assistance to help businesses get started. The best example of this type of effort is the "Research Triangle" in North Carolina. The incubator provides a location along with technical and management support for the business owner. These services are offered as part of the lease agreement.

Boise State University has many programs to assist businesses. Two programs that could help provide the necessary technical and management assistance are the Idaho Small Business Development Center and TechHelp. Boise State University has the faculty and students that could participate in a meaningful way to help a startup business. The Colleges of Business, Engineering, and Applied Technology have tremendous skills to help the business owners and to provide qualified employees.

The incubator or "TECenter" (Technology and Entrepreneurial Center) would need approximately 40,000 square feet, which would provide adequate space to support 20-30 businesses. The facility would provide common support to the business such as conference rooms, fax and copying equipment, Internet access, etc. On-site, the facility would have business and technical consultants, and the institution will market to attract new high-tech manufacturing and services companies to the Technology Center. We are

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working with the Economic Development Agency to provide funding for construction of the building.

Boise State University would like to locate this high-tech incubator on the new West Campus to serve the needs of the western Treasure Valley. This facility would be strategically placed in a location to help create jobs in Canyon, Payette, Gem, Owyhee and Washington Counties. These communities have per capita personal incomes that range from 67% to 75% of the national average. These counties are also predominately rural with rural populations ranging from 43% to 100%. The businesses developed in this incubator will create high-paying jobs and will make Idaho more competitive in the nation and world economy.

**FISCAL IMPACT:**

The cost to the university is estimated to be \$2 million in matching funds which are already available from existing funding of the Boise State West Campus.



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**Routine Action Item**  
**Idaho State University**

**Item #2.2**

- 4.0 Financial Recommendations**
- 4.1 Budget and Budget Transfers**
- 4.11 FY1999-2000 Carry-over Funds/General Education**

**SUBJECT:**

FY2000 Carry-over funds

**BACKGROUND:**

Approval is requested to spend funds that were authorized to be spent during FY2000, however, were unexpended as of June 30, 2000.

**DISCUSSION:**

**FISCAL IMPACT:**

**General Education**

The source of funds carried over are: General Account - \$ 0.00; Student Fees - \$4,679,202.13; Endowment - \$92,404.06. All carry-over funds will be used for non-recurring expense as summarized:

Encumbered Funds as of 6/30/2000	\$ 429,866.47
Purchase orders issued and commitments made, but goods or services not received as of 6/30/2000.	
HERC and Technology	\$ 896,500.00
Research & Technology grants and projects are made for a two or three year period. Carry-over necessary to complete those grants and projects.	
Other Carry-over Funds	\$3,445,239.72
Planned expenditures for uncommitted funds are:	
Instructional Support/Equipment	\$2,126,675.07
Faculty Research Projects	276,583.30
Physical Plant Projects	75,023.27
Distance Learning Equipment	382,000.00
General Institutional Reserve	584,958.08

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**Routine Action Item**  
**Idaho State University**

**Item #2.2**

**Idaho Dental Education Program**

The source of funds carried over are: General Account - \$18,432.00; and Student Fees - \$14,837.06. All carry-over funds will be used for non-recurring expense as summarized:

Encumbered Funds as of 6/30/2000	\$ 141.20
Other Funds	33,127.86
Planned expenditures for uncommitted funds are:	
Instructional Support/Equipment	\$14,695.86
Reserve for Trustee Benefit Fees	18,432.00

**Idaho Museum of Natural History**

The source of funds carried over are: General Account - \$24,901.53. All carry-over funds will be used for non-recurring expense as summarized:

Encumbered Funds as of 6/30/2000	\$ 10,761.50
Museum Support	14,140.03

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**Routine Action Item**  
**Idaho State University**

**Item #2.2**

**Physical Plant**

**5.1 Approval of Projects and/or Architects**

**5.11 Remodel of the ISU/UI Center for Higher Education in Idaho Falls**

**SUBJECT:**

Idaho State University requests approval to renovate the student services area and rooms 104 and 108 in the ISU/UI Center for Higher Education (CHE) in Idaho Falls.

**BACKGROUND:**

Student services currently being provided in the CHE will be moved to the Samuel H. Bennion Student Union Building in October. The space currently used in the CHE will be remodeled into two small classrooms, one office, and a computer information systems laboratory.

Room 104 is currently being used as a computer room and will be renovated into a physics laboratory. The lab will have 18 student stations and will be a dry lab with minimal utilities located at the demonstration table.

Room 108 is currently being used as a physics laboratory and will be remodeled into a biological sciences laboratory. The room has the utility infrastructure necessary to convert it into a wet lab that is required for the biology programs.

**DISCUSSION:**

The remodeling is necessary to accommodate changes in curriculum and to accommodate the more than 50% increase in student headcount over the last four years. This will also enable ISU to be more responsive to the constituency by bringing the student services together.

**FISCAL IMPACT:**

The estimated cost of the remodeling is \$170,000 and will be funded from state appropriated funds.

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**Routine Action Item**  
**Idaho State University**

**Item #2.2**

**5.13 Distance Learning Classrooms**

**SUBJECT:**

Idaho State University requests approval to remodel space in the basement of the Eli Oboler Library into two distance learning classrooms.

**BACKGROUND:**

The opportunities to provide education to the people of Idaho by way of distance learning technology is increasing, thereby creating the need to convert a drop-in computer area and adjacent photography area into two 36-seat distance learning classrooms. The drop-in computer area can be moved to the third floor of the library and the photography area will be modified and remain in their current space.

**DISCUSSION:**

The two classrooms will allow ISU to provide educational services to more students throughout the state. When not in use for distance learning programs, the classrooms will be used as general classrooms.

**FISCAL IMPACT:**

The estimated cost for the remodeling is \$230,000 and will be funded from appropriated funds and student technology funds.

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**INFORMATION ITEM**

**Item #2.2**

**Idaho State University**

**8.0 Other**

**8.1 Student Health Insurance Fee**

Idaho State University's student health insurance carrier is Gallagher Byerly, underwritten by Monumental/GM-SW. Effective for the Fall Semester, 2000, the premium for full-time students will increase from \$213.00 per semester to \$245.00 per semester, a 15% increase.

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**Routine Action Item**  
**University of Idaho**

**Item #2.3**

**4.0 FINANCE**

**4.1 Budgets and Budget Transfers**

**4.1.1 FY2000 Carry-over Funds**

**SUBJECT:**

Request approval to spend carry-over funds from FY2000.

**BACKGROUND:**

Board Policy requires that all carry-over funds be used for nonrecurring expenses including the completion of multi-year grants, projects and programs.

**DISCUSSION:**

Similar to the FY01 operating budget allocations, the application of FY00 carry-over funds will be guided by the institution's strategic plan. Funds will also be used as an incentive for units to develop innovative programs and for scholarships to recruit students into high demand academic areas. Significant carry-over is at the academic department level as a result of new policies that encourage units to manage resources to meet unforeseen challenges.

**FISCAL IMPACT:**

**GENERAL EDUCATION**

The sources of funds carried over are: State General Account \$27, Miscellaneous Receipts to the Appropriation \$8,983,593, Matriculation Fee \$79,394, and Land Grant Endowments \$20,455.

Encumbered Funds as of 6/30/2000	\$538,541
Purchase orders issued and commitments made; but goods or services not received as of 6/30/2000.	
Unencumbered Funds as of 6/30/2000 (including):	\$8,544,928
HERC Grants and Projects	737,282
Technology Incentive Grants	280,392

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**Routine Action Item**  
**University of Idaho**

**Item #2.3**

Other Carry-over Funds:

Libraries	384,988
Research Programs	1,584,822
Information Technology	410,838
Other Academic Departments	3,575,019
Student Programs and Scholarships	449,332
Other Institutional Support	681,926
Capital Projects – continuing	440,329

**AGRICULTURAL RESEARCH AND EXTENSION SERVICE**

The sources of funds carried over are:

Miscellaneous Receipts to the Appropriation \$72,944 (includes \$13,225 of Equine Education funds), and Federal Formula Funds (Hatch/Regional Research/Smith-Lever/farm safety) \$2,301,075 (including \$2,633 of prior-year excess receipts).

Encumbered Funds as of 6/30/2000	\$901,983
Purchase orders issued and commitments made; but, goods and services not received as of 6/30/2000.	

