

**CONSENT AGENDA - STATE BOARD OF EDUCATION  
APRIL 21-22, 2005**

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<b>TAB</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
<b>1</b>	<b>SECOND READING – AMENDMENT TO BOARD POLICY I.J.2.B. – USE OF INSTITUTIONAL FACILITIES AND SERVICES WITH REGARD TO THE PRIVATE SECTOR</b>	Motion to Approve
<b>2</b>	<b>HERC – APPROVAL OF THE FY 06 BUDGET</b>	Motion to Approve
<b>3</b>	<b>HERC – EPSCOR BOARD APPOINTMENTS</b>	Motion to Approve
<b>4</b>	<b>SECOND READING – AMENDMENT TO BOARD POLICY SECTION III.G. – PROGRAM APPROVAL AND DISCONTINUANCE</b>	Motion to Approve
<b>5</b>	<b>SECOND READING – AMENDMENT TO BOARD POLICY SECTION III.Z. – DELIVERY OF POSTSECONDARY EDUCATION</b>	Motion to Approve
<b>6</b>	<b>SECOND READING – AMENDMENT TO BOARD POLICY SECTION III.W. – HERC</b>	Motion to Approve
<b>7</b>	<b>ALTERNATE GRADUATION MECHANISM</b>	Information Item
<b>8</b>	<b>IDAHO TECHNOLOGY GRANT PROGRAM FY06 GRANTS FUNDING RECOMMENDATIONS</b>	Motion to Approve
<b>9</b>	<b>PROGRAM CHANGES APPROVED BY THE EXECUTIVE DIRECTOR – QUARTERLY REPORT</b>	Information Item
<b>10</b>	<b>BOISE STATE UNIVERSITY – NEW POSITIONS AND CHANGES TO POSITIONS</b>	Motion to Approve
<b>11</b>	<b>IDAHO STATE UNIVERSITY– NEW POSITIONS AND CHANGES TO POSITIONS</b>	Motion to Approve

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<b>TAB</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
<b>12</b>	<b>IDAHO STATE UNIVERSITY – INTERIM VICE PRESIDENT FOR ACADEMIC AFFAIRS - APPOINTMENT</b>	Motion to Approve
<b>13</b>	<b>UNIVERSITY OF IDAHO– NEW POSITIONS AND CHANGES TO POSITIONS</b>	Motion to Approve
<b>14</b>	<b>SECOND READING - AMENDMENT TO BOARD POLICY – SECTION V.S.2.B. (4) ENROLLMENT WORKLOAD ADJUSTMENT-WEIGHT FACTORS</b>	Motion to Approve
<b>15</b>	<b>LEWIS-CLARK STATE COLLEGE – CELL TOWER AGREEMENT</b>	Motion to Approve

**CONSENT PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS**  
**APRIL 21-22, 2005**

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**SUBJECT**

Second Reading – Amendment to Board Policy I.J.2.b. – Use of Institutional Facilities and Services with Regard to the Private Sector

**REFERENCE**

March 10, 2005

Board approved the first reading of the amendment

**APPLICABLE STATUTE, RULE, OR POLICY**

N/A

**BACKGROUND**

At the January meeting, the University Presidents presented a compilation of permits that have been issued for the consumption of alcohol on campus. The permits were issued in compliance with Board Policy I.J.2.b.

At that time, Board members indicated they wanted to ensure that the University President's were issuing the permits. Board members indicated they did not want a designee of the University President to issue the permits.

**DISCUSSION**

Board Policy currently allows for a designee of the University or College President to issue the permits. This amendment would remove that language and require the University or College President to issue the permits.

**IMPACT**

If the Board approves the amendment to Board Policy I.J.2.b, only University and College Presidents would have the authority to issue permits for the consumption of alcohol on campus.

If the Board rejects the amendment to Board Policy I.J.2.b, a designee of the University or College President would have the authority to issue permits for the consumption of alcohol on campus.

**STAFF COMMENTS AND RECOMMENDATIONS**

Board staff recommends approval of the Second Reading of the Amendment to Board Policy I.J.2.b. – Use of Institutional Facilities and Services with Regard to the Private Sector.

**BOARD ACTION**

A motion to approve the Second Reading of the Amendment to Board Policy I.J.2.b. – Use of Institutional Facilities and Services with Regard to the Private Sector.

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

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**REFERENCE: AMENDMENT TO BOARD POLICY I.J.2.**

**2. Possession, Consumption, and Sale of Alcohol Beverages at Institutional Facilities**

- a. Board Administrative Rules IDAPA 08.01.08 provides requirements relative to alcoholic beverages on campus grounds. Said rules generally prohibit the possession or consumption of alcoholic beverages in areas open to and most commonly used by the general public on campus grounds. The rules authorize the Board to waive the prohibition pursuant to Board policies and procedures. The chief executive officer of each institution, ~~or his or her designee~~, may waive the prohibition against possession or consumption of alcoholic beverages only as permitted by and in compliance with this policy. The grant of any such waiver shall be determined by the chief executive officer ("CEO") ~~or the CEO's designee~~ only in compliance with this Policy and in accordance with the provisions set forth herein, and not as a matter of right to any other person or party. In doing so, the chief executive officer must ensure that the decisions to allow possession and consumption of alcoholic beverages are consistent with the proper image and the mission of the institution.
- b. Each institution shall maintain a policy providing for an institutional Alcohol Beverage Permit process. For purposes of this policy, the term "alcoholic beverage" shall include any beverage containing alcoholic liquor as defined in Idaho Code Section 23-105. Waiver of the prohibition against possession or consumption of alcoholic beverages shall be evidenced by issuance of a written Alcohol Beverage Permit issued by the CEO of the institution ~~(or the CEO's designee)~~ which may be issued only in response to a completed written application therefore. Staff of the State Board of Education shall prepare and make available to the institutions the form for an Alcohol Beverage Permit and the form for an Application for Alcohol Beverage Permit which are consistent with this Policy. Immediately upon issuance of an Alcohol Beverage Permit, a complete copy of the application and the permit shall be delivered to the Office of the State Board of Education, and Board staff shall disclose the issuance of the permit to the Board no later than the next Board meeting. An Alcohol Beverage Permit may only be issued to allow the sale or consumption of alcoholic beverages on public use areas of the campus grounds provided that all of the following minimum conditions shall be met. An institution may develop and apply additional, more restrictive, requirements for the issuance of an Alcohol Beverage Permit.
- c. Within residential facilities owned, leased or operated by an institution, the CEO ~~or CEO's designee~~ may allow the possession or consumption of alcoholic beverages by persons of legal drinking age within the living quarters of persons of legal drinking age. Consumption of alcohol shall not be permitted in the general use areas of any such residence facility.

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Possession of alcohol within the general use areas of a residential facility may only be done in a facility where consumption has been authorized by the CEO or ~~CEO's designee~~, and such possession shall be only as is incidental to, and reasonably necessary for, transporting the alcohol by the person of legal drinking age to living quarters where consumption is allowed. The term "living quarters" as used herein shall mean, and be limited to, the specific room or rooms of a residential facility which are assigned to students of the institution (either individually or in conjunction with another room mate or room mates) as their individual living space.

**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
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**SUBJECT**

Higher Education Research Council (HERC) – Approval of the FY06 Budget.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies and Procedures, Section III.W. 3., Higher Education Research Council Policy

**BACKGROUND**

The Higher Education Research Council (HERC) was allocated \$1,440,000 for FY 2006 through the colleges and universities appropriation.

**DISCUSSION**

The Board office provided HERC with a proposed allocation of funds for FY 2006 for review and recommendation at their meeting held on April 5, 2005. HERC has reviewed the budget and forwards their recommendation to disburse the FY 2006 allocation as outlined on page 2.

**IMPACT**

HERC funding is provided each year by the Legislature as part of the college and university lump-sum appropriation and is intended for research activities that will have the most beneficial effect on the quality of education and the economy of the state. The Board allocates funds for research activities to the four-year public institutions (Boise State University, Idaho State University, University of Idaho, and Lewis-Clark State College) for the following: Infrastructure, Specific Research, Research Centers, and State Matching Awards. There is also a line item for Administrative Costs for the administration of HERC related activities.

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff recommends approval of the budget allocations as recommended by HERC.

**BOARD ACTION**

A motion to approve the FY2006 HERC Budget Allocation as presented.

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

## FY 2006 Allocation of HERC Funds

<b>FY06 Allocation</b>	<b>Amount</b>
<b>\$1,440,000</b>	<b>Allocated FY06</b>

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### Infrastructure Funds

BSU	\$125,000
ISU	\$125,000
UI	\$200,000
LCSC	\$50,000
<b>Total Infrastructure</b>	<b>\$500,000</b>

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### Specific Research Grant Program

BSU	
ISU	
UI	
LCSC	\$0

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### Matching Award Grants

NSF-EPSCoR (UI)	\$600,000
<b>Total Matching Grants</b>	<b>\$600,000</b>

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### Research Centers

UI Invasive Species & Small Populations Ctr	\$332,717
<b>Total Research Center</b>	<b>\$332,717</b>

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### Administrative Costs

FY06 Administrative Costs	\$1,100
<b>Total Administrative Costs</b>	<b>\$1,100</b>

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<b>Total Budget / Allocation</b>	<b>\$1,433,817</b>
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<b>Under / (Over) Budget</b>	<b>\$6,183</b>
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Idaho State Board of Education

**GOVERNING POLICIES AND PROCEDURES**

**SECTION: III. POSTSECONDARY AFFAIRS**

**W. Higher Education Research Council Policy**

April 2002

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3. Specific funding programs to strengthen research in Idaho.

The Board recognizes that talent exists on all of the campuses and the importance of permitting competition for research support and initiation funds. Therefore, the Board will use the following criteria in allocating funds for research activities under this policy at the various institutions.

Additionally, any condition set forth in the legislative appropriation for these research programs must be demonstrably met by the programs and/or projects that are to receive the appropriation.

a. Infrastructure.

A portion of the competitive research funding should be distributed to the state's baccalaureate and post-baccalaureate institutions to support their science, engineering and other research infrastructure. Distribution of these funds will be made according to percentages approved by the Higher Education Research Council. These funds should be reserved for library support essential to research, graduate research assistantships, post doctoral fellows, technician support, maintenance contracts, research equipment, competitively awarded summer research support, start up funds for new hires, and incentives to reward faculty for their research achievements.

b. Specific Research Funding

Faculty members at the state's baccalaureate and post-baccalaureate institutions will have an opportunity to submit research project proposals for review under this program.

(1) All projects under this program must demonstrate economic benefit or cost savings for the State.

(2) A major focus under this program should be start up and seed funds that will assist a principal investigator in competing for external funding.

(3) Collaborative research projects are encouraged.

Guidelines for this program will be established by the Higher Education Research Council, will incorporate an out-of-state peer review, and will include an evaluation component for commercial applicability for the benefit of the State.

c. Research Centers.

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Many important advances can only be made with the establishment of focused research centers. Centers typically involve at least three faculty members in conjunction with the necessary research equipment and support personnel. The funds needed to establish centers of this type are large and, in all probability, no more than one such center per year should be established in Idaho. Minimal state funding of \$250,000 per center per year for at least three years is essential to enable centers to become nationally competitive. This is clearly a minimal amount which should be supplemented by non-state matching funds. Multiple year funding is essential for the establishment of these centers.

d. State Matching Awards.

Under this program state funds would be available to match those awarded by non-state sources by using an external peer review process.

Examples of matching entities for the state matching funds would be:

- (1) Federal Agencies
- (2) EPSCoR projects e.g., National Science Foundation, National Institute of Health, Department of Energy, National Aeronautics and Space Administration, etc.
- (3) Foundations e.g., Murdoc, Northwest Area, Robert Wood Johnson Grants, etc.
- (4) Business and Industry
- (5) Other

e. Post-Award Accountability

Any project receiving funding through any of the previously described Board sponsored programs will be required to report on its productivity with respect to such items as:

- number of students involved
- number of faculty involved
- external funding earned as a result
- publications in refereed journals
- presentations at professional meetings and conferences
- patents awarded or pending
- economic benefits
- problem resolution

Reporting procedures will be established and administered through the Higher Education Research Council.

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**SUBJECT**

Higher Education Research Council (HERC) – EPSCoR Board Appointments.

**APPLICABLE STATUTE, RULE, OR POLICY**

N/A

**BACKGROUND**

Experimental Program to Stimulate Competitive Research (EPSCoR) in Idaho represents a federal-state partnership to enhance the science and engineering research, education, and technology capabilities of states that traditionally have received smaller amounts of federal R&D funds. Through EPSCoR, participating states are building a high-quality, academic research base that is serving as a backbone of a scientific and technological (S&T) enterprise.

Idaho EPSCoR is led by a state committee composed of 16 members with diverse professional backgrounds from both the public and private sectors and from all regions of the state. The state committee reports to the State Board of Education via the Higher Education Research Council (HERC). The Idaho EPSCoR office and the State of Idaho EPSCoR Project Director are located at the University of Idaho, and partner institutions are Boise State University and Idaho State University.

This information was obtained from EPSCoR website supported by the NSF-Idaho EPSCoR Program and by the National Science Foundation under award number EPS-0132626.

**DISCUSSION**

On February 10, 2005, the Idaho EPSCoR Committee forwarded their recommendation to reappoint six individuals to the committee. The following committee members have been contacted and have indicated that he/she is willing to continue serving on the EPSCoR committee.

- The Honorable Maxine Bell
- Mr. James R. Coleman
- Dr. Doyle W. Jacklin
- Dr. John Owens
- Dr. Jean'ne Shreeve
- Dr. Dennis Stevens
- Mr. Jon L. Stoner

Three current members have decided not to continue membership. Therefore, the Committee has also provided three nominations to fill the vacant positions. Brief biographical sketches follow:

**Dr. J. Kirk Sullivan** – Dr. Sullivan has previous EPSCoR and Small Business Innovation Research (SBIR) experience, has attended national EPSCoR meetings, and has a very deep interest in education and research in Idaho. Dr.

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Sullivan is a partner in Veritas Advisors, a philanthropic fundraising and political consulting firm. He retired from the Boise Cascade Corporation as Vice President of Governmental and Environmental affairs. As a member of the Governor's State Science and Technology Advisory Council and the Chairman of the Idaho Republican Party, he has an excellent professional network at both the state and federal levels. He holds a Ph.D. in chemistry from Clemson University and lives in Boise, Idaho.

**The Honorable John Goedde** – Senator Goedde is Chairman of the Senate Education Committee and is now serving in his third term in the Idaho Senate; he would represent the Senate on the EPSCoR Committee. He is ideally positioned to support EPSCoR goals and to raise the Legislature's awareness of EPSCoR accomplishments in Idaho and of what EPSCoR can accomplish in the years ahead, especially with State support. Senator Goedde is an insurance professional and lives in Coeur d'Alene, Idaho.

**Dr. Chris Busch** – Dr. Busch is nationally renowned for his work with the various federal SBIR and Small Business Technology Transfer (STTR) programs. He accomplished a great deal as a consultant to the Idaho National Science Foundation (NSF) EPSCoR program during the past three years by significantly increasing the number of SBIR awards in Idaho. The development of small businesses opportunities is essential to Idaho's future, and there are excellent opportunities for spin-offs from academic research. Dr. Busch holds a Ph.D. in mechanical engineering from University of California, Berkeley, and lives in Missoula, Montana.

**IMPACT**

N/A

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff recommends approval of the reappointments and new nominations to the Idaho EPSCoR Committee as recommended by HERC (listed above).

**MOTION**

A motion to approve the reappointments and new nominations to the Idaho EPSCoR Committee.

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

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**SUBJECT**

Second Reading – Amendment to Board Policy III.G. – Program Approval and Discontinuance.

**REFERENCE**

March 10, 2005

The Board was presented a draft of Board Policy Section III.G. Program Approval and Discontinuance and approved First Reading.

**APPLICABLE STATUTE, RULE, OR POLICY**

Section 33-105 (1), Idaho Code. Rules – Executive Department.

**BACKGROUND**

CAAP has been reviewing Board Policy Section III.G, Program Approval and Discontinuance, to determine what changes need to be made to ensure that all new and existing programs are appropriately reviewed by CAAP and approved by the Board or Executive Director.

**DISCUSSION**

The program approval policy changes recommended by CAAP accomplished the following: some of the language was simplified, the Board's role for approving programs that require a full proposal was clarified, and the information requirements for routine changes were more clearly defined.

