

**CONSENT AGENDA  
APRIL 20-21, 2006**

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2	<b>BAHR-SECTION I IDAHO STATE UNIVERSITY</b> New Positions & Changes to Positions	Motion to approve
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**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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

**SUBJECT**

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

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND**

Items submitted for review and approval according to Board Policy Section II. B.3.

**DISCUSSION**

Boise State University requests approval for:

- Fifteen (15) new positions (13.35 FTE) supported by appropriated and local funds;
- changes to seven (7) current positions' FTE (from 4.65 to 6.83 total FTE) supported by appropriated and local funds.

**IMPACT**

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

**STAFF COMMENTS AND RECOMMENDATIONS**

Positions are either classified, professional, or faculty.

Staff recommends approval.

**BOARD ACTION**

A motion to approve the request by Boise State University for fifteen (15) new positions supported by appropriated and local funds; and title, term, salary and FTE changes to seven (7) positions.

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

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

**NEW POSITIONS**

Position Title	Administrative Assistant 1
Type of Position	Classified Staff
FTE	0.5 FTE
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$10,722
Funding Source	.75-Grant; .25 -Local
Area/Department of Assignment	Civil Engineering
Duties and Responsibilities	Provide administrative support to the Director and research staff.
Justification of Position	Additional grants and multi-departmental contracts for the Center necessitate administrative support.

Position Title	Custodian
Type of Position	Classified Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	May 7, 2006
Salary Range	\$17,264
Funding Source	Appropriated
Area/Department of Assignment	Facilities, Operations & Maintenance
Duties and Responsibilities	Perform heavy duties cleaning for facilities, write work orders, lock & unlock assigned areas.
Justification of Position	Additional custodial staff needed in the spaces located in the Capitol Village complex which will be occupied in the near future.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Administrative Assistant 2
Type of Position	Classified Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$23,982
Funding Source	Appropriated
Area/Department of Assignment	University Advancement
Duties and Responsibilities	Provide administrative support for the Corporate and Foundation Program Director and Donor Relations Director.
Justification of Position	As Boise State University embarks on a comprehensive campaign, the University Advancement office must be adequately staffed.

Position Title	Administrative Assistant 1
Type of Position	Classified Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$21,445
Funding Source	Local
Area/Department of Assignment	Development (Foundation)
Duties and Responsibilities	Provide customer service, database maintenance, filing, typing, organizing and other administrative support to the Director of Advancement Services, and the Director of Annual Fund.
Justification of Position	As Boise State University embarks on a comprehensive campaign, the University Advancement office must be adequately staffed. Position contingent on Foundation Board approval.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Shipping & Receiving Material Handler
Type of Position	Classified Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$16,848
Funding Source	Appropriated
Area/Department of Assignment	Mail Services
Duties and Responsibilities	Receive and distribute University's incoming mail and collect, process and charge back outgoing mail.
Justification of Position	The United States Post Office will no longer deliver mail to University-owned apartments for Student Housing. Mail Services will be taking over this function and additional staff needed.

Position Title	Coordinator, Data Quality & Reporting
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$82,000
Funding Source	Appropriated
Area/Department of Assignment	Institutional Analysis, Assessment and Reporting
Duties and Responsibilities	Ensure data quality in University's administrative information systems and ensure data accessible to all stakeholders.
Justification of Position	Position needed for coordination of University data activities and analysis, including evaluation of development of University-wide data warehouse.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Associate Director, Research
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$34,000
Funding Source	Appropriated
Area/Department of Assignment	University Advancement
Duties and Responsibilities	Conduct prospect research, prospect management, and data analysis activities at the direction of the Director of Prospect Research.
Justification of Position	As Boise State University embarks on a comprehensive campaign, positions are needed to build relationships and create gift opportunities needed to achieve that goal.

Position Title	Educational Program Coordinator
Type of Position	Professional
FTE	0.6 FTE
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$37,940
Funding Source	Appropriated
Area/Department of Assignment	Geosciences
Duties and Responsibilities	Oversee recruitment, advising, program content and assessment of Geosciences programs.
Justification of Position	Position will free up faculty time and allow faculty to increase focus on research productivity.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Assistant Professor, English Literature
Type of Position	Faculty
FTE	0.75 FTE
Term of Appointment	12 month
Effective Date	August 16, 2006
Salary Range	\$44,000
Funding Source	Appropriated
Area/Department of Assignment	English Department
Duties and Responsibilities	Provide instruction for English Literature courses.
Justification of Position	New position needed to accommodate additional core English classes.

