

INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS AGENDA
MARCH 7-8, 2002

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INFORMATION ITEM

SUBJECT

COMMITTEE MINUTES

BOARD ACTION

No action required.

Approved Minutes

Conference Call Council on Academic Affairs and Programs

December 13, 2001 • 9 am – 11am
LBJ Building • Boise, Idaho

Present: Jerry Beck, CSI Mary Ann Carlson, EITC Gary Stivers, OSBE
Daryl Jones, BSU Brian Pitcher, UI Patty Sanchez, OSBE
Jonathan Lawson, ISU Dan Petersen, SDPTE
Jerry Gee, NIC Mike Falconer, SDPTE
Rita Rice Morris, LCSC Bob West, SDOE

Guests: DeVere Burton, CSI
Gary Lauer, SDPTE
Lynn Humphrey, OSBE
Jimmi Sommer, OSBE

1. Minutes of October 31, 2001 Meeting

It was agreed by consensus to approve the minutes of the October 31, 2001 meeting.

2. Notices of Intent:

- a. Master of Science in Mathematics Education-BSU
- b. Diagnostic Imaging/Radiograph, Health Professions-- CSI

Daryl Jones briefly discussed Boise State University's intent to establish a Master of Science in Mathematics Education. The proposed degree will be designed to assist Idaho mathematics teachers to be more knowledgeable in mathematics and will help underprepared mathematics teachers not only improve their knowledge of mathematics but also give instruction in how to teach this subject. No additional resources are needed with this new Master's program.

It was agreed by consensus to recommend to the Board approval of Boise State University's intent to offer a Master of Science in Mathematics Education for consideration at the Board's January meeting in Boise.

The College of Southern Idaho proposed the establishment of an Associate of Applied Science in Diagnostic Imaging/Radiograph. Jerry Beck and DeVere Burton introduced the discussion and offered to answer questions CAAP might have regarding this proposal.

Daryl Jones shared with CAAP BSU's concerns regarding the A.A.S. degree in Diagnostic Imaging/Radiograph. BSU currently places summer interns in the Magic Valley and has concerns that the proposed A.A.S. degree could possibly disrupt with those placements. BSU also felt that this program would not adequately articulate

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between programs already offered at ISU and BSU, that the curriculum is not strong enough to adequately prepare students in the field as CSI's program is more focused on technical training, and questions whether the curriculum will meet accreditation standards. ISU and LCSC also shared similar concerns with this program regarding clinical placements and accreditation. Jerry Beck noted that the industry in Magic Valley seemed more supportive of the way CSI's program is structured as opposed to BSU and ISU programs and that the demand is there for this program, based on surveys and advisory council meetings conducted over the last couple of years.

Gary Lauer of the Division of Professional-Technical Education, who reviewed the curriculum for the Diagnostic Imaging/Radiograph joined the meeting to briefly discuss his view of the curriculum and the support of this program at CSI. He assured CAAP of the curriculum's strong didactic and clinical components and felt that there was sufficient demand at CSI, that it should not interfere with placing interns at BSU, and was certain the program would meet accreditation.

Because CAAP felt they needed additional information before they could act on the proposal, they agreed to table CSI's proposed Associate of Applied Science degree until a future meeting. Those that shared concerns regarding this proposed degree agreed to provide the following information and share with CAAP:

- 1) How many ISU students are there at Cassia Memorial Hospital? Does Cassia place more than one student at a time?
- 2) Increased capacity. How many additional seats (interns) will BSU and ISU have? What is the capacity in the Magic Valley? Current placements in the Magic Valley?
- 3) Is the design of the programs meeting the industry needs?
- 4) Specific articulation issues/problems from BSU and ISU's standpoint.

3. Program Guidelines

Patty Sanchez directed CAAP to the Program Guidelines and reminded the Council that Robin Dodson offered to look at the draft and provide feedback. Robin basically felt the draft was ready and recommended that CAAP approve guidelines. CAAP discussed the document and suggested other minor edits.

Brian Pitcher mentioned to CAAP a memorandum that was sent to the Board regarding program closure and financial exigency and briefly shared the concerns the UI counsel have with the policy/procedure for program discontinuance/closure. The Board policy manual refers to General Guidelines for review and approval of programs and program components will be set forth in an Academic Affairs and Program procedures manual." There are concerns that the guidelines as referred to in Board policy, may not be adequately addressing program consolidation and closure issues.