**IMPACT**

The program approval policy changes are minor and do not significantly change how programs will be reviewed and approved. The recommended changes are mainly for purposes of clarification.

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff recommends that the Board approve the policy changes as noted to ensure program approval procedures are more appropriately implemented.

**BOARD ACTION**

A motion to approve the second reading of the amendment to Board Policy Section III.G., Program Approval and Discontinuance.

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

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Idaho State Board of Education

**GOVERNING POLICIES AND PROCEDURES**

**SECTION: III. POSTSECONDARY AFFAIRS**

**Subsection G. Program Approval and Discontinuance**

October 2002

**G. Instructional Program Approval and Discontinuance**

- a. New instructional programs, instructional units, majors, minors, options, and emphases require approval prior to implementation;
  - (1) Board Approval - Board approval prior to implementation is required for any new:
    - (a) academic or professional-technical program, new major, minor, option, emphasis, or instructional unit with a financial impact\* of \$250,000 or more per year
    - (b) ~~academic~~ graduate program leading to a master's, specialist or doctoral degree,
    - (c) ~~major,~~
    - (d) ~~academic program, instructional unit, minor, option, or emphasis with a financial impact\* of \$250,000 or more per year~~
  - (2) Executive Director Approval - Executive Director approval prior to implementation is required for any new ~~academic program, instructional unit, minor, option, or emphasis with a financial impact of less than \$250,000 per year~~ or professional-technical program, major, minor, option, emphasis, or instructional unit with a financial impact of less than \$250,000 per year.
- b. Existing instructional programs, majors, minors, options, emphases and instructional units.
  - (1) Changes, additions, expansions, and consolidations to existing instructional programs, majors, minors, options, emphases, or instructional units with a financial impact of \$250,000 or more per year require Board approval prior to implementation.
  - (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

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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.

c. Routine Changes

Non-substantive ~~name or title~~ changes for credits, descriptions of individual courses, or other routine catalog changes do not require notification or approval. Institutions must provide prior notification of a name or title change for programs, degrees, departments, divisions, colleges, or centers via a letter to the Office of the State Board of Education.

5. Approval Procedures

a. Board Approval Procedures

- (1) Subsequent to institutional review and consistent with institutional policies, all requests requiring Board approval will be submitted by the institution as a notice of intent in a manner prescribed by the Chief Academic Officer of the Board.
- (2) The Chief Academic Officer shall forward the request to the CAAP for its review and recommendation. Professional-technical requests will be forwarded to the Idaho Division of Professional-Technical Education for review and recommendation prior to CAAP review and action. If the CAAP recommends approval, the proposal shall be forwarded to the Board for action. Requests that require new state appropriations will be included in the annual budget request of the institution and the State Board of Education.
- (3) CAAP may, at its discretion, request a full proposal for any request requiring a notice of intent. A request for a new graduate program requires a full proposal. Full proposals should be forwarded to CAAP members at least two (2) weeks prior to the next CAAP meeting for initial review prior to being forwarded to the Board for approval.
- (4) As a part of the full proposal process, all doctoral program request(s) will require an external peer review. The external peer-review panel will consist of at least two (2) members and will be selected by the Board's Chief Academic Officer and the requesting institution's Chief Academic Officer. The review will consist of a paper and on-site review followed by the issuance of a report and recommendations by the peer-review panel. Considerable weight on the approval process will be placed upon the peer reviewer's report and recommendations.

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b. Office of the State Board of Education Approval Procedures

(1) All requests requiring approval by the Executive Director will be submitted by the institution as a notice of intent in a manner prescribed by the Chief Academic Officer of the Board. ~~At his discretion,~~ At the discretion of the Chief Academic Officer, ~~the request shall~~ may be forwarded ~~the request~~ to the CAAP for review and recommendation. Professional-technical requests will be forwarded to the Division of Professional-Technical Education for review and recommendation prior to CAAP review and action.

(2) If the CAAP recommends approval of the request(s), the notice of intent will be submitted to the Executive Director for consideration and action. The Executive Director shall act on any request within thirty (30) days of receipt of the Chief Academic Officer's or CAAP's recommendation.

(3) If the Executive Director denies the request he or she shall provide specific reasons in writing. The institution has thirty (30) days in which to address the issue(s) for denial of the request. The Executive Director has ten (10) working days after the receipt of the institution's response to re-consider the denial. If the Executive Director decides to deny the request after re-consideration, the institution may send its request and the documents related to the denial to the president of the Board for final reconsideration.

(4) Distance Learning Delivery and Residence Centers

All academic programs delivered to sites outside of the service area defined by the institution's role and mission statement shall be submitted to the Executive Director using a notice of intent.



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

TITLE 33  
EDUCATION  
CHAPTER 1  
STATE BOARD OF EDUCATION

33-105. RULES -- EXECUTIVE DEPARTMENT. (1) The state board shall have power to make rules for its own government and the government of its executive departments and offices; and, upon recommendations of its executive officers, to appoint to said departments and offices such specialists, clerks and other employees as the execution of duties may require, to fix their salaries and assign their duties.

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**SUBJECT**

Second Reading – Amendment to Board Policy III.Z. Delivery of Postsecondary Education.

**REFERENCE**

March 10, 2005

The Board was presented a draft of Board Policy Section III.Z. Delivery of Postsecondary Education and approved First Reading.

**APPLICABLE STATUTE, RULE, OR POLICY**

Section 33-105 (1), Idaho Code. Rules – Executive Department.

**BACKGROUND**

Board Policy Section III.Z describes provisions for each institution assigned a statewide mission by the Board to assess and ensure the delivery of all statewide mission programs and courses necessary to meet the educational and workforce needs associated with the statewide mission throughout the state. Collaborative and cooperative agreements, or memorandums of understanding, are developed between and among the institutions to identify what programs will be provided in a given region to meet identified needs.

**DISCUSSION**

Under the discontinuance provision in Board Policy Section III.Z, 4. e, institutions are required to provide one year's written notice to withdraw a program from a given region. However, the Board's policy does not clearly articulate the Board's intent that institutions be required to notify the Board or any applicable oversight or advisory council of a program withdrawal. The amendment to Policy III.Z would clarify that notice is required to be given to the Board and any oversight or advisory council in the region.

**IMPACT**

Changes to Policy III.Z will provide advanced notification to the Board of any intended changes before a program is discontinued. The Board will receive the same written notice as submitted by the designated or partnering institution. The institution's notice will be submitted to the Board as an information item on the consent agenda.

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff recommends that the Board approve the policy amendment as noted to ensure the board is properly notified of any program changes in a region.

**BOARD ACTION**

A motion to approve the second reading of the amendment to Board Policy Section III.Z, Delivery of Postsecondary Education to include a provision for notifying the Board and any oversight or advisory council in the region at the same time the designated or partnering institution provides notification to withdraw a program.

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

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**Idaho State Board of Education**  
**GOVERNING POLICIES AND PROCEDURES**  
**SECTION: III. POSTSECONDARY AFFAIRS**  
**Subsection Z. Delivery of Postsecondary Education**

August 2003

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**Z. Delivery of Postsecondary Education - Planning and Coordination of Academic Programs and Courses**

**e. Discontinuance of Offerings**

Unless otherwise agreed between a statewide mission owning institution and the designated institution pursuant to an MOU, if, for any reason, a designated institution offering programs or courses in its service region that supports a statewide mission program of another institution, wishes to discontinue the offering(s), the designated institution will use its best efforts to provide the statewide mission owning institution at least one (1) year's written notice of withdrawal. The designated institution will also submit the same written notice to the State Board of Education and to oversight and advisory councils. In such case, the statewide mission owning institution will carefully evaluate the workforce need associated with such program or course and determine whether it is appropriate pursuant to its regional mission to provide such program or course. In no event will the statewide mission owning institution be required to provide such offering(s).

Unless otherwise agreed between the partnering institution (whether statewide mission owning, or otherwise) and the designated institution pursuant to an MOU, if, for any reason, a partnering institution offering programs or courses in a service region wishes to discontinue the offering(s), the partnering institution will use its best efforts to provide the designated institution at least one (1) year's written notice of withdrawal. The partnering institution will also submit the same written notice to the State Board of Education and to oversight and advisory councils. In such case, the designated institution will carefully evaluate the workforce need associated with such program or course and determine whether it is appropriate pursuant to its regional mission to provide such program or course. In no event will the designated institution be required to provide such offering(s).

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

TITLE 33  
EDUCATION  
CHAPTER 1  
STATE BOARD OF EDUCATION

33-105. RULES -- EXECUTIVE DEPARTMENT. (1) The state board shall have power to make rules for its own government and the government of its executive departments and offices; and, upon recommendations of its executive officers, to appoint to said departments and offices such specialists, clerks and other employees as the execution of duties may require, to fix their salaries and assign their duties.

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**SUBJECT**

Second Reading - Amendment to Board Policy III.W. HERC Policy

**APPLICABLE STATUTE, RULE, OR POLICY**

N/A

**BACKGROUND**

The Higher Education Research Council (HERC) is responsible for implementing and administering council policies and 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.

**DISCUSSION**

In 1998, the Board restructured the membership of HERC, replacing campus representatives with the Presidents of the four-year institutions and charged the Council with modifying the Board's policy on academic research, now entitled the Higher Education Research Policy.

Recently, the Board office, in concert with HERC, brought forward several appointments to the Board for approval and discovered that Board Policy Section III.W. *Higher Education Research Council* does not reference membership and appointments and is not consistent with HERC Bylaws and Policies Section II.4 *State Research Council*.

To align the policies, the Board office proposes to revise the Board's Policy, Section III.W. Higher Education Research Council, by adding language already included in Section II.4. *State Research Council* of the HERC Bylaws and Policies, which references HERC membership and the authority of the Board to approve and appoint potential members to the Council, with some minor modifications as noted.

**IMPACT**

The proposed change will align the current practice of appointing members with the policy.

**STAFF COMMENTS AND RECOMMENDATIONS**

Board staff supports the proposed changes and the second reading of Board Policy III.W. Higher Education Research as outlined.

**BOARD ACTION**

A motion to approve the second reading of Board Policy III.W. HERC policy.

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

**INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**APRIL 21-22, 2005**

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**Idaho State Board of Education**  
**GOVERNING POLICIES AND PROCEDURES**  
SECTION: III. POSTSECONDARY AFFAIRS  
SUBSECTION: W. Higher Education

April 2002

**W. 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 Instruction, Research and Student Affairs 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.

The membership of this Council shall consist of ~~representatives~~ *Presidents* from each of the state's universities and the four-year college (University of Idaho; Idaho State University; Boise State University; Lewis-Clark State College), *four non-institutional representatives selected from the general public who are* ~~representatives of the public committed to research, and a representative from the Office of the Statewide Science and Technology Advisor as appointed by the Governor. The Council membership shall be as follows: University of Idaho -- one (1); Idaho State University -- one (1); Boise State University -- one (1); Lewis-Clark State College -- one (1); non-institutional -- four (4); Statewide Science and Technology Advisor -- one (1). The State Board of Education shall appoint the four college and university representatives and the four non-institutional representatives and a representative from the Office. The Governor's Statewide of Science and Technology Advisor who shall serve as an ex officio member with voting privileges. The chairman of the committee will be elected by the Council annually. Term length for the non-institutional members is three years.~~



**INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
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**REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY**

TITLE 33  
EDUCATION  
CHAPTER 1  
STATE BOARD OF EDUCATION

33-105. RULES -- EXECUTIVE DEPARTMENT. (1) The state board shall have power to make rules for its own government and the government of its executive departments and offices; and, upon recommendations of its executive officers, to appoint to said departments and offices such specialists, clerks and other employees as the execution of duties may require, to fix their salaries and assign their duties.

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**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**APRIL 21-22, 2005**

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**SUBJECT**

Alternate Graduation Mechanism

**REFERENCE**

December 1- 2, 2004      Presentation to the Board by Bob Devine, Sugar  
Salem Superintendent on an alternate graduation  
mechanism based on Performance Assessment  
Measures for a consortium of districts.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho Administrative Code, IDAPA 08.02.03, Rules Governing Thoroughness,  
Section 105.03. a-e

**BACKGROUND**

As outlined in Idaho Administrative Code, IDAPA 08.02.03, Rules Governing Thoroughness, Section 105.03, "All students must achieve a proficient or advanced score on the High School Idaho Standards Achievement Test (ISAT) in order to graduate. A student who does not attain at least a proficient score prior to graduation may appeal to the local school board, and, at the discretion of the local school board, may be given an opportunity to demonstrate proficiency of the achievement standards through some other locally established mechanism. All locally established mechanisms used to demonstrate proficiency shall be forwarded to the State Board of Education for review and information."

After Superintendent Devine's presentation, the Board directed the chief academic officer to review materials submitted by districts and to provide a report to the board as to the adequacy of the request.

**DISCUSSION**

Districts that wish to submit an alternate mechanism to OSBE must respond to criteria established by Board staff (the criteria listed below are based on the provisions in the rule). OSBE will review all materials submitted by a district and send a letter of response to the submitting party and a copy to the president of the local board. The local board will be responsible for determining if the measure(s) are an acceptable substitute after reviewing the feedback from OSBE. Alternate mechanisms must be reviewed every five years by OSBE and districts will be required to submit an annual report indicating the number of students issued diplomas through the alternate mechanism.

The State Board of Education will receive quarterly reports on the number of districts, listed by name, that have submitted an alternate mechanism for review by OSBE. The board will also receive a copy of the OSBE responses to districts. To date, three districts have submitted requests, all of which are pending review at this time. These districts are: Fruitland, Gooding, and Pocatello.

**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**APRIL 21-22, 2005**

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**Alternate Graduation Mechanism Criteria**

1. Provide a detailed description of the alternate graduation plan. Identify the date the plan was submitted to the local board or the timeline for submission to the local board.
2. Provide a description of the measure or measures' components. *Ninety percent of the criteria of the measure (or combination of measures) must be based on academic proficiency and performance.*
3. Provide evidence that the measure(s) is aligned to a minimum of 10th grade content standards.
4. Provide evidence that the measure(s) is aligned to the communications/language arts (reading) and math content standards.
5. Provide evidence that the measure(s) is valid and reliable.
  - a. *Reliability is the ability to provide consistent results when measuring the student several times. Key question: How will it be ensured that a student gets the same results each time?*
  - b. *Validity is ensuring that a mechanism(s) is measuring what it is intended to measure. Key questions: What is the purpose of the measure(s)? How will it be ensured that the measure(s) meets that purpose?*
6. How will the measure(s) be consistently updated to ensure validity, reliability, and alignment?
7. Outline when this option will be available to students.
  - a. *Before appealing to the local school board for an alternate measure, the student must be: enrolled in a special education program and have an Individual Education Plan (IEP), or enrolled in a Limited English Proficient (LEP) program for three (3) academic years or less, or enrolled in the fall semester of the senior year.*
  - b. *How will the district encourage the maximum number of students to participate in and pass the ISAT prior to utilizing the alternate mechanism?*

**IMPACT**

The review process provides feedback to local districts regarding their intent to establish an alternate graduation mechanism based on the established criteria. As noted above, the district and the local board receive a letter after OSBE staff has reviewed their materials.

**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
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**STAFF COMMENTS AND RECOMMENDATIONS**

The purpose of this report was to provide information to the Board about the process that is being used to review materials submitted by local districts to implement an alternate graduation mechanism.