Other Carry-over Funds	\$1,472,036
Start-Up Funding	360,000
Information Technology Enhancement	106,000
Other Departmental Carry-over	1,006,036

**UI SPECIAL PROGRAMS**

WWAMI Medical Education: Funds carried over for one-time expenses in FY01 are \$762 of State General Account and \$8,994 of Miscellaneous Receipts.

Idaho Geological Survey: Funds carried over for one-time expenses in FY01 are \$5,527 of State General Account.

Forest Utilization Research: Funds carried over for one-time expenses in FY01 are \$15,851 of State General Account.

WOI Veterinary Medicine: Funds carried over for one-time expenses in FY01 are \$18 of State General Account.



**Business Affairs and Human Resource Committee**  
**September 21, 2000**

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**Routine Action Item**  
**University of Idaho**

**Item #2.3**

**5.10.2 Agricultural Extension – CSI Lease and Cassia County Sublease**

Ref: Regents' Minutes for May 14-15, 1992, p. 22

**SUBJECT:**

Request approval for the Vice President for Finance and Administration to execute a lease with the College of Southern Idaho (CSI) and a sublease with Cassia County for office space in the Mina-Cassia Center in Burley for Agricultural Education and Extension activities.

**BACKGROUND:**

In 1992 the Regents approved a joint-use agreement between UI and the College of Southern Idaho for UI joint occupancy of the Agricultural Science Center Building on the CSI campus at Twin Falls in order to support agricultural research and extension activities in that part of the state. The College of Southern Idaho is now developing the Mina-Cassia Center in Burley to serve as an educational outlet for Burley and the Cassia County vicinity. CSI and the UI have agreed that the addition of agricultural education and extension courses at the center would be beneficial to the residents of the region by improving access to courses and information and supplement the cooperative activities at Twin Falls. Typically, agricultural education and extension offices are located within county courthouses or in other facilities owned or leased by the counties.

**DISCUSSION:**

The lease and sublease includes 2,515 square feet configured into a classroom, an office/lab/conference room, a storage room, and space for support staff and equipment. The term of the lease and sublease shall run through June 30, 2006 and shall be renewable for an additional five-year term. The lease – sublease arrangement was negotiated to facilitate completion of construction on the space, support joint delivery of programs, incorporate Cassia County into the center, and document Cassia County's support for program delivery.

**FISCAL IMPACT:**

The UI will pay CSI \$20,000 to cover UI's share of tenant improvements. Rent received from the sublease with Cassia County totaling \$5,000 for FY01 will also be paid to CSI. UI will pay CSI an annual rental of \$6,000 for the term of the lease; the source of funds will be annual rental receipts of \$6,000 from the sublease to Cassia County.

Utilities including electricity, natural gas and water are included in the rental rate. Cassia County will cover the expenses associated with voice and data communications for the term of the lease/sublease.

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**Information Item**  
**University of Idaho**

**Item #2.3**

**4.9 Audits and Financial Reports**

**4.91 Audit Plan for FY2000-2001—FOR INFORMATION ONLY**

Pursuant to Idaho State Board of Education Governing Policies and Procedures V.H.4.b, a copy of the audit plan for the University of Idaho for FY2000-2001 has been submitted to the Office of the State Board of Education.

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**Routine Action Item**  
**Lewis-Clark State College**

**Item #2.4**

- 4.0 Financial Committee**
- 4.1 Budget and Budget Transfers**
- 4.11 FY2000 Carry-over Funds**

**SUBJECT:**

FY2000 Carry-over funds

**BACKGROUND:**

Approval is requested to spend funds that were authorized to be spent during FY 2000, however, were unexpended as of June 30, 2000. The source of funds carried over is Student Fees. All carry-over funds will be used for non-recurring expenses as summarized.

**DISCUSSION:**

**FISCAL IMPACT:**

General Education:

Encumbered Funds as of 6-30-00:

Purchase orders issued and commitments made, but goods or services not received as of 6-30-00.	\$ 57,915
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HERC and Tech Grants	\$387,705
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Non-recurring capital and operating expenses:	<u>\$486,680</u>
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Total	<u>\$932,300</u>
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**September 21, 2000**

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**Routine Action Item**

**Item #2.5**

**Idaho School for the Deaf and the Blind**

**4.0 FINANCE COMMITTEE**

**4.9 Audits and Financial Reports**

ISDB submits the attached record of the Student Activity Funds for Board review in accordance with Idaho Code 33-705. (Exhibit A)

- 4.10 ISDB submits the attached leases, the Gymnasium and Swimming Pool Lease and the Lease for Space in Round Building, for Board review. These leases have been arranged with the Gooding Recreation District to assist in maintenance of our facilities and with the Gooding County Commissioners to cover cost of utilities and to keep the Round Building occupied. (Exhibit B)

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**September 21, 2000**

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**Idaho School for the Deaf and the Blind**

**EXHIBIT A**

STUDENT ACTIVITY FUNDS AS OF AUGUST 24, 2000, BELOW LISTING OF STUDENT  
 ACTIVITY FUNDS IS A REPORT SUBMITTED TO STATE BOARD OF ED PER ID CODE 33.705

	BAL-05/22/00	BAL-08/24/00	INC/(DEC)
SALES TAX	75.00	67.20	(7.80)
ATHLETICS	5,801.91	5,981.51	179.60
WSBC	2,366.90	2,366.90	0.00
ATHLETIC APPAREL	158.05	180.44	22.39
GIRLS SOCCER FUND	4.87	271.87 *	267.00
CHEERLEADING	415.37	415.37	0.00
CLASS OF 2000	73.40	0.00 *	(73.40)
CLASS OF 2001	297.82	319.72	21.90
CLASS OF 2002	158.95	190.95	32.00
CLASS OF 2003	609.43	645.43	36.00
CLASS OF 2004	0.00	20.00	20.00
MAINT. BREAK ROOM	200.11	200.11	0.00
COTTAGE FUND	313.07	313.07	0.00
ELEM ACTIVITIES	61.65	61.65	0.00
FHA ACCT	131.61	0.00 *	(131.61)
PARENTS ADVISORY COM	168.61	168.61	0.00
M.S. STUDENT COUNCIL	36.67	26.68	(9.99)
H.S. STUDENT COUNCIL	385.53	812.12 *	426.59
JOURNALISM	584.98	584.98	0.00
JR NAD	294.98	0.00 *	(294.98)
ED STAFF POP MACH	1,292.30	1,207.56	(84.74)
HEALTH & WELLNESS	230.00	190.00	(40.00)
STUDENT ACT. FUND	5,075.06	4,917.27	(157.79)
WORK EXP (PREV CANDY)	159.85	189.85	30.00
STUDENT BOOK STORE	1.30	1.30	0.00
ACCELERATED READER	69.22	69.22	0.00
DRAMA FUND	30.81	36.92	6.11
ADVENTURERS	114.34	106.09	(8.25)
CLASS 8-B M A BATON	11.91	0.00 *	(11.91)
SUMMER DEAF CAMP	3,550.91	3,239.41	(311.50)
VOLLEYBALL FUND	267.00	0.00 *	(267.00)
GREENHOUSE FUND	(16.80)	0.00 *	16.80
ART FUND	195.66	276.52	80.86
TECH CLUB (VIDEO YB)	80.86	0.00 *	(80.86)
YEARBOOKS	1,189.74	1,722.86	533.12
LIONS WINTER CAMP	2.17	2.17	0.00
HRG AID FUND-MOLDS	415.26	641.79	226.53
HA GIFT F/HRG CM TCH	68.58	68.58	0.00
HEARING AID REPAIRS	129.83	0.00 *	(129.83)
PERS. STUDENT ACCT	726.51	1,601.29 *	874.78
STUDENT AID	<u>858.95</u>	<u>1,157.77 *</u>	<u>298.82</u>
TOTALS.....	26,592.37	28,055.21	1,462.84

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**Idaho School for the Deaf and the Blind**

**EXHIBIT B**

**GYMNASIUM AND SWIMMING POOL LEASE**

This AGREEMENT, made and entered into September 30, 2000, by and between the Idaho School for the Deaf and the Blind, acting by and through the Idaho State Board of Education, Lessor, and the Gooding Recreation District, Gooding, Idaho, Lessee.