Position Title	Assistant Professor
Type of Position	Faculty
FTE	0.75 FTE
Term of Appointment	12 month
Effective Date	August 16, 2006
Salary Range	\$45,000
Funding Source	Appropriated
Area/Department of Assignment	Mathematics Department
Duties and Responsibilities	Provide instruction for Mathematics courses
Justification of Position	New position needed to accommodate additional Mathematics classes due to new core Mathematics requirements.

Position Title	Network Engineer - Team Lead
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$67,000
Funding Source	Local
Area/Department of Assignment	Computing Services
Duties and Responsibilities	Responsible for telecommunication infrastructure at Boise State University.
Justification of Position	Workload and additional technologies require additional staff.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Special Lecturer
Type of Position	Faculty
FTE	0.75 FTE
Term of Appointment	12 month
Effective Date	August 16, 2006
Salary Range	\$45,000
Funding Source	Appropriated
Area/Department of Assignment	Instructional & Performance Technology
Duties and Responsibilities	Provide instruction for Instructional and Performance Technology courses.
Justification of Position	Converting a temporary Visiting Assistant Professor position to permanent status to provide more stability to department and better serve students.

Position Title	Coordinator, Aquatics & KIN ACT Program
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$32,779
Funding Source	Local
Area/Department of Assignment	Kinesiology Department
Duties and Responsibilities	Hire, train, schedule lifeguards and adjunct faculty, maintain policies and pool safety, develop new programs, and teach Aquatics classes.
Justification of Position	Position needed to more effectively hire, train, and supervise adjunct faculty, lessen liability, and develop programs to meet student needs.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

Position Title	Project Manager
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$45,000
Funding Source	Appropriated
Area/Department of Assignment	Architectural & Engineering Services
Duties and Responsibilities	Provide project management and architectural/engineering design services for smaller projects; represent the University on larger projects managed by the Division of Public Works.
Justification of Position	Institution growth has increased the number of projects and the shift in emphasis to research has elevated the level of complexity of projects.

Position Title	Project Manager
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$45,000
Funding Source	Appropriated
Area/Department of Assignment	Architectural & Engineering Services
Duties and Responsibilities	Provide project management and architectural/engineering design services for smaller projects; represent the University on larger projects managed by the Division of Public Works.
Justification of Position	Change a two year temporary position to permanent status . Institution growth has increased the number of projects and the shift in emphasis to research has elevated the level of complexity of projects.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
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**INSTITUTION / AGENCY AGENDA  
BOISE STATE UNIVERSITY - continued**

**CHANGE IN POSITIONS**

Position Title	Office Specialist 2
Type of Position	Classified Staff
FTE	from .75 FTE to 1.0 FTE
Term of Appointment	from 9 month to 12 month
Effective Date	April 24, 2006
Salary Range	\$19,074
Funding Source	Appropriated
Area/Department of Assignment	English Department
Duties and Responsibilities	Provide administrative support to English Department faculty.
Justification of Position	Increased numbers in full- and part-time faculty and teaching assistants requires additional support during the summer months.

Position Title	Technical Records Specialist 1
Type of Position	Classified Staff
FTE	.50 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$21,445
Funding Source	Appropriated
Area/Department of Assignment	Human Resource Services
Duties and Responsibilities	Coordinate COBRA insurance plan and process reimbursements; process student records.
Justification of Position	Changing half-time position to full-time to provide needed support for Human Resource Services employee records and benefits sections.

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

Position Title	Personnel Technician
Type of Position	Classified Staff
FTE	from .50 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$24,731
Funding Source	Appropriated
Area/Department of Assignment	Human Resource Services
Duties and Responsibilities	Review and process employee personnel actions; maintain database.
Justification of Position	Changing half-time position to full-time to meet on-going support needs.
Position Title	Administrative Assistant 1
Type of Position	Classified Staff
FTE	.9 FTE to 1.0 FTE
Term of Appointment	from 11 month to 12 month
Effective Date	April 24, 2006
Salary Range	\$22,194
Funding Source	Appropriated
Area/Department of Assignment	Management Department
Duties and Responsibilities	Provide administrative support for student and faculty in the Management Department.
Justification of Position	Move position to 12 month status to cover larger class sizes and additional hours.
Position Title	Senior Accountant
Type of Position	Professional
FTE	.50 FTE to 1.0FTE
Term of Appointment	12 month
Effective Date	July 1, 2006
Salary Range	\$42,848
Funding Source	Local
Area/Department of Assignment	Development (Foundation)
Duties and Responsibilities	Provide accounting support for the Foundation and the Bronco Athletic Association.
Justification of Position	Additional support needed due to cover workload.