**BOARD ACTION**

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

**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**APRIL 21-22, 2005**

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*IDAHO ADMINISTRATIVE CODE*  
*State Board of Education*

*IDAPA 08.02.03*  
*Rules Governing Thoroughness*

**105. GRADUATION FROM HIGH SCHOOL.**

Graduation from an Idaho high school requires that: (4-1-97)

**01. Credit Requirements.** All students will demonstrate achievement in the CORE and other required subjects to include forty-two (42) semester credits, one (1) semester equaling one-half (1/2) year. (4-5-00)

**02. Achievement Standards.** All students will meet locally established subject area achievement standards (using state standards as minimum requirements) demonstrated through various measures of accountability including examinations or other measures. (3-30-01)

**03. Proficiency (Effective January 1, 2006).** All students must achieve a proficient or advanced score on the High School Idaho Standards Achievement Test (ISAT) in order to graduate. A student who does not attain at least a proficient score prior to graduation may appeal to the local school board, and, at the discretion of the local school board, may be given an opportunity to demonstrate proficiency of the achievement standards through some other locally established mechanism. All locally established mechanisms used to demonstrate proficiency shall be forwarded to the State Board of Education for review and information. (3-20-04)

- a. Before appealing to the local school board for an alternate measure, the student must be: (3-20-04)
  - i. Enrolled in a special education program and have an Individual Education Plan (IEP), or (3-20-04)
  - ii. Enrolled in an Limited English Proficient (LEP) program for three (3) academic years or less, or (3-20-04)
  - iii. Enrolled in the fall semester of the senior year. (3-20-04)
- b. The measure must be aligned at a minimum to tenth grade state content standards; (3-20-04)
- c. The measure must be aligned to the state content standards for the subject matter in question; (3-20-04)
- d. The measure must be valid and reliable; and (3-20-04)
- e. Ninety percent (90%) of the criteria of the measure, or combination of measures, must be based on academic proficiency and performance. (3-20-04)

## **CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**

**April 21-22, 2005**

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### **SUBJECT**

Idaho Technology Grant Program FY 06 Grant Funding Recommendations

### **APPLICABLE STATUTE, RULE, OR POLICY**

Senate Bill 1187 Appropriations – Colleges and Universities

### **BACKGROUND**

The Idaho Technology Incentive Grant (ITIG) program was created in 1997, and has since funded 106 projects at a total of more than \$15 million. The Board requested \$1.575 million from the Legislature for FY2006 for continued funding of this competitive program to foster innovative learning approaches using technology.

### **DISCUSSION**

The evaluation committee, consisting of two Board members [representative from Business Affairs and Human Resources (BAHR) and Superintendent of Public Instruction – represented by the Bureau of Technology Services (BoTS) Bureau Chief], an Information Technology Resource Management Council (ITRMC) representative, the Chief Academic Officer, and the Chief Technology Officer, met on March 16, 2005 to review the proposals and to formulate a recommendation to the Board.

### **IMPACT**

There have been no changes to the grant amounts requested for fiscal year 2006. The institutions will share the allocated amount of \$1.575 million. The distribution of these funds is as follows:

- BSU                      30%
- ISU                        30%
- LCSC                    10%
- UI                         30%

### **STAFF COMMENTS AND RECOMMENDATIONS**

The Evaluation Committee recommends funding the grant projects as exhibited in the FY2006 Idaho Technology Incentive Grant Program Proposals document.

### **BOARD ACTION**

A motion to approve the funding of the projects as exhibited on the FY2006 Idaho Technology Incentive Grant Program Proposals document.

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

## FY 2006 IDAHO TECHNOLOGY INCENTIVE GRANT PROGRAM FUNDED PROJECTS

The Idaho Technology Incentive Grant Program focuses on projects that advance the goals and objectives stated in the State Board of Education's 2000-2005 Statewide Strategic Plan. **The purpose of the ITIG is:** To focus on integrating technology into the curriculum; To enhance the rate and quality of student learning; To enhance faculty productivity; and To increase access to educational programs.

### **Learning by Visualizing—BSU**

Walt Snyder—PI

Lorrie Kelley—CoPI

\$209,711

One of the most important tools for scientific inquiry and research to develop in the last several decades is scientific visualization. Combining massive computing power with graphic representations in 2D and 3D has enabled scientists to visualize great quantities of data, enabling them to unveil previously unseen or unrecognized relationships and patterns. The tools for viewing and analyzing data have then been used to present to other scientists, students, and teachers the insights and understandings gained by this mode of investigation.

Currently there is neither a general-purpose visualization facility at Boise State University nor any training program to introduce teachers and students to the powerful learning tools and methods associated with modern information visualization.

Therefore, this proposal seeks to:

1. Build an interdisciplinary classroom/laboratory for information visualization
2. Create a visualization training program for faculty to introduce them to the potential teaching benefits of visualization techniques in their specific discipline
3. Develop an interdisciplinary introductory course in visualization for undergraduate students
4. Establish an ongoing community of faculty and students interested in exploring and promoting applications of visualization in the curriculum as a potentially powerful teaching and learning tool

### **H3 High Tech, High Quality, Hybrid: Designing Instruction For The Future—BSU**

Ben Hambelton—PI

Cindy Anson, Stephanie Witt—CoPIs

\$256,364

**Continuation**

During the first and second years of the H3 project, 47 faculty will have been selected and trained in course-redesign procedures in a hybrid seminar and an intensive 8-week summer development institute. Faculty in the first cohort then produced and taught their redesigned courses as reduced seat-time hybrids. The second cohort is currently

completing their training and will be working on their redesign projects during the summer 05 development institute. Preliminary evaluation data indicate that faculty and students have substantially benefited from this approach to developing and implementing hybrid courses.

In the third and final year of the project, the following four primary activities will be carried out:

1. Final assessment and evaluations will be conducted on the project hybrid courses
2. The project will adapt the course redesign training and process to permit wider participation of faculty
3. Additional training and support will be developed for students of hybrid courses
4. A major dissemination effort will be made to share the benefits of hybrid course redesign procedures with other faculty at Boise State and at the other state institutions

### **The eLearning Project: Expanding the Gateway—ISU**

Barbara Adamcik—PI

Keith Comer—CoPI

\$471,150

**Continuation**

The eLearning Project is a logical expansion of the Gateway Initiative, a three-year effort that is nearing completion and has been partially funded by the state's TIG. The principal aims of the Gateway Initiative included improving student access to general education goal courses and strengthening those learning experiences critical for student success through effective integration of technology in curricula. The eLearning Project expands on those successes through the development of additional goal courses and with the creation of technology-enhanced online and hybrid courses serving students in multiple disciplines and majors.

Project objectives include:

1. Meet immediate needs for online, distance, and technology-enhanced instruction to fulfill ISU's statewide mission in the health professions
2. Expand the range of online and hybrid courses necessary for students to satisfy state general education goals while improving the sustainability of current offerings developed as part of the Gateway Courses Initiative



3. Develop online and significantly technology-enhanced courses to serve multiple disciplines with particular emphasis on ISU mission-critical courses and degree programs
4. Establish ongoing professional development seminars for faculty aimed at integrating technology into the curricula to enhance educational opportunities and access

### **Faculty Development—LCSC**

Kristy Roberts—PI

\$36,998

More students at Lewis-Clark State College (LCSC) enroll in online courses every semester. Tenth day statistics for Spring 2005 reported total headcount for LCSC at 3,196 students. Of those students, 1,049 enrolled in online courses. Since Fall 2002, students elected to take online courses at an average 9% per semester increase. LCSC needs to upgrade obsolete online course offerings as well as create new offerings to meet this student demand. This project will build on the faculty development supported by Idaho Technology Incentive Grant Program projects funded in the past. The project is an effort to systematically increase the number of faculty with skills to integrate new technologies into traditional and online course curriculum to correspond with the steady increase in demand.

Objectives are:

1. To assist cohort of ten (10) instructors to update and maintain additional technology-mediated courses
2. To develop and upgrade ten (10) course offerings
3. To maintain LCSC's successful completion rate of 80%

### **Hybrid Course Development—LCSC**

David Taylor-PI

\$46,447

The modern academy around the nation is finding itself stretched beyond the limits of its infrastructure due to increases in enrollment and program offerings. As a leading four year institution in Idaho and the Western United States, Lewis-Clark State College is no exception to this trend. In order to meet the challenges presented by this trend the institution must find innovative solutions to the demands of time and space these increases have placed upon it. This project will use best practices in instructional technology to create high quality and challenging instructional technology components that replace classroom learning time.

Project objectives include:

1. Provide a course delivery system on a traditional campus that relieves overcrowding of current campus classroom resources
2. Train faculty to deliver traditional courses utilizing on-campus and online resources

### **Voice Recognition Software—LCSC**

Verna Studer—PI

Julie DeBuhr, Molly MacGregor-Cole—CoPIs

\$13,707

This project will ensure the successful, effective, and efficient uses of the technology of alternative input devices to be used in Word Processing. With voice recognition software (VRS), students in Word Processing will learn how to use innovative technology, which will soon be the norm in most offices. Not only will it assist students with physical disabilities, students will be less likely to develop Repetitive Stress Injuries (RSI). By using this technology, physically-disabled students will be able to double their current keying speeds.

Objectives are:

1. To increase the rate of input of all physically disabled Business Technology and Service (BTS) students by at least 100 percent by Spring 2006 semester
2. To increase by 10 percent the number of BTS word processing students who successfully complete the course by Spring 2006 semester
3. To increase by 10 the number of students who obtain a degree from BTS by Spring 2006 semester

### **An Implementation Of Three- And Four- Dimensional Analysis And Visualization Across The Science Curriculum At LCSC**

Jefferey Mathews—PI

\$48,000

This proposal seeks funding to implement an innovative teaching computer laboratory with a primary emphasis on pedagogical approaches involving three- and four-dimensional (3D through time) analysis and visualization. It represents a significant advancement in the quality of instruction at LCSC and specifically seeks funding for 25 robust student computers, a 3D projection system (called a "GeoWall") and two PC workstations used to prepare and display 3D and 4D analyses and visualizations. The primary utility of this proposal is to provide students in numerous science courses with robust computational tools that are capable of running a powerful class of 3D and 4D analysis and visualization tools enabling students to directly interact with, visualize and analyze complex, real-world data. The enhanced computer lab will also facilitate the learning process by enabling instructors to present very complex concepts in a much more accessible 3D format. Expanding the student computational capabilities in the lab and adding the GeoWall projection system will make the facility suitable for certain lecture and lab sections of Chemistry, Biology, Biochemistry, Geology, Physics and Astronomy as well as adding tremendously enhanced capabilities for CS, GIS, Mathematics and Engineering courses.

**Fireworks: Web Courses in Fire Ecology, Management and Technology for On- and Off-campus Students—UI**

Alton Campbell—PI

Penny Morgan, Steven Bunting, Han-Sup Han,

Eva Strand—CoPIs

\$107,565

As a society, we must balance the ecology of our ecosystems with the need to protect people and their property from wildland fire. Large, severe wildfires will continue and even increase with global climate change, often threatening a growing wildland-urban interface. For more than 25 years, the U of I College of Natural Resources has been widely recognized for educating leaders, working with leaders, and being leaders in fire ecology, management and technology. This proposal responds to high on-campus and off-campus demand in the area of wildland fire science to use innovative technology to increase the number of courses and to increase educational access to students. With the new fire science educational requirements for employees in federal land managing agencies, hundreds if not thousands of agency personnel will need access to fire courses that do not currently exist; and the UI is poised to become a national and international leader in fire education.

We propose to develop six, complementary, web-based, fire science courses (13 total credits) and related web-based, non-credit, background modules. These courses and modules will become part of the undergraduate Fire Ecology and Management Minor, the newly proposed undergraduate Fire Science Certificate, the graduate Fire Ecology, Management and Technology Certificate, the non-thesis, Masters of Natural Resources, as well as electives in all undergraduate and graduate degree programs.

**Design and Delivery of an Online UI Graduate Level Research Methods Course—UI**

Donald Crawford—PI

Maxine Dakins—CoPIs

\$25,022

This project involves the design and online delivery of a graduate-level interdisciplinary research methods course for M.S. and Ph.D. students at the University of Idaho (UI). The course will strengthen interdisciplinarity and distance education for off-campus graduate students at the UI by offering a web-based research methods course through the Environmental Science (EnvS) Program and by enhancing the community of scholars working across disciplines to solve complex environmental problems.

This project will ensure continuous development for faculty by furthering the use of technology in the classroom; by stimulating a dialogue among faculty from different disciplines to identify areas of commonality and areas of uniqueness in the physical, biological, and social sciences areas; and by creating linkages between faculty and students interested in teaching and learning interdisciplinary methods to solve environmental and other complex problems.

**Informatics-Supported Instruction for Introductory Engineering Courses—UI**

Fritz Fiedler—PI

Edwin Schmeckpeper, Michael Dixon,

Sunil Sharma—CoPIs

\$67,505

This proposal seeks to develop a database of modular resources for the introductory Civil Engineering courses CE 115 Introduction to Civil Engineering and CE 215 Civil Engineering Analysis and Design. As these two classes provide students with the fundamental skills required for upper division courses, improved learning at this level will have far-reaching impacts. High quality freshman and sophomore experiences are also essential for student retention. Unfortunately, very few introductory resources are available to support courses intended to offer an interactive experience of real world engineering experiences. The proposed project intends to develop a set of discipline-specific modules (or learning objects), organizing them in a relational database, accessible via a web interface. The educational informatics system framework will allow instructors to efficiently develop and maintain state-of-the-art resources to support other engineering courses, and may be expanded to other disciplines.

**Online Business Minor and MBA Foundation**

**Certificate—UI**

Jack Morris—PI

Dan Eveleth, Jon Miller, Dana Stover,

K.D. Hatheway Dial—CoPIs

\$ 117,385

**Continuation**

This proposal aims to develop an online Business Minor that will better serve both residential and distance students. The program will also be offered as a Masters of Business Administration (MBA) foundation certificate program designed to satisfy certain first-year MBA requirements. Over the next two years, the online program will replace a set of nine (9) existing classroom-based courses in accounting, business and economics providing greater flexibility and access to both residential and distance students. The current year proposal seeks funding to develop five (5) of these courses with the remainder coming online in the following year.

The courses in this certificate program will integrate a multi-modal delivery approach to on-line and media supported instruction. Students will be able to access the courses on-line in both high and low bandwidth environments while receiving similar levels of instructional quality. The courses will also utilize a variety of learning technologies to deliver instructional content to a wide-ranging student audience including undergraduate residential students pursuing a business minor, majors in technical fields such as engineering, forest products, and industrial technology who are interested in pursuing an MBA after graduation, and employees from corporate partners such as Micron Technology, Boeing, and Albertson's.

**BIONet II: A Web-Based Tool For Introductory  
Biology —UI**

Larry Forney—PI

Jill Johnson, Margaret Ricci —CoPIs

\$ 225,868

**Continuation**

Introductory science courses can be challenging to teach because of the large class sizes and the diverse backgrounds and interests of the students enrolled. At the same time giving students a strong foundation in basic scientific concepts is vital to the students' success as they continue their education. In the Department of Biological Sciences at the University of Idaho the Biological Information Online Network (BIONet) is providing the tools to help instructors give introductory biology students a solid foundation in biological concepts. The web-enhanced version of BIOL 115 (the first semester of introductory biology), using the BIONet website as a major vehicle for presenting content and allowing self-assessment, was recently implemented and beta tested. Dramatic improvements in student learning over the traditionally taught course were realized, and instructors reported savings in preparation time as well as greater satisfaction in teaching the course. The beauty of the BIONet approach is that it focuses on concepts rather than details, emphasizes the integration of those concepts, shows the similarities among organisms rather than the differences, and allows the students access to the material and the means for self-assessment 24/7.

Over the next year, UI proposes to expand the BIONet website to include the core content for BIOL 116, the second semester of introductory biology. As with BIOL 115, content will be presented in the forms of narrated PowerPoint lectures, animations, interactive activities, links to other resources, and self-assessment quizzes.

