

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY

**APPROVAL OF PROJECTS AND/OR ARCHITECTS - REQUEST FOR AUTHORITY
TO EXPAND ATHLETICS WEIGHT ROOM FACILITY**

SUBJECT

Boise State University requests authority to proceed with the expansion of its Athletics weight room facility and to obtain appropriate financing for this project.

BACKGROUND

Boise State University has received a \$500,000 pledge to expand the weight room facility of its Athletics program. This ten year pledge has been made in writing and is backed by an existing Foundation should anything happen to the individual donors. The initial \$50,000 pledge payment has been received and additional \$50,000 payments will be made over the next nine years.

DISCUSSION

The anticipated construction cost of this expansion project is \$425,000. Additional fundraising efforts are underway to obtain additional weight room equipment. In order to proceed immediately with this project, bridge financing is necessary. Debt service will be covered by the annual pledge payments.

IMPACT

All costs of this project will be covered by private donations. No appropriated funds or student fees will be utilized. The principal amount to be borrowed will not exceed \$400,000; terms will not exceed ten years; and the interest rate will not exceed 5.60%.

STAFF COMMENTS

Boise State University plans to make a request for quotes from banks to ensure the best terms on funds borrowed.

BOARD ACTION

A motion to approve the request by Boise State University to proceed with the \$425,000 expansion of the Athletics weight room facility and to obtain financing for this project in an amount not to exceed \$425,000.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY

ISU FOUNDATION AUDIT FY2002

SUBJECT

In compliance with Board Policy, a copy of the audit of the Idaho State University Foundation, Inc., for the fiscal year ended June 30, 2002, is on file at the Office of the State Board of Education. Copies of the report are available in the Office of Financial Services at Idaho State University.

STAFF COMMENTS

Idaho State University Foundation, Inc. had total assets of \$59,528,351, liabilities of \$26,095,588 and a fund balance of \$59,528,351 as of June 30, 2002. Of the total assets, \$57,642,025 or 97% are restricted in accordance with the purposes established by the donor. The Foundation's revenues for FY02 consisted of contributions and gifts of \$2,212,203, interest and dividends of \$1,724,843 and change in fair value of investments of (\$3,465,199). Expenditures consisted of distributions to ISU and affiliates for scholarships \$1,504,621, departmental support \$935,323, and other \$825,920, resulting in a net decrease to fund balance of \$2,794,011. The Foundation has outstanding pledges of all types of approximately \$85,000,000 which will be received over an extended period of years. Approximately \$19,000,000 of the pledge balance is designated to support the construction of the Performing Arts Center.

BOARD ACTION

No Board action is required.

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INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO

TRAIL EASEMENT FOR UNITED STATES FOREST SERVICE AT UI TAYLOR RANCH, VALLEY COUNTY

SUBJECT

Request approval to grant an easement to the United States authorizing the US Forest Service to construct, repair, and maintain a non-exclusive easement for trails and bridges across Regents' property at the UI Taylor Ranch in Valley County.

BACKGROUND

In 1969, the Regents purchased the Taylor Ranch in Valley County, a private parcel surrounded by federal ownership subsequently designated as the Frank Church - River of No Return Wilderness Area. The private property conveyed to the University included easements granted by the Taylors to the United States for purposes of constructing and maintaining trails and bridges utilized by the public to access the surrounding federal lands. To re-locate that trail away from the UI manager's residence and fields and more accurately describe the easement, the USFS has requested that UI terminate the existing easement and execute a new trail easement. The proposed easement describes and provides for maintenance of the trails and bridges to be utilized by the public (and available for use by UI). If the USFS fails to maintain the trails or declares the trails are no longer needed, the easement shall terminate subject to public access laws.

DISCUSSION

The proposed easement more accurately describes the existing trails and bridge system and authorizes the maintenance of this system in a manner that benefits UI programs and management objectives.

IMPACT

The Regents will not receive compensation for the easement and the USFS is responsible for all costs for constructing and maintaining the proposed easement. The University will incur no costs.

STAFF COMMENTS

The USFS proposed easements do not have a negative impact on UI's programs at Taylor Ranch and UI will not incur any cost.

BOARD ACTION

A motion to approve the request by University of Idaho to grant an easement to the United States authorizing the U.S. Forest Service to construct, repair, and maintain a non-exclusive easement for trails and bridges across Regents' property at the UI Taylor Ranch in Valley County.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO (continued)

CAPITAL CONSTRUCTION PROJECTS - EDUCATION AND PERFORMANCE FACILITY

Ref: Regents' Minutes for April 20-21, 2000, p. 9
Regents' Minutes for March 7, 2002, p. 8

SUBJECT

Request approval to revise project scope and increase budget for previously approved project as follows:

Current Authorization:	\$ 1,300,000
Supplementary Authorization:	\$ 1,620,000
Total Authorization:	\$ 2,920,000

BACKGROUND

In March 2002, the Regents approved an increase in project authorization from \$300,000 to \$1,300,000 for the initial pre-design, programming, and space analysis phase of planning for an Education and Performance Facility on the Moscow campus (formerly called "Performing Arts Center").

DISCUSSION

The Education and Performance Facility project consists of an 800-seat auditorium suitable for all of the performing arts and teaching and learning spaces that enhance music education for the University. Museum and display space, production preparation and storage facilities, and other office and support spaces are also planned as part of the project. The Facility will meet a need for an intermediate-scaled performance space not currently available on the UI campus or in the region. The University intends to develop the project as a cooperative endeavor with private and public funding partners. The Facility was the University's top priority request for the FY03 Capital Budget, and is second only to the 'frozen' Teaching and Learning Center project in the FY04 Capital Budget. The University recently received notice of an additional \$1,620,000 in funding for the Facility from the U.S. Department of Housing and Urban Development via the FY2003 Appropriations Act.

This request authorizes further planning and design development work for the Education and Performance Facility. The increased authorization for this project includes approval to execute the necessary contracts for architectural/engineering services and related consulting service contracts to accomplish the scope of work.

**BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003**

**INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO (continued)**

IMPACT

The source of funding for this next phase of the project is the 2003 HUD grant in the amount of \$1,620,000.

STAFF COMMENTS

The current authorization was funded by private funds (\$300,000) and a HUD grant (\$1,000,000). The total project cost is estimated at \$44,200,000 with \$14,200,000 planned to be requested from the state's Permanent Building Fund. The balance of the funds will come from private and federal funds. With the increased funding authorization, the university will proceed with the schematic design phase.

BOARD ACTION

A motion to approve the request by University of Idaho to revise the planning and design development work and to increase the planning and design development budget to \$2,920,000 for the Education and Performance Facility.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO (continued)

**APPROVAL FOR UI TO PURSUE AND ACCEPT AN INVITATION TO THE SUN
BELT CONFERENCE**

SUBJECT

The University of Idaho seeks permission to pursue and accept an invitation to become an all sports member of the Sun Belt Conference.

BACKGROUND

The Board has previously authorized the university to compete at the NCAA Division 1-A level. At present, the Vandal football team competes in the Sun Belt Conference, while all other teams compete in the Big West Conference.

New membership criteria for Division 1-A participants become effective in the fall of 2005. After careful review of the options for complying with these new criteria, the university has determined that the most prudent course of action is to become an all sports member of a single conference before the fall of 2005.

A primary goal of the University of Idaho's strategic plan is to enhance the undergraduate experience making the university a residential campus of choice in Idaho and the West. Attaining this goal requires integration of the undergraduate educational experience with the residential experience. The UI believes that a successful, quality, competitive men's and women's intercollegiate athletic experience enriches students' lives, offers a training ground for personal growth, enhances the image of the institution and builds upon the academic mission of the university. Moreover, intercollegiate athletics contributes significantly to the traditions of a residential campus and serves as a focal point for both marketing and "friend raising" initiatives.

DISCUSSION

Membership in the Sun Belt Conference is not the chief end of the athletic program. It does, however, position the university to achieve its long-term objective of being a member of a Division IA, all-sports conference in the West. From both operational and financial perspectives, Sun Belt Conference affiliation is a clearly superior alternative to continued participation in the Big West Conference while playing Division 1-A football as an independent team.

After review of the new membership criteria that become effective in the fall of 2005, the university believes that these criteria will preclude Division 1-A teams from scheduling home football games against non-Division 1-A opponents. Thus, if UI fails to meet the membership criteria for continued participation in Division 1-A intercollegiate athletics, then the university believes that traditional rivalries such as the UI/BSU and UI/WSU football games would be lost.

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO (continued)

Given current trends, the long-term financial and operational viability of the university's continued participation in NCAA Division 1-A intercollegiate athletics is uncertain. However, the university believes that all sports participation in the Sun Belt Conference represents the most prudent course of action at this time.

IMPACT

Because the UI football team already competes in the Sun Belt Conference, the financial impact of all sports participation in the conference is limited to the incremental increase in travel costs for other teams. These increased costs are estimated to be \$80,000 per year. This represents about 13% of the travel budget and less than 1% of the total budget for intercollegiate athletics.

While not related to the conference affiliation issues, complying with the new membership criteria will entail additional costs. However, the university is confident that these costs can be managed within the tight management controls that the Board has established for intercollegiate athletic funding.

The university believes that all sports affiliation with the Sun Belt Conference also minimizes the non-financial risks related to intercollegiate athletics by helping to ensure that traditional football rivalries and the positive public relations associated with them are sustained in the future.

STAFF COMMENTS

Additional information to be provided.

BOARD ACTION

A motion to approve the request by University of Idaho to authorize the president of the University of Idaho, or his designee, to pursue and accept an invitation as an all-sports member of the Sun Belt Conference.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO (continued)

EMPLOYEE HEALTH INSURANCE PROGRAM

SUBJECT

The University of Idaho is preparing a Request for Proposals for its Employee Health Insurance Program for fiscal year 2004. This item is to provide the Board of Regents information regarding this process. A full report of the selection process and renewal will be submitted to the Regents in June.

BACKGROUND

The University of Idaho and Regence Blue Shield of Idaho (RBSI) have not come to mutual agreement on a renewal quote for the University's Employee Health Insurance program. The University believes that RBSI has not presented a competitive renewal quote based on the University's claims experience in FY 2003. Additionally, RBSI has indicated it is not bound to the 14% renewal increase cap in its existing contract with the University. Since the University is committed to providing the best possible health insurance program at the most competitive costs, the University will look at all available options before deciding on its insurance carrier for FY04.