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

Position Title	Manager, Division Web
Type of Position	Professional
FTE	.50 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$28,408
Funding Source	Appropriated
Area/Department of Assignment	Vice President of Finance and Administration
Duties and Responsibilities	Develop, maintain and oversee all aspects of the Finance & Administration division's web presence.
Justification of Position	Increased scope and volume of work requires additional FTE.

Position Title	Resident Director
Type of Position	Professional
FTE	1.0 FTE to .83FTE
Term of Appointment	from 12 month to 10 month
Effective Date	April 24, 2006
Salary Range	\$21,000
Funding Source	Local
Area/Department of Assignment	Student Housing
Duties and Responsibilities	Provide operational guidelines and direction for Residence Halls or Apartment facilities.
Justification of Position	Reducing to 10 month position due to lesser amount of work needed during summer months.

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

Idaho State Board of Education

**GOVERNING POLICIES AND PROCEDURES**

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: 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.)

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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

**SUBJECT**

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

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND**

Items submitted for review and approval according to Board Policy Section II. B.3.

**DISCUSSION**

Idaho State University is requesting approval for:

- four (4) new professional staff positions (4.0 FTE) supported by state, local and grant funds; one (1) new classified position (1.0 FTE) supported by grant funds;
- authorization to increase the FTE on one (1.0 FTE) professional staff position (.62 FTE) supported by grant funds.

**IMPACT**

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

**STAFF AND COMMENTS AND RECOMMENDATIONS**

The new positions include a new Associate General Counsel and Assistant Academic Vice President for Institutional Research. The remainder of the positions are classified and non-classified.

Staff recommends approval.

**BOARD ACTION**

A motion to approve the request by Idaho State University for five (5) new positions (5.0 FTE) and to increase the FTE on one (1) position (.62 FTE).

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

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 20-21, 2006**

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

**NEW POSITIONS**

Position Title	Assistant Academic Vice President for Institutional Research and Effectiveness
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$80,000.00
Funding Source	State Funds
Area/Department of Assignment	Academic Affairs
Duties and Responsibilities	Provide assistance to the Academic Vice President; provide oversight and direction for the Office of Institutional Research and Effectiveness, including development and implementation of a comprehensive institutional research program to support institutional planning and re-accreditation; provide input and guidance pertaining to academic planning activities.
Justification of Position	To provide additional support for compliance with accreditation requirements.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 20-21, 2006**

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

Position Title	Associate General Counsel
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$77,250.00
Funding Source	State Funds
Area/Department of Assignment	General Counsel/Risk Management
Duties and Responsibilities	Duties as assigned by general counsel/risk manager. Emphasis in research and sponsored programs, and intellectual property, student affairs, public safety, etc.
Justification of Position	To provide additional support due to emerging developments and increased demand for legal services at all levels, particularly research, grants and contracts, and sponsored programs, as well as in the health professions, which requires a greater degree of specialization.

Position Title	Instructional Designer
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$53,560.00
Funding Source	State Funds
Area/Department of Assignment	Educational Technology Services/ITRC
Duties and Responsibilities	Assist ISU faculty with course design and technology integration.
Justification of Position	To provide support for course design and technology. The duties of this position have previously been performed by a temporary employee.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 20-21, 2006**

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

Position Title	Learning Management System Administrator
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$50,000.00
Funding Source	Local and Grant Funds
Area/Department of Assignment	Educational Technology Services/ITRC
Duties and Responsibilities	Administer and support LMS solution; JAVA and PHP programming; database administration including Oracle, and server administration.
Justification of Position	To provide support for required migration to a new Learning Management System.

Position Title	Administrative Assistant 1
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$20,404.80
Funding Source	Grant Funds
Area/Department of Assignment	Idaho Falls Small Business Development Center, College of Business
Duties and Responsibilities	Perform a variety of clerical duties, including filing, typing reports, data entry, training, receptionist, and other duties as assigned.
Justification of Position	To provide clerical support for the center.