# Idaho Technology Incentive Grant Program Results Summary

## FY1997 - 2004

Proposal Number	Institution	Amount Funded	Faculty	Student	No. of Publications	No. of Presentations	Courses Developed/Enhanced
T97-002	UI	\$149,696	13	1,125	5	15	9
T97-004	UI	\$232,542	56	2,333	0	7	20
T97-009	UI	\$86,523	28	200	0	2	5
T97-011	UI	\$155,490	41	75	1	11	4
T97-013	UI	\$207,627	55	1,032	0	16	3
T97-015	UI	\$72,474	33	6,249	2	0	37
T97-018	UI	\$122,197	3	5	4	7	1
T97-021	LCSC	\$138,446	6	96	0	0	3
T97-035	BSU	\$149,813	7	282	2	7	2
T97-042	BSU	\$117,440	3	91	0	1	4
<b>Totals for FY97</b>		<b>\$1,432,248</b>	<b>245</b>	<b>11,488</b>	<b>14</b>	<b>66</b>	<b>88</b>

T98-001	LCSC	\$197,300	26	551	0	3	27
T98-003	UI	\$173,500	10	950	23	32	22
T98-004	UI	\$630,700	44	1,796	2	14	29
T98-006	UI	\$198,700	7	121	0	0	3
T98-010	UI	\$179,400	18	230	4	11	5
T98-017	BSU	\$390,900	3,587	24,600	0	6	600
T98-018	BSU	\$143,800	15	150	0	25	10
T98-023	ISU	\$199,800	79	82	10	23	3
T98-024	ISU	\$203,700	135	251	4	1	4
T98-027	ISU	\$228,700	274	892	4	3	15
<b>Totals for FY98</b>		<b>\$2,546,500</b>	<b>4,195</b>	<b>29,623</b>	<b>47</b>	<b>118</b>	<b>718</b>

T99-001	LCSC	\$228,000	40	6,100	0	1	17
T99-004	ISU	\$101,600	11	675	5	11	1
T99-005	ISU	\$250,500	22	559	4	10	20
T99-007	UI	\$75,000	72	450	0	3	27
T99-011	UI	\$200,000	10	306	4	14	10
T99-012	UI	\$148,100					
T99-015	BSU	\$273,300	12	355	2	2	12
T99-017	BSU	\$156,100	7	7	12	28	1
<b>Totals for FY99</b>		<b>\$1,432,600</b>	<b>174</b>	<b>8,452</b>	<b>27</b>	<b>69</b>	<b>88</b>

T00-004	UI	\$99,100	3	0	1	1	4
T00-005	UI	\$311,400	27	487	0	0	21
T00-006	LCSC	\$196,400	7	350	1	3	1
T00-007	LCSC	\$236,000	40	46	2	30	27
T00-008	ISU	\$580,900	9	1,600	5	10	16
T00-009	ISU	\$375,500	1	597	1	12	5
<b>Totals for FY00</b>		<b>\$1,799,300</b>	<b>87</b>	<b>3,080</b>	<b>9</b>	<b>56</b>	<b>74</b>

Multiple year projects

Multiple institution collaboration

# Idaho Technology Incentive Grant Program Results Summary

## FY1997 - 2004

Proposal Number	Institution	Amount Funded	Faculty	Student	No. of Publications	No. of Presentations	Courses Developed/Enhanced
T01-001	ISU	\$48,950	2	112	0	0	2
T01-002	ISU	\$69,000	7	14	0	0	4
T01-003	ISU	\$71,125	14	600	1	6	9
T01-004	ISU	\$122,110	4	6	0	0	3
T01-006	ISU	\$34,484	1	80	0	0	4
T01-007	BSU	\$345,240	78	2,700	0	2	25
T01-008	LCSC	\$115,080	63	1,500	0	1	53
T01-009	UI	\$22,296	3	20	0	0	2
T01-010	UI	\$100,000	8	1,500	1	1	3
T01-011	UI	\$50,000	6	13	0	0	4
T01-012	UI	\$50,000	3	172	0	0	2
T01-013	UI	\$47,086	4	19	0	0	2
T01-014	UI	\$47,914	133	131	0	1	0
<b>Totals for FY01</b>		<b>\$1,123,285</b>	<b>326</b>	<b>6,867</b>	<b>2</b>	<b>11</b>	<b>113</b>

T02-001	LCSC	\$155,080	73	1,500	0	1	94
T02-002	LCSC	\$73,380	16	283	0	0	17
T02-003	BSU	\$565,000	74	6,514	0	4	28
T02-004	ISU	\$38,214	2	140	0	0	1
T02-005	ISU	\$53,666	122	3,600	2	4	9
T02-006	ISU	\$43,153	7	161	0	0	8
T02-007	ISU	\$61,650	13	400	0	0	2
T02-008	ISU	\$152,275	61	3,000	0	1	0
T02-009	ISU	\$43,839	4	479	0	0	3
T02-010	ISU	\$167,116	4	1,009	0	0	3
<b>T02-011</b>	<b>UI</b>	<b>\$50,000</b>					
T02-012	UI	\$17,015	3	100	0	0	3
T02-013	UI	\$49,973	36	1,231	1	2	3
T02-014	UI	\$49,901	3	44	0	1	3
T02-015	UI	\$49,978	1	20	1	1	0
T02-016	UI	\$47,921	2	67	0	0	2
T02-017	UI	\$49,989	4	8	1	1	4
T02-018	UI	\$49,990	7	183	0	0	1
T02-019	UI	\$50,000	3	141	0	0	3
T02-020	UI	\$50,372	10	84	0	0	8
T02-021	UI	\$50,000	6	49	0	0	5
T02-022	UI	\$50,000	34	500	4	0	15
<b>Totals for FY02</b>		<b>\$1,918,512</b>	<b>485</b>	<b>19,513</b>	<b>9</b>	<b>15</b>	<b>212</b>

## Idaho Technology Incentive Grant Program Results Summary FY1997 - 2004

Proposal Number	Institution	Amount Funded	Faculty	Student	No. of Publications	No. of Presentations	Courses Developed/Enhanced
T03-001	BSU	\$471,150	80	3,872	1	5	203
T03-002	ISU	\$261,451					
T03-003	ISU	\$46,738	13	1,000	1	0	9
T03-004	ISU	\$162,961	2	548	0	1	0
T03-005	LCSC	\$157,050	3	57	0	4	1
T03-006	UI	\$15,000	1	68	0	1	0
T03-007	UI	\$100,000	6	600	0	1	0
T03-008	UI	\$14,977	2	8	0	1	0
T03-009	UI	\$12,103	3	74	0	2	0
T03-010	UI	\$99,642	7	0	0	1	0
T03-011	UI	\$15,000					
T03-012	UI	\$95,940	6	0	0	6	0
T03-013	UI	\$12,160					
T03-014	UI	\$95,556	7	178	0	5	0
T03-015	UI	\$14,244	3	126	0	1	1
<b>Totals for FY03</b>		<b>\$1,573,972</b>	<b>133</b>	<b>6,531</b>	<b>2</b>	<b>28</b>	<b>214</b>

Proposal Number	Institution	Amount Funded	Faculty	Student	No. of Publications	No. of Presentations	Courses Developed/Enhanced
T04-001	BSU	\$40,100	50	2,000	1	0	3
T04-002	BSU	\$431,800	25	0	0	0	24
T04-003	UI	\$14,704	2	69	0	1	1
T04-004	UI	\$24,379					
T04-005	UI	\$23,015					
T04-006	UI	\$100,000					
T04-007	UI	\$110,744					
T04-008	UI	\$97,940					
T04-009	UI	\$100,000					
T04-010	ISU	\$471,150					
T04-011	LCSC	\$38,166	1	30	0	1	3
T04-012	LCSC	\$106,707					
T04-013	LCSC	\$12,155	19	159	1	0	9
<b>Totals for FY04</b>		<b>\$1,570,860</b>	<b>97</b>	<b>2,258</b>	<b>2</b>	<b>2</b>	<b>40</b>

<b>Grand Totals:</b>		<b>\$13,397,277</b>	<b>5,772</b>	<b>87,812</b>	<b>112</b>	<b>365</b>	<b>1,547</b>
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**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**April 21-22, 2005**

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

IN THE SENATE  
SENATE BILL NO. 1187  
BY FINANCE COMMITTEE

1 AN ACT  
2 APPROPRIATING MONEYS FOR GENERAL EDUCATION PROGRAMS AT BOISE STATE  
UNIVERSITY,  
3 IDAHO STATE UNIVERSITY, LEWIS-CLARK STATE COLLEGE, THE UNIVERSITY OF IDAHO  
4 AND FOR THE OFFICE OF THE STATE BOARD OF EDUCATION FOR FISCAL YEAR 2006;  
5 ESTABLISHING AMOUNTS TO BE EXPENDED FOR SYSTEMWIDE PROGRAMS; DIRECTING  
THE  
6 STATE BOARD OF EDUCATION TO COMPLETE THE PROCESS OF ACHIEVING FUNDING  
7 EQUITY AMONG IDAHO'S FOUR FOUR-YEAR INSTITUTIONS OF HIGHER EDUCATION;  
8 DIRECTING THE STATE BOARD OF EDUCATION TO DEVELOP A STANDARDIZED SYSTEM  
OF  
9 REPORTING TO PROFILE FACULTY WORKLOAD AND PRODUCTIVITY; DIRECTING THE  
10 STATE BOARD OF EDUCATION TO PROVIDE A SYSTEM OF REPORTING FACULTY AND  
11 STAFF TURNOVER; AND REAPPROPRIATING CERTAIN UNEXPENDED AND  
UNENCUMBERED  
12 BALANCES.

13 Be It Enacted by the Legislature of the State of Idaho:

14 SECTION 1. There is hereby appropriated to the State Board of Education  
15 and the Board of Regents of the University of Idaho for Boise State Univer-  
16 sity, Idaho State University, Lewis-Clark State College, the University of  
17 Idaho, and the Office of the State Board of Education the following amount to  
18 be expended for the designated programs from the listed funds for the period  
19 July 1, 2005, through June 30, 2006:

20 FOR:

21 General Education Programs	\$350,113,500
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22 FROM:

23 General Fund	\$228,934,100
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24 Normal School Endowment Income Fund	3,205,600
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25 Scientific School Endowment Income Fund	2,848,500
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**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**April 21-22, 2005**

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26	University Endowment Income Fund	3,465,500
27	Unrestricted Current Fund	35,130,800
28	Restricted Current Fund	<u>76,529,000</u>
29	TOTAL	\$350,113,500

30     SECTION 2. SYSTEMWIDE PROGRAMS. Of the amount appropriated from the Gen-  
31     eral Fund in Section 1 of this act, an amount not to exceed \$75,000 shall be  
32     used by the Office of the State Board of Education for systemwide needs; an  
33     amount not to exceed \$1,600,000 may be used for the mission and goals of the  
34     Higher Education Research Council; an amount not to exceed \$1,750,000 may be  
35     used for the competitive Idaho Technology Incentive Grant Program to foster  
36     innovative learning approaches using technology, promote the Idaho Electronic  
37     Campus and support Idaho's participation in the Western Governors' Association  
38     Virtual University; an amount not to exceed \$500,000 may be used for teacher  
39     preparation activities associated with Idaho's Comprehensive Literacy Act; and  
40     an amount not to exceed \$1,300,000 may be used for the Governor's College and  
41     University Excellence Initiative.

42     SECTION 3. FUNDING EQUITY. The Legislature agrees with the State Board of



**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**April 21-22, 2005**

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1 Education that achieving funding equity among Idaho's four year institutions  
2 of higher education is an important goal. The Legislature therefore directs  
3 the State Board of Education to complete that process within existing and  
4 future appropriations to achieve the base instructional equity and the science  
5 and technology adjustment that form the basis of funding equity.

6 SECTION 4. FACULTY WORKLOAD AND PRODUCTIVITY. It is legislative intent to  
7 develop a profile of our four four-year institutions to identify how many  
8 credit hours per faculty member are spent in teaching, service and research.  
9 The State Board of Education, in cooperation with the Division of Financial  
10 Management and the Legislative Services Office, shall develop a standardized  
11 system for reporting meaningful data about faculty member workload and produc-  
12 tivity at the state's four four-year institutions of higher education. Such  
13 reports shall include the number of faculty by classification, whether  
14 tenured, tenure track or adjunct; the number of credit hours taught by faculty  
15 member by department, the number of service hours and the number of research  
16 hours by faculty member by department.

17 SECTION 5. PERSONNEL TURNOVER. The State Board of Education shall con-  
18 tinue to provide a standardized system for tracking and reporting meaningful  
19 data about faculty, nonfaculty exempt, and classified staff turnover at the  
20 state's institutions of higher education. These statistics shall be available  
21 to the Division of Financial Management and the Legislative Services Office no  
22 later than November 1 of each year.

23 SECTION 6. CARRYOVER AUTHORITY. There is hereby reappropriated to the  
24 State Board of Education and the Board of Regents for the University of Idaho  
25 for Boise State University, Idaho State University, the University of Idaho,  
26 Lewis-Clark State College, and the Office of the State Board of Education, any  
27 non-General Fund unexpended and unencumbered balances from fiscal year 2005,  
28 to be used for nonrecurring expenditures for the period July 1, 2005, through  
29 June 30, 2006.

**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS**  
**April 21-22, 2005**

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**Statement of Purpose / Fiscal Impact**

**Statement of Purpose**

**RS14321**

This bill is the FY 2006 appropriation for the College and Universities in the state of Idaho. Overall, the appropriation reflects a 2.5% increase in General Funds and a 2.6% increase in total funds. The bill provides for increases in personnel benefits, and in the non-standard adjustment category covers statewide cost allocation, an enrollment workload adjustment, and occupancy costs for three facilities. Also included is a one-time fund shift to cover the pooled endowment shortfall, which will not affect the overall funds available for higher education.

**Fiscal Note**

	FTP	Gen	Ded	Fed	Total
<b>FY 2005 Original Appropriation</b>	<b>3,631.55</b>	<b>223,366,200</b>	<b>117,928,300</b>	<b>0</b>	<b>341,294,500</b>
Reappropriations	0.00	51,800	37,058,600	0	37,110,400
HB 805 One-time 1% Salary Increase	0.00	1,689,800	592,300	0	2,282,100
<b>College and Universities</b>					
1. Occupancy Costs	3.25	548,100	0	0	548,100
2. Endowment Reallocation	0.00	0	0	0	0
Other Approp Adjustments	0.00	0	0	0	0
<b>FY 2005 Total Appropriation</b>	<b>3,634.80</b>	<b>225,655,900</b>	<b>155,579,200</b>	<b>0</b>	<b>381,235,100</b>
Non-Cognizable Funds and Transfers	27.50	0	3,752,000	0	3,752,000
Budgeted Reversion	0.00	(652,000)	0	0	(652,000)
<b>FY 2005 Estimated Expenditures</b>	<b>3,662.30</b>	<b>225,003,900</b>	<b>159,331,200</b>	<b>0</b>	<b>384,335,100</b>
Removal of One-Time Expenditures	0.00	(1,741,600)	(37,650,900)	0	(39,392,500)
Base Adjustments	0.00	652,000	(1,455,600)	0	(803,600)
<b>FY 2006 Base</b>	<b>3,662.30</b>	<b>223,914,300</b>	<b>120,224,700</b>	<b>0</b>	<b>344,139,000</b>
Benefit Costs	0.00	2,355,500	0	0	2,355,500
Inflationary Adjustments	0.00	0	0	0	0
Nonstandard Adjustments	10.25	3,619,000	0	0	3,619,000
Change in Employee Compensation	0.00	0	0	0	0
27th Payroll	0.00	0	0	0	0
Fund Shifts	0.00	(954,700)	954,700	0	0
<b>FY 2006 Program Maintenance</b>	<b>3,672.55</b>	<b>228,934,100</b>	<b>121,179,400</b>	<b>0</b>	<b>350,113,500</b>
<b>Enhancements</b>					
<b>College and Universities</b>					
1. Unfunded Enrollment Workload Adj.	0.00	0	0	0	0
2. Funding Equity	0.00	0	0	0	0
Lump Sum or Other Adjustments	0.00	0	0	0	0
<b>FY 2006 Total</b>	<b>3,672.55</b>	<b>228,934,100</b>	<b>121,179,400</b>	<b>0</b>	<b>350,113,500</b>
Chg from FY 2005 Orig Approp	41.00	5,567,900	3,251,100	0	8,819,000
% Chg from FY 2005 Orig Approp.	1.1%	2.5%	2.8%		2.6%

**CONSENT – INSTRUCTION, RESEARCH & STUDENT AFFAIRS**  
**APRIL 21-22, 2005**

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**SUBJECT**

Program Changes Approved by Executive Director – Quarterly Report

**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**  
**APRIL 21-22, 2005**

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**Academic Programs**  
**Approved by Executive Director**  
**January 2005 – March 2005**

<b>Boise State University</b>
Addition of Minor in Basque Studies
Addition of M.Ed., Early Childhood Studies
Addition of Associate of Arts in Special Education
Creation of New Master of Education in Special Education
<b>Discontinuance</b> Master of Arts in Education, Special Education Severe Disabilities
Establishment of Center for Environmental Sensing
<b>Discontinuance</b> of applied and education emphases in MA in History program
Addition of a professional graduate program leading to the degree of Master of Applied Historical Research
Addition of new graduate certificate leading to Secondary Teacher Certificate
Addition of new Post-baccalaureate certificate in Special Education
Addition of a Technical Certificate in Inclusive Practices

<b>Idaho State University</b>
Name changes of degrees, minors, etc to reflect name of new Department of Communication and Rhetorical Studies
Addition of a graduate certificate in Teaching English to Speakers of Other Languages (TESOL)
<b>Reorganization:</b> to separate a joint doctoral program shared by engineering and applied science and to establish a stand alone Ph.D. program in Applied Physics

<b>University of Idaho</b>
Establishment of Minor in Addiction Studies
<b>Deletion</b> of options from the B.S. Rangeland Ecology and Management (Ecology Management, and Environmental Assessment
<b>Discontinuance</b> of Pulp and Paper Technology Option from B.S. Forest Products

**Professional - Technical Education Programs**  
**Approved by Executive Director**  
**January 2005 – March 2005**

<b>Program Change</b>	<b>Institution</b>
Modification of Web Page Design option title to Web Site Production Management and addition of an A.A.S. degree to option	<b>ISU</b>
Addition of an Office Technology option to the Business and Office Technology Program offering a Technical Certificate	<b>NIC</b>

**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**  
**APRIL 21-22, 2005**

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

**SUBJECT**

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

**BACKGROUND**

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

**DISCUSSION**

Boise State University requests approval for:

- creation of sixteen (16) positions (seven faculty; six classified and three professional staff, 15.75 FTE) supported by state, local and grant funding.
- change in one professional staff position (from .5 to 1.0 FTE) supported by state funding.