CAAP agreed and asked that Board staff forward this concern to Jane Hochberg, Deputy Attorney General for the State Board of Education to review, perhaps include university

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counsel and ask Robin Dodson to participate in the discussions as he has knowledge and history of the policy/procedures. It was also suggested that Jane Hochberg take a look at how these issues would affect NIC and CSI, as they have their own policy on program closures.

4. Intellectual Property Report from Battelle

Jimmi Sommer reminded CAAP of their interest in wanting to see the Intellectual Property Report from Battelle before it went to the Board for review. She asked CAAP for any comments on the draft report and if they had a recommendation they wanted to forward to the Statewide Intellectual Property Taskforce and the Board. CAAP recommended that the draft report be finalized and forwarded to the Board for their review before any recommendations are made.

5. Bachelors Degree Graduation Requirement Change (Discussion)

Patty Sanchez informed CAAP that this discussion item comes as a result of the Presidents' Council meeting, which was held December 4, 2001.

Brian Pitcher attended the council meeting and briefly summarized the discussion that occurred. Essentially, LCSC has been having discussion on campus about the possibility of reducing the required minimum of 128 credits for graduation to 120 by all four-year schools to enable students to move through the graduation process more quickly. The Presidents' Council asked CAAP to discuss this issue further and forward a recommendation to them.

It was suggested that LCSC provide a 1-2 page white paper of the pros and cons for CAAP's review and to let the Presidents' Council know that CAAP will forward a recommendation to them in the near future.

Meeting adjourned at 10am.

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INFORMATION ITEM

SUBJECT

PROGRAM CHANGES APPROVED BY EXECUTIVE DIRECTOR

BACKGROUND AND DISCUSSION

In accordance with Board policy Section III.G.3., postsecondary program components (e.g., majors, minors, emphasis, and options), changes in title or units (e.g., department, schools, colleges, etc.) and routine changes (e.g., addition, discontinuance, semester offerings, catalog changes, etc.) may be approved by the Executive Director of the Board; however, these changes require Board Approval if the fiscal impact is greater than \$150,000 per year. In addition, those actions taken by the Executive Director are reported quarterly to the Board.

BOARD ACTION

No action required.

ATTACHMENTS

Program Changes Approved by Executive Director
(October 1, 2001 – February 28, 2002)

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Academic Program Changes

Approved by Executive Director
 October 1, 2001 – February 28, 2002

Date	Program Change	Institution
10/25/01	Change name from Dept. of Speech Pathology & Audiology to Dept. of Communication Sciences & Disorders, and Education to the Deaf	ISU
10/29/01	Change name from Department of Geology to Department of Geosciences	ISU
11/02/01	Establish a Potato Center of Distinction	UI
11/02/01	Introduce a 12-credit hour Certification of Completion in Environmental Water Science	UI
11/02/01	Discontinuance of the Department of Economics	UI
11/07/01	Change name from Center for School Improvement to the Center for School Improvement and Policy Studies	BSU
11/07/01	Change name from Department of Foundations, Technology, and Secondary Education to the Department of Curriculum, Instruction and Foundation Studies	BSU
11/13/01	Establish an Environmental Contamination Assessment Certificate	UI
11/16/01	Change name from Center for Business Development and Research to Center for Business Development and Entrepreneurship	UI
12/07/01	Offer an Addiction Studies Option to the undergraduate major in Health Education	ISU
12/07/01	Change degree of M.Ed. to Masters of Training and Development	ISU
12/12/01	Offer a General Business Major (BBA) in the Department of Management	ISU
1/15/02	Offer a Fire Ecology and Management Minor in the Dept. of Forest Resources	UI
1/3/02	Offer four new minors in the Dept of Communication Sciences and Disorders, and Education of the Deaf <ul style="list-style-type: none"> • Speech-Language pathology • Audiology • Deaf Education • Sign Language Studies 	ISU
1/18/02	Offer an Interdisciplinary Certificate Program in Diversity and Stratification	UI

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Professional - Technical Education Program Changes