DISCUSSION

The University of Idaho will retain a consultant to assist with the Request for Proposal process. Qualified insurance carriers will receive the RFP and will be given opportunity to respond. All responsive bids will be considered and a decision will be made by the end of April.

IMPACT

The University's primary intent is to explore all viable options for its health insurance program in an effort to minimize cost and maximize benefits for its employees. The RFP will ensure that the University has the most competitive quotes available in the current market.

STAFF COMMENTS

The University of Idaho is not included in the State of Idaho's employee health insurance program so is able to negotiate it's own health insurance contract. The RFP will ensure the university obtains the most competitive health insurance package.

BOARD ACTION

No Board action is required.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

INSTITUTION / AGENCY AGENDA
DIVISION OF PROFESSIONAL-TECHNICAL EDUCATION

SUBJECT

Allocation of the State Division of Professional-Technical Education FY 2004 Appropriation.

BACKGROUND

The Idaho Legislature appropriates funds for Professional-Technical Education to the Division of Professional-Technical Education in four designated programs: State Leadership and Technical Assistance, General programs, Postsecondary Programs, and Underprepared and Unprepared Adults/Displaced Homemakers. The Division of Professional-Technical Education requests approval of the allocation of the FY2004 appropriated funds anticipated in the appropriation from the Legislature. A copy of the allocation will be made available pending action of the Legislature and Governor.

DISCUSSION

The allocation will be based on the level of funding in the appropriation bill from the Legislature and the provisions of the State Plan for Professional-Technical Education. The postsecondary allocation will be based on the Annual Plan and Budget Request from the respective Technical Colleges.

IMPACT

Establish FY2004 operating budget.

STAFF COMMENTS

At the time the agenda was developed, the legislature had not passed and Governor had not signed an appropriation bill for the Professional-Technical Education. Hopefully, a bill will be passed and signed by the time of the Board meeting. If so, the appropriation bill and a recommended allocation will be presented to the Board at the meeting.

BOARD ACTION

A motion to approve the request from the Division of Professional-Technical Education for the allocation of the Fiscal Year 2004 appropriation.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

SUBJECT

FY 2004 College and University Allocation

BACKGROUND

The legislature appropriates to the State Board of Education and the Board of Regents monies for the general education programs at BSU, ISU, LCSC, UI, and system-wide needs. The Board allocates the lump-sum appropriation to the four institutions based on legislative intent and Board Policy, Section V.S. (Pages 16-18).

DISCUSSION

According to Board policy, the allocation is made in the following order: 1) each institution shall be allocated its prior year base; 2) funds for the Enrollment Workload Adjustment; 3) funds for new occupancy costs; 4) funding of special allocations; and 5) a general allocation based on proportionate share to total budget request

IMPACT

This action allocates the FY 2004 college and universities lump-sum appropriation to the institutions for the general education program and system-wide needs. The funds allocated along with revenue generated from potential fee increase will establish the operating budgets for the general education program for FY 2004.

STAFF COMMENTS

At the time the agenda was developed, the legislature had not passed and Governor had not signed an appropriation bill for the college and universities. Hopefully, a bill will be passed and signed by the time of the Board meeting. If so, the appropriation bill and a recommended allocation will be presented to the Board at the meeting.

BOARD ACTION

A motion to approve the FY 2004 allocation for Boise State University, Idaho State University, University of Idaho, Lewis-Clark State College, and system-wide needs as presented on Page XX.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: S. Allocation of Lump Sum Appropriation

April 2002

S. Allocation of Lump Sum Appropriation (BSU, ISU, LCSC, UI)

1. Objectives

- a. The funding process should offer maximum institutional flexibility to allocate funds internally to carry out roles and missions established by the Board.
- b. The funding process should be a straightforward approach that can be used by the Board to express system-wide priorities.
- c. There should be a clear and understandable relationship between institutional needs, the system-wide funding request, the legislative appropriations, the allocation of funds, and the ultimate use of the funds.
- d. The funding process should not penalize institutions as the result of decisions related to the internal allocation of resources by other institutions.
- e. Any incentives that the Board uses in the funding process should be explicit.
- f. The funding process should be applied consistently from year-to-year so that there can be some level of predictability in the allocation as well as increased confidence in the outcome.
- g. The funding process should encourage cooperative programs among institutions.
- h. The funding process should be compatible with the Statewide Plan for Higher Education.

2. Methodology

The allocation shall consist of the total of the lump sum general account appropriation and actual land grant endowment receipts. The allocation shall be made in the following order:

- a. Each institution shall be allocated its base allocation of the prior year.
- b. An Enrollment Workload Adjustment shall be applied to the allocation of each institution. The adjustment shall be calculated as follows:
 - (1) A three-(3) year moving average of credit hours multiplied by the program weights shall be used. The three (3) years to be used shall be those which precede the year of the allocation and shall consist of two (2) years of actual and one (1) year of estimated credit hours.
 - (2) Effective with the FY 1990 allocation, credit hours generated from externally funded sources and contracts shall be removed from this adjustment. Credit hours for in-service teacher education shall not be removed.

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: S. Allocation of Lump Sum Appropriation

April 2002

- (3) The total budget base of the institutions shall be multiplied by 0.33 and divided by the three-(3)year moving average of total weighted credit hours for the prior year. The resultant amount per credit hour shall be multiplied by the change from the prior three-(3)year moving average of weighted credit hours for each institution to calculate the adjustment by institution.
- (4) Program weights are the weighting factors applied to four (4) categories of instructional disciplines with different weight factors by category and course level. The groups and factors follow.

<u>Group I</u> Physical Education Law Letters Library Sciences Mathematics Military Science Psychology Social Sciences	<u>Group II</u> Area Studies Business & Management Education Communications Home Economics Public Affairs Interdisciplinary Studies
<u>Group III</u> Agricultural & Natural Resources Architecture & Environmental Design Biological Sciences Fine & Applied Arts Foreign Languages Physical Sciences	<u>Group IV</u> Engineering Health Professions Computer & Information Sciences

The weighting factors for the above categories are as follows:

<u>Course Level</u>	<u>Category</u>			
	I	II	III	IV
Lower Division	1.00	1.30	1.60	3.00
Upper Division	1.50	1.90	2.50	3.50
Graduate	3.50	3.50	6.00	6.50
Law	2.60	--	--	--

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: S. Allocation of Lump Sum Appropriation

April 2002

An additional five percent (5%) emphasis factor is given to the Primary Emphasis areas at each institution. These areas are:

<u>Boise State University</u> Business Social Science (includes Economics) Public Affairs Performing Arts (excluding Art) Education Engineering	<u>Idaho State University</u> Health Professions Biological Sciences Physical Sciences Education
<u>University of Idaho</u> Agriculture Forestry Mines Engineering Architecture Law Foreign Languages Education	<u>Lewis-Clark State College</u> Business Criminal Justice Nursing Social Work Education

- c. Operations and maintenance funds (custodial, maintenance, and utilities) for new, major general education capital improvement projects shall be allocated to affect institutions.
- d. Decision units above the base shall be consistent with the legislative budget request. The allocation of these decision units to the institutions shall be based on the proportionate share of each institution in the total budget request for these decision units applied to the increase in appropriations above the base excluding special allocations.
- e. The Board may also allocate funds for special activities or projects at the discretion of the Board.

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

SUBJECT

FY 2004 Community College Allocation

BACKGROUND

The legislature appropriates to the State Board of Education for Community College Support. The Board allocates the funds equally between the College of Southern Idaho and North Idaho College.

DISCUSSION

Based on an agreement by the presidents of the two colleges, the funds are allocated equally to the two colleges.

IMPACT

Each college would be allocated ½ the appropriation for FY2004.

STAFF COMMENTS

At the time the agenda was developed, the legislature had not passed and Governor had not signed an appropriation bill for the community colleges. Hopefully, a bill will be passed and signed by the time of the Board meeting. If so, the appropriation bill and a recommended allocation will be presented to the Board at the meeting.

BOARD ACTION

A motion to approve the FY 2004 allocation of community college support to College of Southern Idaho and to North Idaho College equally as shown on Page XX.

Moved by_____ Seconded by_____ Carried Yes_____ No_____

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

SUBJECT

FY 2004 Student Fee & Tuition Rates

BACKGROUND

Section V.R. (Pages 22-26) contains the Board policy that defines fees, identifies the process to change fees, and establishes the approval level required for the various student fees (chief executive officer or the Board). The Board's policy on student fees is in Section V.R.2 which states "the institutions shall maintain fees that are competitive with those of western peer institutions" and that "An institution cannot request more than a ten percent (10%) increase in the total full-time student fee unless otherwise authorized by the Board." Per Board policy BSU, ISU, UI, LCSC, and EITC have notified students of proposed fee increases, have conducted public hearings, and now recommend to the Board student fee and tuition rates for FY 2004.

DISCUSSION

Pages 27 and 29 summarize the recommended fees and tuition increases followed by each institutions detailed schedules (Pages: BSU 31-33; ISU 35-37; UI 39-41; LCSC 43-45; and EITC 47-49) The institutional schedules consist of: 1) a schedule detailing the fee and tuition changes; 2) a schedule projecting the amount of revenue generated from the fee and tuition changes; and 3) a narrative justification of the planned uses of the additional revenue.

The average for the WICHE states has been used historically for fee comparisons. Pages 51-55 compares WICHE states' fees and tuition averages for residents and nonresidents for the universities and Lewis-Clark State College.

IMPACT

Additional revenue for the FY04 operating budget is generated by increasing student fees and tuition. The revenue will be used to fund MCO increases that have not been funded.

STAFF COMMENTS

The recommended fees are within the Board's increase limit of 10%. For the universities the resident fees are over the WICHE state average by 3%. Nonresident tuition and fees are 17% below the average. Other fee comparisons and analyses are in the Plans, Policy and Governmental Affairs agenda item dealing with indexing student fees.

BOARD ACTION

A motion to approve the fee and tuition rates for FY 2004 for Boise State University, Idaho State University, University of Idaho, Lewis-Clark State College, and Eastern Idaho Technical College as recommended and displayed on Pages 27-49.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: R. Establishment of Fees

October 2002

R. Establishment of Fees

1. Definitions and Types of Fees

The following definitions are applicable to fees charged to students at the University of Idaho, Boise State University, Idaho State University, Lewis-Clark State College, and Eastern Idaho Technical College.

a. General Education Fees

General education fees are to be deposited into the unrestricted or restricted current fund accounts as required by Section V, Subsection Q.