**IMPACT**

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

**STAFF COMMENTS**

Several positions relate to the West Campus, and overall campus workload 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 for sixteen new positions (15.75 FTE); salary and FTE changes to one position (from .5 to 1.0 FTE).

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

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

**NEW POSITIONS**

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	9 month
Effective Date	August 2005
Salary Range	\$48,880
Funding Source	Appropriated
Area/Department of Assignment	Biology
Duties and Responsibilities	Instruction, research, and service in the Biology Department.
Justification of Position	A grant was received three years ago to create this position. As part of the grant's requirements, this position must be converted to appropriated funding at the end of the grant. The university has budgeted this position in the FY2006 budget.
Position Title	Assistant Professor (2 positions)
Type of Position	Faculty
FTE	1.0 FTE (each)
Term of Appointment	9 month
Effective Date	August 2005
Salary Range	\$52,000-54,080 (each)
Funding Source	Appropriated
Area/Department of Assignment	Physics
Duties and Responsibilities	Instruction, research, and service in the Physics Department.
Justification of Position	A grant was received three years ago to create these two positions. As part of the grant's requirements, these positions must be converted to appropriated permanent funding. The university has budgeted these positions in the FY2006 budget.



**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	9 month
Effective Date	August 2005
Salary Range	\$25,000
Funding Source	Appropriated
Area/Department of Assignment	Modern Languages and Literatures
Duties and Responsibilities	French instruction in the Modern Languages and Literatures Department.
Justification of Position	Funding for irregular salaries will be transferred to a permanent line due to the increased demand for French language instruction.

Position Title	Visiting Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	9 month
Effective Date	August 2005
Salary Range	\$41,000
Funding Source	Grant
Area/Department of Assignment	Modern Languages and Literatures
Duties and Responsibilities	Instruction of Basque in the Modern Languages and Literatures Department.
Justification of Position	Funded from a three year grant received from the Basque government to teach the Basque language.

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	9 month
Effective Date	August 2005
Salary Range	\$68,000
Funding Source	Local
Area/Department of Assignment	Materials Science and Engineering
Duties and Responsibilities	Instruction, research, and service in the Materials Science and Engineering Department.
Justification of Position	This position is part of the year 3 budget for the Materials Science and Engineering initiative funded by Micron.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	9 month
Effective Date	August 2005
Salary Range	\$43,000
Funding Source	Appropriated
Area/Department of Assignment	Anthropology
Duties and Responsibilities	Instruction, research, and service in the Anthropology Department in the physical anthropology area.
Justification of Position	The addition of a physical anthropologist will round out the department's offerings at the undergraduate level and help with the development and implementation of a graduate program in anthropology.
Position Title	Coordinator for Resident Colleges and Special Projects
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	May 1, 2005
Salary Range	\$38,000
Funding Source	Local
Area/Department of Assignment	Student Housing
Duties and Responsibilities	Planning, programming, data collection, and logistics for the seven Residential Colleges and four Faculty-in-Residence.
Justification of Position	The need for additional administrative support for the Residential Colleges and Faculty-In-Residence has necessitated this position to serve as liaison between Student Housing, the involved faculty, and other campus entities.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

Position Title	Fitness Coordinator
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	May 1, 2005
Salary Range	\$31,824
Funding Source	Local
Area/Department of Assignment	Campus Recreation
Duties and Responsibilities	Provide fitness program for Boise State student and staff. Will add other areas to broaden offerings.
Justification of Position	With the new Student Recreation Center, a variety of fitness programming was implemented. The addition of this new position will allow expansion of the services to students and staff.
Position Title	Enrollment Counselor
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2005
Salary Range	\$31,824
Funding Source	Appropriated
Area/Department of Assignment	Enrollment Management
Duties and Responsibilities	Recruit, counsel and advise students at the West Campus.
Justification of Position	With the opening of the West Campus, an enrollment counselor is required to provide the services needed by students.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	Library Assistant I
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	May 1, 2005
Salary Range	\$21,445
Funding Source	Appropriated
Area/Department of Assignment	Albertsons Library
Duties and Responsibilities	Perform library assistant functions at the West Campus.
Justification of Position	Library functions and services must be maintained at the new building at the West Campus facilities.

Position Title	Office Specialist II
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	May 1, 2005
Salary Range	\$19,074
Funding Source	Appropriated
Area/Department of Assignment	Albertsons Library
Duties and Responsibilities	Provide clerical services at the West Campus in the Library.
Justification of Position	Library functions and services must be maintained at the new building at the West campus facilities.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	Office Specialist II
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	May 1, 2005
Salary Range	\$19,074
Funding Source	Appropriated
Area/Department of Assignment	Architectural & Engineering Services
Duties and Responsibilities	Provide clerical support for the Director and Manager of A&E Services, 5 project managers in A&E services, and 2 planners in Facilities Planning.
Justification of Position	With the increased responsibilities and facility planning on both campuses, a new position is being created to perform some clerical duties currently assigned to an Administrative Assistant 1 position.
Position Title	Program Information Coordinator
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	May 1, 2005
Salary Range	\$29,245
Funding Source	Appropriated
Area/Department of Assignment	Admissions
Duties and Responsibilities	Develop and maintain high-ability recruitment processes on PeopleSoft and assist the High-Ability Enrollment Counselor in delivering personalized service to student scholars.
Justification of Position	Recruitment of high-ability students requires broadening Boise State's outreach, personalizing systems of communications and programs with on-going follow-up of these students and their parents. Management of this information is critical to allow recruiters to target this student population.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	Administrative Assistant I
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	March 1, 2005
Salary Range	\$21,445
Funding Source	Appropriated
Area/Department of Assignment	Enrollment Services
Duties and Responsibilities	Staffing of the enrollment services office at West Campus.
Justification of Position	With the opening of West Campus, staffing is critical to serve students in Enrollment Services.

Position Title	Administrative Assistant I
Type of Position	Classified
FTE	.75 FTE
Term of Appointment	10 month
Effective Date	July 1, 2005
Salary Range	\$12,681
Funding Source	Appropriated
Area/Department of Assignment	Service Learning
Duties and Responsibilities	Providing clerical duties for the director and other staff in Service Learning.
Justification of Position	Restructuring within service learning deleting a Graduate Assistant and employing a permanent classified employee should help with the work load and clerical responsibilities for service learning.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

**CHANGE IN POSITIONS:**

Position Title	Assistant Technical Director/Teacher
Type of Position	Professional
FTE	from .5 FTE to 1.0 FTE
Term of Appointment	from 12 month to 9 month
Effective Date	May 1, 2005
Salary Difference	\$3,000
Funding Source	Appropriated
Area/Department of Assignment	Theatre Arts
Duties and Responsibilities	Assistant technical director for play production and help with instruction in the Theatre Arts Department.
Justification of Position	Restructuring of an adjunct faculty position to a professional staff position to assist with play production and technical direction instruction.

**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

**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**  
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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.)

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**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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**INSTITUTION / AGENCY AGENDA**  
**IDAHO STATE UNIVERSITY**

**SUBJECT**

A request by Idaho State University for approval of new positions.

**BACKGROUND**

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

**DISCUSSION**

Idaho State University requests approval for:

- three (3) new faculty positions (2.4 FTE) supported by local and grant funds
- four (4) new professional staff positions (4.0 FTE) supported by state, local and grant funds
- six (6) new classified positions (5.50 FTE) supported by state, local, and grant funds
- authorization to reactivate one (1) professional staff position (1.0 FTE) supported by state funds
- change FTE (.5 to 1.0) for one (1) faculty position supported by state funds
- change term from 10 to 12 months for one (1) classified position (1.0 FTE) supported by state funds

**IMPACT**

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

**STAFF AND COMMENTS AND RECOMMENDATIONS**

Five and one-half positions are related to expansion of the Advanced General Dentistry program in Boise; two are for new residents in the Family Medicine program; the remaining positions address overall campus workload issues.

Staff has reviewed the positions for compliance with Board policy and recommends approval.

**BOARD ACTION**

A motion to approve the request by Idaho State University for thirteen (13) new positions (11.90 FTE); to reactivate one (1) position (1.0 FTE); to change FTE to one (1) position; and to change the term for one (1) position.

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

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

**NEW POSITIONS  
ACADEMIC**

Position Title	Physician Advisor to Family Medicine Clinical Research Division & Clinical Associate Professor
Type of Position	Faculty
FTE	.90
Term of Appointment	12 month
Effective Date	July 1, 2005
Salary Range	\$125,500.00
Funding Source	Local and Grant Funds
Area/Department of Assignment	Family Medicine
Duties and Responsibilities	Provide physical exams and medical monitoring for patients enrolled in clinical grants in the Division of Research; residency patient care and teaching.
Justification of Position	To provide additional support for clinical care and teaching.
Position Title	Clinical Assistant Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	12 month
Effective Date	June 30, 2005
Salary Range	\$75,000.00
Funding Source	Local Funds
Area/Department of Assignment	Pharmacy Practice and Administrative Sciences
Duties and Responsibilities	Teaching in the Doctor of Pharmacy experiential curriculum in Twin Falls; also responsible for didactic teaching and developing an active scholarship program.
Justification of Position	To provide additional support for the development of a new experiential teaching location in Twin Falls.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	Clinical Assistant Professor
Type of Position	Faculty
FTE	.50
Term of Appointment	12 month
Effective Date	June 30, 2005
Salary Range	\$75,000.00
Funding Source	Local Funds
Area/Department of Assignment	Pharmacy Practice and Administrative Sciences
Duties and Responsibilities	Assist with teaching in the Doctor of Pharmacy experiential curriculum in Coeur d'Alene; provide clinical services at Kootenai Medical Center with compensation to the University.
Justification of Position	To provide additional support for the development of experiential teaching location in Coeur d'Alene.

**OTHER**

Position Title	Clinical Site Director, IAGD Boise
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	June 1, 2005
Salary Range	\$105,000.00
Funding Source	Grant Funds
Area/Department of Assignment	Dental Sciences
Duties and Responsibilities	Responsible for the oversight and operation of the clinical training site and coordination of the clinical and didactic training of dental residents enrolled in the Idaho Advanced General Dentistry Program (IAGD).
Justification of Position	To provide support for the additional IAGD clinical training site in Boise.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	Assistant Director
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2005
Salary Range	\$50,000.00
Funding Source	State Funds
Area/Department of Assignment	Office of Sponsored Programs
Duties and Responsibilities	Work with director to facilitate proposal development in research, training and public service projects; review and accept proposals for compliance with University policies, sponsoring agency requirements, etc.; assist with review and negotiation of contracts.
Justification of Position	To provide additional support for the increased proposals submitted and awards received.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	Family Practice Resident Physician (2 positions)
Type of Position	Non-Classified
FTE	2.0
Term of Appointment	12 month
Effective Date	July 1, 2005
Salary Range	\$35,401.60
Funding Source	Local Funds
Area/Department of Assignment	Family Medicine
Duties and Responsibilities	Graduate medical student in residency training for three years to qualify as family physician in a rural setting. Duties include work in the clinic, inpatient service, on-call and various rotations throughout the community and surrounding areas.
Justification of Position	With the ongoing demand for rural family physicians and ongoing service needs in the Pocatello area, approval of these positions will increase the residency program to eighteen residents, thereby allowing ISU to be in compliance with new accreditation regulations and the 80 hour work week restrictions for residents in training.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

Position Title	IT Support Technician
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	May 1, 2005
Salary Range	\$23,982.40
Funding Source	Local and State Funds
Area/Department of Assignment	Nursing
Duties and Responsibilities	Install, test, troubleshoot and maintain hardware and software products; identify and resolve computer and system problems; provide ongoing user support to faculty, staff and students; maintain webpage.
Justification of Position	To provide additional support for the expansion of departmental courses, and the Program and Learning Resource Center.
Position Title	Dental Assistant Expanded Functions (2 positions)
Type of Position	Classified
FTE	2.0
Term of Appointment	12 month
Effective Date	June 1, 2005
Salary Range	\$21,444.80
Funding Source	Local and Grant Funds
Area/Department of Assignment	Dental Sciences
Duties and Responsibilities	Perform fundamental and expanded duties assisting a licensed dentist; perform clerical functions associated with a dental office; perform related work.
Justification of Position	To provide adequate support staff for the efficient administration of the IAGD Boise Program.



**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

Position Title	Dental Assistant Expanded Functions (2 .75 positions)
Type of Position	Classified
FTE	1.5
Term of Appointment	12 month
Effective Date	June 1, 2005
Salary Range	\$16,083.60
Funding Source	Local and Grant Funds
Area/Department of Assignment	Dental Sciences
Duties and Responsibilities	Perform fundamental and expanded duties assisting a licensed dentist; perform clerical functions associated with a dental office; perform related work.
Justification of Position	To provide adequate support staff for the efficient administration of the IAGD Boise Program.

Position Title	Dental Reception Coordinator
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	June 1, 2005
Salary Range	\$21,444.80
Funding Source	Local and Grant Funds
Area/Department of Assignment	Dental Sciences
Duties and Responsibilities	Perform receptionist duties; manage clinic scheduling; perform related work.
Justification of Position	To provide support staff for the efficient administration of the IAGD Boise Program.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

**REACTIVATION OF POSITION**

Position Title	Accountant (PCN 5120)
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	April 25, 2005
Salary Range	\$34,000.00
Funding Source	State Funds
Area/Department of Assignment	Office of Financial Services
Duties and Responsibilities	Perform professional accounting duties involving the application of accounting theory, principles, and practices; research and analyze accounting records to identify and resolve errors; monitor compliance with state and federal laws, regulations, rules, policies, and procedures, and applicable accounting standards; maintain a computerized accounting system and database that tracks transactions and other reporting requirements; evaluate and resolve other projects as assigned.
Justification of Position	To provide additional support for university accounting functions. This position is institutionally budgeted, however, it has been vacant for more than one year. ISU requests authorization to reactivate the position on the State Employee Information System.

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

**POSITION CHANGES  
ACADEMIC**

Position Title	Instructor (PCN 76270)
Type of Position	Faculty
FTE	change from .50 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2005
Salary Range	\$50,000.00
Funding Source	State Funds
Area/Department of Assignment	Computer Information Systems
Duties and Responsibilities	Teach computer courses and mentor/teach CIS majors running the college computer system.
Justification of Position	To provide additional support due to the growth of the program.

**OTHER**

Position Title	Office Specialist II (PCN 31650)
Type of Position	Classified
FTE	1.0
Term of Appointment	change from 10 month to 12 month
Effective Date	June 10, 2005
Salary Range	\$19,468.80
Funding Source	State Funds
Area/Department of Assignment	Nursing
Duties and Responsibilities	Perform general clerical duties, including preparation of deposits, book orders and travel forms, answer phone and assist faculty and students.
Justification of Position	To provide full-time support due to increased workload.

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**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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**INSTITUTION / AGENCY AGENDA**  
**IDAHO STATE UNIVERSITY**

**SUBJECT**

Idaho State University (ISU) requests approval of the appointment of Dr. Robert A. Wharton as Interim Vice President for Academic Affairs.

**APPLICABLE STATUTE, RULE OR POLICY**

Idaho State Board of Education Governing Policies and Procedures, Sections II. B.3.b. and II.F.2.b.(2).

