

**CONSENT AGENDA – STATE BOARD OF EDUCATION  
JANUARY 24-25, 2005**

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<b>TAB</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
1	HERC APPOINTMENT	Motion to Approve
2	PROGRAM CHANGES APPROVED BY THE EXECUTIVE DIRECTOR	Information Item
3	BOISE STATE UNIVERSITY	Motion to Approve
4	UNIVERSITY OF IDAHO	Motion to Approve
5	LEWIS CLARK STATE COLLEGE	Motion to Approve
6	IDAHO STATE HISTORICAL SOCIETY – APPOINTMENT TO BOARD OF TRUSTEES	Motion to Approve
7	STATEWIDE STUDENT HEALTH INSURANCE PLAN	Information Item

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**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**JANUARY 24-25, 2005**

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**SUBJECT**

Higher Education Research Council (HERC) Appointment

**APPLICABLE STATUTE, RULE, OR POLICY**

HERC Bylaws & Policies II.4.Higher Education Research Policy

**BACKGROUND**

The Higher Education Research Council (HERC) is responsible for implementing and administering the Board's Higher Education Research Council Policy and the grant programs created by it, which are designed to stimulate competitive research at Idaho's institutions. HERC has worked diligently to attract projects that serve to strengthen the research capabilities and contribute to the economic development of the state of Idaho. HERC's annual budget has averaged approximately \$2 million over the past ten years.

The State Board of Education identified four areas of funding to stimulate competitive research at Idaho's institutions of higher education; research infrastructure, specific research grants, research center grants, and matching grants.

**DISCUSSION**

The Higher Education Research Council (HERC) is comprised of the Presidents of the State College and Universities, four non-institutional representatives and the Governor's Statewide Science & Technology Advisor, Dr. Bill Shipp. Dr. Shipp has retired leaving HERC with a vacant position. At their December meeting, HERC discussed potential candidates to fill the vacancy and determined that Karl Tueller would be an ideal candidate considering his background and current role with the Governor's Science and Technology Council.

Karl Tueller served as deputy director to the Idaho Department of Commerce from 1985 to 2004. In the new Idaho Commerce & Labor Department (established July 1, 2004), Mr. Tueller serves as the Deputy Director for Commerce and is responsible for coordinating Economic Development, Science & Technology, Tourism Development and Rural and Community Development. On January 12, 2004, in his State of the State Address, Governor Kempthorne named Mr. Tueller the executive director of the new Idaho Office of Science & Technology.

Mr. Tueller has extensive public sector management experience in economic development and public and policy development and has served on a number of state and national economic development boards. He was president of the Council of State Community Development Agencies (COSDA) from 1998-1999, chairman of the Idaho Rural Partnership in 1999 and currently represents Idaho on the Inland Northwest Economic Adjustment Strategy (INEAS) partnership. He

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also represented the state of Idaho on the Science and Technology Council of the States from 1993-1997.

Mr. Tueller attended Idaho State University and graduated from Brigham Young University. He received a Bachelors Degree in Business Administration with a minor in economics in 1968. He received a Masters of Public Administration degree from BYU in 1970.

Mr. Tueller works to build a strong partnership between the public and private sector to strengthen Idaho's economy. His experience includes policy and budget development for New York State government, as well as serving as former chief of the bureau of budget for the state of Idaho. He has several years of private sector experience in retail sales and management.

**IMPACT**

Appointing Dr. Tueller to the Council will provide continuity to HERC's initiatives currently in progress.

**STAFF COMMENTS AND RECOMMENDATIONS**

HERC and OSBE Staff recommend the appointment of Mr. Karl Tueller to the Higher Education Research Council.

**BOARD ACTION**

A motion to appoint Mr. Karl Tueller to the Higher Education Research Council.

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

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Idaho State Board of Education  
Higher Education Research Council Policy  
BYLAWS & POLICY MANUAL

Revised 11/98

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**II. Higher Education Research Council Policy**

4. State Research Council

In order to advise the Idaho State Board of Education on the implementation of the above strategies, an Idaho Higher Education Research Council, which reports to the Board through the Academic Affairs and Program Committee, shall be appointed by the Board. The assigned responsibilities of the Higher Education Research Council will include the following:

- (1) determine and distribute to all interested parties the guidelines for submission of proposals under the competitive programs.
- (2) organize the review procedures for proposals submitted under the guidelines mandated and recommend to the Board which of these proposals should be funded.
- (3) recommend ways in which cooperative inter-institutional graduate and research programs can be encouraged, developed, and sustained.
- (4) monitor the productivity of each funded project to warrant continued funding and to provide accountability.

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**SUBJECT**

Program Changes Approved by Executive Director

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies and Procedures, Section III.G.4.b.(2), Program Approval and Discontinuance

**BACKGROUND**

In accordance with Board policy, “Changes, additions, expansions, and consolidations to existing instructional programs, majors, minors, options, emphases or instructional units with a financial impact of less than \$250,000 require executive director approval prior to implementation.