WHEREAS, Lessor, as a part of the facilities of the Idaho School for the Deaf and the Blind, located at Gooding, Idaho, owns a swimming pool and gymnasium, and

WHEREAS, Lessee has expressed a desire to lease the gymnasium and swimming pool with intent to manage and operate a recreation program and a city swim program; and

WHEREAS, the Gooding Recreation District does not have a gymnasium;

WHEREAS, the Gooding Recreation District does not have a municipal swimming pool;

NOW THEREFORE, it is agreed:

1. That Lessee will be entitled to use the gymnasium and swimming pool of Lessor from October 1, 2000, to September 30, 2001, for a rental sum of \$1.00 plus agreed upon cost of insurance and utilities. To facilitate determining the cost of said utilities the Gooding Recreation District agrees to:
  - A. Pay ISDB (Lessor) the sum of \$950 to cover annual cost of property insurance. In the event of loss, Lessee shall be responsible for payment of deductible.
  - B. No charges to ISDB for water consumed by gymnasium/pool complex.
  - C. Reimburse ISDB for use of electricity at the same rate ISDB is charged. (Meter has been installed to determine amount of electricity used).
  - D. Make annual payment of \$1.00 rental sum and identified insurance costs to ISDB no later than ten (10) days after the beginning of new contract period. Make quarterly payments to ISDB for electrical costs as identified in billing memorandums.
2. This lease is renewable each year, subject to the agreement and consent of both parties, for the next five years. Lease renewal notification needs to be received by ISDB no later than August 1 annually.

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3. Lessee accepts gymnasium and swimming pool as is, with any and all defects existing as of October 1, 2000.
4. Lessee will only use gymnasium and swimming pool for the purpose of Gooding Recreation District authorized programs; and proper certification from the Idaho Department of Health and Welfare to operate such programs will be obtained and a copy furnished to Lessor.
5. Lessor will not pay Lessee for any capital improvement to gymnasium, swimming pool, or other surrounding facilities. This lease is subject to re-negotiation should Lessee desire to make such improvements.
6. Lessee agrees to individually and completely manage and maintain the gymnasium and swimming pool. Lessee shall, at Lessee's expense during the period of occupancy, ensure the following services are provided and paid for in connection with the operation of Lessor's gymnasium and swimming pool:
  - A. All utilities.
  - B. Supplies including routine replacement of interior light bulbs. Lessor will maintain outside security lights.
  - C. Cleaning and normal maintenance of the gymnasium, swimming pool area, dressing rooms, lavatories, other surrounding areas. At a minimum, cleaning will be done on a weekly basis or more often as required to keep gymnasium, pool, and adjacent areas in a clean and sanitary condition. Failure to comply with this requirement will result in Lessor taking necessary steps to hire cleaning services with subsequent costs charged to the Gooding Recreation District.
  - D. All major and minor repairs up to \$500 are the responsibility of the Lessee; however, in the event of a major equipment or structural failure due to normal use that is not the result of negligence of Lessee, the Lessor will not require Lessee to repair such equipment or structure prior to termination of the lease.
  - E. All salaries and other expenditures related to the ongoing operation and gymnasium/swimming pool.
7. Should Lessee voluntarily undertake major repairs to correct equipment or structural failures not due to negligence of Lessee, Lessor shall not be responsible for the cost of such repairs. This lease is subject to re-negotiation should Lessee desire to make such repairs.



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8. Lessee shall defend, indemnify and save harmless Lessor from and against all claims, damages, costs, legal fees, expenses, actions and suits whatsoever including death of others or any employee of Lessee arising out of Lessee's use of the premises and common area adjacent thereto, excepting only that attribute to the negligence of Lessor.
9. Lessee shall provide to Lessor and the State of Idaho not less than ten days prior to the start of this lease a Certificate of Insurance showing that there is in effect a current policy providing minimum limits of Comprehensive General Liability Insurance in the amount of \$500,000. The Idaho School for the Deaf and the Blind shall be listed as an "Additional Insured." The insurance policy and certificate of insurance shall further state, "This policy is intended to be primary to and not contributory with any other insurance maintained by or on behalf of the State of Idaho or its agencies."
10. Lessee shall have the right and responsibility to:
  - A. Determine days and hours gymnasium and swimming pool will be available for use by the general public;
  - B. Establish fees to be charged for use of gymnasium and swimming pool by members of the general public;
  - C. Employ certified lifeguards, pool manager and/or recreation director as required by statutes and regulations of the State of Idaho, and its agencies, and be responsible for payment of such personnel.
11. Lessor agrees to work with and assist Lessee and its agents in the scheduling and utilization of gymnasium and swimming pool.
12. Lessee has represented to Lessor that adequate Lessee funds in the amount of \$10,000 at a minimum are available for the execution of the terms of this lease.
13. Lessee shall maintain structure of building so that it is in compliance with all fire codes under Idaho law. No building modifications can be made by Lessee that will violate safety codes.
14. Lessee cannot change building and door locks without giving Lessor proper notice and shall provide a reasonable number of keys to Lessor to ensure continued and uninterrupted access to gymnasium and swimming pool.

**Business Affairs and Human Resource Committee**  
**September 21, 2000**

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15. Lessee shall comply with Idaho Executive Order No. 92-2 which prohibits smoking in any building on the ISDB campus. In addition, Lessee shall comply with the State Board of Education resolution adopted March 18, 1994 establishing a no smoking requirement. Pursuant to this resolution, smoking is not permitted in or on any of the buildings or property of the Idaho School for the Deaf and the Blind.
16. Lessee shall provide copy of inspection reports to Lessor, including inspection report from Division of Building Safety.
17. Lessor shall provide and maintain:
  - A. Fire Alarm System
  - B. Fire Extinguishers
  - C. Emergency Lights
  - D. Exit Lights

THIS AGREEMENT may be terminated by either party upon thirty (30) days written notice to the other party. With consent of both parties this contract may be terminated without thirty (30) days notice.

IN WITNESS WHEREOF, the parties have caused their corporate names to be hereunto subscribed pursuant to resolutions duly passed.

LESSOR  
IDAHO SCHOOL FOR THE DEAF AND THE BLIND  
acting by and through the  
Idaho State Board of Education  
By: \_\_\_\_\_  
Ron Darcy, Superintendent Date

LESSEE  
GOODING RECREATION DISTRICT, GOODING, IDAHO  
By: \_\_\_\_\_  
Joleen Toone, Executive Director Date

**LEASE FOR SPACE IN ROUND BUILDING**

This AGREEMENT, made and entered into September 30, 2000, by and between the Idaho School for the Deaf and the Blind, acting by and through the Idaho State Board of Education, Lessor, and the Gooding County Commissioners of Gooding, Idaho, a municipal corporation, Gooding, Idaho, Lessee.

WHEREAS, Lessor, as a part of the facilities of the Idaho School for the Deaf and the Blind, located at Gooding, Idaho, owns a building (commonly known as the Round Building) that is not currently being used for ISDB's educational programming; and

WHEREAS, Lessee has expressed a desire to lease space in the Round Building to house the County Extension Office; and

WHEREAS, the space requested by the Lessee will consist of the Administration Office area, center common area, and Room #9.

NOW THEREFORE, it is agreed:

1. That Lessee will be entitled to use space requested in the Round Building of Lessor from October 1, 2000, September 30, 2001, for a rental sum of \$300 per month to defray the cost of utilities. Submittal of monthly rental cost by the 10th day of each and every calendar month during the terms of the lease will be the responsibility of Lessee.
2. This lease is renewable each year, subject to the negotiation of utilities and agreement and consent of both parties, for the next two years. Lease renewal notification needs to be received by ISDB no later than August 1 annually.
3. Lessee accepts Round Building leased space as is, with any and all defects existing as of October 1, 2000.
4. Lessor will not pay Lessee for any capital improvement to space requested or other surrounding facilities. This lease is subject to re-negotiation should Lessee desire to make such improvements.
5. Lessee shall, at Lessee's expense during the period of occupancy, ensure the following services are provided and paid for in connection with the operation of Lessor's leased space:
  - A. Supplies including routine replacement of interior light bulbs. Lessor will maintain outside security lights.