**BACKGROUND**

Idaho State University had contracted with the national search firm of Korn/Ferry International to handle the search for an individual to fill the position of Vice President for Academic Affairs. Based on recent events related to President Bowen's presidency, the representative from Korn/Ferry has recommended that the search be canceled. President Bowen also believes that canceling the search is appropriate at this time. Since President Bowen has been serving as the Vice President for Academic Affairs since the previous vice president left (December 1, 2004), President Bowen is pleased to appoint Dr. Robert A. Wharton, currently Chief Research Officer at ISU, as the interim Vice President for Academic Affairs. Dr. Wharton has served as the Chief Research Officer for the University since September 2004, and was identified as one of the five finalists by the vice president for academic affairs search committee. Dr. Wharton has previously served in various executive positions at the National Science Foundation, Institute for Management Studies (Reno, NV), National Aeronautics and Space Administration, and was Vice President for Research at the Desert Research Institute (Reno, NV).

The proposed salary is within 75% of the chief executive officer's salary. In accordance with Board policy listed above, this salary requires Board approval before the appointment can be official.

**DISCUSSION/IMPACT**

The salary for this interim appointment is within 75% of the CEO salary, at \$154,000. The salary is based on an increase of ten percent (10%) more than the appointees' current salary per Board policy. Policy allows the 10% increase or ninety-five percent (95%) of the prior incumbent's rate, whichever is greater. Based on Dr. Wharton's current salary of \$140,000 and the previous incumbent's salary of \$144,622, the greater amount is the 10% increase. This salary of \$154,000 is below the College and University Professional Association for Human Resources (CUPA) median for institutions within Idaho State's budget quartile of \$198,029. The budget for a new hire to this position was established at \$155,000.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff has reviewed this request for conformance with Board policy and recommends approval.

**BOARD ACTION**

A motion to approve the request by Idaho State University to appoint Dr. Robert A. Wharton to the position of Interim Vice President for Academic Affairs, with a salary greater than 75% of the Chief Executive Officer base salary.

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

**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**

**B. Appointment Authority 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:

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.

**Idaho State Board of Education**  
**GOVERNING POLICIES AND PROCEDURES**  
**SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES**  
**F. Policies Regarding Nonclassified Employees**

**April 2002**

**2. Compensation**

b. Salaries, Salary Increases and Other Compensation related items

- (2) Appointments to acting or interim positions shall be at base salary rates no greater than ten percent (10%) more than the appointees' salary rate immediately prior to accepting the interim appointment or ninety-five percent (95%) of the prior incumbent's rate, whichever is greater.

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**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 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 deleted positions.

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**DISCUSSION**

The University of Idaho requests approval for:

- one (1) new staff position (1.0 FTE), supported by state funds
- the deletion of the following positions: Academic Faculty (7), Fiscal Faculty (2), Catalog Librarian (1), Copy Center Coordinator (1), Copy Center Technician (1), Classified Salary Reserve (1), Coordinator American Language Program (1), Miscellaneous Groups (3), Postdoctoral Fellow (1), Research Support Scientist 3 (1), Scientific Aide Senior (2) and Teaching Assistant (2)

**IMPACT**

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

**STAFF COMMENTS AND RECOMMENDATIONS**

The new position relates to Water Resources Research Institute and UI-Boise Center programs. Twenty-three positions are being deleted; these are all currently vacant with no expectation to be filled.

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 one (1) new position (1.0 FTE) and the deletion of twenty-three (23) positions.

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

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 21-22, 2005**

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

**NEW POSITIONS**

Position Title	Business Manager
Type of Position	Non-faculty Exempt
FTE	1.0
Term of Appointment	12 months
Effective Date	May 1, 2005
Salary Range	\$40,000.00 - \$62,000.00
Funding Source	Appropriated Funds
Area/Department of Assignment	IWRRI and UI Boise Center
Duties	Responsibility to provide financial, personnel and grants management
Justification	Restructuring

**DELETED POSITIONS**

Position Title	Academic Faculty	(0120)
Type of Position	Faculty	
Salary Range	\$3,650.00	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Letters, Arts and Social Sciences	

Position Title	Academic Faculty	(0122)
Type of Position	Faculty	
Salary Range	\$15,000.00	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Letters, Arts and Social Sciences	

Position Title	Academic Faculty	(0363)
Type of Position	Faculty	
Salary Range	\$17,715.75	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	College of Letters, Arts and Social Sciences	

Position Title	Academic Faculty	(5828)
Type of Position	Faculty	
Salary Range	\$27,497.60	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	Library and Information Technology	

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

Position Title	Academic Faculty	(0210)
Type of Position	Faculty	
Salary Range	\$41,378.00	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Letters, Arts and Social Sciences	

Position Title	Academic Faculty	(5441)
Type of Position	Faculty	
Salary Range	\$93,281.64	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Graduate Studies	

Position Title	Academic Faculty	(3128)
Type of Position	Faculty	
Salary Range	\$150,000.00	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	College of Engineering	

Position Title	Fiscal Year Faculty	(1630)
Type of Position	Faculty	
Salary Range	\$51,875.00	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Agricultural and Life Sciences	

Position Title	Fiscal Year Faculty	(1315)
Type of Position	Faculty	
Salary Range	\$81,140.80	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Agricultural and Life Sciences	

Position Title	Catalog Librarian	(5260)
Type of Position	Faculty	
Salary Range	\$6,333.60	
Funding Source	Appropriated funds	
Area/Department of Assignment	Library and Information Technology	

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

Position Title	Copy Center Coordinator	(5340)
Type of Position	Classified	
Salary Range	\$26,624.00	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	Library and Information Technology	
Position Title	Copy Center Technician	(5851)
Type of Position	Classified	
Salary Range	\$21,486.40	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	Library and Information Technology	
Position Title	Classified Salary Reserve	(8280)
Type of Position	Classified	
Salary Range	\$0	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	Budget Office	
Position Title	Coordinator American Language Program	(5184)
Type of Position	Non-Faculty Exempt	
Salary Range	\$47,257.60	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	Enrollment Management	
Position Title	Miscellaneous Groups	(8999)
Type of Position	Classified	
Salary Range	\$0	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	Budget Office	
Position Title	Miscellaneous Groups	(8699)
Type of Position	Non-Faculty Exempt	
Salary Range	\$0	
Funding Source	Non-Appropriated funds	
Area/Department of Assignment	Budget Office	
Position Title	Miscellaneous Groups	(2668)
Type of Position	Non-Faculty Exempt	
Salary Range	\$42,369.60	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Education	

**CONSENT AGENDA – BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

Position Title	Postdoctoral Fellow	(1642)
Type of Position	Non-Faculty Exempt	
Salary Range	\$51,506.00	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Agricultural and Life Sciences	

Position Title	Research Support Scientist 3	(1375)
Type of Position	Classified	
Salary Range	\$33,446.40	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Agricultural and Life Sciences	

Position Title	Scientific Aide Senior	(1370)
Type of Position	Classified	
Salary Range	\$29,099.20	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Agricultural and Life Sciences	

Position Title	Scientific Aide Senior	(1205)
Type of Position	Classified	
Salary Range	\$30,014.40	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Agricultural and Life Sciences	

Position Title	Teaching Assistant	(2697)
Type of Position	Teaching/Research Assistant	
Salary Range	\$17,654.00	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Education	

Position Title	Teaching Assistant	(1156)
Type of Position	Teaching/Research Assistant	
Salary Range	\$24,518.20	
Funding Source	Appropriated funds	
Area/Department of Assignment	College of Agricultural and Life Sciences	

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**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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**INSTITUTION / AGENCY AGENDA**  
**AGENCIES AND INSTITUTIONS OF THE STATE BOARD**

**SUBJECT**

Second Reading – Amendment to Board Policy V.S.2 - Weighting factors used to calculate the Enrollment Workload Adjustment (EWA).

**APPLICABLE STATUTE, RULE, OR POLICY**

N/A

**REFERENCE**

September 2001	Board requested president's council to review the process used to allocate the annual General Education allocation to the college and universities, and make recommendations for changes.
October 2001	Board Task Force presented its recommendations to the full Board.
November 2001	Board Task Force provided an update and reviewed probable recommendations and indicated a final report would be ready in January.
January 2002	Board accepted the (draft) Task Force Report, which included the recommendation to separately identify the credit hours generated by doctoral students and to establish the weights for doctoral level credit hours with a maximum weight of 10.00. The report also included the weights as recommended by the Provosts.
March 2005	First reading of the policy occurred.

**BACKGROUND**

Summarized in "Reference", above.

Current Board policy has not been updated with the recommended weights, although the new weights have been used in the calculation of the EWA beginning with fiscal year 2004.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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**INSTITUTION / AGENCY AGENDA**

**AGENCIES AND INSTITUTIONS OF THE STATE BOARD - continued**

		I	II	III	IV
<b>Current Groups and Weights</b>					
	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	--	--	--
<b>Task Force Recommendation</b>					
	Lower Division	1.00	1.30	1.60	3.00
	Upper Division	1.50	1.90	2.50	3.50
	Masters	3.50	3.50	6.00	6.50
	Doctoral	5.00	6.25	7.50	10.00
	1 <sup>st</sup> Professional	3.50	--	--	--

**DISCUSSION**

Board policy must be updated for the changes ratified by the Board at the January 2002 meeting and incorporated in the EWA calculation since fiscal year 2004.

**IMPACT**

There is no new fiscal impact systemwide. The allocation has been taking place beginning in FY 2004 using the new weights.

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff has researched the history of this issue and has determined that applicable Board policy must be updated to reflect the recommendations previously adopted by the Board.

**BOARD ACTION**

A motion to approve the second reading of changes to Idaho State Board of Education Governing Policies and Procedures, Section V.S.2., Allocation of Lump Sum Appropriation (BSU, ISU, UI, LCSC) to update the weighting factors used in the enrollment workload adjustment calculation.

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



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**JANUARY 21-22, 2002**

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**ACTION ITEM****SUBJECT**

Task Force Report on Equity.

**BACKGROUND**

Funding equity has been a Board issue since the January 2001 meeting when the Board asked the Presidents' Council for a recommendation on the current allocation system. A consultant was hired and has provided a report on equity. The presidents responded to the report and provided their recommendation. At the September meeting, the Board created a Task Force and assigned Darrell Manning, Rod Lewis, Paul Agidius, and staff the responsibility for developing recommendations on equity. The Task Force presented preliminary findings at the November meeting. The Task Force is finalizing the report, which will be distributed prior to the January meeting.

**DISCUSSION**

Since the institutions have different roles and mission statements, determining funding equity was a very difficult task. The consultant's report concluded that all the institutions are not funded adequately when compared to their peers. The Task Force made several adjustments to the funds included and weighted credit hours, attempting to determine internal equity when analyzing just the instructional support.

**IMPACT**

The recommendations will impact the future budget requests for the college and universities, as additional funding will be required to address the equity issue. Recommendations for changing the calculation of the Enrollment Workload Adjustment will also be presented in hopes of fully funding enrollment growth in the future.

**COMMENTS**

Carefully review the report upon receipt to ensure understanding of the impacts.

**BOARD ACTION**

A motion to accept the findings and recommendations as presented in the Task Force Report on funding equity dated January 22, 2002.

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

DRAFT

# State Board of Education

## Task Force Report

### Funding Equity

January 22, 2002

## Introduction/Background

The legislature provides a lump-sum appropriation to the State Board of Education (Board) for higher education programs at the four-year postsecondary institutions. Based on Board policy, this lump-sum appropriation (general account and endowment funds only) is allocated to Boise State University, Idaho State University, University of Idaho, and Lewis-Clark State College. The student fee revenue portion of the appropriation is retained at the institution that generates the funds. The Board's allocation policy starts with the current year's base funding with additional allocations for enrollment workload adjustment, new occupancy costs, and areas with legislative intent.

Recently concerns have been expressed that funds are not equitably allocated among the institutions. As a result of these concerns, the Board asked the President's Council for recommendations on the funding process. The presidents hired a consulting firm (MGT of America) who determined an inequity exists among the institution and also provided recommendations for allocating the lump-sum appropriation. After receiving comments and recommendations from the presidents regarding equity, the Board created a Task Force to provide recommendations on funding equity for the Board's consideration.

## Calculating Equity

MGT concluded that the four institutions are not funded equitably when compared to their peer institutions. Peer institutions were identified for each institution based on role and mission statements, degrees awarded, number of students, location in urban/rural area, discipline mix, number of staff, and research expenditures, etc. The Task Force viewed the MGT results as external determination of inequity or funding inadequacy.

The Task Force's focus was on determining internal equity among the four institutions. The task was to determine if similar students in similar programs were funded equally. For this analysis, only the instructional program was considered. The task of determining equity for research and public service was deferred. To complete the instructional analysis, adjustments had to be made to the funds considered so only the instructional funds were involved. Also, to consider the difference in student costs, weights were assigned for different levels and disciplines. Once these adjustments were made, the instructional funds were divided by the weighted credit hours to determine equity.

The Task Force adjusted the amount of lump-sum general account and endowment funds to be used in determining funding equity, in order to account for these differences in the role and mission statements and to focus only on the funds that support the instructional mission. Many of the programs identified in the role and mission statements are separately funded but rely on the general education lump-sum appropriation to provide administrative support. The Task Force allocated administrative support funds to the other appropriation-funded programs in order to arrive at comparable educational costs.

A final funding adjustment was made to allocated administrative and support costs (academic support, institutional support, physical plant and student serviced) to the three primary functional areas (instruction, research, and public service). After these adjustments were made, only the adjusted instructional funds were involved in the analysis to determine equity.

The second part of the equation also provided complicating factors. The Task Force determined that doctoral students should be funded at a higher rate than lower division students (freshman and sophomores) and that engineering students should be funded at a higher level than a social science or a history student. To account for these differences, the actual credit hours are weighted which provides additional funds for higher cost programs. From recommendations provided in the MGT report and input from the institutions, the Task Force weighted the actual credit hours generated, by level and discipline, as displayed in Attachment A. The institutions report total actual credit hours generated annually by level and by discipline which are reduced for full-fee paying nonresidents, students enrolled in the medical and dental programs, and student contract course to arrive at the weighted credit hours used in the equity calculation.

## Enrollment Workload Adjustment Funding

The enrollment workload adjustment (EWA) is a process the Board uses to fund institutions for enrollment changes (both positive and negative). The EWA is part of the Board's annual budget request for the general education programs and is one of the key items in the Board's allocation process. The EWA is calculated on changes in the weighted credit hours using a three-year moving average to stabilize the annual enrollment fluctuations. The value of a weighted credit hour used to reimburse the institutions for enrollment changes is calculated by dividing one-third of the general account and endowment funds budget base for higher education by the three-year moving average for the prior year. This weighted credit hour value is multiplied by the changes in the three-year moving averages for each institution to arrive at the amount necessary to fund enrollment changes.

## Findings and Recommendations

The Task Force accepted the findings in the MGT report that calculated the institutions were not adequately funded when compared to their peer institutions.

It is recommended that the Board support efforts to increase the funding for all college and universities' higher education programs, which will promote the development of tomorrow's workforce and support efforts in science and technology.

The Task Force, in determining funding equity, focused exclusively on the instructional mission. Based on this analysis, the Task Force found that a funding inequity exists in the current funding base. The adjusted instructional funds per weighted credit hour at Boise State University and Idaho State University are below the University of Idaho funding level. The Task Force calculated that \$7,920,000 would be needed to correct this inequity (RE: Attachment B).

It is recommended that additional/new funds be used to achieve equity and not through reallocation of base funds.

It is recommended that the request for the additional equity funds will be one of the Board's top priorities for higher education until equity is achieved.

It is recommended that unfunded requests for enrollment changes (EWA request) for FY03 and beyond will be added to the identified inequity to future equity requests (negative adjustments will reduce the identified inequity amount, not the funding base).

The Task Force found that the EWA did not adequately fund the doctoral level students and did not adequately fund increases in enrollment.

It is recommended to separately identify the credit hours generated by doctoral students and to establish the weights for doctoral level credit hours with a maximum weight of 10.00.

It is recommended to retain four groups and the current groupings of disciplines for weighting purposes.

It is recommended to retain the five percent additional weighting for the role and mission emphasis designation of each institution.

It is recommended to continue the current practice of excluding credit hours generated from full-fee paying nonresident students and to develop controls or adjustments for awarding partial waivers.

It is recommended to increase the dollar value of the weighted credit hour that is used to fund enrollment increases. The amount of the increase is being developed.