**DISCUSSION**

In accordance with Board policy, “All modifications approved by the executive director shall be reported quarterly to the Board.” The Board office is providing a report of program changes, additions, etc. from Idaho’s public colleges and universities that were approved by the executive director.

**IMPACT**

NA

**STAFF COMMENTS AND RECOMMENDATIONS**

Board staff offers no comments or recommendations.

**BOARD ACTION**

This item is for informational purposes only. Any action will be at the Board’s discretion.

**CONSENT – INSTRUCTION, RESEARCH & STUDENT AFFAIRS  
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**Academic Programs  
Approved by Executive Director  
October 2004 – December 2004**

<b>Boise State University</b>
Addition of Master in Management Information Systems Program

<b>Idaho State University</b>
New M.A. in Historical Resources Mgmt
New BS/BA in Earth and Environmental Systems
New Minor in Health Education
Addition of two emphases: Performance and Choreography and Dance Education w/in Dance Minor program
Addition of emphases: Exercise Science, Outdoor Education, Physical Education Teaching, and Sport Management w/in Physical Education program

<b>University of Idaho</b>
Establishment of Center for Ecohydraulics Research

<b>Lewis-Clark State College</b>
Addition of an Associate of Arts in Paraprofessional Education
Addition of an Associate of Science in Engineering

**Professional - Technical Education Programs  
Approved by Executive Director  
October 2004 – December 2004**

<b>Program Change</b>	<b>Institution</b>
Discontinue Technical Certificate option and replace it with an Advanced Technical Certificate for Practical Nursing	<b>ISU</b>
Addition of Geographic Information Systems, Engineering Technology Program	<b>LCSC</b>
New Outdoor Power/Recreational Vehicle Technology-Technical Certificate Program	<b>NIC</b>

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**REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY**

**Idaho State Board of Education**

**GOVERNING POLICIES AND PROCEDURES**

**SECTION: III. POSTSECONDARY AFFAIRS**

**G. Program Approval and Discontinuance**

**October 2002**

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**4. Program Approval Policy**

b. Existing instructional programs, majors, minors, options, emphases and instructional units.

(2) Changes, additions, expansions, and consolidations to existing instructional programs, majors, minors, options, emphases or instructional units with a financial impact of less than \$250,000 require executive director approval prior to implementation. The executive director may refer any of the requests to the Board or a subcommittee of the Board for review and action. All modifications approved by the executive director shall be reported quarterly to the Board. Non-substantive name or title changes need not be submitted for approval.

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**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
JANUARY 24-25, 2005**

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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY**

**SUBJECT**

A request by Boise State University for new positions and changes in positions.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section II.B.3.

**BACKGROUND**

Items submitted for review and approval according to Board Policy listed above.

**DISCUSSION**

Boise State University requests approval for:

- creation of six positions (5.75 FTE - three classified/three professional staff) supported by state and local funds
- change in three positions (from 1.5 to 3.0 FTE - two classified/one professional staff) supported by state funds.

**IMPACT**

Once approved, the positions can be processed on the State Employee Information System.

**STAFF COMMENTS**

Workload and enrollment increases are the primary reason for the position increases. Staff has reviewed the positions for compliance with Board policy and recommends approval.

**BOARD ACTION**

A motion to approve the request by Boise State University for six new positions; salary and FTE changes to three positions.

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

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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

**NEW POSITIONS**

Position Title	Marketing/Communication Associate
Type of Position	Professional
FTE	.75 FTE
Term of Appointment	12 month
Effective Date	February 1, 2005
Salary Range	\$23,868
Funding Source	Local
Area/Department of Assignment	Taco Bell Arena
Duties and Responsibilities	Development of communications, marketing materials, advertising concepts, design ideation as well as administration of the website, managing group sales programs, and sponsor benefits fulfillment.

Justification of Position      This position has been filled on a temporary 30 hour/week position for the last two years. Creation of this position on a permanent basis is necessary to continue the smooth running of the Taco Bell Arena communication and marketing areas.

Position Title	Senior Associate Athletic Director for Advancement
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	February 1, 2005
Salary Range	\$81,640
Funding Source	Local
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Coordination of all fund-raising activities of the Athletic Department as well as supervision of the Marketing and Promotions, Sports Information and Athletic Ticket Offices.

Justification of Position      With the Bronco Stadium Expansion and the expansion of seats and the new Indoor Practice facilities, naming rights and donor opportunities for these new facilities necessitate the creation of this fund-raising position.

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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Promotions Coordinator
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	February 1, 2005
Salary Range	\$31,824
Funding Source	Local
Area/Department of Assignment	Campus Recreation Center
Duties and Responsibilities	Develop a promotions plan and promote the Recreation Center to students, faculty, staff and alumni.
Justification of Position	A temporary marketing director was employed the first two years of the Recreation Center operation. In August this person left, and these duties have since been completed by student assistants. The long-term successful solution is employment of a full-time marketing director.