- B. Cleaning and normal maintenance of leased areas, both inside and outside. This includes restrooms, hallways, center area, and entrances as well as all windows. At a minimum, cleaning will be done on a weekly basis or more often as required to keep leased areas in a clean and sanitary condition. Failure to comply with this requirement will result in Lessor taking necessary steps to hire cleaning services with subsequent costs charged to Gooding County Commissioners.
  - C. All major and minor repairs; however, that in the event of a major equipment or structural failure due to normal use that is not the result of negligence or Lessee, the Lessor will not require Lessee to repair such equipment or structure prior to termination of the lease.
  - D. All salaries and other expenditures related to the ongoing operation of programs housed in leased areas.
- 6. Should Lessee voluntarily undertake major repairs to correct equipment or structural failures not due to negligence of Lessee, Lessor shall not be responsible for the cost of such repairs. This lease is subject to re-negotiation should Lessee desire to make such repairs.
  - 7. Lessee shall defend, indemnify and save harmless Lessor from and against all claims, damages, costs, legal fees, expenses, actions and suits whatsoever including death of others or any employee of Lessee arising out of Lessee's use of the premises and common area adjacent thereto, excepting only that attribute to the negligence of Lessor.
  - 8. Lessee shall provide to Lessor and the State of Idaho not less than ten days prior to the start of this lease a Certificate of Insurance showing that there is in effect a current policy of Public Liability Insurance, including Fire Legal Liability and Contractual Liability in an amount not less than \$1,000,000. The Idaho School for the Deaf and the Blind shall be listed as an "Additional Insured." The insurance policy and certificate of insurance shall further state, "This policy is intended to be primary to and not contributory with any other insurance maintained by or on behalf of the State of Idaho or its agencies."
  - 9. Lessor shall maintain structure of building so that it is in compliance with all fire codes under Idaho law. No building modifications can be made by Lessee that will violate safety codes. In addition, storage of equipment and materials must not interfere or intrude upon designated entry areas or hallways that would jeopardize the safety of employees or individuals using the facilities.

Business Affairs and Human Resources Committee  
September 21, 2000

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10. Lessor to provide and maintain:
  - A. Fire Alarm System
  - B. Fire Extinguishers
  - C. Emergency Lights
  - D. Exit Lights
11. Lessor to provide copy of building safety reports to Lessee, and only licensed electricians can modify or repair electrical service in building.
12. Lessee cannot change building and door locks without giving Lessor proper notice and shall provide a reasonable number of keys to Lessor to ensure continued and uninterrupted access to leased areas within the Round Building.
13. Lessee shall comply with Idaho Executive Order No. 92-2 which prohibits smoking in any building on the ISDB campus. In addition, Lessee shall comply with the State Board of Education resolution adopted March 18, 1994 establishing a no smoking requirement. Pursuant to this resolution, smoking is not permitted in or on any of the buildings or property of the Idaho School for the Deaf and the Blind.
14. The Gooding County Commissioners, Lessee, may sub-lease the areas leased to sub-lessee or sub-lessees of their choice upon written consent of the Lessor. This paragraph in no way relieves the Lessor (Gooding County Commissioners) of the responsibilities set forth in the first 11 paragraphs of this agreement.

THIS AGREEMENT may be terminated by either party upon thirty(30) days written notice to the other party. With consent of both parties this contract may be terminated without thirty (30) days notice.

IN WITNESS WHEREOF, the parties have caused their corporate names to be hereunto subscribed pursuant to resolutions duly passed.

LESSOR  
IDAHO SCHOOL FOR THE DEAF AND THE BLIND  
acting by and through the  
Idaho State Board of Education  
By: \_\_\_\_\_  
Ron Darcy, Superintendent Date

LESSEE  
GOODING COUNTY COMMISSIONERS of Gooding, Idaho  
By: \_\_\_\_\_  
Date

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**Routine Action Item**

**Item #2.6**

**Division of Professional-Technical Education**

**4.0.0 FINANCIAL AFFAIRS**

**4.1.0 Budget and Budget Transfers**

**4.1.1 FY2000-01 Professional-Technical Education Carry-over**

**SUBJECT:**

FY2000 Carry-over funds

**BACKGROUND:**

Approval is requested to spend funds that were authorized to be spent during FY2000, however, were unexpended as of June 30, 2000.

**DISCUSSION:**

The Division requests approval to expend FY 2000 authorized, but unexpended professional-Technical Education funds of \$120,587.89 re-appropriated to the State Board for Professional-Technical Education for the Division of Professional-Technical Education for nonrecurring expenditures only for the period July 1, 2000 through June 30, 2001 per House Bill No. 759.

**FISCAL IMPACT:**

One-time Personnel Costs	\$ 0.00
One-time Operating Expense	\$ 56,500.00
One-time Capital Outlay	\$ 64,087.89
One-time Trustee Payments	<u>\$ 0.00</u>
Total	\$120,587.89

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**Non-Routine Action Item**  
**Boise State University**

**Item #3.1**

- 4.0 Business Affairs and Human Resource Committee**
- 4.8.1 Contracts for Services/Agreements/Authorizations**
- 4.8.2 Boise State University requests approval to proceed with a marketing partnership plan.**

**SUBJECT:**

Boise State University requests approval to proceed with a marketing partnership plan for the benefit of its Intercollegiate Athletics program.

**BACKGROUND:**

Working through an agreement with Infinity Sports Marketing out of Phoenix, AZ, the Boise State Intercollegiate Athletics Department has developed a marketing/advertising program which will result in a net return to the university and will improve athletics facilities.

**DISCUSSION:**

This new program will add to Bronco Stadium a main north end zone video/ad panel display; an auxiliary scoreboard display; two end zone tri-panel/ad panel configurations; two upper stadium corner sponsor displays; two fascia scoreboard/ad panel displays; and a stadium entry display configuration. In the Pavilion will be added a center-hung video/ad panel display; a center-hung banner display; various scorer's table displays; four corner vomitory scoreboard displays; sixteen fascia sponsor displays; four fascia scrolling display configurations; and an arena entrance display.

These significant improvements to the visibility for sponsors/advertisers in both facilities have enabled the Intercollegiate Athletics Department to develop long-range marketing/advertising commitments at more favorable rates.

**FISCAL IMPACT:**

Through this new program, \$1.85 million dollars of facilities improvements and all fees to Infinity Sports Marketing are covered over a ten year period of time, and conservative estimates indicate an annual marketing/advertisement revenue stream of at least \$400,000.

**STAFF COMMENTS:**

The staff is reviewing the plan, the agreement, and the improvement to the athletic facilities. No comments at this time.

**COMMITTEE ACTION:**

A motion to recommend to the Board approval of the request from Boise State University to proceed with a marketing partnership plan developed through an

Business Affairs and Human Resources Committee  
September 21, 2000

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agreement with Infinity Sports Marketing for the benefit of its Intercollegiate Athletics program.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

A motion to approve the request from Boise State University to proceed with a marketing partnership plan developed through an agreement with Infinity Sports Marketing for the benefit of its Intercollegiate Athletics program.

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**Non-routine Action Item**  
**Boise State University**

**Item #3.1**

**5.0 Physical Plant**

**5.1 Approval of Projects and/or Architects**

**5.1.1 Request approval to remodel 721 Warm Springs Avenue, Boise, ID (Langroise gift)**

**SUBJECT:**

Boise State University requests approval for a remodel of this facility to serve as the President's residence and venue for entertainment functions that the President is expected to host.

**BACKGROUND:**

On 12/18/81, the State Board of Education approved the acceptance of the gift of this property to Boise State University with the condition that it serve as the President's residence. Gladys Langroise made a further gift to the BSU Foundation of \$100,000 on 12/18/81 for the purpose of remodeling the house to serve as the President's residence. This gift has now increased in value to approximately \$400,000 and is the source of funding for this project.

**DISCUSSION:**

The project scope includes remodeling of the second floor of this facility to serve as the President's living area; remodeling of the kitchen to accommodate catering activities; refurbishment of wall and floor finishes; repairs to the terrace at the rear of the house; and relocation of two stairs to accommodate the kitchen remodeling. The project may also include the construction of an elevator to provide access to the basement for storage of tables, chairs, and catering equipment.

**FISCAL IMPACT:**

The total project cost is estimated to be \$400,000. The source of funding is private donations.

**STAFF COMMENTS:**

Recommend approval of the request.

**COMMITTEE ACTION:**

A motion to recommend to the Board approval of the request from Boise State University to remodel the facility at 721 Warm Springs Avenue which will serve as the President's residence and venue for entertainment functions hosted by the President. The total project cost is estimated at \$400,000 and will be funded by private donations.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

Business Affairs and Human Resources Committee  
September 21, 2000

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A motion to approve the request from Boise State University to remodel the facility at 721 Warm Springs Avenue which will serve as the President's residence and venue for entertainment functions hosted by the President. The total project cost is estimated at \$400,000 and will be funded by private donations.