# Enrollment Workload Adjustment

Applies to General Education/Academic Credit Hours Only

Course Level		I	II	III	IV		
1	<b>Current Levels, Groups and Weights:</b>						
2	Lower Division	1.00	1.30	1.60	3.00		
3	Upper Division	1.50	1.90	2.50	3.50		
4	Graduate	3.50	3.50	6.00	6.50		
5	Law	2.60					
6	<b>Task Force Recommended Levels, Groups and Weights:</b>						
7	Lower Division	1.00	1.30	1.60	3.00		
8	Upper Division	1.50	1.90	2.50	3.50		
9	Masters	3.50	3.50	6.00	6.50		
10	Doctoral	5.00	6.25	7.50	10.00		
11	Law	3.50					
12							
13	<b>Task Force Recommended Grouping of Disciplines and Emphasis:</b>						
	<b>( Remain the Same)</b>						
14			<b>Areas of Emphasis</b>				
15	<b>Code</b>	<b>Discipline</b>	<b>Group</b>	<b>BSU</b>	<b>ISU</b>	<b>UofI</b>	<b>LCSC</b>
16		Developmental	I				
17	1	Agr Bus & Prod	III			5.00%	
18	2	Agr Sci	III			5.00%	
19	3	Cons & Renew Nat Res	III			5.00%	
20	4	Archit & Rltd Prog	III			5.00%	
21	5	Area, Eth & Cult Stdys	II				
22	9	Communications	II				
23	11	Comp & Inform Sci	IV				
24	13	Education	II	5.00%	5.00%	5.00%	5.00%
25	14	Engineering	IV	5.00%		5.00%	
26	16	Foreign Lang & Lits	III			5.00%	
27	19	Home Economics	II				
28	22	Law & Legal Studies	I			5.00%	
29	23	Engl Lang & Lit/Lttrs	I				
30	24	L A &Sci/Gen Stds&Hum	II				
31	25	Library Science	I				
32	26	Biol Sci/Life Sci	III		5.00%		
33	27	Mathematics	I				
34	29	Military Tech	I				
35	30	Multi/Interdis Studies	II	5.00%			5.00%
36	31	Parks, Rec, Leis & Fit	I				
37	38	Philosophy & Religion	I				
38	40	Physical Sciences	III		5.00%		
39	42	Psychology	I				
40	43	Protective Services	II	5.00%			5.00%
41	44	Pub Admin & Service	II	5.00%			5.00%
42	45	Soc Sci & History	I	5.00%			
43	46	Construction Trades	I				
44	50	Visual and Perf Arts	III	5.00%			
45	51	Hlth Prof & Rel Sci	IV		5.00%		5.00%
46	52	Bus Mqmt & Admin Serv	II	5.00%			5.00%

# Equity Study

## Fiscal Impact of Recommended Equity Options

<u>Recommended by:</u>		<u>BSU</u>	<u>ISU</u>	<u>Uofl</u>	<u>LCSC</u>	<u>Total</u>
1	<b>MGT Consultant:</b>					
2	Option #1- 5 Student Levels, 8 disciplines	13,381,900	7,993,000	4,456,700	1,279,500	27,111,100
3	% Share	49.36%	29.48%	16.44%	4.72%	100.00%
4						
5						
6	<b>Task Force Options:</b>					
7	Based on Adjusted Higher Education Funding-General Account & Endowment Funds Only					
8						
9	Proposed Weights/Levels-Excluding Full-Fee Paying Nonres					
10	Equity to Reach Univ of Idaho Level	4,490,700	3,429,300	0	0	7,920,000
11	% Share	56.70%	43.30%	0.00%	0.00%	100.00%

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*State Board of Education**January 21-22, 2002*

It was moved by Mr. Manning and seconded by Mr. Agidius to approve the request from the University of Idaho to enter into a Facilities Lease with the Idaho State Building Authority in the form presented to the Board with respect to the Water Center in Boise, Idaho, beginning in FY2004. The rental payments due thereunder to be paid from currently budgeted lease payments upon expiration of the MK Plaza IV leases on August 31, 2003 and from other institutional and appropriated funds for University departments, programs and services occupying the project. (Mr. Manning as maker of the motion voted Aye then changed his vote to No - the motion carried 6-1). (Motion #24)

*Lewis-Clark State College*

#### 5.1.1 - Acquisition of Property

As part of its Campus Master Plan, LCSC needs to acquire additional property for expansion and/or parking. Because of the College's need for parking required by the upcoming construction of the Campus Activity Center, property owners have placed higher values on their property. As a result, the price of \$58,000 is \$13,000 above market appraisal. Mr. Hall asked Mr. Dean Froelich to talk to the Board's legal counsel to see if there would be tax advantages to the seller if a friendly condemnation process were utilized, which could, in turn, result in a reduction in the price of the property.

It was moved by Mr. Manning, seconded by Mr. Stone and carried (5-0) to approve the purchase of property at 611 9th Avenue in Lewiston as described in the exhibit. (Motion #25)

### 3. Task Force Report on Equity

Mr. Manning gave a history of the funding process and presented the Equity Task Force report. The Task Force viewed the MGT results as an external determination of inequity, therefore, it focused on internal equity by looking at the difference in student costs and assigned weights at different levels of the disciplines. The Task Force suggested a change in the formula in order to account for the differences in various levels and the goals and mission and to focus on funds that support an institution's mission--only the adjusted instructional funds were in the analysis to determine equity. It was also felt that doctoral students should be funded at a higher rate than lower division students and that some disciplines should be funded at a higher level than others.

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The Task Force recommended that the Board support an effort to increase funding for all colleges and universities and that it will take \$7.9 million to correct the

inequities. It was also recommended that additional new funds be used to achieve equity and that the recommendation be one of the Board's highest priorities until equity is achieved. It was also recommended that unfunded requests for enrollment changes for enrollment workload adjustments be added back and if they're not funded in the first year, be added back the second year.

The Task Force found that the enrollment workload adjustment did not adequately fund doctoral-level programs and did not adequately fund the increases in enrollment. Therefore, it was decided to identify the credit hours generated by doctoral students and the established weights for doctoral-level credit hours with a maximum weight of 10, i.e. a doctoral level program would get 10 times the money of a Category 1 program. It was also recommended:

1. Retain the four groups the additional five percent weight for roles and
2. Continue the current practice of excluding credit hours generated from full
3. Increase the dollar value of weighted credit hours.

mission  
fee pay

Mr. Agidius said the equity study done by MGT looked at external peers with the result showing the UI being underfunded whereas the internal study showed BSU being underfunded. He felt both studies were valid, but the question was what is equity and can they be meshed. He cautioned that adjustments should not be made based on either the external or internal study recommendations.

Mr. Lewis agreed with Mr. Agidius and said what the Task Force tried to do was narrow down the differences internally to get as pure a look as possible, given the weighted credit hours system currently in place. He said the Task Force felt this is the appropriate way to address the issue is consistent with other funding mechanisms and is a valid approach to dealing with equity issues.

Mr. Agidius added that when looking at the entire picture, what the Governor has proposed for Science and Technology and the amount of research done by each institution should be tied in with the report.

Mr. Lewis felt the Task Force had developed a strong and valid approach for determining internal equity, however, there are other issues that need to be dealt with, i.e. the dollar value for weighted credit hour, the three-year rolling average and the issues brought up by Mr. Agidius. He said he would like to keep the Task Force in place to continue to deal with the other issues.

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Mr. Hammond asked for suggestions on ways to compensate an institution for performing other missions. Mr. Manning replied that the roles are assigned by the

Legislature and/or land grant status, among other things, but as near as possible they allocated administrative costs and isolated out and as much possible, but it is a very complex system. Mr. Lewis said they were looking at allocated funds in a narrow sense, but that enrollment workload adjustment and the weighted credit hour system do incorporate the missions.

Mr. Hammond asked for clarification on what accepting the report meant regarding its implementation. Mr. Manning said it will be recommended to the legislature to implement the recommendations as quickly as possible, if money is available. Mr. Hall said it was his understanding that when the report is accepted, the Board would then forward it to the House and Senate Education Committees for review. Mr. Lewis asked that the committees be advised that there will be additional study and information forwarded to them. Mr. Hall suggested Ms. McGee include a cover letter with the report advising that this is a preliminary analysis. Mr. Lewis felt this is the final recommendation for equity, but that there are additional issues to be addressed. It was also felt that Science and Technology, the three-year rolling average and increased workload adjustment issues needed to be included in the cover letter.

Mr. Lewis said that in terms of developing equity, the task force should set the peer review aside and focus on it at another point in time. At this point, the Task Force should look at achieving internal equity.

Mr. Hall felt there could be some overlap because there is a committee looking at the ratio between state funding and student fees in addition to a five-year plan on to how to arrive at appropriate funding for education.

Mr. Hammond felt part of the problem with equity has been in the base structure and the fact that increases were based on the percentile of the base. He asked if there would be new base structures to work from. Mr. Manning replied that ultimately the base structures would change somewhat.

Mr. Hall asked Ms. McGee to include in her cover letter to legislators a recommendation that the Governor's research initiative be funded at an level of approximately \$3M and that the increase in funds be in direct proportion to increases in the budget amount for each weighted credit and the distribution of the funds would be in proportion to their research expenditures in the prior fiscal year as is shown by the audited financial statements from each of the institutions with the exception that none of the institutions would receive less than \$75,000. For example, if the figure for LCSC

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under that approach came out at less than \$75,000, LCSC would get \$75,000. The balance would be distributed on a pro-rata basis to each of the other three institutions. Dr. Richard Bowen asked if the references to research were in relation to technology or

overall research. Mr. Hall said the Governor's initiative for research deals with science and technology.

It was moved by Mr. Manning, seconded by Mr. Lewis and carried (7-0-1 [Mr. Hammond abstained]) to accept the Task Force Report with the knowledge that the Task Force will continue to meet. (Motion #8)

NOTE: See also, Item #6 on PPGAC agenda.

4. Nonresident Tuition Waiver - Fall 2001 Reports

It was moved by Mr. Manning, seconded by Dr. Howard and carried (5-0) to accept the Nonresident Tuition Waiver - Fall 2001 Reports for Boise State University, Idaho State University, the University of Idaho and Lewis-Clark State College. (Motion #27)

5. Finance Policy - Final Reading

It was moved by Mr. Manning, seconded by Mr. Hall and carried (5-0) to approve for Final Reading the Fiscal section of the Business Affairs and Human Resources policy as presented in the exhibit. (Motion #28)

**HUMAN RESOURCES**

1. Agenda Summary

Refer to permanent exhibit.

2. Institution/Agency Agendas

It was moved by Mr. Manning, seconded by Dr. Howard and carried (5-0) to approve the institution/agency agenda items as presented in the exhibit for Boise State University, Idaho State University, the University of Idaho and Idaho Public Television. (Motion #29)

Permanent Exhibit #s 7, 8, 9 & 10

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ADJOURNMENT: January 21, 5:00 p.m.  
January 22, 3:30 p.m.

CERTIFICATION:

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

**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)**

**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.
  - (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.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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- (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
Masters	3.50	3.50	6.00	6.50
Doctoral	5.00	6.25	7.50	10.00
Law	3.50	--	--	--

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
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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.

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**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

**SUBJECT**

Lewis-Clark State College requests approval to enter into a lease agreement with Inland Cellular that will allow the company to install and operate a cell tower antenna at the college's baseball field.

**APPLICABLE STATUTE, RULE OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Sections V.I.2.g. and V.I.5.b.

**BACKGROUND**

Washington RSA No. 8 Limited Partnership dba Inland Cellular approached Lewis-Clark State College requesting permission to install a wireless communications antenna on a light pole at Harris Field. The agreement gives Inland Cellular permission to lease a 20'x20' piece of property adjacent to the outfield fence on which a small shed will be built to house communications equipment needed for the antenna. A five-year lease agreement has been negotiated with Inland Cellular and Lewis-Clark State College with an option for Inland Cellular to renew the agreement for five additional consecutive five-year terms.

**DISCUSSION**

The proposed antenna will be unobtrusively located above the light bank and have no impact on the functionality of the baseball field.

**IMPACT**

Initially, this agreement will generate revenue of \$5,400 annually for the college. That amount will increase each year based on inflation.

**STAFF COMMENTS AND RECOMMENDATIONS**

As part of this agreement, the cellular company will install a pole tower worth \$13,000. The tower will support a cellular telephone antenna, and additional baseball field lighting that is required for television broadcast of the NAIA Baseball World Series baseball tournament games. LCSC would have had to erect the light tower with or without the cell company's involvement.

Legal staff has inquired regarding why an indemnification clause in an agreement such as this is necessary. Such indemnifications may not be in the best interests of the State of Idaho or State Board of Education. In addition, there does not appear to be any right to terminate by LCSC, meaning a potential 26 year obligation. Formally, the lessee is permitted to assign the lease only by providing prior notice, and may sublease and collect rent as additional income. Although LCSC may require a surcharge for a sublease, there is no notification request to

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 21-22, 2005**

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

LCSC that a sublease has been granted. Staff has requested LCSC to review these clauses with the potential lessee.

Staff has reviewed the request and recommends approval.

**BOARD ACTION**

A motion to approve a lease agreement between Inland Cellular and Lewis-Clark State College, in the form presented to the Board, enabling the college to lease property to the company, and allowing the company to install and operate a cell phone antenna on a light pole located at the LCSC baseball field, and to delegate signature authority in regard to such agreement to the Vice President for Administrative Services at Lewis-Clark State College.

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

After recording return to:

Inland Cellular Telephone Company  
P.O. Box 688  
Roslyn, WA 98941

**COMMUNICATION FACILITY LAND LEASE AGREEMENT**

**LEWIS-CLARK STATE COLLEGE**

**THIS LAND LEASE AGREEMENT** (hereinafter referred to as "the Lease") is made and entered into as of this \_\_\_\_ day of \_\_\_\_\_ 200\_\_, by and between, Lewis-Clark State College ("LCSC or Lessor") and Washington RSA No. 8 Limited Partnership dba Inland Cellular, a Washington Limited Partnership ("Inland Cellular or Lessee").

**RECITALS**

- A. Lessor owns the real property located in Nez Perce County, State of Idaho Tax Parcel #\_\_\_\_\_; Section \_\_\_\_, Township \_\_\_\_, Range \_\_\_\_ as described in Exhibit A to this Lease commonly known as Harris Field (the "Property").
- B. Lessee operates a cellular telephone system which serves the area in which the Property is located and desires to construct upon a portion of the Property a radio communication antenna facility, including but not limited to a telecommunication base station, tower, antennas, transmitters, standby power sources, associated communication equipment and utilities, and structures suitable for housing this equipment (the "Facilities.>").
- C. Lessor and Lessee desire to enter into the terms of this Lease for the purpose of permitting Lessee to construct, operate, and maintain the Facilities and for conducting any other lawful activities on that portion of the Property which is subject to this Lease.

Accordingly, in consideration of the mutual covenants contained herein, the parties agree as follows:

**1. LEASE; EASEMENT**

**1.1** Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, on the terms and conditions of this Lease, a Twenty by Twenty foot (20' x 20') portion of the Property described in Exhibit B to this Lease (the "Cell Site"). Lessee's use of the Cell Site shall be for any lawful purpose, including but not limited to constructing, operating, and maintaining the Facilities. (Exact location still to be determined by LCSC Staff & Lessee Staff).

**1.2** Lessor hereby grants to Lessee during the term of this Lease, including any renewals of this Lease, a non-exclusive easement (the "Access Easement") over the Property for use by Lessee for motor vehicle access to the Cell Site, including for purposes of installing, operating, maintaining and repairing the Facilities. Lessee shall have unrestricted use of the Access Easement without advance notice to Lessor. Lessor shall designate where on the Property the Access Easement shall be located. Lessee shall pay the costs of any improvements required to the Property to make the Access Easement suitable for Lessee's use.

**1.3** Lessor further grants to Lessee during the term of this Lease the right to make reasonable use from time to time of a reasonable portion of the Property located outside the Cell Site for the purpose of constructing and servicing improvements located on the Cell Site. Lessee's use of the Property for these purposes shall not unnecessarily interrupt Lessor's use of the Property nor disrupt existing utilities to the Property. At the conclusion of Lessee's use of the Property under Section 1, Lessee shall restore the Property and any improvements on it to their condition prior to Lessee's use.

**2. IMPROVEMENTS**

Lessee will construct and install on the Cell Site at its expense one (1) ninety (90') foot dual use communication pole, light pole for the joint use of Lessor's field lighting and & Lessee's equipment building, utilities, including but not limited to power and telephone and accessories as necessary.