(1) Tuition

Tuition is defined as the fee charged for the cost of instruction at the colleges and universities. The cost of instruction shall not include those costs associated with said colleges and universities, such as maintenance and operation of physical plant, student services and institutional support, which are complementary to, but not part of the instructional program. Tuition may be charged only to nonresident, full-time and part-time students enrolled in any degree-granting program and to Professional-Technical Education students enrolled in pre-employment, preparatory programs.

(2) Matriculation Fee

Matriculation fee is defined as the fee charged for maintenance and operation of physical plant, student services, and institutional support for full-time students enrolled in academic credit courses and Professional-Technical Education pre-employment, preparatory programs.

(3) Professional-Technical Education Fee

Professional-Technical Education fee is defined as the fee charged for educational costs for students enrolled in Professional-Technical Education pre-employment, preparatory programs.

(4) Part-time Education Fee

Part-time education fee is defined as the fee per credit hour charged for educational costs for part-time students enrolled in any degree program.

(5) Graduate Fee

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: R. Establishment of Fees

October 2002

Graduate fee is defined as the additional fee charged for educational costs for full-time and part-time students enrolled in any post-baccalaureate degree-granting program.

(6) Summer School Fee

Summer school fee is defined as the fee charged for educational costs for students enrolled in academic programs in summer semester.

(7) Western Undergraduate Exchange (WUE) Fee

Western Undergraduate Exchange fee is defined as the additional fee for full-time students participating in this program and shall be equal to fifty percent (50%) of the total of the matriculation fee, facility fee, and activity fee.

(8) Employee/Spouse Fee

The fee for eligible participants shall be a registration fee of twenty dollars (\$20.00) plus five dollars (\$5.00) per credit hour. Eligibility shall be determined by each institution. Employees at institutions, agencies and the school under the jurisdiction of the Board may be eligible for this fee. Special course fees may also be charged.

(9) Senior Citizen Fee

The fee for Idaho residents who are 60 years of age or older shall be a registration fee of twenty dollars (\$20.00) plus five dollars (\$5.00) per credit hour. This fee is for courses on a space available basis only. Special course fees may also be charged.

(10) In-Service Teacher Education Fee

The fee shall be one-third of the average part-time undergraduate credit hour fee or one-third of the average graduate credit hour fee. This special fee shall be applicable only to approved teacher education courses. The following guidelines will determine if a course or individual qualifies for this special fee.

- (a) The student must be an Idaho public school teacher or other professional employee of an Idaho school district.
- (b) The costs of instruction are paid by an entity other than an institution.
- (c) The course must be approved by the appropriate academic unit(s) at the institution.
- (d) The credit awarded is for professional development and cannot be applied towards a degree program.

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: R. Establishment of Fees

October 2002

(11) Course Overload Fee

This fee may be charged to full-time students with excessive course loads as determined by each institution.

b. Local Fees

Local fees are both full-time and part-time student fees which are to be deposited into the local institutional accounts. Local fees shall be expended for the purposes for which they were collected.

(1) Facilities Fee

Facilities fee is defined as the fee charged for capital improvement and building projects and for debt service required by these projects. Revenues collected from this fee may not be expended on the operating costs of general education facilities.

(2) Activity Fee

Activity fee is defined as the fee charged for such activities as intercollegiate athletics, student health center, student union operations, the associated student body, financial aid, intramural and recreation, and other activities which directly benefit and involve students. The activity fee shall not be charged for educational costs or major capital improvement or building projects. Each institution shall develop a detailed definition and allocation proposal for each activity for internal management purposes.

(3) Technology Fee

Technology fee is defined as the fee charged for campus technology enhancements and operations.

(4) Professional Fee

Professional fee is defined as the additional fee charged for educational costs for students enrolled in specialized degree granting programs. Professional programs currently approved by the Board to charge a professional fee are pharmacy, law, medicine, veterinary medicine, dentistry, physician assistant, physical therapy, occupational therapy, graduate nursing, architecture, and landscape architecture.

(5) Contracts and Grants

Special fee arrangements are authorized by the Board for instructional programs provided by an institution pursuant to a grant or contract approved by the Board.

(6) Continuing Education

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: R. Establishment of Fees

October 2002

Continuing education fee is defined as the additional fee to part-time students which is charged on a per credit hour basis to support the costs of continuing education.

2. Board Policy on Student Fees

Consistent with the Statewide Plan for Higher Education in Idaho, the institutions shall maintain fees that are competitive with those of western peer institutions. Therefore, the total fee for full-time undergraduate and graduate students for both residents and nonresidents shall not exceed the peer group average of the prior year. An institution cannot request more than a ten percent (10%) increase in the total full-time student fee unless otherwise authorized by the Board.

3. Fees Approved by the Chief Executive Officer of the Institution

a. Special Course Fees or Assessments

A special course fee is a fee required for a specific course or special activity and, therefore, not required of all students enrolled at the institution. Fees such as penalty assessments, library fines, continuing education fees, parking fines, laboratory fees, breakage fees, fees for video outreach courses, late registration fees, and fees for special courses offered for such purposes as remedial education credit that do not count toward meeting degree requirements are considered special course fees. All special course fees or penalty assessments, or changes to such fees or assessments, are established and become effective in the amount and at the time specified by the chief executive officer of the institution. The chief executive officer is responsible for reporting these fees to the Board upon request.

b. Student Health Insurance Premiums or Room and Board Rates

Fees for student health insurance premiums paid either as part of the uniform student fee or separately by individual students, or charges for room and board at the dormitories or family housing units of the institutions. Changes in insurance premiums or room and board rates or family housing charges shall be approved by the chief executive officer of the institution no later than three (3) months prior to the semester the change is to become effective. The chief executive officer shall report such changes to the Board at its June meeting.

c. Activity and Facility Fees

The chief executive officer of the institution shall approve the amount of each of these fees prior to the April Board meeting. The change is to become effective prior to the beginning of the academic year following the change. The chief executive officer or his or her designee shall meet and confer with the associated student body before approving these fees. The institution shall hold a public meeting on the fee changes, and a report of the meeting shall be made available to the Board.

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: R. Establishment of Fees

October 2002

4. Fees Approved by the Board

a. Fees Requiring Board Approval

- (1) Tuition
- (2) Matriculation
- (3) Professional-Technical Education Fee
- (4) Part-time Education Fee
- (5) Graduate Fee
- (6) Summer School Fee
- (7) Professional Fee
- (8) Course Overload Fee

b. Initial Notice

A proposal to alter a student fee covered by Subsection V.R.4.a shall be formalized by initial notice of the chief executive officer of the institution at least six (6) weeks prior to the Board meeting at which a final decision is to be made. Notice will consist of transmittal, in writing, to the student body president and to the recognized student newspaper during the months of publication of the proposal contained in the initial notice. The proposal will describe the amount of change, statement of purpose, and the amount of revenues to be collected.

The initial notice must include an invitation to the students to present oral or written testimony at the public hearing held by the institution to discuss the fee proposal. A record of the public hearing as well as a copy of the initial notice shall be made available to the Board.

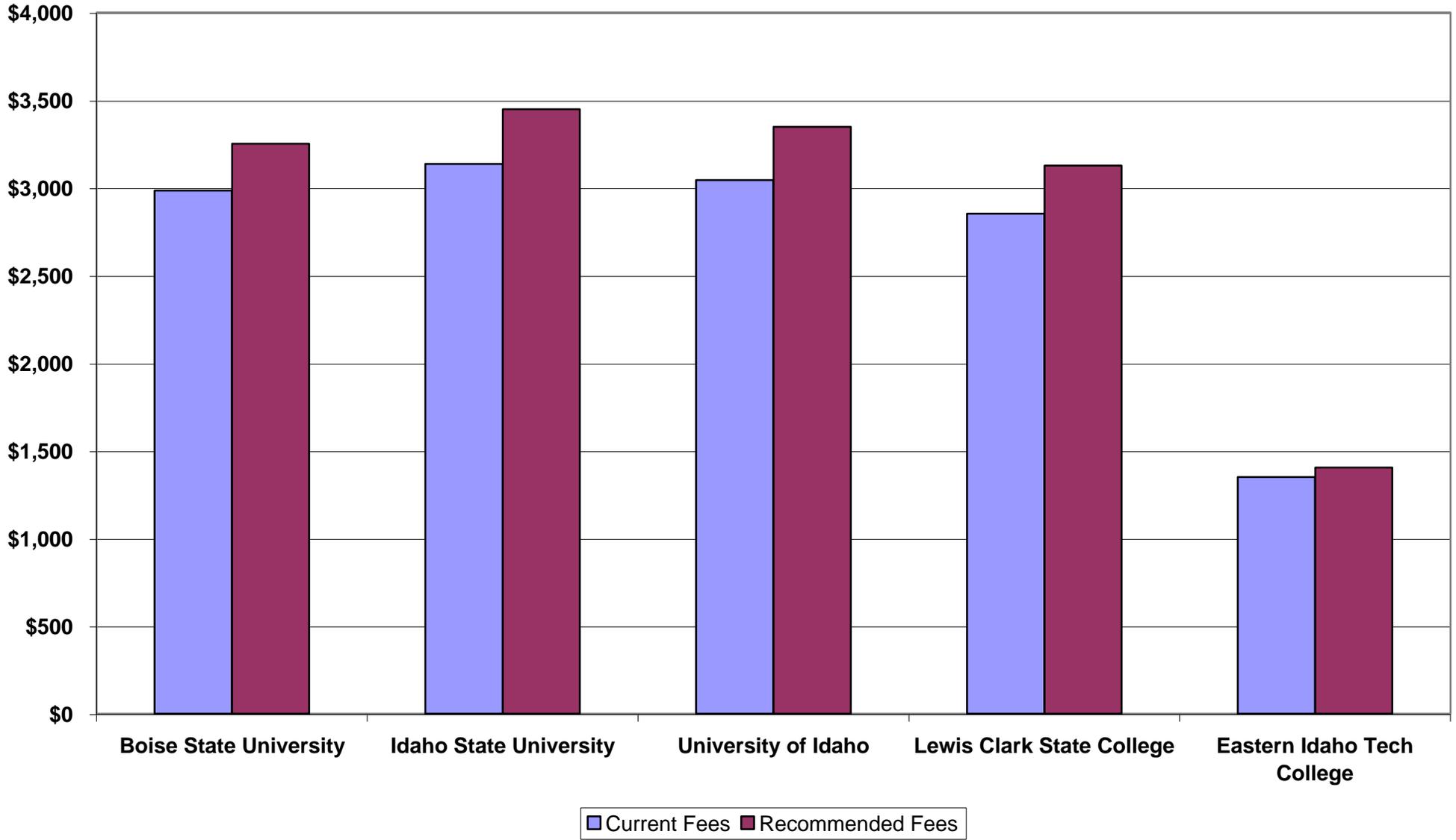
c. Board Approval

Generally, Board approval for fees will be considered annually at the April Board meeting. This requirement is intended to provide the institutions with sufficient time to prepare the subsequent fiscal year operating budget.

d. Effective Date

Any change in the rate of fees or tuition becomes effective on the date approved by the Board unless otherwise specified.