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**Non-routine Action Item**  
**Boise State University**

**Item #3.1**

**5.7 Renaming /Memorializing Buildings and Facilities**

**5.7.1 Langroise House**

**SUBJECT:**

Boise State University requests approval to officially name 721 Warm Springs Avenue the Langroise House.

**BACKGROUND:**

On 12/18/81, the State Board of Education approved the acceptance of the gift of this property to Boise State University with the condition that it serve as the residence of Boise State University's President.

**DISCUSSION:**

In recognition of Mr. and Mrs. Langroise's generous donation, Boise State seeks approval to designate this University facility as the Langroise House.

**FISCAL IMPACT:**

None

**STAFF COMMENTS:**

Recommend approval of the request.

**COMMITTEE ACTION:**

A motion to recommend to the Board approval of the request from Boise State University to officially name the facility at 721 Warm Springs Avenue the Langroise House in recognition of the donation of the facility by Mr. and Mrs. Langroise.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

A motion to approve the request from Boise State University to officially name the facility at 721 Warm Springs Avenue the Langroise House in recognition of the donation of the facility by Mr. and Mrs. Langroise.

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**Non-routine Action Item**  
**Boise State University**

**Item #3.1**

**Capital Construction Projects**

**5.42.1 Revision in scope of Athletics Tennis Complex**

**SUBJECT:**

Boise State University requests approval for a revised project scope for the previously approved Intercollegiate Athletics Tennis Complex.

**BACKGROUND:**

In June 1997, the State Board of Education approved the development of this tennis complex at an estimated cost of \$1,000,000 with funding from a private donor. Since that time the Division of Public Works has initiated the project (DPW 97-214), selected a consultant, and taken the project through schematic design. The University has been in the process of fundraising for the project since the schematic design was completed.

**DISUCSSION:**

The schematic design identified a phased project that would provide six new collegiate courts, elevated spectator seating, offices and locker rooms for teams, and development of the surrounding site with landscaping and pedestrian amenities

**FISCAL IMPACT:**

The total project cost for this complex has now been estimated at \$2 million. Funding will come from \$1.75 million (already secured) from private funds and \$250,000 of institutional funds.

**STAFF COMMENTS:**

Approve the request.

**COMMITTEE ACTION:**

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**Non-Routine Action**  
**Idaho State University**

**Item #3.2**

**5.12 New Student Housing**

**SUBJECT:**

Idaho State University requests approval to contract a design firm to do the programming and schematic design of the student housing and supporting student union functions portion of the new classroom building complex.

**BACKGROUND:**

For FY2001, Idaho State University received an appropriation of \$1,500,000 to start the design of a new classroom building. The programming for this building calls for a housing facility and some student union functions to be constructed adjacent to it in such a way that they will complement and support each other. The Division of Public Works is in the process of hiring a design firm for the classroom building and ISU feels it is necessary to have the same firm design the entire complex; thereby adding additional funding to the classroom building project to allow the design firm to do the programming and schematic design for the housing and student union facilities.

**DISCUSSION:**

If full funding for the classroom building is not available by next year, it is our intention to construct the housing and student union facilities as Phase I of this project before the classroom building is constructed. The housing portion of the project will be brought before the State Board of Education for approval after the planning and schematic designs are completed and an accurate cost estimate is developed.

**FISCAL IMPACT:**

The estimated cost of the housing and student union functions is \$19,000,000. ISU is requesting that \$250,000 be added to the current classroom project so that programming and schematic designs can be completed for the whole project. Funding will be from facility fee reserves.

**STAFF COMMENTS:**

This is the initial request for this part of the total project. Approve the request.

**COMMITTEE ACTION:**

A motion to recommend to the Board approval of the request from Idaho State University for an additional \$250,000 to contract a design firm to do the programming and schematic design of the student housing and supporting student union functions portion of the new classroom building complex for a total project cost of \$19,250,000.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

Business Affairs and Human Resources Committee  
September 21, 2000

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Approval of the request from Idaho State University for an additional \$250,000 to contract a design firm to do the programming and schematic design of the student housing and supporting student union functions portion of the new classroom building complex for a total project cost of \$19,250,000.

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_



**Non-Routine Action Item**  
**University of Idaho**

**Item #3.3**

**5.0 PHYSICAL PLANT**

**5.4 Capital Construction Projects**

**5.4.1 J.A. Albertson College of Business**

Ref: Regents' Minutes for June 16-18, 1999, p. 25  
Regents' Minutes for October 21-22, 1999, p. 14  
Regents' Action June 15-16, 2000, (Minutes not published)

**SUBJECT:**

Request approval to revise project scope and increase budget by \$420,000.

**BACKGROUND:**

In June 1999 the Regents approved planning, design, and construction of a separate facility for the College of Business and Economics at an estimated total project cost of \$13,300,000. In October 1999 the Regents approved naming the facility for J.A. Albertson. In June 2000 the Regents approved increasing the project budget by \$1,100,000 to \$14,400,000.

**DISCUSSION:**

Initial construction bids had revealed market prices significantly exceeding those originally estimated by the architect. The June 2000 budget and scope adjustment anticipated deferring certain project alternates until a later date.

Following the June 2000 Board meeting, all bids were rejected, and the project was reviewed for value engineering. The University also consulted with an independent cost estimator for recommendations regarding an advantageous time window in which to re-bid the project. The University made some design and scope changes to the project. Additional private revenues were also identified to meet the resulting project scope.

**FISCAL IMPACT:**

Total project cost will increase from \$14.4M to \$14.82M. The budget increase required to accomplish the project will be funded from private donations.

**STAFF COMMENTS:**

Recommend approval of the request.

Business Affairs and Human Resources Committee  
September 21, 2000

---

**COMMITTEE ACTION:**

A motion to recommend to the Board approval of the request from University of Idaho to revise the project scope of the J.A. Albertson College of Business including the planning, design, and construction of the facility for an estimated total cost of \$14,820,000 an increase of \$420,000 from the amount approved at the June 2000 Board of Regents meeting.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

A motion to approval of the request from University of Idaho to revise the project scope of the J.A. Albertson College of Business including the planning, design, and construction of the facility for an estimated total cost of \$14,820,000 an increase of \$420,000 from the amount approved at the June 2000 Board of Regents meeting.

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**Non-Routine Action Item**  
**University of Idaho**

**Item #3.3**

**5.10 Items Not Covered in Other Sections**

**5.10.1 Revised Business Technology Incubator and Caldwell Incubator Form Leases**

Unexecuted photocopies of the Tenant Leases for Moscow and Caldwell are on file at the Office of the State Board of Education. Please contact the Fiscal Coordinator (208.334.2270) to request a photocopy.

Ref: Regents' Minutes for March 15-16, 1990, p. 42  
Regents Minutes for June 16-18, 1999, p. 22

**SUBJECT:**

Request authorization for the Vice President for Finance and Administration to execute leases for spaces in the Business Technology Incubator in Moscow and the Caldwell Incubator using generic forms as the basis for negotiating leases with prospective tenants.

**BACKGROUND:**

In March 1990 the Board approved a generic lease form as a basis for negotiating leases for space at the Business Technology Incubator. In June 1999 the Board approved acquisition and operation of a small business incubator owned by Ida-Ore in Caldwell.

**DISCUSSION:**

Copies of the proposed generic lease forms have been sent under separate cover to the Board office. The lease forms for the Moscow and Caldwell incubators are similar, except that the lease form for the Caldwell Incubator contains various provisions to ensure that UI and the tenants are in compliance with the terms and conditions of the federal grant UI assumed last year when UI's acquisition of the facility was approved by the Regents. As was the case when the Business Technology Incubator lease form was approved in 1990, these leases are generic in that it is anticipated that certain terms will need to be modified in order to meet unique situations of various types of businesses leasing space in these facilities, and this authorization is intended to obviate the need for UI to bring each separate tenant lease to the Board for approval.

**FISCAL IMPACT:**

None.

**STAFF COMMENTS:**

Recommend approval of the revised leases.

**COMMITTEE ACTION:**

Business Affairs and Human Resources Committee  
September 21, 2000

---

A motion to recommend to the Board approval of the request from the University of Idaho to execute leases for spaces in the Business Technology Incubator in Moscow and the Caldwell Incubator using generic forms as the basis for negotiating leases with prospective tenants.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

**BOARD ACTION:**

A motion to approve the request from the University of Idaho to execute leases for spaces in the Business Technology Incubator in Moscow and the Caldwell Incubator using generic forms as the basis for negotiating leases with prospective tenants.