Approved by Executive Director
October 1, 2001 – February 28, 2002

Date	Program Change	Institution
10/9/01	Deletion of the Microsoft Certified Systems Engineer Plus Internet Certification Track	EITC
10/9/01	Deletion of the General Office Assistant option from the Information Technology Program	CSI
10/24/01	Terminate the Entry Level Respiratory Therapist program	BSU
11/08/01	Change title of the Food Service Technician program to Culinary and Pastry Arts	CSI
11/08/01	Delete the Microsoft Certified Systems Engineer Plus Internet Certification Track option from the Computer Networking Technologies program	EITC
11/08/01	Add new Cisco Certified Networking Associate Certification Track option to the same Computer Networking Technologies program	EITC
11/21/01	Change title of the Education Technician option to Education Assistant/Technology	CSI
11/21/01	Title change from Multi-Skilled Allied Health Assistant Program to Allied Health Multi-Skilled Assistant	CSI
11/21/01	Change name of Basic and Applied Academics Division to Applied Academics	BSU
11/21/01	Change title of the Computer Aided Manufacturing Technology program to Manufacturing Systems Technology	BSU
11/21/01	Change the Web Authoring option from the Graphic Arts/Printing Technology program to the Web Development program	LCSC
11/26/02	Adding a new Industrial Controls option to the Instrumentation Technology program that will offer an 18-month Advanced Technical Certificate and a 20-month AAS degree	ISU
12/11/01	Combined the Agricultural Equipment Technology and Industrial Mechanics Technology programs into one Diesel Technology program offering an 18-month Advanced Technical Certificate and a 9-month Technical Certificate.	LCSC
12/31/01	Add one new Short-Term course to be offered through Short-term Training program area	SDPTE

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INFORMATION ITEM

SUBJECT

EPSCoR COMMITTEE BATTELLE REPORT

BACKGROUND

On July 26, 2000, HERC took action to contract with Battelle Institute to review the Idaho Experimental Program to Stimulate Competitive Research (EPSCoR) program. That review was to be an extension of the scope of work with the Governor's Statewide Science and Technology Advisory Council's strategic plan. Although the strategic plan was completed, the EPSCoR review was postponed due to a lack of sufficient funds in the HERC FY01 budget. The review was conducted in the 2002 fiscal year November 2001 through January 2002.

DISCUSSION

The Board of Education engaged Battelle's Technology Partnership Practice to survey existing EPSCoR Advisory Committee members to solicit their views on the appropriate role and responsibilities of the committee and to assess how well they feel the committee is functioning. In addition, Battelle was asked to benchmark Idaho's EPSCoR processes against those of three other states to identify options that Idaho could consider to improve the operation of the committee and to encourage greater collaboration of the state's higher education institutions and linkage to state technology development policy. This report describes the structure and operations of EPSCoR committees in various states and compares them to the Idaho EPSCoR committee.

The report is complete and has been distributed to the Board for their review.

FISCAL IMPACT

Estimated cost \$14,500 from HERC's FY2002 budget

ATTACHMENTS

- A Review of the Idaho EPSCoR Committee
- Response to Battelle EPSCoR Report from EPSCoR Chair, Vice Chair & Project Director

EPSCoR BATTELLE REPORT

A copy of this report can be obtain from our webpage
<http://www.sde.state.id.us/osbe/board.htm> (EPSCoR Report) or by contacting Patty Sanchez at (208) 332-1562 or email psanchez@osbe.state.id.us.

INFORMATION ITEM

SUBJECT

INTELLECTUAL PROPERTY BATTELLE REPORT

BACKGROUND

A Statewide Intellectual Property Policy Review Committee was formed in January of 2001 and has been working on a complete revision of the existing policy. The policy that is currently in place has not been updated since the early 1990's, and many changes have occurred in the area of intellectual property since that time. Battelle Institute, the consultant of record for the Governor's Council on Science and Technology, was hired to provide a study and comparison of the intellectual property policies and environment of 10 benchmark institutions in other states (primarily neighboring Western states).

DISCUSSION

Ten benchmark institutions were chosen, with six of them having governing structures similar to Idaho's and four states with dissimilar governance systems that were chosen for other reasons such as a historic partnership with Idaho institutions, commonality of regional interest, or interaction with the microelectronics sector that would be of interest to Boise State University. Battelle researched the 10 institutions/states initially and then conducted interviews with a staff officer of the central governing board charged with oversight and management of IP policies at the system level and a vice president for research or equivalent at a public institution governed by that system.