**Idaho Undergraduate Resident Fees
FY03 Actual Fees and FY04 Recommended Fees**



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Colleges & Universities

Summary of FY2004 Annual Student Fees As Recommended by the Institutions

Institution	FY03 Fees	Recommended Fee Increases						Recomded FY2004 Fees
		Board Apprd Fees		CEO Apprd Fees		Total Fees		
		Amount	% Incr	Amount	% Incr	Amount	% Incr	
1 Full-time Fees & Tuition:								
2 Resident Noninstructional Fees:								
3 Undergraduate:								
4 Boise State University	\$2,984.00	\$257.00	8.61%	\$10.00	0.34%	\$267.00	8.95%	\$3,251.00
5 Idaho State University	\$3,136.00	\$302.00	9.63%	\$10.00	0.32%	\$312.00	9.95%	\$3,448.00
6 University of Idaho	\$3,044.00	\$304.00	9.99%	\$0.00	0.00%	\$304.00	9.99%	\$3,348.00
7 Lewis Clark State College	\$2,852.00	\$213.00	7.47%	\$61.00	2.14%	\$274.00	9.61%	\$3,126.00
8 Eastern Idaho Tech College	\$1,350.00	\$30.00	2.22%	\$24.00	1.78%	\$54.00	4.00%	\$1,404.00
9								
10 Graduate:								
11 Boise State University	\$3,630.00	\$289.00	7.96%	\$10.00	0.28%	\$299.00	8.24%	\$3,929.00
12 Idaho State University	\$3,768.00	\$330.00	8.76%	\$10.00	0.27%	\$340.00	9.02%	\$4,108.00
13 University of Idaho	\$3,584.00	\$304.00	8.48%	\$0.00	0.00%	\$304.00	8.48%	\$3,888.00
14								
15 Nonresident Tuition and Fees:								
16 Undergraduate								
17 Boise State University	\$9,384.00	\$577.00	6.15%	\$10.00	0.11%	\$587.00	6.26%	\$9,971.00
18 Idaho State University	\$9,376.00	\$662.00	7.06%	\$10.00	0.11%	\$672.00	7.17%	\$10,048.00
19 University of Idaho	\$9,764.00	\$976.00	10.00%	\$0.00	0.00%	\$976.00	10.00%	\$10,740.00
20 Lewis Clark State College	\$8,562.00	\$501.00	5.85%	\$61.00	0.71%	\$562.00	6.56%	\$9,124.00
21 Eastern Idaho Tech College	\$4,948.00	\$174.00	3.52%	\$24.00	0.49%	\$198.00	4.00%	\$5,146.00
22								
23 Graduate:								
24 Boise State University	\$10,030.00	\$609.00	6.07%	\$10.00	0.10%	\$619.00	6.17%	\$10,649.00
25 Idaho State University	\$10,008.00	\$690.00	6.89%	\$10.00	0.10%	\$700.00	6.99%	\$10,708.00
26 University of Idaho	\$10,304.00	\$976.00	9.47%	\$0.00	0.00%	\$976.00	9.47%	\$11,280.00
27								
28								
29 Part-time Credit Hour Fees & Tuition:								
30 Resident Fees:								
31 Undergraduate:								
32 Boise State University	\$149.00	\$12.90	8.66%	\$0.50	0.34%	\$13.40	8.99%	\$162.40
33 Idaho State University	\$157.00	\$15.00	9.55%	\$0.00	0.00%	\$15.00	9.55%	\$172.00
34 University of Idaho	\$154.00	\$13.00	8.44%	\$0.00	0.00%	\$13.00	8.44%	\$167.00
35 Lewis Clark State College	\$140.00	\$10.50	7.50%	\$2.50	1.79%	\$13.00	9.29%	\$153.00
36 Eastern Idaho Tech College	\$68.00	\$2.00	2.94%	\$0.00	0.00%	\$2.00	2.94%	\$70.00
37 In-Service Teacher Fee	\$50.00	\$5.00	10.00%	\$0.00	0.00%	\$5.00	10.00%	\$55.00
38								
39 Graduate:								
40 Boise State University	\$184.00	\$14.65	7.96%	\$0.50	0.27%	\$15.15	8.23%	\$199.15
41 Idaho State University	\$189.00	\$16.00	8.47%	\$0.00	0.00%	\$16.00	8.47%	\$205.00
42 University of Idaho	\$181.00	\$13.00	7.18%	\$0.00	0.00%	\$13.00	7.18%	\$194.00
43 In-Service Teacher Fee	\$62.00	\$4.00	6.45%	\$0.00	0.00%	\$4.00	6.45%	\$66.00
44								
45 Nonresident Tuition and Fees:								
46 Additional Nonresident Cr Hr Tuition								
47 Idaho State University	\$90.00	\$5.00	5.56%	\$0.00	0.00%	\$5.00	5.56%	\$95.00
48 University of Idaho	\$105.00	\$10.00	9.52%	\$0.00	0.00%	\$10.00	9.52%	\$115.00

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BOISE STATE UNIVERSITY

Recommendations for Changes to Student Fees for FY2004 Annual Full-Time Fees and Part-Time Credit Hours Fees

	Bd Appv	FY03 Fees	FY04 Initial Notice	Recommended Fees		
				FY04 Fees	Amt Incr	% Incr
Student Fees:						
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BOISE STATE UNIVERSITY
Potential Student Fee Revenue Changes for FY2004
Due to Enrollment and Fee Changes

	Projected HC/SCH Enrollmt		Potential Revenue Generated Due to Enrollment and Fee Changes					
			Enrollment Changes		Fee Changes		Total Rev Chge	
			Gen Educ	Local	Gen Educ	Local	Gen Educ	Local
Student Fees:	FY03	FY04						
1 Full-time Fees:								
2 Matriculation Fee	11,604	12,000	\$738,100		\$3,084,000		\$3,822,100	
3 Technology Fee	11,604	12,000		32,700		0		32,700
4 Facilities Fees	11,604	12,000		200,400		0		200,400
5 Student Activity Fees	11,604	12,000		211,500		116,000		327,500
6 Total Full-time Fees			<u>\$738,100</u>	<u>\$444,600</u>	<u>\$3,084,000</u>	<u>\$116,000</u>	<u>\$3,822,100</u>	<u>\$560,600</u>
7								
8 Part-time Credit Hour Fees:								
9 Education Fee	42,049	42,000	(\$5,000)		\$541,800		\$536,800	
10 Technology Fee	38,000	40,000		8,800		0		8,800
11 Facilities Fees	38,000	40,000		47,800		0		47,800
12 Student Activity Fees	42,049	42,000		(900)		21,000		20,100
13 Total Part-time Cr Hr Fees:			<u>(\$5,000)</u>	<u>\$55,700</u>	<u>\$541,800</u>	<u>\$21,000</u>	<u>\$536,800</u>	<u>\$76,700</u>
14								
15 Summer Fees:								
16 Education Fee	25,570	25,600	\$3,100		\$330,200		\$333,300	
17 Technology Fee	18,808	20,100		\$5,700		\$0		\$5,700
18 Facilities Fees	18,808	20,100		\$30,900		\$0		\$30,900
19 Student Activity Fees	25,570	25,600		\$500		\$0		\$500
20 Total Summer Fees:			<u>\$3,100</u>	<u>\$37,100</u>	<u>\$330,200</u>	<u>\$0</u>	<u>\$333,300</u>	<u>\$37,100</u>
21								
22 Other Student Fees:								
23 Graduate Fees:								
24 Full-time Grad/Prof	320	320	\$0		\$10,200		\$10,200	
25 Part-time Graduate/Hour	10,500	10,600	\$3,500		\$18,600		\$22,100	
26 Nonresident Tuition:								
27 Nonres Tuition-Fall	320	330	\$64,000		\$105,600		\$169,600	
28 Other Fees:								
29 Western Undergrad Exchge	225	225	\$0		\$30,000		\$30,000	
30 Overload Fee	360	360	\$0		\$4,800		\$4,800	
31 In-service Fees/Cr Hr - Undergrad			\$0		\$0		\$0	
32 In-service Fees/Cr Hr - Grad	6,200	6,200	\$0		\$24,800		\$24,800	
33 Total Other Student Fees			<u>\$67,500</u>	<u>\$0</u>	<u>\$164,400</u>	<u>\$0</u>	<u>\$231,900</u>	<u>\$0</u>
34								
35 Total Additional Student Fee Revenue			<u><u>\$803,700</u></u>	<u><u>\$537,400</u></u>	<u><u>\$4,120,400</u></u>	<u><u>\$137,000</u></u>	<u><u>\$4,924,100</u></u>	<u><u>\$674,400</u></u>
36								
37 Changes to Student Activity Fees:								
38 Full-time (annual):								
39 Intercollegiate Athletics	11,604	12,000		31,700		116,000		147,700
40								
41 Part-time (per credit):								
42 Intercollegiate Athletics	42,049	42,000		(200)		21,000		20,800

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

BOISE STATE UNIVERSITY
STUDENT FEE INCREASE REQUEST

General Education Fees

Increase: FT - \$128.5/semester
PT - \$ 12.90/credit

Due to the general uncertainty of the level of funding for the 2004 operating budget, it is difficult to identify the specific areas that will benefit from increases in revenue. However, we anticipate continued significant enrollment pressures resulting in increased needs for student support and institutional support to meet expected levels of service to our students. Although student fees cannot be used for instructional costs, the increased revenue does provide resources to help meet the academic mission of the institution. The estimated revenue generated this fee increase is \$4.1M and would allow Boise State to maintain current levels of support for FY 2004.