Moved by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

Business Affairs and Human Resources Committee  
September 21, 2000

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**Action Item**

**Item #4**

**SUBJECT:**

Final Reading of Proposed Policy Change  
Naming/Memorializing Buildings

**BACKGROUND:**

Current Board rule and Board policy requires Board approval for naming or memorializing of a building or administration unit for other than functional use. The institutions seek private funds to either construct or aid in the construction of facilities. To facilitate these fund raising activities, donors are recognized by having a room or space named in their honor. These “naming” requests are then brought to the Board for approval. The first reading of this proposed policy change was approved during the March 2000 Board meeting.

**DISCUSSION:**

The proposed policy change (Exhibit #4.A) will delegate to the presidents the authority to name rooms and open spaces. The naming of buildings, structures, laboratories, administrative units and other physical improvements or natural feature will be retained by the Board.

**FISCAL IMPACT:**

Not applicable

**STAFF COMMENTS:**

Approve the request.

**COMMITTEE ACTION:**

A motion to recommend to the Board approval of the request authorizing presidents of the colleges and universities to name or memorialize rooms and open spaces.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

A motion to approve the request authorizing presidents of the colleges and universities to name or memorialize rooms and open spaces.

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

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**Exhibit #4.A**

**Idaho State Board of Education**

**Final Reading September 2000**

**GOVERNING POLICIES AND PROCEDURES**

**SECTION: I GENERAL GOVERNING POLICIES AND PROCEDURES**

**SUBSECTION: K Naming/Memorializing Buildings Published April 1994**

**NAMING/MEMORIALIZING BUILDINGS AND FACILITIES**

IDAPA 08.01.03102.08 requires prior approval of the State Board of Education for the naming or memorializing of a building or administrative unit for other than functional use. This policy also includes the naming of facilities.

As used in this policy, the terms "facility" and "facilities" include any building, structure, room, laboratory, administrative unit, open space, or other physical improvement or natural feature of a campus or of other property under the administrative control of the State Board of Education.

**1. The Board will consider the following factors in addressing requests for naming of a building, facility, or administrative unit.**

- a. Naming for an administrator, member of the faculty or employee of a unit responsible to the State Board of Education:
  - (1) No building, facility, or administrative unit shall be named for a person currently employed within the system of higher education in Idaho, except when authorized by the Board.
  - (2) Memorialization of a building, facility, or administrative unit for a former employee retired or deceased shall be considered on the basis of the employee's service to education in the state of Idaho. Significant factors will include, but shall not be limited to:
    - (a) Recommendation of the chief executive officer of the institution and the recommendation of the institutional community.
    - (b) Contributions rendered to the academic area to which the building, facility, or administrative unit is primarily devoted.
- b. Naming of a building, facility, or administrative unit for other than a former employee of the system of higher education will be considered by the Board in accordance with 1.a. Additionally, the following shall apply:
  - (1) When deemed appropriate, a facility, building, or administrative unit may be given a nonfunctional name intended to honor and memorialize a specific individual who has made a distinguished contribution to the University.

**Exhibit #4.A**

**Idaho State Board of Education**

**Final Reading September 2000**

**GOVERNING POLICIES AND PROCEDURES**

**SECTION: I GENERAL GOVERNING POLICIES AND PROCEDURES**

**SUBSECTION: K Naming/Memorializing Buildings Published April 1994**

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- (2) Name for an individual in recognition of a gift.
  - (a) No commitment for naming shall be made to a prospective donor of a gift prior to Board approval of the proposed name.
  - (b) In reviewing requests for approval to name a facility, building, or administrative unit for a donor, the Board shall consider:
    - (i) The nature of the proposed gift and its significance to the institution;
    - (ii) The eminence of the individual whose name is proposed; and
    - (iii) The individual's relationship to the institution.
- 2. The Board retains its prerogative of naming buildings, facilities, and administrative units on a campus exclusively has authority to name administrative units, buildings and facilities of a campus or of other property under the administrative control of the State Board of Education and Regents of the University of Idaho.
- 3. The Board delegates to the presidents the authority to name rooms and open spaces located within buildings or structures.
  - a. The presidents shall follow the same guidelines for naming as set forth in this policy.
  - b. All such names designated by the presidents shall be reported annually in August to the Board.
- 4. All requests for naming outside the presidents' delegated authority, and all delegated naming authority reporting, shall be made to the Board's Finance Committee. When applicable, concurrent request shall be made to the Board's Academic Affairs and Program Committee.



**Action Item**

**Item #5**

**SUBJECT:**

FY2001 Revenue Adjustment

**BACKGROUND:**

The lump-sum appropriation for the LCSC and universities includes state general account funds, state endowment funds and student fee revenue. Revenue projections are used to estimate the appropriation level for endowment earnings and student revenue. Since actual endowment revenue depends on lease revenue and interest income and actual student fee revenue depends on enrollment, actual revenue usually varies from projected revenue. Institutional spending for a fiscal year is limited to the lesser of actual receipts or the amount appropriated. Actual revenue in excess of the appropriation is available for expenditures if approved by the Board. For the endowments, a recent attorney general opinion states the institutions have the authority to spend the funds that are deposited in the institution's endowment accounts.

**DISCUSSION:**

Since the State adopted a new endowment management plan beginning July 1, 2000, this could be the last time actual revenue will exceed the appropriation (fiscal year ending 6/30/00). Item #5.a identifies \$1,067,970 of additional endowment revenues and BSU and LCSC reported additional student fee revenue. The endowment funds will be allocated to the institutions based on the FY01 general account and endowment allocation and the student fee revenues will be retained by the institutions. The college and universities request an increase in spending authority for FY01 to expend these one-time funds.

**FISCAL IMPACT:**

The request would provide additional one-time funds for FY01.

**STAFF COMMENTS:**

Since the revenue is dedicated to support the college and universities, approve the request.

**COMMITTEE ACTION:**

A motion to recommend to the Board to approve an increase to the FY01 spending authority based on funds available in the endowment and student revenue accounts as detailed in Items #5.a.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

A motion to approve an increase to the FY01 spending authority for BSU, ISU, UI, and LCSC based on available endowment and student revenue funds as detailed on Item #5.a.

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

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# College & Universities

Item 5.a

## Analysis of Endowment Funds & Student Fee Revenue Spending Authority v. Actual Revenue

Fiscal Year/Description	LCSC	Idaho State University		University of Idaho			Total
	0481-04 Normal School	0481-03 Charitable	0481-04 Normal School	0481-02 Coll of Agriculture	0481-06 Sch of Science	0481-08 University	
<b>1 FY2000 Additional Endowment Rev</b>							
2 Beginning Balance 7/1/99	347,685.69	487,396.21	347,682.70	213,406.77	170,533.14	284,994.65	1,851,699.16
3 Actual FY2000 Revenue	1,935,065.11	1,015,117.57	1,935,065.11	964,277.45	3,778,442.04	3,092,604.09	12,720,571.37
4 Funds Available for FY2000	2,282,750.80	1,502,513.78	2,282,747.81	1,177,684.22	3,948,975.18	3,377,598.74	14,572,270.53
5 Less: Spending Authority							
6 Original Est/Approp	1,966,800.00	1,173,900.00	1,966,700.00	1,095,700.00	3,140,400.00	2,996,500.00	12,340,000.00
7 FY99 Excess Revenue	105,800.00	176,800.00	123,400.00	27,700.00	652,100.00	78,500.00	1,164,300.00
8 FY00 Spending Auth	2,072,600.00	1,350,700.00	2,090,100.00	1,123,400.00	3,792,500.00	3,075,000.00	13,504,300.00
9 Ending Balance 6/30/2000	210,150.80	151,813.78	192,647.81	54,284.22	156,475.18	302,598.74	1,067,970.53
10							
11 Actual SCO Ending Balances	291,010.45	158,871.25	277,994.40	54,284.22	156,475.18	302,598.74	1,241,234.24
12							
13 SCO Balance Less Planned Balances	80,859.65	7,057.47	85,346.59	0.00	(0.00)	0.00	173,263.71
14 (Carryover Funds)							
15 Funds Available for Distribution	210,150.80	151,813.78	192,647.81	54,284.22	156,475.18	302,598.74	1,067,970.53
16							
17							
18 Allocation of Endowment Funds:			Boise State	Idaho State	Univ of Idaho	Lewis-Clark	Total
19 General Account & Endowment Share			29.609%	26.944%	38.106%	5.340%	100.000%
20							
21 Funds Allocated			316,217.32	287,757.72	406,963.95	57,031.55	1,067,970.53
22							
23							
24							
25 <b>FY2000 Additional Student Fee Revenue</b>							
26							
27			Boise State		Lewis-Clark		
28			Fund 0650	Fund 0660	Fund 0650		
Actual Revenue in Excess of Appropriation			139,300.00	250,900.00	19,600.00		

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Business Affairs and Human Resources Committee  
September 21, 2000

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**Action Item**

**Item #6**

**SUBJECT:**

FY2002 Budget Request Follow-up

**BACKGROUND:**

The FY2002 budget development process began in March with the approval of the request guidelines, followed by specific request approvals during the April, June and August meetings. Special requests for one-time funds were deferred until the September meeting to determine if funds were available to warrant the requests. Since surplus funds existed at the end of FY2000 and revenue projections look favorable for FY2001, special requests are presented for the Boards' consideration. Special requests were limited to 2% of the budget base. In addition, further discussion of the Engineering Equipment and the Ag Initiative 2001 requests from the University of Idaho were deferred to the September or October meeting.