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

**CHANGES IN POSITIONS**

Position Title	Program Coordinator (PCN 7875)
Type of Position	Non-Classified
FTE	change from .50 to .62
Term of Appointment	12 month
Effective Date	April 24, 2006
Salary Range	\$34,138.00
Funding Source	Grant Funds
Area/Department of Assignment	ISU Boise Center
Duties and Responsibilities	Coordinate the HIV Training Program at the ISU Boise Center.
Justification of Position	To provide additional time for the incumbent to work with the Northwest Aids Education and Education Training Center (NWAETC, the granting agency), Idaho Health and Welfare, and the health care community in order to meet the expectations of the grant.

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**APRIL 20-21, 2006**

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

**SUBJECT**

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

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND**

Items submitted for review and approval according to Board Policy Section II. B.3.

**DISCUSSION**

The University of Idaho requests approval for:

- six (6) new positions (6.0 FTE) supported by appropriated and non-appropriated funds.

**IMPACT**

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

**STAFF COMMENTS AND RECOMMENDATIONS**

The new positions include an Assistant Vice President for Enrollment Services and Dean for the proposed College of Art and Architecture. The remaining positions are for classified staff.

Staff recommends approval.

**BOARD ACTION**

A motion to approve the request by the University of Idaho to establish six (6) new positions supported by appropriated and non-appropriated funds.

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

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

**NEW POSITIONS**

Position Title	Assistant Vice President for Enrollment Services
Type of Position	Administrative
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	July 1, 2006
Salary Range	\$100,000.00
Funding Source	Appropriated funds
Area/Department of Assignment	Provost and Executive Vice President's Office
Duties	Responsible for leadership in the areas of enrollment management
Justification	New position

Position Title	Dean
Type of Position	Administrative
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	July 1, 2006
Salary Range	\$125,000.00 – 150,000.00
Funding Source	Appropriated funds
Area/Department of Assignment	College of Art & Architecture
Duties	Responsible for leadership in teaching, scholarship, and outreach functions and day-to-day operations of the college
Justification	New position

Position Title	Administrative Assistant II
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	May 1, 2006
Salary Range	\$30,000.00 – 35,000.00
Funding Source	Appropriated funds
Area/Department of Assignment	President's Office
Duties	Responsible for administrative and reception support
Justification	New position

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

Position Title	Athletic Eligibility/Transfer Credit Specialist
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	May 1, 2006
Salary Range	\$30,000.00
Funding Source	Appropriated funds
Area/Department of Assignment	Registrar's Office
Duties	Responsible for athletic eligibility compliance and transfer credit review
Justification	New position

Position Title	Financial Specialist
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	May 1, 2006
Salary Range	\$40,000.00
Funding Source	Non-appropriated funds
Area/Department of Assignment	Sponsored Programs
Duties	Responsible for establishing grant accounts, monitoring financial/contractual accounts and preparing financial reports
Justification	New position

Position Title	Management Assistant
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	May 1, 2006
Salary Range	\$33,000.00 – 38,000.00
Funding Source	Appropriated funds
Area/Department of Assignment	College of Art and Architecture
Duties	Responsible for administrative and management support
Justification	New position

**Idaho State Board of Education**

**GOVERNING POLICIES AND PROCEDURES**

**SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES**

**Subsection: F. Policies Regarding Nonclassified Employees**

**April 2002**

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F. Policies Regarding Nonclassified Employees

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

**SUBJECT**

A request by Lewis-Clark State College for a new position.

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND**

Items submitted for review and approval according to Board Policy Section II.B.3.

**DISCUSSION**

Lewis-Clark State College requests approval for:

- one (1) new position (1.0 FTE) supported by Auxiliary funds.

**IMPACT**

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

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff recommends approval.

**BOARD ACTION**

A motion to approve the request by Lewis-Clark State College to add one new position supported by Auxiliary funds.