A 9% increase in fee revenue is considered essential to meet the needs of a dramatically growing student population, fund fixed cost commitments and ensure the ability to meet inflationary demands of rising health costs, rising costs related to risk management as well as rising utility costs.

Activity Fee – Athletics

Increase: FT - \$5.00/semester
PT - \$.50/credit

This fee was originally scheduled for FY 2003 as part of Boise State University Intercollegiate Athletics Five-Year Financial Plan. This plan was presented and received by the Board at the October 19, 2000 meeting in response to a budget deficit reported to the Board earlier that year. As part of that plan, student fees for athletics would increase \$5.00 for full-time students and \$.50 per part-time credit hour in years 2002, 2003 and 2004. Due to university budget reductions in 2003, the \$5.00 increase was deferred to allow 100% of the 2003 fee increase to go to matriculation.

The additional revenue generated by this fee increase is estimated to be \$137,000. In an effort to remain on task with the approved financial plan for Boise State Athletics, this fee increase is intended to partially offset the rising costs of student scholarships, student fees, books and athletic travel for student athletes.

Associated Student Body of Boise State University

Re-allocation of \$1.25 from ASBSU to Club Sports

The Associated Student Body of Boise State University is re-allocating \$1.25 of their current \$17.00 fee to Club Sports – to be administered thru Campus Recreation. It is believed that an independent fee for Club Sports will better serve all student organizations, including Club Sports.

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IDAHO STATE UNIVERSITY

Recommendations for Changes to Student Fees for FY2004 Annual Full-Time Fees and Part-Time Credit Hours Fees

	Bd Appv	FY03 Fees	FY04 Initial Notice	Recommended Fees		
				FY04 Fees	Amt Incr	% Incr
Student Fees:						
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IDAHO STATE UNIVERSITY

Potential Student Fee Revenue Changes for FY2004 Due to Enrollment and Fee Changes

	Projected		Potential Revenue Generated Due to Enrollment and Fee Changes					
	HC/SCH Enrollment		Enrollment Changes		Fee Changes		Total Rev Chge	
	FY03	FY04	Gen Educ	Local	Gen Educ	Local	Gen Educ	Local
Student Fees:								
1 Full-time Fees:								
2 Matriculation Fee	9,035	9,385	\$664,000		\$2,834,300		\$3,498,300	
3 Technology Fee	9,035	9,385		25,200		0		25,200
4 Facilities Fees	9,035	9,385		126,000		0		126,000
5 Student Activity Fees	9,035	9,385		282,400		93,900		376,300
6 Total Full-time Fees			<u>\$664,000</u>	<u>\$433,600</u>	<u>\$2,834,300</u>	<u>\$93,900</u>	<u>\$3,498,300</u>	<u>\$527,500</u>
7								
8 Part-time Credit Hour Fees:								
9 Education Fee	34,270	34,745	\$58,500		\$521,200		\$579,700	
10 Technology Fee	34,270	34,745		2,900		0		2,900
11 Facilities Fees	34,270	34,745		0		0		0
12 Student Activity Fees	34,270	34,745		13,300		0		13,300
13 Total Part-time Cr Hr Fees:			<u>\$58,500</u>	<u>\$16,200</u>	<u>\$521,200</u>	<u>\$0</u>	<u>\$579,700</u>	<u>\$16,200</u>
14								
15 Other Student Fees:								
16 Graduate Fees:								
17 Full-time Grad/Prof	590	630	\$25,300		\$17,600		\$42,900	
18 Part-time Graduate/Hour	7,345	6,597	(23,900)		6,600		(17,300)	
19 Nonresident Tuition:								
20 Nonres Tuition	160	173	40,600				40,600	
21 Part-time Nonres Tuition	1,186	735	(40,600)				(40,600)	
22 Professional Fees:								
23 PharmD - Resident	181	182		1,200		54,600		55,800
24 PharmD - Nonres	27	30		12,600		12,400		25,000
25 Phys Therapy - Resident	34	38		4,900		2,400		7,300
26 Phys Therapy - Nonres	16	10		(25,200)		2,100		(23,100)
27 Occu Therapy - Resident	15	12		(3,700)		18,700		15,000
28 Occu Therapy - Nonres	0	1		4,200		200		4,400
29 Physician Assistant - Res	38	39		9,800		19,300		29,100
30 Physician Assistant - Nonres	9	12		33,300		6,800		40,100
31 Nursing-MSN	17	24		7,000		1,200		8,200
32 Idaho Dental Education (IDEP)	8	8		0		6,300		6,300
33 Other Fees:								
34 Western Undergrad Exchge	183	214	24,300		16,700		41,000	
35 In-service Fees/Cr Hr - Undergrad			0		0		0	
36 In-service Fees/Cr Hr - Grad	7,300	6,618	(42,300)		26,500		(15,800)	
37 Total Other Student Fees			<u>(\$16,600)</u>	<u>\$44,100</u>	<u>\$67,400</u>	<u>\$124,000</u>	<u>\$50,800</u>	<u>\$168,100</u>
38								
39 Total Additional Student Fee Revenue			<u>\$705,900</u>	<u>\$493,900</u>	<u>\$3,422,900</u>	<u>\$217,900</u>	<u>\$4,128,800</u>	<u>\$711,800</u>
40								
41 Changes to Student Activity Fees:								
42 Full-time:								
43 Marching Band (Scholarships)	9,035	9,385		3,900		18,800		22,700
44 Rodeo Team (Club Sport Support)	9,035	9,385		0		75,100		75,100

IDAHO STATE UNIVERSITY
ANTICIPATED USE OF PROPOSED FEE REVENUE INCREASE
FY2003-2004

Matriculation & Other General Education Fees \$4,128,800

As with previous years, student fee revenue is a necessary component of the University's total revenue required for ongoing operations. This fee increase has the support of the student body leadership, and while they understand its necessity, there is concern that the continued high percentage increases do not adversely affect a student's collegiate opportunity.

A known state endowment funding reduction and potential base budget reduction and/or lack of MCO funding would necessitate a reduction in instructional availability. Student fee increases combined with revenue generated from enrollment increases would mitigate this problem. Based upon no change in base funding from the state (exception of state endowment funds), the fee increase would be used as follows:

	<u>% Student Fee Required to Offset</u>
Needs for Fixed Expense	
General Inflation	.85
Utilities	.30
Library Materials Inflation	.35
Employee Health Insurance	<u>2.50</u>
	4.00
Loss of State Endowment Funding	<u>1.20</u>
	5.20
Toward Physical Plant Maintenance	1.00
Toward Instruction Demand	<u>3.80</u>
	10.00

Depending upon the actual state appropriation, the amount designated for physical plant maintenance and instruction would be adjusted.

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UNIVERSITY OF IDAHO

Recommendations for Changes to Student Fees for FY2004 Annual Full-Time Fees and Part-Time Credit Hours Fees

	Bd Appv	FY03 Fees	FY04 Initial Notice	Recommended Fees		
				FY04 Fee	Amt Incr	% Incr
Student Fees:						
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UNIVERSITY OF IDAHO

Potential Student Fee Revenue Changes for FY2004 Due to Enrollment and Fee Changes

	Projected		Potential Revenue Generated Due to Enrollment and Fee Changes					
	HC/SCH Enrollmt		Enrollment Changes		Fee Changes		Total Rev Chge	
	FY03	FY04	Gen Educ	Local	Gen Educ	Local	Gen Educ	Local
Student Fees:								
1 Full-time Fees:								
2 Matriculation Fee	9,010	9,350	\$576,400		\$2,842,400		\$3,418,800	
3 Technology Fee	9,010	9,350		39,800		0		39,800
4 Facilities Fees	9,010	9,350		196,400		0		196,400
5 Student Activity Fees	9,010	9,350		222,500		0		222,500
6 Total Full-time Fees			<u>\$576,400</u>	<u>\$458,700</u>	<u>\$2,842,400</u>	<u>\$0</u>	<u>\$3,418,800</u>	<u>\$458,700</u>
7								
8 Part-time Credit Hour Fees:								
9 Education Fee	6,210	5,500	(\$69,500)		\$71,500		\$2,000	
10 Technology Fee	6,210	5,500		(4,300)		0		(4,300)
11 Facilities Fees	6,210	5,500		(14,800)		0		(14,800)
12 Student Activity Fees	6,210	5,500		(20,800)		0		(20,800)
13 Total Part-time Cr Hr Fees:			<u>(\$69,500)</u>	<u>(\$39,900)</u>	<u>\$71,500</u>	<u>\$0</u>	<u>\$2,000</u>	<u>(\$39,900)</u>
14								
15 Other Student Fees:								
16 Graduate Fees:								
17 Full-time Grad/Prof	1,140	1,255	\$62,100		\$0		\$62,100	
18 Part-time Grad/Prof/CrHr	16,790	17,070	\$7,600		\$0		\$7,600	
19 Summer Session 2004	13,130	11,650	(\$247,200)		\$186,400		(\$60,800)	
20 Outreach Programs	13,970	19,160	\$799,300		\$249,100		\$1,048,400	
21 Nonresident Tuition								
22 Nonres Tuition - Full-Time	685	705	\$134,400		\$473,800		\$608,200	
23 Part-time Nonres Tuition	1,470	1,150	(\$33,600)		\$11,500		(\$22,100)	
24 Professional Fees:								
25 Law College FT	290	300	\$24,000		\$150,000		\$174,000	
26 Law College PT	550	490	(\$4,500)		\$7,400		\$2,900	
27 Architecture Programs FT	370	415	\$31,700		\$0		\$31,700	
28 Architecture Programs PT	110	430	\$11,200		\$0		\$11,200	
29 Other Fees:								
30 Western Undergrad Exchge	515	465	(\$76,100)		\$70,700		(\$5,400)	
31 In-srvc Fees/Cr Hr - Undergrad	420	465	\$2,300		\$2,300		\$4,600	
32 In-srvc Fees/Cr Hr - Grad	6,470	7,160	\$42,800		\$28,600		\$71,400	
33 Total Other Student Fees			<u>\$708,900</u>	<u>\$0</u>	<u>\$1,148,900</u>	<u>\$0</u>	<u>\$1,857,800</u>	<u>\$0</u>
34								
35 Total Additional Student Fee Revenue			<u>\$1,215,800</u>	<u>\$418,800</u>	<u>\$4,062,800</u>	<u>\$0</u>	<u>\$5,278,600</u>	<u>\$418,800</u>
36								

**University of Idaho
Student Fees and Tuition Information**

The Fee Process

The fee process this year was a continuation of the process that was adopted two years ago. Student leaders are members of the university's fiscal emergency committee. Thus we began our work on the fee request with a shared understanding of the budget challenge we face and the university's multi-year plan for addressing this challenge. We worked with student leaders in regular weekly meetings after the start of the Spring semester. We discussed with student leadership all aspects of our fee increase. Through a collaborative process we were able to reach consensus on the proposal.