Position Title	Technical Records Specialist I (2 positions)
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	February 1, 2005
Salary Range	\$21,445
Funding Source	Local—one position; Appropriated—one position
Area/Department of Assignment	Registrar's Office
Duties and Responsibilities	Additional assistance in the transcript evaluation and transcript processing areas.
Justification of Position	Some functions for these two positions have been covered by two temporary, three-quarters time employees for a number of years. With the implementation of the Degree Audit Report in PeopleSoft, one permanent position is needed to assist the evaluation area. In addition, to improve the quality of turn-around time for transcript processing, the second temp position needs to be converted to permanent full time.

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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Customer Service Rep I
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	February 1, 2005
Salary Range	\$19,074
Funding Source	Local
Area/Department of Assignment	Bronco Athletic Association
Duties and Responsibilities	Processing, recording, and maintaining membership and fundraising activities of Intercollegiate Athletics and the Bronco Athletic Association (BAA).
Justification of Position	The continued success of football and basketball programs and the increases in fund raising activities for athletics and the BAA has caused a substantial increase in BAA membership. This increase necessitates additional clerical assistance.

**CHANGE IN POSITIONS:**

Position Title	Communication Specialist
Type of Position	Professional
FTE	from .6 to 1.0 FTE
Term of Appointment	12 month
Effective Date	February 1, 2005
Salary Difference	\$12,774
Funding Source	Appropriated
Area/Department of Assignment	News Services
Duties and Responsibilities	Implement an overall strategic plan for the university's image, including media relations, community relations, donor relations support and internal and external communications, special events and publications, with an emphasis on identifying and incorporating key branding messages.
Justification of Position	Due to increased university growth and demand for marketing services, the need exists within News Services to increase in FTE for this position.

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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Financial Technician
Type of Position	Classified
FTE	from .5 to 1.0 FTE
Term of Appointment	12 month
Effective Date	February 1, 2005
Salary Difference	\$11,991
Funding Source	Local
Area/Department of Assignment	Student Recreation Center
Duties and Responsibilities	Accounting administrative support for the Recreation Center. Work with PeopleSoft and reconcile financial statements.
Justification for Position	Increase in the workload can no longer be handled by the current staff in the department. This addition will allow for additional assistance in the finance office staffing needs.

Position Title	Administrative Assistant I
Type of Position	Classified
FTE	from .5 to 1.0 FTE
Term of Appointment	12 month
Effective Date	February 1, 2005
Salary Range	\$10,723
Funding Source	Appropriated
Area/Department of Assignment	Dean, College of Engineering
Duties and Responsibilities	Administrative support for the Management Assistant and the Dean as well as three professional staff members.
Justification for Position	The Dean's office has been reorganized and relocated and is not in close proximity to three professional staff members. Additional clerical assistance is needed to assist with the additional professional staff.

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JANUARY 24-25, 2005**

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**INSTITUTION / AGENCY AGENDA  
UNIVERSITY OF IDAHO**

**SUBJECT**

A request by the University of Idaho for approval of new positions and deletions of positions.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures Board Policy Section II.B.3.

**BACKGROUND**

Not applicable.

**DISCUSSION**

The University of Idaho requests approval for:

- Interim Provost position (1.0 FTE) with a salary equal to/greater than 75% of the Chief Executive Officer base salary, supported by state funds
- one new staff position, Technical Records Specialist II (1.0 FTE), supported by state and non-state funds
- deletion of seven (7) positions supported by non-state funds

**IMPACT**

Once approved the changes can be processed on the State Employee Information System.

**STAFF COMMENTS AND RECOMMENDATIONS**

Designating an interim position is a normal procedure when the position becomes vacant. The seven deleted positions are a result of the University of Idaho transferring responsibility for facility maintenance at University Place – Idaho Falls, to Idaho State University. Staff has reviewed the positions for compliance with Board policy and recommends approval.

**BOARD ACTION**

A motion to approve the request by the University of Idaho for two (2) new positions supported by state and non-state funds and to delete seven (7) positions.

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

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION/AGENCY AGENDA  
UNIVERSITY OF IDAHO - continued**

**NEW POSITIONS**

**SALARY EQUAL TO/GREATER THAN 75% OF CHIEF EXECUTIVE OFFICER BASE SALARY**

Linda J. Morris	Interim Provost
FTE	1.0
Term of Appointment	December 20, 2004 and until position is filled
Effective Date	December 20, 2004
Annual Salary	\$133,577.60
Funding Source	Appropriated funds
Area/Department of Assignment	Provost's Office
Justification	Interim appointment (95% of incumbent's salary per Board policy)

**OTHER**

Position Title	Technical Records Specialist II
Type of Position	Classified
FTE	1.0
Term of Appointment	12 months
Effective Date	February 1, 2005
Salary Range	\$25,313.00
Funding Source	Appropriated and non-appropriated funds
Area/Department of Assignment	Admissions and Financial Aid Offices
Duties	Process graduate applications and program assistance
Justification	Restructuring