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

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 20-21, 2006**

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

**NEW POSITIONS  
OTHER**

Position Title	Handling Receiver
Type of Position	Classified
FTE	1.0
Term of Appointment	12 months
Effective Date	4/1/2006
Salary Range	\$18,720
Funding Source	Auxiliary
Area/Department of Assignment	Bookstore
Duties and Responsibilities	Receive and check-in all books, supplies, clothing, etc., organization and filing of all relevant paperwork, Customer Service and general store maintenance.
Justification of Position	To create greater efficiency in bookstore by replacing 3 part-time personnel

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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**INSTITUTION / AGENCY AGENDA**

**Boise State University, Idaho State University & University of Idaho**

**SUBJECT**

University NCAA Academic Progress Rate (APR) Scores

**REFERENCE**

February 2006: Board directed the three NCAA universities to provide institution-specific information at the April 2006 Board meeting.

**APPLICABLE STATUE, RULE, OR POLICY**

N/A

**DISCUSSION**

At the February 2006 SBOE meeting, the Board requested that the institutions report to the Board regarding the new NCAA APR scores.

The APR is determined by using the eligibility and retention for each student-athlete on scholarship during a particular academic year. Student-athletes are awarded points for each semester they are enrolled and for each semester they are eligible for intercollegiate competition. The APR is calculated by taking the number of possible points and dividing that number by the total number of points earned from retention and eligibility over the same period of time.

The NCAA instituted the APR requirements beginning in the 2003-04 academic year. Beginning in the fall of 2007, the APR will be based on four years of data and every year thereafter, the most current year's data will be added and the oldest year will be removed to create a four-year rolling rate. The benchmark minimum score is 925.

**IMPACT**

With two years of collected data currently, contemporaneous financial aid penalties can be applied this academic year if an athletic team's two-year APR score is below 925. Teams that fall under the contemporaneous penalties minimum risk the loss of future scholarships.

Fifty percent of all Division I institutions have at least one team that falls below the new mark and could lose at least one scholarship in 2005-06. Most of those teams are concentrated in football, baseball, and men's basketball.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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**STAFF AND COMMENTS AND RECOMMENDATIONS**

Boise State University (BSU) is to be commended for providing a majority of the information in this cover sheet.

For each institution, the NCAA “public report” is presented. BSU also provided additional narrative relating to specific teams, including ranking within various athletic conferences.

**BOARD ACTION**

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

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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**BOISE STATE UNIVERSITY**  
**NCAA ACADEMIC PROGRESS RATE REPORT**

**ATTACHMENT A**

Boise State University's two-year rate for the entire athletic department resulted in an APR of 936. Boise State's first year APR was 926 and the second year APR was 945. These resulted in the overall 936 above. Boise State has no contemporaneous penalties.

Boise State University teams ranked among the highest in the Western Athletic Conference and entire West Region. Here are some of the highlights of the University's most recent report:

- Women's Gymnastics had a perfect two-year rate of 1000.
- Men's Tennis posted a 2005 rate of 1000 and a two-year rate of a 985.
- Women's Basketball ranked #1 in the WAC with a two-year rate of 982, well above the national Division I average of 956.
- Football ranked #2 in the WAC with a 2005 APR team high score of 969 and a two-year rate of 948, well above the Division I average of 930. Football also ranked above all PAC-10 institutions except Stanford University.
- Men's Basketball had a two-year APR score of 911 which ranks 3<sup>rd</sup> in the WAC, and just below the Division I average of 916.
- Women's Soccer's two-year rate was 978.
- Men's Cross-Country posted a 955.
- Women's Golf reported a 950.

The following charts put the APR of Boise State's three major sports (football, women's basketball and men's basketball) in comparison to WAC, and in the case of football, to the WAC, PAC 10 and Mountain West.

**Western Division I Football Two-Year APR (WAC, Pac-10, Mountain West)**

National Division I Football Average APR = 930

National Division I Football Average APR (Public Institutions) = 920

National Division I Football Average APR (Private Institutions) = 955

<u>Conference</u>	<u>University</u>	<u>APR Score</u>
PAC-10	Stanford	995
Mtn West	Air Force Academy	967
Mtn West	Utah	954
Mtn West	Texas Christian	953
WAC	Fresno State	950
<b>WAC</b>	<b>Boise State</b>	<b>948</b>
PAC-10	Cal	945
Mtn West	Colorado State	941
Mtn West	Wyoming	936
PAC-10	Washington State	935