The proposal for increase in the Professional Fee in Law was discussed with student leadership in that college. The increase is continuing a multi-year phase-in of fee increases dedicated programs in that college.

On the evening of March 26th, we held a community workshop in the Idaho Commons. The administration made a comprehensive presentation of the fee increase. Comments by student leaders and all others were addressed to the assembled group.

Both the administration and student leaders are pleased with the reengineered process for developing the fee request. Not only have we significantly improved communications with student leaders, but we have also significantly expanded web-based access to information about fees for all students and stakeholders in the process.

General Education Fees and Tuition:

The attached worksheet, which estimates potential fee and tuition revenue changes for FY2004, is predicated on the fee and tuition rates contained in the UI Notice of Intent to Adopt Student Fee and Rate Increases and adjusted for current enrollment levels. The primary use for the new revenues generated by the fee and tuition increases will be maintaining current programs and services within General Education operations.

An increase is also proposed for the Law Professional Fee. This request represents a multi-year-phased increase. The Law College Professional Fee increases will be used to address needs such as faculty salaries, Law Library holdings, support funds, scholarships and support staff. The Law College Professional Fee is the 3rd year of a multi-year plan that projects increases into FY06.

Increases in the fees for Summer Programs and Outreach Programs (off campus programs) are also proposed. Both programs rely extensively on generated income and will use the additional revenues to enhance program offerings and sustain the delivery infrastructure. The university would like to expand access to off-campus and summer courses by allowing the published fee for some courses or sections of a course to vary from the typical fee by +/- 50%. The Summer Program fee for FY05 (summer of 2004) is included to enable Summer Programs to advertise Board-approved fee levels in advance.

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LEWIS-CLARK STATE COLLEGE

Recommendations for Changes to Student Fees for FY2004

Annual Full-Time Fees and Part-Time Credit Hours Fees

	Bd Appv	FY03 Fees	FY04 Initial Notice	Recommended Fees		
				FY04 Fees	Amt Incr	% Incr
1 Student Fees:						
1 Full-time Fees:						
2 Matriculation Fee	**	\$1,764.00	\$1,977.00	\$1,977.00	\$213.00	12.1%
3 Technology Fee		60.00	60.00	60.00	0.00	0.0%
4 Facilities Fees		490.00	490.00	490.00	0.00	0.0%
5 Student Activity Fees		538.00	609.00	599.00	61.00	11.3%
6 Total Full-time Fees		<u>\$2,852.00</u>	<u>\$3,136.00</u>	<u>\$3,126.00</u>	<u>\$274.00</u>	<u>9.6%</u>
7						
8 Part-time Credit Hour Fees:						
9 Education Fee	**	\$104.50	\$115.00	\$115.00	\$10.50	10.0%
10 Technology Fee		2.50	2.50	2.50	0.00	0.0%
11 Facilities Fees		14.75	14.75	14.75	0.00	0.0%
12 Student Activity Fees		18.25	21.75	20.75	2.50	13.7%
13 Total Part-time Cr Hr Fees		<u>\$140.00</u>	<u>\$154.00</u>	<u>\$153.00</u>	<u>\$13.00</u>	<u>9.3%</u>
14						
15 Other Student Fees:						
18 Nonresident Tuition:						
19 Nonres Tuition	**	\$5,710.00	\$6,281.00	\$5,998.00	\$288.00	5.0%
20 Nonres Tuition-Asotin County	**	\$3,168.00	\$3,168.00	\$3,168.00	\$0.00	0.0%
23 Other Fees:						
24 Western Undergrad Exchge		\$1,426.00	\$1,568.00	\$1,563.00	\$137.00	9.6%
25 In-service Fees/Cr Hr - Undergrad		\$50.00	\$50.00	\$55.00	\$5.00	10.0%
26 Overload (22 cr. or more)	**	\$140.00	\$154.00	\$153.00	\$13.00	9.3%
27						
28						
29						
30						
31						
32 Changes to Student Activity Fees:						
33 Full-time (annual):						
34 ASB Programming		\$13.00	\$14.00	\$13.50	\$0.50	3.8%
35 ASB Government		\$39.50	\$42.00	\$41.50	\$2.00	5.1%
36 Athletics		\$116.00	\$136.00	\$129.00	\$13.00	11.2%
37 Athletics - Gender Equity		\$23.50	\$23.50	\$30.50	\$7.00	29.8%
38 I.D. Card (New)		- - -	\$7.00	\$6.00	\$6.00	New
39 Intramurals		\$16.00	\$24.50	\$24.50	\$8.50	53.1%
40 Scholarships		\$30.00	\$40.00	\$35.00	\$5.00	16.7%
41 Student Health Center		\$71.50	\$82.00	\$80.00	\$8.50	11.9%
42 Student Union Building		\$46.50	\$58.00	\$57.00	\$10.50	22.6%
43 Part-time (per credit):						
44 Athletics		\$5.00	\$6.00	\$5.50	\$0.50	10.0%
45 Student Health Center		\$3.50	\$4.25	\$4.00	\$0.50	14.3%
46 Student Union Building		\$8.75	\$10.50	\$10.25	\$1.50	17.1%

LEWIS-CLARK STATE COLLEGE

Potential Student Fee Revenue Changes for FY2004 Due to Enrollment and Fee Changes

	Projected		Potential Revenue Generated Due to Enrollment and Fee Changes					
	HC/SCH Enrollmt		Enrollment Changes		Fee Changes		Total Rev Change	
	FY03	FY04	Gen Educ	Local	Gen Educ	Local	Gen Educ	Local
Student Fees:								
1 Full-time Fees:								
2 Matriculation Fee	1,936	1,998	\$109,700		\$425,600		\$535,300	
3 Technology Fee	1,936	1,998		3,700		0		3,700
4 Facilities Fees	1,936	1,998		30,400		0		30,400
5 Student Activity Fees	1,936	1,998		33,400		121,900		155,300
6 Total Full-time Fees			\$109,700	\$67,500	\$425,600	\$121,900	\$535,300	\$189,400
7								
8 Part-time Credit Hour Fees:								
9 Education Fee	7,648	7,575	(\$7,700)		\$79,500		\$71,800	
10 Technology Fee	7,648	7,575		(200)		0		(200)
11 Facilities Fees	7,648	7,575		(1,100)		0		(1,100)
12 Student Activity Fees	7,648	7,575		(1,300)		18,900		17,600
13 Total Part-time Cr Hr Fees:			(\$7,700)	(\$2,600)	\$79,500	\$18,900	\$71,800	\$16,300
14								
15 Other Student Fees:								
16 Nonresident Tuition:								
17 Nonres Tuition	52	42	(\$57,100)		\$12,100		(\$45,000)	
18 Nonres Tuition-Asotin County	45	47	6,300		0		6,300	
19 Other Fees:								
20 Western Undergrad Exchge	64	60	(5,700)		8,200		2,500	
21 In-service Fees/Cr Hr - Undergrad			0		0		0	
22 Overload (22 cr. or more)			0		0		0	
23 Total Other Student Fees			(\$56,500)	\$0	\$20,300	\$0	(\$36,200)	\$0
24								
25 Total Additional Student Fee Revenue			\$45,500	\$64,900	\$525,400	\$140,800	\$570,900	\$205,700
26								
27								
28								
29								
30								
31								
32 Changes to Student Activity Fees:								
33 Full-time (annual):								
34 ASB Programming	1,936	1,998		\$800		\$1,000		\$1,800
35 ASB Government	1,936	1,998		\$2,500		\$4,000		\$6,500
36 Athletics	1,936	1,998		\$7,200		\$26,000		\$33,200
37 Athletics - Gender Equity	1,936	1,998		\$1,500		\$14,000		\$15,500
38 I.D. Card (New)	1,936	1,998		\$0		\$12,000		\$12,000
39 Intramurals	1,936	1,998		\$1,000		\$17,000		\$18,000
40 Scholarships	1,936	1,998		\$1,900		\$10,000		\$11,900
41 Student Health Center	1,936	1,998		\$4,400		\$17,000		\$21,400
42 Student Union Building	1,936	1,998		\$2,900		\$21,000		\$23,900
43 Part-time (per credit):								
44 Athletics	7,648	7,575		(\$400)		\$3,800		\$3,400
45 Student Health Center	7,648	7,575		(\$300)		\$3,800		\$3,500
46 Student Union Building	7,648	7,575		(\$600)		\$11,400		\$10,800

**BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003**

**Lewis-Clark State College
Use of additional revenue generated by enrollment and fee changes**

In order to maintain current operations and program offerings, Lewis-Clark State College will utilize a combination of fee increases and strategic budget reorganizations. Serious shortfalls already exist in some areas of the budget, such as utilities. In addition, in FY04, several mandated cost increases loom which will exhaust the balance of the projected additional fee revenue. Enrollment increases and demands for new programs both present the college with a budget challenge.

The outcome of the 2003 Legislature will of course affect the final landscape of the budget. The college has continued to scrutinize all areas for possible efficiencies. No area of the institution has any guarantee of new funding at this point.