**DELETED POSITIONS - OTHER**

Position Title	Building Superintendent (7806)
Type of Position	Classified
Salary Range	\$33,758.00
Funding Source	Non-Appropriated funds
Area/Department of Assignment	Trust and Investment, Idaho Falls Center

Position Title	Senior Maintenance Craftsperson (7804)
Type of Position:	Classified
Salary Range:	\$23,566.00
Funding Source:	Non-Appropriated funds
Area/Department of Assignment:	Trust and Investment, Idaho Falls Center

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JANUARY 24-25, 2005**

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**INSTITUTION/AGENCY AGENDA  
UNIVERSITY OF IDAHO - continued**

Position Title	Senior Maintenance Craftsperson (7803)
Type of Position	Classified
Salary Range	\$24,877.00
Funding Source	Non-Appropriated funds
Area/Department of Assignment	Trust and Investment, Idaho Falls Center

Position Title	Team Cleaning Lead (7808)
Type of Position	Classified
Salary Range	\$19,406.00
Funding Source	Non-Appropriated funds
Area/Department of Assignment	Trust and Investment, Idaho Falls Center

Position Title	Team Cleaning Lead (7807)
Type of Position	Classified
Salary Range	\$20,384.00
Funding Source	Non-Appropriated funds
Area/Department of Assignment	Trust and Investment, Idaho Falls Center

Position Title	Team Cleaning Specialist (7805)
Type of Position	Classified
Salary Range	\$17,160.00
Funding Source	Non-Appropriated funds
Area/Department of Assignment	Trust and Investment, Idaho Falls Center

Position Title	Team Cleaning Specialist (7809)
Type of Position	Classified
Salary Range	\$17,160.00
Funding Source	Non-Appropriated funds
Area/Department of Assignment	Trust and Investment, Idaho Falls Center

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**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
LEWIS-CLARK STATE COLLEGE**

**SUBJECT**

A request by Lewis-Clark State College for approval of a position change.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures Section II.B.3

**BACKGROUND**

Items submitted for review and approval according to Board Policy listed above.

**DISCUSSION**

Lewis-Clark State College requests approval for:

- change of one (1) position (1.0 FTE) funded by state and local funds.

**IMPACT**

Once approved, the positions can be processed on the State Employee Information System.

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff has reviewed this position for compliance with Board policy and recommends approval.

**BOARD ACTION**

A motion to approve the request by Lewis-Clark State College to change the salary of one position.

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

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
JANUARY 24-25, 2005**

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**INSTITUTION / AGENCY AGENDA  
LEWIS-CLARK STATE COLLEGE - continued**

**CHANGES IN POSITIONS  
OTHER**

Position Title	Media Equipment Specialist
Type of Position	Classified
FTE	1.0
Term of Appointment	12 months
Effective Date	11/08/2004
Salary Range	Increase 22.8% to \$26,957
Funding Source	State Appropriated & Local Funds
Area/Department of Assignment	IT Media Services
Justification of Position	Reclassification due to increase in level of responsibilities and job duties

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**REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY**

**Idaho State Board of Education  
GOVERNING POLICIES AND PROCEDURES  
SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES  
B. Appointment Authority and Procedures**

August 2002

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**B. Appointment Authority and Procedures**

1. Nothing herein may be construed to be in limitation of the powers of the Board as defined by Sections 33-3006, 33-3104, 33-2806, and 33-4005, Idaho Code, or as otherwise defined in the Idaho Constitution or Code.

2. Delegation of Authority

The Board delegates all authority for personnel management not specifically retained to the executive director and the chief executive officers consistent with the personnel policies and procedures adopted by the Board. In fulfilling this responsibility, the executive director and chief executive officers, or their designees, may exercise their authority consistent with these policies and procedures. Provided, however, that the Board retains the authority for taking final action on any matter so identified anywhere in these policies and procedures.

3. Specifically Reserved Board Authority

(Note: This is not an exclusive or exhaustive list and other reservations of Board authority may be found in other areas of these policies and procedures.) Board approval is required for the following:

a. Position Authorizations

(1) Any permanent new position, regardless of funding source, requires Board approval. Agenda Item Format: Requests for new position authorizations must include the following information:

- (a) position title;
- (b) type of position;
- (c) FTE
- (d) Term of appointment;
- (e) Effective date;
- (f) approximate salary range;
- (g) funding source;
- (h) area or department of assignment;
- (i) a description of the duties and responsibilities of the position; and
- (j) a complete justification for the position

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**JANUARY 24-25, 2005**

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(2) Any permanent position being deleted. The affected position should be identified by type, title, salary, area or department of assignment, and funding source.

b. The initial appointment of all employees to any type of position at a salary that is equal to or higher than 75% of the chief executive officer's annual salary.

c. The employment agreement of any head coach or athletic director (at the institutions only) longer than one year, and all amendments thereto.

d. The criteria established by the institutions for initial appointment to faculty rank and for promotion in rank, as well as any additional faculty ranks and criteria as may be established by an institution other than those provided for in these policies (see subsection G.) Any exceptions to the approved criteria also require Board approval.

e. The procedures established for periodic performance review of tenured faculty members. (see subsection G.)