FISCAL IMPACT

Approximately \$15,000 which has been divided according to the pro-rated formula between Boise State University, Idaho State University, Lewis-Clark State College and the University of Idaho. The presidents have given approval for this expenditure to come from institutional funds, which the board approved at the June 2001 meeting.

ATTACHMENTS

Benchmarking Report on IP Policies by Battelle Institute.

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INTELLECTUAL PROPERTY BATTELLE REPORT

A copy of this report can be obtained from our webpage
<http://www.sde.state.id.us/osbe/board.htm> (Intellectual Property Report) or by contacting
Patty Sanchez at (208) 332-1562 or email psanchez@osbe.state.id.us.

ACTION ITEM

SUBJECT

NEW PROGRAM REQUESTS

BACKGROUND AND DISCUSSION

In accordance with Board policy Section III.G.4., all new academic and professional-technical programs must have full Board approval prior to implementation or inclusion in the SBOE's fiscal year budget request. The CAAP committee, in using its guidelines on program review (i.e., quality centrality to role and mission, duplication, demand/need, and resources) has acted on the IRSA charge to evaluate new program requests.

IMPACT

The institutions requesting these new programs, if Board approved, will implement these requests and will be subject to future monitoring for program compliance.

FISCAL IMPACT

See Attached

RECOMMENDATION

Both CAAP and Board Staff recommend approval of these Notices of Intent as presented.

MOTION

A motion to approve the University of Idaho's request to offer a concurrent JD and Master of Accountancy degree program.

A motion to approve the University of Idaho's request to offer a Bachelor of Science in Materials Science and Engineering.

A motion to approve Lewis-Clark State College's request to establish an Associate of Science in Radiographic Science and a Bachelor of Science/Bachelor of Arts in Computer Science.

A motion to approve Idaho State University's request to create a Doctorate of Physical Therapy (DPT) as a three-year, post baccalaureate entry to profession degree.

A motion to approve the College of Southern Idaho's request to establish a new Diagnostic/Imaging Radiography program AAS degree.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

ATTACHMENT

New Postsecondary Notices of Intent - Summaries

New Postsecondary Notices of Intent - Summaries

The University of Idaho, Lewis-Clark State College, Idaho State University and the College of Southern Idaho have submitted Notices of Intent in various disciplines. CAAP and Board staff have reviewed these NOIs and recommended approval.

a. Concurrent Degree-JD and Master of Accountancy, University of Idaho

UI has forwarded a NOI from its Colleges of Law and Business and Economics proposing a concurrent JD and Master of Accountancy.

The concurrent degree program would enable students to earn both a law degree and a master of accountancy in less time than it would take to earn them separately. This is accomplished by each program accepting up to 12 credits in courses from an approved list of courses in the companion program. By providing for the crossover of electives, students can obtain both degrees in less time than would be necessary to earn both degrees separately. This would also provide students with an extremely marketable set of skills and provide synergy that will enhance the graduate's future in either career that focuses in law or accounting. While there are no formal studies of demand, there are a number of students who would like to combine these two degrees.

No additional faculty, staff, space, or funding is needed to implement this program.

b. Bachelor of Science, Materials Science and Engineering, University of Idaho

UI has forwarded a Notice of Intent and a full academic proposal from its College of Mines and Earth Resources requesting to establish a Bachelor of Science degree in Materials Science and Engineering. The degree program will parallel and complement the current B.S. degree in metallurgical engineering by offering courses in material systems specifically polymeric, ceramic, and magnetic/electronic materials. This degree will give students a much wider scale of opportunities for employment. There are no similar programs in Idaho.

UI is currently in the process of hiring a polymers faculty person to fill an already existing vacancy, which will give them all the faculty expertise needed. Because this is primarily an expansion to UI's current program, no additional funding/resources are needed.

d. Associate of Science in Radiographic Science, Lewis-Clark State College

Lewis-Clark State College has submitted an NOI proposing to establish an Associate of Science in Radiographic Science. This program will include study and practice in clinical application of radiographic procedures for the purposes of imaging all parts of the human body for medical diagnosis.