**DISCUSSION:**

Item #6.a, contains the special requests from LCSC and the universities, the community colleges, and Professional Technical Education.

**FISCAL IMPACT:**

If approved, the requests will be presented to the Governor and the legislature for potential funding. Since the requests are for one-time funds, funding will be requested for only FY2002 and will not become on-going base funding.

**STAFF COMMENTS:**

Funds are available for one-time needs so approve the special requests. Continue discussion on the Engineering Equipment and the Ag Initiative requests.

**COMMITTEE ACTION:**

A motion to recommend to the Board to approve the special requests for one-time funding as presented in item #6.a

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOARD ACTION:**

A motion to approve the special requests for one-time funding from BSU, ISU, UI, LCSC, CSI, NIC and Professional Technical Education as detailed on Item #6.a.

Moved by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

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**B-8.1**

**Item 6.a**

**INSTITUTION/AGENCY:** BOISE STATE UNIVERSITY

**DECISION UNIT NUMBER:** 12.08

- A. **Decision Unit Name:** Special Request: One-time Special Request for Technology  
B. **Identify all "Yes" answers (DFMs B-8.1):** There are no "yes" answers associated with this decision unit.  
C. **Decision Unit Description:**

**Budget Summary:**

<u>Account Number</u>	<u>FTE</u>	<u>Personnel Costs</u>	<u>Operating Expenditures</u>	<u>Capital Outlay</u>	<u>T/B Payments</u>	<u>TOTAL</u>
				\$1,329,900		\$1,329,900

**Description: (positions, hiring dates, implementation dates, operating methods)**

This decision unit seeks one-time funding for the following projects:

- 1) **\$620,000** to renovate and equip multipurpose classrooms with current instructional technology. As part of a campus-wide technology planning process, the university has identified eleven multipurpose classrooms for renovation and installation of electronic presentation and control systems necessary to integrate modern technology into instruction. Basic video/data projection, TV monitor systems, network connections, and multimedia technology will be installed, as funds permit, on a priority basis according to room utilization rates and faculty demand for technologically-capable classrooms. This equipment will be supplemented by portable computers, laser discs, VCR's and other equipment.
- 2) **\$500,000** to fund a Self-Paced Tutorial Mathematics Lab to supplement remedial courses and help control costs related to offering additional remedial sections. Space limitations and instructor availability for these courses have hampered the University's ability to meet the demand for these courses. Some students benefit from an option in which they can learn and review at their own pace.
- 3) **\$209,900** to fund technology infrastructure to meet the University's ongoing need to update campus networking and communications capabilities to meet the growing demands on the current infrastructure.

**D. Goals & Objectives Addressed/Performance Indicators:**

Funds will be used to renovate and equip 2-4 multipurpose classrooms to accommodate instructional technology. Depending on rooms selected (which is dependent on level of funding), as many as forty courses (or an average of 1200 students) per semester would benefit from qualitative enhancements in instruction resulting from the use of modern technology. It is anticipated that utilization of technology will enhance student motivation, promote active learning among students with diverse learning styles, and improve student success. Indeed, the university is attempting to prepare for the challenge posed by a coming generation of high school graduates accustomed to the increasing level of technology employed in the public schools as a result of legislative initiative and funding.

**E. Describe citizen groups affected, benefits derived, and portion of need addressed:**

Funds requested in this decision unit will assist the university in adapting to technological change and students' demand for a high quality, contemporary educational experience. Students will benefit from active learning and will be better prepared for entry into a workplace environment increasingly impacted by technology. Students can work to meet educational requirements and academic requirements using technology-based tools that allow them to work at their own pace.

Business Affairs and Human Resources Committee  
September 21, 2000

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**B-8.1**

**Item 6.a**

**INSTITUTION/AGENCY:** IDAHO STATE UNIVERSITY

**DECISION UNIT NUMBER:** 12.08

- A. Decision Unit Name:** Special Request: One-time funds for laboratories, equipment, and infrastructure upgrades.
- B. Identify all "Yes" answers (DFMs B-8.1):** There are no "yes" answers associated with this decision unit.
- C. Decision Unit Description:**

**Budget Summary:**

<u>Account Number</u>	<u>FTE</u>	<u>Personnel Costs</u>	<u>Operating Expenditures</u>	<u>Capital Outlay</u>	<u>T/B Payments</u>	<u>TOTAL</u>
				\$1,210,200		\$1,210,200

**Description: (positions, hiring dates, implementation dates, operating methods)**

One time funding is requested to:

- Create new physics and biology labs in Idaho Falls and to provide specific equipment for various programs, including: high quality graphics computers for the Accelerator Center, the Institute for Rural Health, Measurement and Control Engineering Research Center, Center for Ecological Research and Education, a gas chromatograph, mass spectrometer for the College of Pharmacy, additional diagnostic equipment for the program in Audiology, equipment required for an Information Assurance Laboratory, update laboratory equipment in Engineering in response to recent directives from the accreditor (ABET), equipment for the School of Applied Technology to expand the offering of baccalaureate programs (\$1,000,200).
- Complete the upgrade of the campus infrastructure to allow the high data transmission needed for integration of voice, video and data in new teaching technologies, including necessary networking hardware and wiring to bring dedicated 10Mb/s connection to each workstation and 100Mb/s connections to departmental servers and research faculty with Internet II connections. (\$210,000)

**F. Goals & Objectives Addressed/Performance Indicators:**

Funding will allow continued expansion of science based programming for Idaho Falls, necessary upgrades to current labs to maintain accreditation as well as contemporaneity. The communication infrastructure improvements will allow continued growth in the use of technology in instruction and complete the preparation needed for Internet II.

**G. Describe citizen groups affected, benefits derived, and portion of need addressed:**

The majority of the colleges at the University would benefit strongly from the equipment upgrades. Provision of baccalaureate and above level instruction in Idaho Falls in both basic sciences and health professions requires the addition of new labs. The ability to create additional baccalaureate programs in applied technology will also be enhanced.



Business Affairs and Human Resources Committee  
September 21, 2000

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B-8.1

Item 6.a

**INSTITUTION/AGENCY:** University of Idaho

**DECISION UNIT NUMBER:** 12.08

**A. Decision Unit Name:** **Category: Special Request**  
Funds for Equipment Replacement and Acquisition

**B. Identify all "Yes" answers (DFM's B-8.1):** No. One-time funds request.

**C. Decision Unit Description:**

Budget Summary:

Acct. Number	FTE	Personnel Costs	Operating Expenditures	Capital Outlay	T/B Payments	Total
0001	0			\$1,711,500		\$1,711,500

This decision unit seeks one-time capital outlay funding for equipment replacement and acquisition. Much equipment and scientific instrumentation has exceeded its life expectancy, is no longer cost effective to repair, and faculty and students are unable to work with current technology. Purchase and replacement of departmental equipment and scientific instrumentation are critical factors in successfully accomplishing the instruction, research and outreach missions and responsibilities of the university. Without modern, functional instructional and research equipment and instrumentation, the ability to recruit exceptional students and faculty is jeopardized, the productivity of capable faculty is seriously compromised, and students are unable to gain experience with state-of-the-art technology. Consequently, the university's contributions to the citizens and industries of Idaho and to the state's economy are delayed or prevented.