**CONSENT AGENDA - PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS**  
**JANUARY 24-24, 2005**

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**SUBJECT**

Appointment of Mr. Tom Blanchard to the Idaho State Historical Society Board of Trustees

**APPLICABLE STATUTE, RULE, OR POLICY**

- Idaho State Board of Education Governing Policies and Procedures, Section IV.G.
- Idaho Code 67-4124

**BACKGROUND**

A vacancy on the Board of Trustees of the Idaho State Historical Society (ISHS) occurred on December 31, 2004. Lorna Bard, the Trustee at the time, decided not to see a second term in the position.

An extensive search, encompassing the Blaine, Camas, Cassia, Gooding, Jerome, Lincoln, Minidoka, and Twin Falls counties, was conducted for a replacement. That search produced one interested individual, Mr. Tom Blanchard of Bellevue, Idaho.

**DISCUSSION**

Mr. Blanchard is seeking appointment to a six-year term. The term would begin on January 1, 2005 and run through December 31, 2011. The Idaho State Historical Society Board of Trustees endorsed the appointment of Tom Blanchard as a member at their meeting held on February 6, 2004.

**IMPACT**

Approval by the State Board of Education will allow Mr. Blanchard to begin acting in his capacity as an Idaho State Historical Society Board of Trustee member.

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff recommends appointment of Mr. Blanchard to the Idaho State Historical Society Board of Trustees.

**BOARD ACTION**

A motion to appoint Mr. Tom Blanchard to the Idaho State Historical Society Board of Trustees for a term beginning January 1, 2005 and ending December 30, 2011.

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

CONSENT AGENDA - PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS  
JANUARY 24-24, 2005

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RECEIVED

OCT 26 2004

OFFICE OF THE IDAHO  
STATE BOARD OF EDUCATION

MEMORANDUM

October 25, 2004

**TO:** Idaho State Board of Education  
**FROM:** Steve Guerber, Executive Director, Idaho State Historical Society *SG*  
**SUBJECT:** ISHS Board of Trustees Vacancy

A vacancy on the Board of Trustees of the Idaho State Historical Society will occur on December 31, 2004, at the time Lorna Bard of Bliss will complete a six-year term. It was her decision not to seek a second term in the position.

The Idaho State Historical Society issued a news release to all media in District 5, which encompasses Blaine, Camas, Cassia, Gooding, Jerome, Lincoln, Minidoka and Twin Falls counties. In addition, a notice was mailed to all historical societies and museums in the district. Interested individuals were directed to submit an application postmarked no later than June 1, 2004.

The search produced one interested individual. A nominating committee comprised of ISHS Trustees Judy Meyer, Eugene Place and Paul Link reviewed the application and conducted an interview.

At its October 22, 2004, Quarterly Meeting, the Idaho State Historical Society Board of Trustees reviewed the findings of the nominating committee. Subsequently, the ISHS Board of Trustees is unanimously recommending that Tom Blanchard of Bellevue (vita attached) be appointed to fill the District 5 vacancy.

SG/jm

Attachment

*11-1-04  
To Jeff Shivers  
with  
copy to Karen E*

**CONSENT AGENDA - PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS**  
**JANUARY 24-24, 2005**

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**Tom Blanchard**  
**Box 225**  
**Bellevue, Idaho 83313**  
**208/788-4450**

**EDUCATION**

1971 M.A. in History, San Francisco State College  
1970 B.A. in History, San Francisco State College

**WORK HISTORY**

**Current:**

For the past three years I have been restoring log cabins for a private party near Mt. Borah. In addition I do historical programming for the Sawtooth Science Institute, an outreach program for ISU, and the Idaho Humanities Council.

**1997 to 2001 Co-Executive Director, Sawtooth Botanical Garden.**

The Sawtooth Botanical Garden is a public garden and nonprofit education center located north of Hailey. The organization is concerned with the horticultural, scientific, and aesthetic role of plants in natural and design landscapes. My direct responsibilities were to budget for the project, supervise staff and volunteers, direct site development, coordinate Board activities and meetings, coordinate a food bank with the Women's Resource Center, lead public outreach and participate in related public policy development.

**1988 to 1997 County Commissioner, Blaine County, Idaho**

In 1988 I became a member of the Friedman Memorial Airport Board serving as chairman until 1999 when I retired from the Board. During my time as Chair, I facilitated, with the Board, a community agreement on the operation of the Airport that resolved the two major issues of impact on Hailey and Bellevue and access to the Sun Valley resort. As a result of that agreement I lead the process that reorganized the political structure of the Board based on the ownership and political interest in the airport. As chairman I dealt with federal administrators and regulators, and lobbied our congressional delegation on airport issues, both here and in Washington, DC.