It is anticipated that the program will be accredited by the Joint Review Committee on Education in Radiologic Technology (JCERT) by May 2004. If accreditation is

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awarded, the graduates of the first class will be eligible to apply for the American Registry of Radiologic Technologists (AART) certifying examination in diagnostic radiography.

This program is being proposed in response to requests from local hospitals and clinics who indicate the shortage of certified radiographers is resulting in the need for temporary hire of "traveling" technicians causing higher healthcare costs. The Idaho Statewide Survey of Health Workforce Vacancies (August 16, 2001) reveals an average of 24 unfilled radiographer positions in Idaho over the past 18 months.

Similar associate degree programs are located at ISU, BSU, and in Washington at Wenatchee Valley College, Yakima Valley College, and Bellevue Community College.

The implementation of this program would require the reallocation of funds but will also require newly appropriated funds for FY03 (\$113,151.20) and FY04 (\$48,184.80):

- 1 full-time program director who would teach half-time
- 1 half-time faculty for instruction and clinical supervision
- 1 additional full-time faculty beginning in (FY04)
- 1 quarter-time administrative assistant
- Office space for two faculty and one administrative assistant
- Use of 1 classroom to seat 15-20 persons
- Teaching lab (clinical) space
- Library resources
- Office Equipment
- Capital Outlay

e. Bachelor of Science/Bachelor of Arts, Computer Science, Lewis-Clark State College

Lewis-Clark State College proposes a four-year academic degree in computer science with a particular emphasis on information systems and a solid foundation in mathematics. This program will address a growing need at LCSC and will help educate Idaho residents for very profitable careers in computer science aiding both the students and the state.

Employment of students is expected to be 100% in computer science after graduation. Projections indicate that some 20 students will declare majors contemporaneously with the creation of the major. Numbers are expected to grow steadily and rapidly. This proposed degree fits extremely well with existing computer offerings at LCSC including certificate offerings from OBT and the two and four year technical degrees from the Technical Division. Similar programs with a different focus exist in Boise State University and the University of Idaho.

The program will require a total of 2.5 FTE spread across 5 instructors. The Division of Natural Sciences at LCSC currently has the 2.5 dedicated FTE in Computer Science. No additional personnel funds are required to implement this plan.

The additional 0.5 FTE is spread across three Mathematics instructors. The three Math instructors would continue to teach their normal loads, which already include CS courses. The up-front capital outlay (FY01 \$30,000) has already taken place. The only additional costs are recurring costs utilized to sustain the teaching lab (computer replacement and software licensing) approximately \$2,000 per year.

f. Program Change--Doctor of Physical Therapy-Idaho State University

Idaho State University proposes to create a Doctorate of Physical Therapy (DPT) as a three-year, post baccalaureate entry to profession degree. This will be an enhancement of the current Masters entry-level degree, which has been offered at ISU for the past 10 years. The degree transition will allow for the doctoral degree after 98 hours of training and will reflect the current changes in physical therapy practice and management in light of clinical performance, health care reform, cost reimbursement, and increased volume of information.

In accordance with Board policy and program review guidelines, all doctoral programs require, as part of the Full Proposal, a report with recommendations from an external peer-review panel of at least two. The on-site visit occurred December 17-18, 2001 with reviewers Carl DeRosa, PT, Ph.D. of Northern Arizona University, and Ann Williams, PT, Ph.D. of the University of Montana. A copy of their report is included for review (*pages 148-151*).

g. Associate of Applied Science, Diagnostic Imaging/Radiograph-College of Southern Idaho

The College of Southern Idaho proposes the addition of a new Diagnostic Imaging/Radiography program. The option will include a 24-month AAS degree.

The proposed program will prepare graduates to enter the health career field as a diagnostic imaging technician and to begin a career in the health professions. This program will combine didactic learning and experimental learning using laboratory experience and clinical fieldwork. It will include the required core courses for the Associate of Applied Science degree. The core curriculum of supportive courses is currently offered in all health care related programs at CSI.

The College of Southern Idaho's Department of Health Sciences and Human Service has been receiving an increasing number of requests for Radiology Technician/Diagnostic Imaging training. Area hospital administrators have been finding it difficult to recruit and retain personnel in the local area. BSU and ISU have

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similar programs, Weber State University has a 2-year program and LCSC anticipates a new program in 2003 pending approval.