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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PAC-10	Washington	935
WAC	Idaho	931
PAC-10	USC	929
Mtn West	BYU	928
PAC-10	UCLA	915
WAC	Nevada	914
WAC	Utah State	912
PAC-10	Oregon State	910
Mtn West	New Mexico	909
WAC	Louisiana Tech	908
Mtn West	UNLV	908
PAC-10	Oregon	900
WAC	Hawaii	898
WAC	New Mexico State	756
WAC	San Jose St	not available
PAC-10	Arizona State	not available
PAC-10	Arizona	not available
Mtn West	San Diego State	not available

**WAC Women's Basketball Two-Year APR**

(All Division I average for Women's Basketball is 956)

<b>Boise State</b>	<b>982</b>
Hawaii	959
Nevada	958
Idaho	957
Utah State	945
Fresno State	937
New Mexico State	934
Louisiana Tech	881
San Jose St	not available

**WAC Men's Basketball Two Year APR**

(All Division I average for Men's Basketball is 916)

Hawaii	922
Nevada	917
<b>Boise State</b>	<b>911</b>
Idaho	902
New Mexico State	886
Utah State	882
Louisiana Tech	838
Fresno State	725
SJSU	not available

## NCAA Division I 2004-05 Academic Progress Rate Public Report

Institution: Boise State University

Date of Report: 02/27/2006

This report is based on academic progress rate (APR) information submitted by member institutions for the 2003-04 and 2004-05 academic year.

*[Note: All information contained in this report is for two academic years only, unless otherwise noted. This may lead to very small sample sizes within certain groups. The NCAA anticipates reporting data only on the basis of a four-year rolling rate for all sports when four years of data are available.] In accordance with FERPA's interpretation of federal privacy regulations, data cells containing three or fewer student-athletes have been suppressed and are indicated by an \* symbol.*

The following chart represents by sport APR averages for noted subgroups.

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Division I-A	Division I-AA	Division I-AAA
<b>By Sport - Men's</b>									
Baseball (283)	NA	NA	NA	931	920	952	930	934	929
Basketball (326)	911 +	30th-40th	10th-20th	927	917	947	916	933	934
Cross Country (299)	955	30th-40th	30th-40th	959	948	980	956	959	963
Football (235)	948	60th-70th	30th-40th	929	920	955	930	929	NA
Fencing (20)	NA	NA	NA	974	959	983	964	986	979
Golf (286)	850 ^	1st-10th	1st-10th	961	955	974	964	960	960
Gymnastics (17)	NA	NA	NA	973	972	1000	971	1000	962
Ice Hockey (58)	NA	NA	NA	971	961	982	975	983	961
Lacrosse (56)	NA	NA	NA	969	965	971	973	970	962
Skiing (13)	NA	NA	NA	961	952	982	944	985	951
Soccer (197)	NA	NA	NA	953	943	963	946	959	954

\* Denotes data representing three or fewer student-athletes - In accordance with FERPA's interpretation of federal privacy regulations, these data are not available.

N/A = No APR

N = Number of teams reporting

Percentile Rank: 0 to 100; 0 = low, 100 = high

+ Denotes APR that does not subject the team to contemporaneous penalties due to the squad-size adjustment. The squad-size adjustment will be eliminated when the fourth year of APR data is collected, provided the team's multiyear cohort includes 30 or more student-athletes.

^ Denotes APR that does not subject the team to a contemporaneous penalty because the team is performing better than the institution's general student body.

~ Denotes APR based on a one year cohort

## NCAA Division I 2004-05 Academic Progress Rate Public Report

Institution: Boise State University

Date of Report: 02/27/2006

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Division I-A	Division I-AA	Division I-AAA
Swimming (140)	NA	NA	NA	966	961	975	966	970	963
Tennis (264)	985	70th-80th	70th-80th	960	954	969	961	957	963
Track, Indoor (243)	875 ^	1st-10th	1st-10th	950	941	971	946	954	949
Track, Outdoor (260)	885 ^	1st-10th	1st-10th	950	940	972	946	953	951
Volleyball (22)	NA	NA	NA	964	960	968	959	974	968
Water Polo (19)	NA	NA	NA	974	974	973	973	977	972
Wrestling (85)	919 +	20th-30th	10th-20th	935	929	952	940	935	926
<b>By Sport - Women's</b>									
Basketball (324)	982	70th-80th	60th-70th	958	953	969	956	960	961
Bowling (29)	NA	NA	NA	932	925	952	917	932	948
Cross Country (322)	907 +	1st-10th	1st-10th	971	966	980	971	972	969
Fencing (25)	NA	NA	NA	975	948	990	972	989	954
Field Hockey (77)	NA	NA	NA	983	980	986	979	986	983
Golf (228)	950	20th-30th	30th-40th	971	968	977	980	964	965
Gymnastics (64)	1000	80th-90th	90th-100th	981	979	987	980	988	969
Ice Hockey (29)	NA	NA	NA	977	972	981	985	982	973
Lacrosse (80)	NA	NA	NA	982	978	984	986	983	976
Rowing (83)	NA	NA	NA	981	975	987	975	986	987
Skiing (15)	864 +	1st-10th	1st-10th	960	946	990	940	976	971