In 1990 I guided, with the board, the development of the Southern Idaho Solid Waste District that now serves seven southern Idaho counties. As chairman of that district, I led the selection and supervision of the administrator, the development of regional and state solid waste policy with DEQ's Solid Waste SAC. I worked with statewide solid waste groups to pass legislation relevant to solid waste including giving testimony to Idaho legislative committees, and lobbying legislators for passage of legislation. I worked extensively with EPA and IDEQ regulators to

**CONSENT AGENDA - PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS**  
**JANUARY 24-24, 2005**

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insure compliance with state and federal guidelines. The district was capitalized at sixteen million dollars and is recognized as a model of regional cooperation.

One of my responsibilities as commissioner was to serve as a director of the Ambulance District. During that time I worked to merge the Ambulance District and the Wood River Rural Fire District. During my tenure I participated in extensive fire and emergency preparedness exercises and meetings.

**1984 to 1988 Consulting Historian, Project Administrator for Idaho Humanities Council, Adjunct Faculty, College of Southern Idaho.**

I have taught US History and Idaho and the Pacific Northwest as adjunct faculty for the College of Southern Idaho. I work with Ricks College and Idaho State University conducting Elderhostel programs and teacher re-certification classes in Idaho history. I have had extensive experience with public presentation and have led many levels of group discussion and interaction. In 1990 I wrote the historical script for the Land of the Yankee Fork interpretive video under a contract with the Idaho Park and Recreation Department.

**1976 to 1986 Contractor/Contract Supervisor** in second home construction in Sun Valley area

The bulk of my early work experience was in the construction trades, primarily as a construction supervisor. I continue to identify myself as a working person, and have a strong understanding about the need for teamwork to accomplish projects. My greatest enjoyment in construction during this period came from being part of a strong team dealing with the challenges of a large project. However I am currently in charge of a very small private log cabin rescue/restoration project involving only two other workers that is enormously rewarding.

**COMMUNITY INVOLVEMENT**

SNRA Collaborative Group 2000-2001  
BLM Resource Advisory Committee  
Friedman Airport Commission 1988-1998  
Blaine County Fire/Ambulance Commission 1994-1996  
Southern Idaho Regional Solid Waste Board 1990-1996  
BPA Local Government and Tribal Consultant Group 1990-1996  
Idaho Local Government Energy Committee  
Blaine County Centennial Committee 1995  
Idaho Humanities Council Board 1982  
Craters of the Moon Natural History Association 2002- present  
Building Material Thrift Store Board 2004- present

**CONSENT AGENDA - PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS**  
**JANUARY 24-24, 2005**

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**REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY**

**Idaho State Board of Education**

**GOVERNING POLICIES AND PROCEDURES**

**SECTION: IV. ORGANIZATION SPECIFIC POLICIES AND PROCEDURES**

**G. Idaho State Historical Society**

April 2002

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The Idaho State Historical Society (ISHS) is responsible for collecting, preserving, and displaying artifacts and information illustrative of Idaho history, culture, and society. Through its educational programs for children and adults, it promotes and encourages interest in the history of Idaho. The society maintains the State Archives, the State Museum, state-owned historic sites, the Oral History Center, the State Historical Library, and the State Genealogical Library. The State Historical Society also maintains the Office of the State Archaeologist.

1. State Historical Society Board.

a. The State Historical Society Board of Trustees shall be appointed by the State Board of Education as provided for in Idaho Code §67-4124.

b. Board Appointment Procedures:

(1) Incumbent Reappointment.

In the event that the incumbent candidate has served only one term and is interested in reappointment, the Board of Trustees shall forward a recommendation to the Board, along with a letter of interest and statement of qualifications for the incumbent. The State Board of Education may choose to reappoint the incumbent without soliciting other candidates, thus completing the appointment procedures. If there is no incumbent seeking reappointment, or if the Board chooses not to reappoint an incumbent, the procedures are as outlined in item (2).

(2) Open Appointment

(a) The State Historical Society Board of Trustees, on behalf of the State Board of Education, will advertise the vacancy in the Society's publications, and through other regional and local historical societies. Such advertisement will solicit interested persons to apply for the vacant position on the ISHS Board of Trustees.

(b) Each applicant must provide a written statement expressing his or her interest in becoming a trustee of the ISHS. Each applicant must also provide evidence of his or her qualifications for the position, relative to the requirements of § 67-4124, Idaho Code. Lastly, each applicant must identify his or her primary residence.

**CONSENT AGENDA - PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS**  
**JANUARY 24-24, 2005**

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- (b) The ISHS Board of Trustees will review all applications for the vacant trustee position and conduct interviews as deemed necessary. The purpose of the review of applications is to eliminate from further consideration all but the most qualified applicants.
  
- (c) The ISHS Board of Trustees will forward only the most highly qualified applicants, in order of preference, to the State Board of Education for consideration. The Board may provide for interviews of the applicants, or may make the appointment based on the recommendation of the ISHS Board of Trustees.
  
- (3) The ISHS Board of Trustees, in making their recommendation, and the State Board of Education, in making the final appointment, shall consider geographic representation and qualifications as provided for in Idaho Code §67-4124.