This program will require one full-time instructor/program manager and one half-time clinical instructor. All general education classes will be taught by the existing college staff. A local physician has volunteered to be the Medical Director of the program. Clinical practice laboratory space (location of the practice lab on campus will be identified), clinical (actual) experience will take place at local hospitals and clinics.

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ACTION ITEM

SUBJECT

DIFFERENTIAL FEES PROPOSAL - UNIVERSITY OF IDAHO

BACKGROUND

In September 2001, the Board was presented with a position statement from each institution in support of and opposed to differential fees and a Professional Program/Fee Analysis was prepared for the Board's review. The Board discussed with the academic officers the advantages and disadvantages of differential fees and ultimately, the Board allowed the University of Idaho to bring back a proposal to implement differential fees on a limited basis. The Board then considered the University of Idaho's proposal at its November 2001 meeting, but decided to table the request until January to allow the Board to seek an Attorney General advisory opinion.

On January 17, 2002, the Attorney General provided an advisory opinion that concludes:

In summary, the institutions are not prohibited from charging differential matriculation fees under Art. 9 sec. 10 of the Idaho Constitution or Idaho Code §33-3717, provided that the fees collected are used only for maintenance and operation of physical plant, institutional support or student services. An equal protection analysis, however, leads to the conclusion that the Program may not survive a rational basis review if it is merely a method to allow an institution to be reimbursed for increased costs of instruction. If the classification of the IBC students in the program has a legitimate purpose, such as accounting for an increased cost for items that may be reimbursed by matriculation fees, it is likely to pass a rational basis review.

DISCUSSION

The opinion of the Attorney General supports the legality of charging differential matriculation fees in Idaho. It also underscores the importance of adherence to the legal definition of the matriculation fee. To ensure legality under an equal protection analysis the fee proponents must show that the increased costs of a program that are charged to students are costs that may be reimbursed by the matriculation fee.

The University of Idaho is renewing its proposal to charge a differential matriculation fee for the Integrated Business Curriculum (IBC) offered in the College of Business and Economics (CBE). While earlier proposals from the University of Idaho anticipated an FY03 implementation date, at this time the University has decided to hold any discussion of this fee until the FY04 fee setting process. The University chose to justify its fee proposal based on program quality and outcomes, but the IBC also has increased costs in Physical Plant and Student Service areas. A revised proposal will be developed based on cost factors that are consistent with the Attorney General's opinion.

The IBC is a 17 credit hour program that makes up the junior level common curriculum requirement for all students in the CBE. In the past, students took a set of seven courses (21 credit hours) that were built around functional areas within a firm such as marketing,

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management, production and finance. The IBC program has added new material including team building and leadership.

The IBC development process began in 1993. Corporate stakeholders were concerned about the difficulties in getting business school graduates to see beyond their own functional discipline. The existing business curriculum, both at the University of Idaho and other business schools, had resulted in functional areas becoming increasingly isolated into silos. These silos operated as though they were actually separate business units often to the detriment of the firm. In addition, business graduates were having difficulty functioning in a business environment that was increasingly team-oriented. Businesses were attempting to break down barriers between silos by using cross-functional teams. However, University of Idaho graduates, like all other business school graduates, had very little training or practice in developing the skills necessary for successfully functioning in teams.

IMPACT

The IBC program offers students a unique learning experience that provides them with a competitive advantage in their career. The quality of the program has been recognized by students, corporate stakeholders (the Association to Advance Collegiate Schools of Business, International), and by other independent sources such as *U.S. News and World Reports*.

FISCAL IMPACT

If the Board approves the development of a differential matriculation fee proposal for the IBC, the fiscal impact will be identified in the University of Idaho's fee proposal for FY04.

RECOMMENDATION

The Board has previously authorized the University of Idaho to develop a test case for the application of a differential matriculation fee. CAAP reviewed and discussed the materials related to the IBC and in November forwarded the proposal without a specific recommendation.

The OSBE staff recommends that the University of Idaho propose to the Board a specific differential fee proposal before requesting approval of the program.

BOARD ACTION

A motion to approve the Integrated Business Curriculum at the University of Idaho as an appropriate program for a test of differential matriculation fees and authorize the University of Idaho to develop and propose to the Board a specific differential fee proposal for this program.

Moved by _____ Seconded by _____ Carried Yes _____ No _____