**These funds will be used for the replacement of aging equipment and/or purchase of new departmental equipment including classroom technology (equipping multi-purpose classrooms with current instructional technology), and scientific instrumentation for laboratories.**

**D. Goals and Objectives Addressed/Performance Indicators:**

- Goals:**

**Role and Mission Goal 1.** Enhance the University of Idaho's undergraduate experience, and make the university a residential campus of choice in Idaho and the West

**Role and Mission Goal 2.** Be a globally competitive center for high-quality graduate, professional, and research programs

**Role and Mission Goal 3.** Expand the capacity and delivery of outreach programs and services in keeping with the University of Idaho's land-grant mission

**Infrastructure Goal 2.** Plan, develop, manage, and maintain buildings, grounds, and physical infrastructure of the university

- **Key Performance Indicators:**

Annual dollar amounts expended for replacement of equipment and scientific instrumentation

Reduce the percentage of equipment over ten years old

**E. Describe Citizen Groups Affected, Benefits Derived, and Portion of Need Addressed:**

This funding request will enable purchase of some of the most critically needed equipment, classroom technology and scientific instrumentation. It will provide an important augmentation for the replacement of antiquated equipment. Instruction, research and outreach help enhance the economic well being of Idaho and the region. Ultimately, the citizens of the Idaho will derive benefit from university programs that utilize modern equipment and technology.

Business Affairs and Human Resources Committee  
September 21, 2000

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**B-8.1**

**Item 6.a**

Institution/Agency: Lewis-Clark State College

FY2002 Request

Decision Unit Number: 12.08

A. Decision Unit Name: Special Request: One-time Funds for Classroom Technology

B. Identify all "Yes" answers:

C. Decision Unit Description:

**Budget Summary:**

<u>Account Number</u>	<u>FTE</u>	<u>Personnel Costs</u>	<u>Operating Expenditures</u>	<u>Capital Outlay</u>	<u>T/B Payments</u>	<u>Total</u>
0001	0	0	0	\$239,900		\$239,900

Description: (Positions, hiring dates, implementation dates, operating methods)

This decision unit seeks one-time funding to equip new multipurpose classrooms with current instructional technology to enhance student learning. LCSC has established priorities in instructional support technology. Both faculty and students have identified a high need for new technology-equipped classrooms with technology capabilities. The college cannot accommodate faculty demand for such classrooms. More and more, students are coming to expect this type of technology in the classroom. One-time funds will be used to equip classrooms with computers, video/data projections systems, network connectivity and multimedia equipment. Priority will be given to classrooms and equipment that support instruction in the general education science areas.

D. Goals and Objectives Addressed/Performance Indicators:

Funds will be used to equip 2-3 classrooms with instructional support technology. If funding and on-campus infrastructure allow, LCSC will equip classrooms used for instruction in the sciences. LCSC's second priority will be general purpose classrooms. The newly equipped classrooms will house courses that will be attended by students in all college majors. Indeed, all LCSC students will benefit from such classrooms.

E. Describe citizen groups affected, benefits derived, and portion of need addressed:

All LCSC students will benefit from these classrooms. Students enrolled in courses taught in these classrooms will have the opportunity to enhance their learning as a result of the access and variety of learning techniques made possible. Such opportunities improve the overall level of learning.

Business Affairs and Human Resources Committee  
September 21, 2000

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**B-8.1**

**Item 6.a**

Institution/Agency: College of Southern Idaho FY2002 Request

Decision Unit Number: 12.05

A. Decision Unit Name: Special Request: One-time Funds to Upgrade Campus Network System

B. Identify all "Yes" answers (DFM's B-8.1):

C. Decision Unit Description:

Budget Summary:

<u>Account Number</u>	<u>FTE</u>	<u>Personnel Costs</u>	<u>Operating Expenditures</u>	<u>Capital Outlay</u>	<u>T/B Payments</u>	<u>Total</u>
0001	0	0	0	\$161,500		\$161,500

Description: (Positions, hiring dates, implementation dates, operating methods)

The College of Southern Idaho requests funding to upgrade its current 100-megabit fiber optic network system to a one-gigabit system. This upgrade will improve speed and performance as well as allow the efficient transmission of video. This project can be accomplished with approximately \$161,500 of equipment. It will involve replacing existing switches throughout the campus at a cost of \$141,000. We will also need to purchase a multipoint video controller for approximately \$20,500.

D. Goals and Objectives Addressed/Performance Indicators:

The primary goal of this decision unit is to provide additional bandwidth for our campus network. This replacement equipment will allow us to continue to provide a quality educational experience for students.

E. Describe citizen groups affected, benefits derived, and portion of need addressed:

The primary group that will be affected will be our students.

Business Affairs and Human Resources Committee  
September 21, 2000

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**B-8.1**

**Item 6.a**

Institution/Agency: North Idaho College FY2002 Request

Decision Unit Number: 12.05

A. Decision Unit Name: Special Request: One-time Funds for Network Infrastructure Improvements

B. Identify all "Yes" answers (DFM's B-8.1):

C. Decision Unit Description:

Budget Summary:

<u>Account Number</u>	<u>FTE</u>	<u>Personnel Costs</u>	<u>Operating Expenditures</u>	<u>Capital Outlay</u>	<u>T/B Payments</u>	<u>Total</u>
0001	0	0	0	\$161,500		\$161,500

Description: (Positions, hiring dates, implementation dates, operating methods)  
North Idaho College has a continuing critical need to update the basic network infrastructure supporting its efforts to extend educational services via the Northern Idaho Center for Higher Education (NICHE), regional campus centers in Post Falls and Sandpoint, and distance education efforts. The Coeur d' Alene camps requires an upgrade to the network electronics which link computers as well as special purpose servers. Web-based services to students are moving from startup to mature production phases. An additional extension center will be built and will need computing and communications infrastructure. At present, the current systems are 3 -7 years old and need replacing and/or upgrading.

D. Goals and Objectives Addressed/Performance Indicators:

Goal 1 -Quality of instruction Goal 2 -Access to students

E. Describe citizen groups affected, benefits derived, and portion of need addressed:

Students will receive better instruction because of improved delivery.

Business Affairs and Human Resources Committee  
September 21, 2000

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B-8.1a

Item 6.a

**INSTITUTION/AGENCY:** Idaho Division of Professional-Technical Education

**DECISION UNIT NUMBER:** 12.08

A. **Decision Unit Name:** One-Time Infrastructure

B. **Identify all "Yes" answers (DFMs B-8.1):**

C. **Decision Unit Description:**

**Budget Summary:**

<u>Account Number</u>	<u>FTE</u>	<u>Personnel</u> <u>Costs</u>	<u>Operating</u> <u>Expenditures</u>	<u>Capital Outlay</u>	<u>T/B Payments</u>	<u>TOTAL</u>
0001	00.0				866,800	866,800

**Description: (positions, hiring dates, implementation dates, operating methods)**

State-wide effort to keep pace with technology has been considerable. The focus of technological development, however, has often been in areas other than professional-technical programs. The regular professional-technical funds have not been sufficient for schools to keep pace. As a result, many of the teaching laboratories in secondary professional-technical programs and in the technical college system are quickly becoming outdated. This request will provide for one-time competitive grant applications to develop industry-compatible programs. Priority will be given to the applicants that demonstrate the greatest need for the funds.

A total of \$433,400 would be available to school districts to:

- provide one-time start-up funds for new or expanded programs
- remodel/develop state-of-the-art labs/classrooms
- upgrade equipment
- upgrade technology

A total of \$433,400 would be available to technical colleges to:

- develop state-of-the-art labs/classrooms
- upgrade distance learning technology

D. **Goals & Objectives:**

Goal II: Deliver a quality, rigorous training system that includes professional-technical, applied academic, and employability skills.

Objective 4: Develop mechanisms to update equipment or provide access to the latest equipment and technology in professional-technical education programs in order to provide training that is current with business and industry standards.

Objective 14: Develop expertise throughout the system that provides quality professional-technical education through emerging technologies.

G. Performance Indicators:

- The percentage of professional-technical program completers who demonstrate mastery of technical competencies will increase by at least one percent (1%) each year.
- The percentage of program completers who achieve a positive placement/transition in postsecondary education or advanced training, military service, and employment will be ninety percent (90%) or greater.

**F. Describe citizen groups affected, benefits derived, and portion of need addressed:**

Districts and technical colleges that receive these funds will be better able to prepare the students with the relevant technical skills that are needed in industry. Employers will benefit by the ability to hire graduates who are well prepared to function in the high tech world.