CONSENT AGENDA - PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS  
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Idaho Statutes

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## Idaho Statutes

TITLE 67  
STATE GOVERNMENT AND STATE AFFAIRS  
CHAPTER 41  
STATE HISTORICAL SOCIETY

67-4124. BOARD OF TRUSTEES -- QUALIFICATIONS, APPOINTMENT AND TERMS OF MEMBERS. The board of trustees shall consist of seven (7) members to be appointed by the state board of education. The members of the board shall be chosen with due regard to their knowledge, competence, experience and interest in the fields related to the preservation of Idaho history. The state board of education shall consider geographic representation when selecting board members by appointing one (1) trustee from each of the seven (7) judicial districts as set forth in chapter 8, title 1, Idaho Code. All appointees shall be chosen solely on the basis of their qualifications.

All members of the board of trustees shall serve for a specific term. Upon expiration of the terms of members serving on the board of trustees on the effective date of this act, the board shall appoint members for a term of six (6) years, except appointments for the unexpired portion of a term. No member shall serve more than two (2) consecutive full terms.

The Idaho Code is made available on the Internet by the Idaho Legislature as a public service. This Internet version of the Idaho Code may not be used for commercial purposes, nor may this database be published or repackaged for commercial sale without express written permission.

[Search the Idaho Statutes](#)

Available Reference: [Search Instructions](#).

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**CONSENT AGENDA – POLICY, PLANNING, AND GOVERNMENTAL AFFAIRS**  
**JANUARY 24-25, 2005**

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**INSTITUTION / AGENCY AGENDA**  
**COLLEGE AND UNIVERSITIES OF THE STATE BOARD**

**SUBJECT**

Feasibility of a statewide Student Health Insurance Plan for Idaho colleges and universities.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section III. P. 6.

**BACKGROUND**

At the October 2004, meeting of the State Board of Education, a representative of the Associated Students of Lewis-Clark State College requested the State Board of Education consider a statewide student health insurance plan for the four-year postsecondary institutions governed by the Board.

**DISCUSSION**

Effective July 2003, the State Board of Education implemented a policy to require institutions to provide the opportunity for students to purchase health insurance. Institutions are encouraged to work together to provide the most cost effective coverage possible. Health insurance offered through the institution shall provide benefits in accordance with state and federal law. Participation in student health insurance plans is mandatory for every full-fee paying student (as defined by each institution).

Currently, each of the four-year institutions (BSU, ISU, UI and LCSC) contract separately for the student health insurance plans. Each institution has a different approach to their student health insurance plan, resulting from the different needs and demographics of the student populations served, the variety of health and wellness services offered both on and off campus, and the methods they use to deliver health and wellness services to students.

Private Idaho institutions, the two public community colleges and Eastern Idaho Technical College are not mandated to adhere to this policy.

Attached for reference are the Standards for Student Health Insurance/Benefits Programs (Exhibit A) as recommended by the American College Health Association. Idaho's requirement for mandatory health insurance is supported by Standard I.

**IMPACT**

There are both advantages and disadvantages, which must be considered prior to implementation of a statewide Student Health Insurance Plan.

**CONSENT AGENDA – POLICY, PLANNING, AND GOVERNMENTAL AFFAIRS  
JANUARY 24-25, 2005**

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**INSTITUTION / AGENCY AGENDA  
COLLEGE AND UNIVERSITIES OF THE STATE BOARD - continued**

**Potential Advantages:**

- A Statewide Enrollment Consortium would provide a larger pool of participants, which might result in reduced premiums.
- The mandatory participation requirement would provide a market leverage and interested companies would bid more competitively.
- A statewide plan could potentially provide for statewide reciprocity (any Idaho college student eligible to be seen on any campus, plus a statewide community provider network).
- There are potential savings on the administrative expenses for managing a single program.
- Marketing, claims processing, and other functions could be centralized.

**Potential Disadvantages:**

- Student Health Insurance programs are set up to supplement/wrap-around on-campus primary care services. Currently these vary greatly on Idaho campuses based upon student needs, institutional philosophy, etc. This would potentially limit the ability of individual campuses to be responsive to student needs.
- It would eliminate the individual campus's ability to set priorities based upon premium affordability vs. the degree of coverage available to students.
- All students would pay the same premium, yet claims experience (number of claims, types of services and costs of care) will vary greatly from campus to campus based upon the availability of services on-campus and services in the community.
- Agreement on a common benefit plan is essential in pursuing a statewide program. Cost of plans will probably still vary by institution; those institutions with more extensive on-campus services offered are likely to have lower premiums. This may still lead to a perception of inequality by students at different institutions based upon price.

Administration of a statewide plan will have an associated cost. Some of the anticipated savings will actually be shifts in cost centers to handle associated centralized functions.

**STAFF COMMENTS AND RECOMMENDATIONS**

This issue will require more extensive study and involvement from the institutions. Without involving a consultant study or entering a bid process it is difficult to predict cost impact. It is recommended this issue be studied further by the institutions and Board staff to determine feasibility, and to make a recommendation to the Board at a later date.