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EASTERN IDAHO TECHNICAL COLLEGE

Recommendations for Changes to Student Fees for FY2004

Annual Full-Time Fees and Part-Time Credit Hour Fees

	Bd Appv	FY03 Fees	FY04 Initial Notice	Institutional Recommendation		
				FY04 Fees	Amt Incr	% Incr
Annual Fees						
1 Full-time Fees:						
2 Vocational Education Fee	**	\$840.00	\$870.00	\$870.00	\$30.00	3.57%
3 Technology Fee		40.00	40.00	40.00	0.00	0.00%
4 Student Activity Fees 1)		470.00	494.00	494.00	24.00	5.11%
5 Total Full-time Fees		<u>\$1,350.00</u>	<u>\$1,404.00</u>	<u>\$1,404.00</u>	<u>\$54.00</u>	<u>4.00%</u>
6						
7 Part-time Credit Hour Fees:						
8 Education Fee	**	\$68.00	\$70.00	\$70.00	\$2.00	2.94%
9 Total Part-time Cr Hr Fees:		<u>\$68.00</u>	<u>\$70.00</u>	<u>\$70.00</u>	<u>\$2.00</u>	<u>2.94%</u>
10						
11 Additional Nonresident Tuition:						
12 Full-time Nonresident Tuition	**	\$3,598.00	\$3,742.00	\$3,742.00	\$144.00	4.00%
13 Part-time Nonresident Tuition/Cr	**	\$68.00	\$70.00	\$70.00	\$2.00	2.94%
14						
15						
16						
17						
18						
19 1) Changes to Student Activity Fees:						
20 Full-time:						
21 Bookstore		\$16.00	\$16.00	\$16.00	\$0.00	0.00%
22 Institutional Development		\$30.00	\$30.00	\$30.00	\$0.00	0.00%
23 Library		\$158.00	\$158.00	\$158.00	\$0.00	0.00%
24 Parking		\$50.00	\$50.00	\$50.00	\$0.00	0.00%
25 Registration		\$98.00	\$98.00	\$98.00	\$0.00	0.00%
26 Scholarship		\$62.00	\$62.00	\$62.00	\$0.00	0.00%
27 Student Body		\$40.00	\$40.00	\$40.00	\$0.00	0.00%
28 Student Union		\$16.00	\$40.00	\$40.00	\$24.00	150.00%
29 Total		<u>\$470.00</u>	<u>\$494.00</u>	<u>\$494.00</u>	<u>\$24.00</u>	<u>5.11%</u>

EASTERN IDAHO TECHNICAL COLLEGE

Potential Student Fee Revenue Changes for FY2004 Due to Enrollment and Fee Changes

Annual Fees	Projected		Potential Revenue Generated Due to Enrollment and Fee Changes						
	HC/SCH Enrollmt		Enrollment Changes		Fee Changes		Total Rev Chge		
	FY03	FY04	Gen Educ	Local	Gen Educ	Local	Gen Educ	Local	
1	Full-time Fees:								
2	Vocational Education Fee	394	394	\$0.00		\$11,800.00		\$11,800.00	
3	Technology Fee	394	394		0.00				0.00
4	Student Activity Fees 1)	394	394		0.00		9,456.00		9,456.00
5	Total Full-time Fees			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$11,800.00</u>	<u>\$9,456.00</u>	<u>\$11,800.00</u>	<u>\$9,456.00</u>
6									
7	Part-time Credit Hour Fees:								
8	Education Fee	3,514	3,514			\$7,000.00		\$7,000.00	
9	Total Part-time Cr Hr Fees:			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$7,000.00</u>	<u>\$0.00</u>	<u>\$7,000.00</u>	<u>\$0.00</u>
10									
11	Other Student Fees:								
12	Full-time Nonresident Tuition	7	10			\$1,400.00		\$1,400.00	
13	Part-time Nonresident Tuition/Cr	0	0			0.00		0.00	
14	Total Other Student Fees			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,400.00</u>	<u>\$0.00</u>	<u>\$1,400.00</u>	<u>\$0.00</u>
15									
16	Total Additional Student Fee Revenue			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$20,200.00</u>	<u>\$9,456.00</u>	<u>\$20,200.00</u>	<u>\$9,456.00</u>
17									
18									
19	1 Changes to Student Activity Fees:								
20	Full-time:								
21	Bookstore	394	394		\$0.00		\$0.00	\$0.00	\$0.00
22	Institutional Development	394	394		\$0.00		\$0.00	\$0.00	\$0.00
23	Library	394	394		\$0.00		\$0.00	\$0.00	\$0.00
24	Parking	394	394		\$0.00		\$0.00	\$0.00	\$0.00
25	Registration	394	394		\$0.00		\$0.00	\$0.00	\$0.00
26	Scholarship	394	394		\$0.00		\$0.00	\$0.00	\$0.00
27	Student Body	394	394		\$0.00		\$0.00	\$0.00	\$0.00
28	Student Union	394	394		\$0.00		\$9,456.00	\$0.00	\$9,456.00
29	Total			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$9,456.00</u>	<u>\$0.00</u>	<u>\$9,456.00</u>

**BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003**

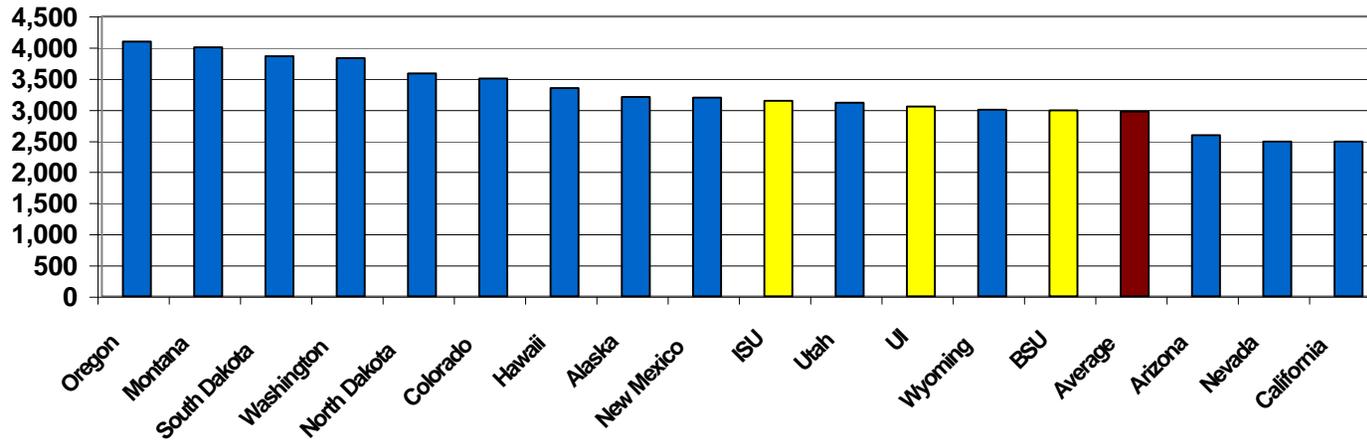
**Eastern Idaho Technical College
Brief Discussion Related To Proposed FY 2004 Fee Increase**

Eastern Idaho Technical College is proposing to increase by 4% the full-time resident and full-time non-resident student enrollment fees for the 2003 – 2004 instructional year. Similarly, the College is proposing to increase the part-time resident and part-time non-resident enrollment fees by 2.94% as part of the College financial plan. As mentioned, the increase in student enrollment fees is anticipated to commence with the 2003 fall semester.

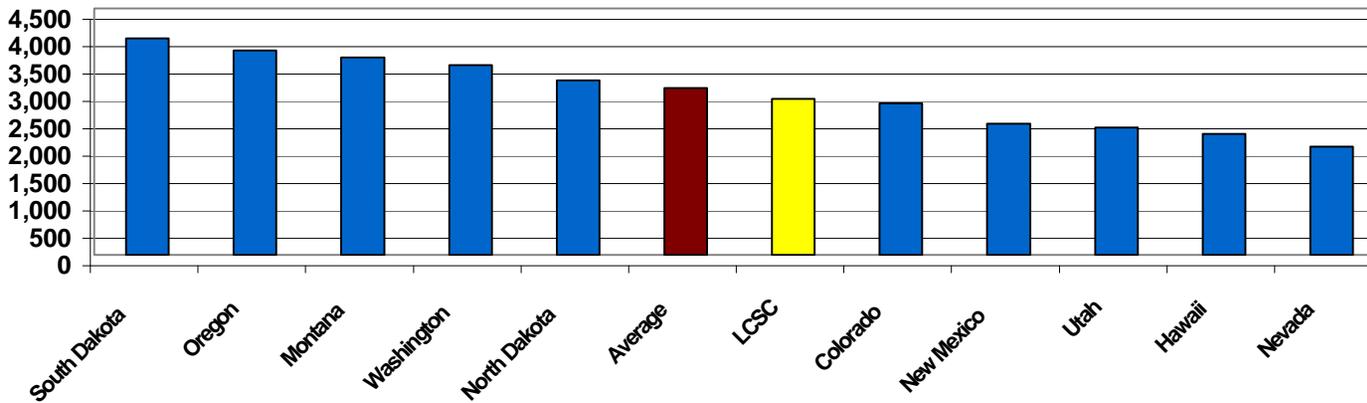
Further, the proposed student enrollment fee increases will generate approximately \$29,700. Fee revenue generated by the proposed fee increase will support general college maintenance and operations.