**3. TERM; COMMENCEMENT AND EXPIRATION**

**3.1** The initial term ("Initial Term") of this Lease shall commence as of the Effective Date, and shall terminate on the last day of the month in which the fifth annual anniversary of the Effective Date shall have occurred. Lessee shall have the right to renew this Lease for five (5) additional successive lease terms of five (5) year terms ("Extended Terms"). If Lessee shall remain in possession of the Cell Site at the expiration of this Initial Term or any Extended Term

without a written agreement, such Lease shall be deemed a month-to-month lease under the same terms and conditions of this Lease. All term(s) shall renew automatically upon its anniversary date unless notice of termination by Lessee is given to Lessor at least ninety (90) days prior to the end of the Initial Term or each subsequent Extended Term. Extended Term(s) shall renew under the same terms and conditions of this Lease with the exception of rent adjustments as provided in Section 4 of this Lease.

**3.2** Commencement of this Lease is the date Lessee is granted permits by the City or County to construct the facility or the date Lessor and Lessee agree when construction may commence.

#### **4. RENT**

Lessee shall pay Lessor an annual rental payment of Five Thousand Four Hundred Dollars (\$5400.00) (the "Rent") on or before the first day of each lease year, and such rental amount shall be adjusted for each five (5) year period by an amount equal to the corresponding cumulative percentage increase, if any, in the Seattle-Tacoma-Bremerton Consumer Price Index, or if a more applicable Consumer Price Index exists for the Lewiston, Idaho area, which has occurred during the previous five-year Initial Term or Extended Term. Payment of Rent shall be made in lawful money of the United States, at Lessor's Notice Address set forth herein, or to such other party or at such other place as Lessor may hereafter from time to time designate in writing. Rent for any partial month at the beginning of the Initial Term shall be prorated.

#### **5. UTILITIES**

**5.1** Lessor hereby grants to Lessee easements to be used by utility companies for the purpose of installing the utilities necessary for the operation of Lessee's operations. Location of said utilities shall be approved by Lessor prior to construction.

**5.2** Lessee shall pay all costs associated with the installation of a separate electrical panel and meter for the Lessee's Facilities. Lessee shall also be responsible for all utility costs attributable to Lessee's activities on Facilities.

#### **6. POSSESSION**

If Lessor is unable to deliver possession of the Cell Site at the commencement of this Lease, Lessee shall not be liable for any rent until possession is delivered. Lessee may terminate this Lease if possession is not delivered within 90 days of the commencement of the term hereof.

**7. CLEANUP**

Lessee shall maintain the Cell Site in a clean and neat condition.

**8. LESSOR'S RIGHT OF ENTRY**

Lessee agrees to permit Lessor, or its agents or representatives, to enter upon the Cell Site at reasonable times during any weekday for the purpose of inspecting the same.

**9. USES AND EASEMENTS**

**9.1** The Cell Site is to be used only in connection with the operation of the Lessee's communications business and for no other business or purpose without the prior written consent of Lessor. Lessee agrees not to occupy or use, or permit any portion of the Cell Site to be used, for any purpose which is unlawful, disreputable, or deemed to be hazardous.

**9.2** Lessor grants Lessee the right to construct and install on the Cell Site at Lessee's expense the Facilities, including, but not limited to, a communications tower not to exceed one hundred (100) feet in height.

**9.3** Lessee agrees to comply with all laws, ordinances, orders, rules and regulations (municipal, county, state, and federal) relating to the use, condition or occupancy of the Cell Site.

**10. ENVIRONMENTAL MATTER**

**10.1** Lessor represents that it is not aware of any release of Hazardous Substances (as defined below) on the Cell Site. Lessor will indemnify, protect, defend and hold harmless Lessee from and against all claims, suits, actions, causes of action, assessments, losses, penalties, costs, including clean-up costs, damages and expenses, including, without limitation, reasonable attorneys' fees, sustained or incurred by Lessee pursuant to any federal, state or local laws, implementing regulations, common law or otherwise, relating to the release by Lessor or its agents, employees or contractors of any hazardous substances, toxic substances and/or contamination of any type whatsoever (collectively, "Hazardous Substances") in, upon or beneath the Cell Site.

**10.2** With the exception of Hazardous Substances that are legally used in the normal course of its business, neither Lessor nor Lessee will bring to, transport across or dispose of any Hazardous Substances on the Cell Site without the other's prior written approval, which approval will not be unreasonably withheld, except Lessee may keep on the Premises substances used in backup power units (such as batteries and diesel generators) commonly used in the wireless

communications industry. Lessee's use of any approved substances constituting Hazardous Substances must comply with all applicable laws, ordinances and regulations governing such use.

**11. INSURANCE**

Lessee shall obtain and maintain in good standing a broad form policy of public liability and property damage insurance with respect to Lessee's property and activities on or about the Cell Site, which policy shall be in an amount of not less than One Million Dollars (\$1,000,000) per incident.

**12. ASSIGNMENT AND SUBLETTING**

Lessee may assign this Lease with prior written notice to Lessor of such assignment. Lessee may sublease all or a portion of the Cell Site to other Sub-Lessees provided each such Sub-Lessee shall be bound by the same applicable terms and conditions of this Lease, other than the amount of Rent as Lessee. All rents received from Sub-Lessee may be retained as income by Lessee. However the Lessor may apply a surcharge to Lessee as a result of Lessee's Sub-Lease with an initial additional charge of Four Hundred Fifty Dollars (\$450.00) per month per Sub-Lease. Lessee shall be responsible to pay Lessor all Rent due, including surcharges, if any.

**13. SURRENDER OF PREMISES**

Within 30 days of expiration or termination of this Agreement, Lessee shall, at its expense: (i) remove its Facilities located at the Cell Site; and (ii) quit and deliver up the Cell Site to Lessor peaceably and quietly in as good order and condition as the same was on the date hereof, ordinary wear and tear excepted. Lessee shall repair any damage to the Cell Site resulting from the removal of Lessee's property, with the exception of Section 3.2 the light pole/tower that become the property of the Lessor at termination of the Lease.

**14. QUIET ENJOYMENT**

Lessor covenants that Lessee shall, and may peacefully have, hold and enjoy the Cell Site, subject to the provisions of this Lease, provided Lessee pays the Rent herein recited and performs all of Lessee's covenants and agreements herein contained.

**15. COSTS AND ATTORNEYS FEES**

If by reason of any default on the part of the Lessee it becomes necessary for Lessor to employ an attorney, or in case Lessor shall bring suit to recover any Rent due hereunder, or for breach of any provision of this Lease or to recover possession of the Cell Site, or if Lessee shall bring any action for any relief against Lessor, declaratory or otherwise, arising out of this Lease,

then the non-prevailing party in such action shall pay the other's reasonable attorneys' fees and all reasonable costs incurred by it in connection with such default or action.

**16. DEFAULT**

If Lessee defaults in the payment of Rent, or defaults in the performance of any other covenants or conditions hereof, Lessor may give Lessee notice of such default and if Lessee does not cure any such default within 30 days, then Lessor may treat such occurrence as a breach of this Lease. In the event, an act or omission by a Sub-Lessee would result in a breach pursuant to the terms of this Lease, Lessor agrees to promptly notify both the Lessee and Sub-Lessee in writing and Sub-Lessee will have the same amount of time as Lessee to cure. Lessee will encourage Sub-Lessee to cure said condition, but if the condition is not cured, Lessor will agree that the Lease is terminated only with respect to the Sub-Lessee.

In the event, an act or omission by Lessee would result in a breach pursuant to the terms of this Lease, Lessor agrees to promptly notify both the Lessee and the Sub-Lessee in writing and Sub-Lessee will have the same amount of time as Lessee to cure. In the event Lessee fails to cure the default, Lessor will agree that the Agreement is terminated only with respect to the Lessee if Sub-Lessee agrees to pay Lessor Rent acceptable to both parties.

**17. INDEMNIFICATION**

The State of Idaho/Lessor shall indemnify, defend and hold harmless the Lessee, its officers, agents and employees from and against any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Lease but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the sole negligent acts or omissions of the State of Idaho/Lessor, its officers, agents or employees.

Lessee shall defend, indemnify and hold the State of Idaho/Lessor, its officers, agents and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Lease but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent acts or omissions of Lessee, its officers, agents or employees.

**18. NOTICES**

Except as otherwise specifically set forth herein, any demand, request or notice which either party hereto desires, or may be required to make or deliver to the other, shall be in writing and shall be deemed given when personally delivered, or when delivered by private courier



service that customarily delivers on the next business day and issues receipts (such as Federal Express), or when received by facsimile at the facsimile number shown below, or three (3) days after being deposited in the United States mail, in registered or certified form, return receipt requested, addressed as follows:

To Lessor: Lewis-Clark State College  
500 8<sup>th</sup> Avenue  
Lewiston, ID 83501  
Telephone No.: (208) 792-2240  
Facsimile No.: (208) 792-2077

To Lessee: Washington RSA No. 8 Limited Partnership  
c/o Inland Cellular Telephone Company  
P.O. Box 688  
103 South Second Street  
Roslyn, WA 98941  
Attn: Gregory A. Maras  
Telephone No.: (509) 649-2500  
Facsimile No.: (509) 649-3300

With a required copy (which copy alone shall not constitute notice) to:

James A. Miller  
Mills Meyers Swartling  
Suite 3000  
1000 Second Avenue  
Seattle, WA 98104  
Telephone No.: (206) 382-1000  
Facsimile No.: (206) 386-7343

or to such other address, facsimile number and/or person as either party may communicate to the other by like written notice.

## **19. MISCELLANEOUS**

**19.1 Binding Effect.** This Lease shall be binding upon and inure to the benefit of Lessor, its successors and assigns, and shall be binding upon and inure to the benefit of Lessee, its successors and assigns.

**19.2 Severability.** It is the intention of the Lessor and Lessee that this Lease comply with FCC rules, regulations and policies and the applicable state and local laws and regulations and any covenants or restrictions of record. If any term of this Lease is found to be void or invalid, such invalidity shall not affect the remaining terms of this Lease, which shall continue in full force and effect. The parties shall agree that if any provisions are deemed not enforceable, they shall be deemed modified to the extent necessary to make them enforceable.

**19.3 Authorized Signatories.** The persons who have executed this Lease represent and warrant that they are duly authorized to execute this Lease in their individual or representative capacity as indicated.

**19.4 Law and Venue.** This Lease is declared to be a Idaho State contract. All the terms hereof shall be construed according to the laws of Idaho State.

**19.5 Captions.** The captions in the Lease are for convenience only and are not part of this Lease.

**19.6 Counterparts.** This Lease may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

**20. COMPLETE AGREEMENT**

This Lease represents the entire agreement between the Lessor and Lessee and no representations have been made by any of the parties which is not contained herein.

**LESSOR:** *Lewis-Clark State College*

**LESSEE: WASHINGTON RSA NO. 8  
LIMITED PARTNERSHIP**

**By: Inland Cellular Telephone Company, its  
General Partner**

By: \_\_\_\_\_

Name: Ronald E. Smith.

Title: Vice President for Administrative Services

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: GREGORY A. MARAS

Title: SECRETARY

Date: \_\_\_\_\_

STATE OF IDAHO)

)ss.

COUNTY OF NEZPERCE)

I certify that I know or have satisfactory evidence that Ronald E. Smith personally appeared before me and acknowledged that he/she signed this instrument and acknowledged it as he/her free and voluntary act for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Printed Name: \_\_\_\_\_

NOTARY PUBLIC in and for the State of  
Idaho, residing in \_\_\_\_\_

STATE OF WASHINGTON )

)ss.

COUNTY OF KITTITAS )

I certify that I know or have satisfactory evidence that Gregory A. Maras is the individual who personally appeared before me, and said individual acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Secretary of Inland Cellular Telephone Company, in its capacity as general partner of Washington RSA No. 8 Limited Partnership, dba Inland Cellular, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Printed Name: \_\_\_\_\_

NOTARY PUBLIC in and for the State of  
Washington, residing in \_\_\_\_\_

## EXHIBIT A

### SURVEY AND LEGAL DESCRIPTION OF PROPERTY

(TO BE PROVIDED WHEN EXACT LOCATION AND SIZE OF SITE IS DETERMINED BY  
LESSOR & LESSEE STAFFS)

Owners:

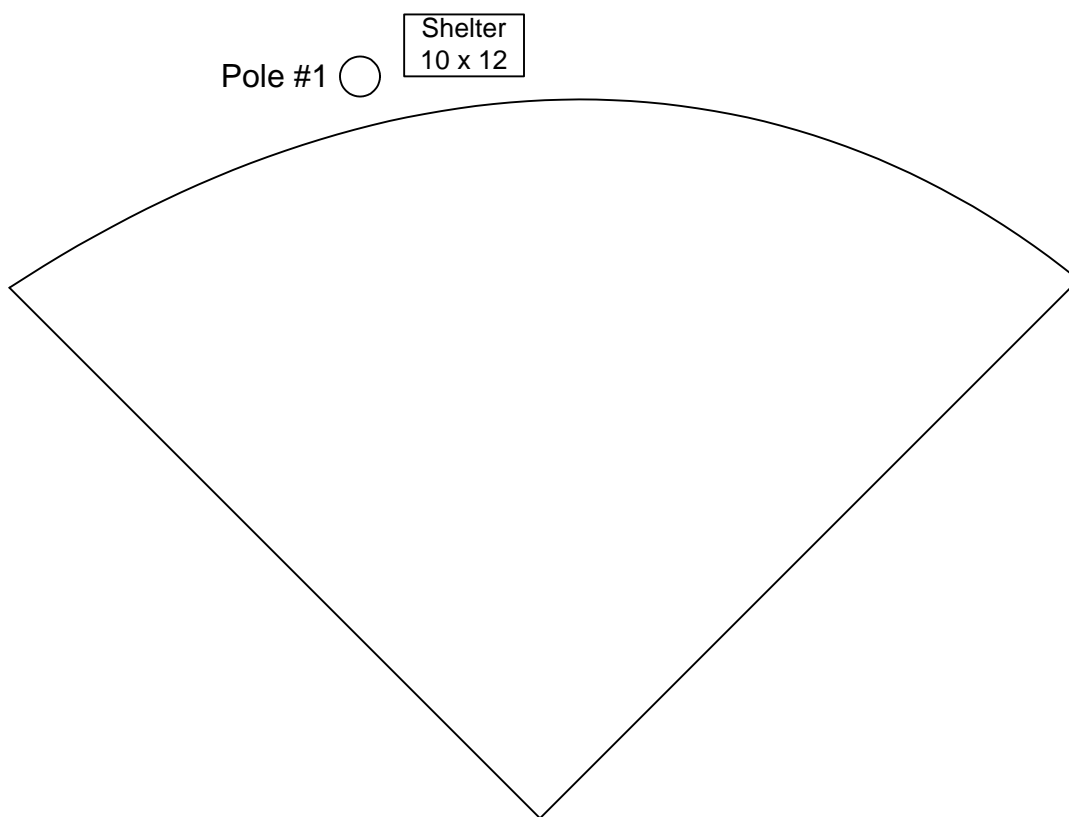
\_\_\_\_\_ County, State of Washington

Assessor's Tax Parcel Number \_\_\_\_\_

## EXHIBIT B

### CELL SITE

Exact locations to be determined by LCSC Staff and Lessee prior to construction.



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

Idaho State Board of Education

**GOVERNING POLICIES AND PROCEDURES**

SECTION: V. FINANCIAL AFFAIRS

Subsection: I. Real and Personal Property and Services

April 2002

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**I. Real and Personal Property and Services**

**2. Acquisition of Real Property**

**g. Execution.**

All easements, deeds, and leases excluding easements, deeds, and leases delegated authority granted to the institutions, school and agencies must be executed and acknowledged by the president of the Board or another officer designated by the Board and attested to and sealed by the secretary of the Board as being consistent with Board action.

**5. Disposal of Real Property**

**b. Board approval of other transfers**

- (1) Leases to use real property under the control of an institution, school or agency require prior Board approval - if the term of the lease exceeds five (5) years or if the lease revenue exceeds two hundred fifty thousand dollars (\$250,000).
- (2) Easements to make a permanent use of real property under the control of an institution, school or agency require prior Board approval - unless easements are to public entities for utilities.
- (3) The transfer by an institution, school or agency of any other interest in real property requires prior Board approval.

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