**BOARD ACTION**

This item is for informational purposes only. Any action will be at the Board's discretion.

JULY 2000

## *ACHA Guidelines*

# Standards for Student Health Insurance/Benefits Programs

The American College Health Association has instituted these standards to guide colleges and universities in the establishment of an appropriate, credible student health insurance/benefits program.

### **Standard I.**

As a condition of enrollment, the college or university requires students to provide evidence that they have health insurance coverage.

### **Standard II.**

The college or university recognizes that students rely upon its student health insurance/benefit program for their primary source of health insurance protection.

An appropriate scope of coverage is provided, including, but not limited to: (a) appropriate coverage for preventive health services; (b) coverage for catastrophic illness or injury; (c) appropriate coverage for mental health care; (d) minimization of pre-existing condition exclusions/waiting periods; and (e) coverage for dependents of covered students including children, spouses, and domestic partners.

The program encourages utilization of campus health and counseling services, where doing so provides cost effective and high quality care for students.

### **Standard III.**

The college or university acknowledges it has a fiduciary responsibility to manage student health insurance/benefits programs in the best interests of students covered by the programs.

### **Standard IV.**

The student health insurance/benefits program is

annually reviewed to assure it is in full compliance with all applicable federal and state statutes and regulations.

### **Standard V.**

Student consumers and health service staff are involved with the selection, monitoring, and evaluation of the student health insurance/benefits program.

### **Standard VI.**

The student health insurance/benefits program is reviewed annually to ensure the program: (a) meets the needs of covered individuals; (b) provides desired benefits at the least possible cost; and (c) returns as much of the premium or fund contributions as possible to covered individuals in the form of benefits.

### **Standard VII.**

Commercial insurance carriers, agents, brokers, and all others providing services to the student health insurance/benefits program are required to provide a full description of estimated claims, reserve estimates, administrative expenses, and all other fees. The student health insurance/benefits program is audited periodically and the results are provided to appropriate university or college officials and student consumers. Each year, a summary financial report for the program is published and made available to student consumers and campus officials responsible for management of the student insurance/benefits program.

### **Standard VIII.**

The selection of vendors for the student health insurance/benefits program adheres to institutional and/or applicable governmental requirements relative to competitive vendor selection processes.

**CONSENT AGENDA - POLICY, PLANNING AND GOVERNMENTAL AFFAIRS  
JANUARY 24-25, 2005**

*2 / Standards for Student Health Insurance/Benefits Programs*

**Standard IX.**

Agents, brokers, consultants, and program managers do not have relationships that could be construed to be a real or potential conflict of interest. Agreements with consultants or brokers are fully disclosed and clearly define the services to be performed and the compensation to be received.

**Standard X.**

The student health insurance/benefit program is available to all eligible students regardless of age; gender identity, including transgender; marital status; psychological/physical/learning disability; race/ethnicity; religious, spiritual or cultural identity; sex; sexual orientation; socioeconomic status; veteran status.

 American College Health Association  
P.O. Box 28937  
Baltimore, MD 21240-8937  
(410) 859-1500  
(410) 859-1510 fax  
[www.acha.org](http://www.acha.org)

**CONSENT AGENDA – POLICY, PLANNING, AND GOVERNMENTAL AFFAIRS  
JANUARY 24-25, 2005**

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**REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education  
GOVERNING POLICIES AND PROCEDURES  
SECTION: III. POSTSECONDARY AFFAIRS  
Subsection P. Students

July, 2003

**16. Student Health Insurance (Effective July 1, 2003)**

The Board's student health insurance policy is a minimum requirement. Each institution, at its discretion, may adopt policies and procedures more stringent than those provided herein.

a. Health Insurance Coverage Offered through the Institution

Each institution shall provide the opportunity for students to purchase health insurance. Institutions are encouraged to work together to provide the most cost effective coverage possible. Health insurance offered through the institution shall provide benefits in accordance with state and federal law.

b. Mandatory Student Health Insurance

Every full-fee paying student (as defined by each institution) attending classes in Idaho shall be covered by health insurance. Students shall purchase health insurance offered through the institution, or may instead, at the discretion of each institution, present evidence of health insurance coverage that is at least substantially equivalent to the health insurance coverage offered through the institution. Students without evidence of health insurance coverage shall be ineligible to enroll at the institution.

(1) Students presenting evidence of health insurance coverage not acquired through the institution shall provide at least the following information:

- (a) Name of health insurance carrier
- (b) Policy number
- (c) Location of an employer, insurance company or agent who can verify coverage

(2) Each institution shall monitor and enforce student compliance with this policy.

(3) Each institution shall develop procedures that provide for termination of a student's registration if he or she is found to be out of compliance with this policy while enrolled at the institution. Each institution, at its discretion, may provide a student found to be out of compliance the opportunity to come into compliance before that student's registration is terminated, and may provide that a student be allowed to re-enroll upon meeting the conditions set forth herein, and any others as may be set forth by the institution.

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