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**WICHE States
2002-2003 Tuition & Fees
University Undergraduate
Resident**

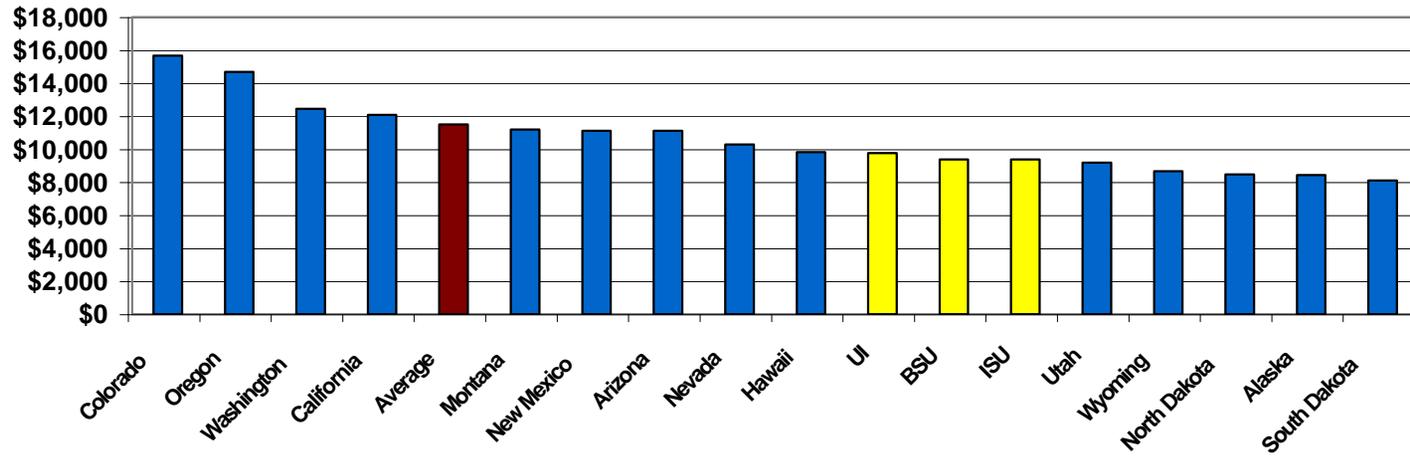


**WICHE States
2002-2003 Tuition & Fees
College Undergraduate
Resident**

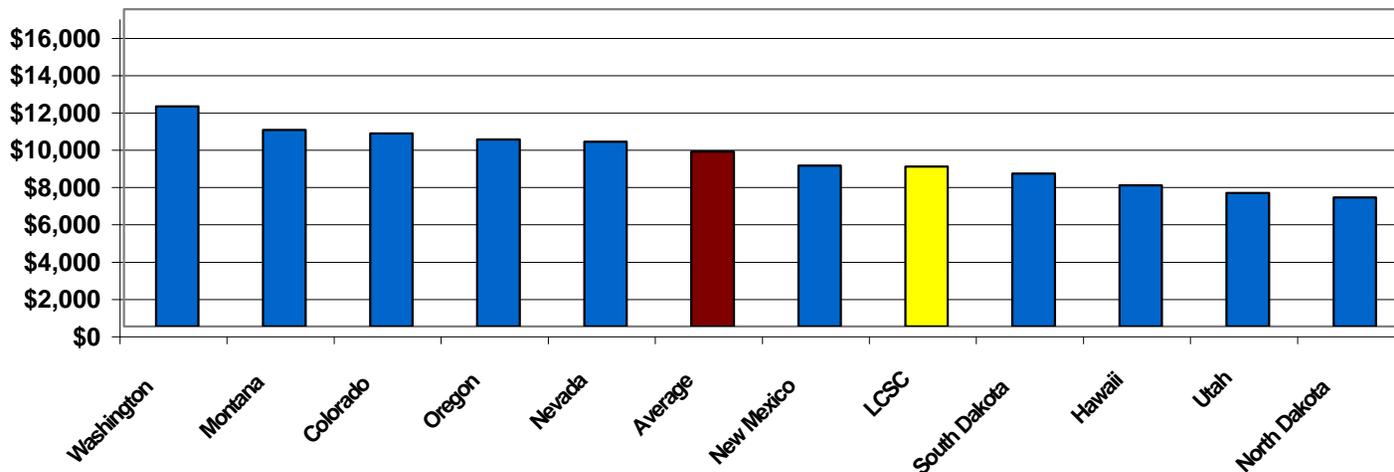


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**WICHE States
2002-2003 Tuition & Fees
University Undergraduate
Nonresident**



**WICHE States
2002-2003 Tuition & Fees
College Undergraduate
Nonresident**



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College & Universities

State Ranking by Type of Institution - WICHE States 2002 - 2003 Tuition & Fees

Resident Undergraduate Annual Fees

Universities: (BSU, ISU,Uofl)			Other Institutions: LCSC				
	Amount	% of Average		Amount	% of Average		
1	Oregon	4,086	137.90%	1	South Dakota	3,952	129.51%
2	Montana	3,996	134.86%	2	Oregon	3,732	122.30%
3	South Dakota	3,853	130.04%	3	Montana	3,601	118.01%
4	Washington	3,823	129.02%	4	Washington	3,463	113.48%
5	North Dakota	3,584	120.96%	5	North Dakota	3,181	104.24%
6	Colorado	3,501	118.16%		Average	3,052	100.00%
7	Hawaii	3,349	113.03%	6	Idaho	2,852	93.46%
8	Alaska	3,206	108.20%	7	Colorado	2,762	90.51%
9	New Mexico	3,192	107.73%	8	New Mexico	2,400	78.65%
10	Utah	3,112	105.03%	9	Utah	2,324	76.16%
11	Idaho	3,055	103.10%	10	Hawaii	2,214	72.55%
12	Wyoming	2,997	101.15%	11	Nevada	1,980	64.89%
	Average	2,963	100.00%				
13	Arizona	2,583	87.17%				
14	Nevada	2,490	84.04%				
15	California	2,486	83.90%				

Nonresident Undergraduate

Universities: (BSU, ISU,UI)			Other Institutions: (LCSC)				
	Amount	% of Average		Amount	% of Average		
1	Colorado	15,671	136.36%	1	Washington	11,786	125.67%
2	Oregon	14,684	127.78%	2	Montana	10,534	112.32%
3	Washington	12,447	108.31%	3	Colorado	10,341	110.26%
4	California	12,084	105.15%	4	Oregon	10,012	106.75%
	Average	11,492	100.00%	5	Nevada	9,900	105.56%
5	Montana	11,193	97.40%		Average	9,379	100.00%
6	New Mexico	11,112	96.69%	6	New Mexico	8,624	91.95%
7	Arizona	11,103	96.62%	7	Idaho	8,562	91.29%
8	Nevada	10,275	89.41%	8	South Dakota	8,201	87.44%
9	Hawaii	9,829	85.53%	9	Hawaii	7,566	80.67%
10	Idaho	9,508	82.74%	10	Utah	7,147	76.20%
11	Utah	9,191	79.98%	11	North Dakota	6,917	73.75%
12	Wyoming	8,661	75.37%				
13	North Dakota	8,476	73.76%				
14	Alaska	8,426	73.32%				
15	South Dakota	8,102	70.50%				

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

SUBJECT

Idaho Promise Scholarship – Category B Award

BACKGROUND

The Idaho Promise Scholarship Program, Category B award is for all Idaho students attending college for the first time and who have a high school grade point average of at least 3.0 or an ACT score of 20 or above. It is limited to two years and to students younger than 22 years of age. Students must maintain at least a 2.5 GPA while taking an average of 12 credits to remain eligible for the scholarship. The statute requires the State Board of Education to annually set the amount of the award based on the legislative appropriation and the number of eligible students.

DISCUSSION

Idaho's colleges and universities have estimated the number of eligible freshman in the academic year 2003-04 to be approximately 8,845 students. With the award set at \$500 per student per year, the total amount awarded to all eligible students would be \$4,422,500, resulting in an overaward of \$63,700 based on the FY03 appropriation. If actual awards exceed the estimate for first semester, the Board may need to reduce the amount for the second semester.

IMPACT

Provides a merit based scholarship to Idaho high school students in an attempt to motivate student to excel in high school and attend an Idaho college.

STAFF COMMENTS

Hopefully, carry-over authority will be included in the FY04 appropriation so unused funds can be carried over from FY03 to help manage this program. The OSBE will monitor the awards to determine if the award needs to be reduced for second semester.

BOARD ACTION

A motion to recommend to the Board that the amount of the Idaho Promise Scholarship, Category B, be \$500 per student for those current recipients who maintain eligibility and for qualified first year entering students under the age of 22 in the academic year 2003-04.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

SUBJECT

Intercollegiate Athletic Report

BACKGROUND

Board policy requires a series of financial reports for the Intercollegiate Athletic programs. It states "At the April Board meeting, the institutions shall submit a budget plan for the upcoming fiscal year beginning July 1. The plans shall detail the sources of revenue by category."

DISCUSSION

Some of the main revenue sources for the intercollegiate athletic budget are unknown at this time. Therefore, the institutions are unable to present an intercollegiate budget plan at this time. Increases to the athletic budget from general education funds and institutional funds are limited to the increase in the "rate of change in the general education funds allocated by the Board." Since the general education funds had not been appropriated at the time the agenda was prepared, the funds available cannot be determined. In addition, the institutions cannot allocate funds for gender equity because funding is unknown at this time.

IMPACT

The limits are calculated by Office of the State Board of Education staff. Once the appropriation for the college and universities has been signed by the Governor, the limits will be calculated and distributed to the institutions.

FISCAL IMPACT

Provides the limit on the amount of funds the institutions can allocate to the intercollegiate athletic program for FY04 per Board policy.

STAFF COMMENTS

The limits will be calculated and distributed to the institutions when an appropriation has been passed. The institutions will be submitting an intercollegiate athletic report for the June meeting which will provide the budget plan for FY04.

BOARD ACTION

No action required.

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BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 17, 2003

SUBJECT

Discussion of FY 2005 Budget Request Process

BACKGROUND

Board approved budget requests for FY 2005 must be submitted to the executive and legislative branches of government by September 1, 2003. To meet this deadline, the Board must establish the process for developing the requests that will be finalized at the August meeting. The requests are developed in two parts as directed by the Division of Financial Management's Budget Development Manual: maintenance of current operations (MCO) and enhancements. The MCO requests are calculated using the state guidelines and Board policy. Enhancement requests are defined by the Board, representing the unique needs of the institutions and agencies. The Board's budget request guidelines focus on the development of the enhancement requests, the capital budget requests, special one-time requests and the timeframe for presenting and approving the requests.

DISCUSSION

An MCO request includes funding for health insurance cost increases, inflationary increases, state agency cost increases, cost of occupying new facilities, enrollment workload adjustments, contract adjustments (medical programs), utility cost increases, and changes in employee compensation (salary increases). Because of economic conditions the Board did not allow the institutions or agencies to request enhancements for FY04 except as identified by the Board. Unfortunately, the economic outlook does not appear to be improving so FY05 funds available above the MCO level will be limited.

The capital budget request is a separate process with funding provided by the Permanent Building Fund. Institutions and agencies seek funding for major maintenance projects and major capital projects through that process.

IMPACT

The institutions and agencies can lobby the governor and legislators only for Board approved requests. Approval of budget request decision units allows the institutions and agencies to seek funding from the Governor and the legislature.

STAFF COMMENTS

With the prospects of funding for FY 2005 not very promising, the development process should focus on the MCO needs. The Board must balance the role of being an advocate for the programs with an understanding that funds are limited. MCO needs should be the primary focus. If enhancements are allowed, a process needs to be developed for Board consideration.

BOARD ACTION

Potential action based on discussion.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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