\* Denotes data representing three or fewer student-athletes - In accordance with FERPA's interpretation of federal privacy regulations, these data are not available.

N/A = No APR

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Percentile Rank: 0 to 100; 0 = low, 100 = high

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^ Denotes APR that does not subject the team to a contemporaneous penalty because the team is performing better than the institution's general student body.

~ Denotes APR based on a one year cohort

# NCAA Division I 2004-05 Academic Progress Rate Public Report

Institution: Boise State University

Date of Report: 02/27/2006

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Division I-A	Division I-AA	Division I-AAA
Soccer (297)	978	50th-60th	60th-70th	971	964	982	970	971	972
Softball (265)	NA	NA	NA	966	959	979	968	963	966
Swimming (186)	NA	NA	NA	978	974	985	978	977	982
Tennis (310)	938	10th-20th	20th-30th	968	964	975	972	965	966
Track, Indoor (289)	925	10th-20th	10th-20th	964	958	980	962	967	964
Track, Outdoor (296)	925	1st-10th	10th-20th	965	959	979	963	967	966
Volleyball (311)	940	10th-20th	20th-30th	968	963	979	968	966	971
Water Polo (31)	NA	NA	NA	973	967	978	973	974	971
<b>By Sport - Co-Ed</b>									
Rifle (28)	NA	NA	NA	967	965	973	963	979	959

\* Denotes data representing three or fewer student-athletes - In accordance with FERPA's interpretation of federal privacy regulations, these data are not available.

N/A = No APR

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Percentile Rank: 0 to 100; 0 = low, 100 = high

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## NCAA Division I 2004-05 Academic Progress Rate Public Report

Institution: Idaho State University

Date of Report: 02/27/2006

This report is based on academic progress rate (APR) information submitted by member institutions for the 2003-04 and 2004-05 academic year.

*[Note: All information contained in this report is for two academic years only, unless otherwise noted. This may lead to very small sample sizes within certain groups. The NCAA anticipates reporting data only on the basis of a four-year rolling rate for all sports when four years of data are available.] In accordance with FERPA's interpretation of federal privacy regulations, data cells containing three or fewer student-athletes have been suppressed and are indicated by an \* symbol.*

The following chart represents by sport APR averages for noted subgroups.

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Division I-A	Division I-AA	Division I-AAA
<b>By Sport - Men's</b>									
Baseball (283)	NA	NA	NA	931	920	952	930	934	929
Basketball (326)	906 +	20th-30th	1st-10th	927	917	947	916	933	934
Cross Country (299)	981	60th-70th	60th-70th	959	948	980	956	959	963
Football (235)	875 ^	1st-10th	1st-10th	929	920	955	930	929	NA
Fencing (20)	NA	NA	NA	974	959	983	964	986	979
Golf (286)	933	10th-20th	20th-30th	961	955	974	964	960	960
Gymnastics (17)	NA	NA	NA	973	972	1000	971	1000	962
Ice Hockey (58)	NA	NA	NA	971	961	982	975	983	961
Lacrosse (56)	NA	NA	NA	969	965	971	973	970	962
Skiing (13)	NA	NA	NA	961	952	982	944	985	951
Soccer (197)	NA	NA	NA	953	943	963	946	959	954

\* Denotes data representing three or fewer student-athletes - In accordance with FERPA's interpretation of federal privacy regulations, these data are not available.

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~ Denotes APR based on a one year cohort

## NCAA Division I 2004-05 Academic Progress Rate Public Report

Institution: Idaho State University

Date of Report: 02/27/2006

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Division I-A	Division I-AA	Division I-AAA
Swimming (140)	NA	NA	NA	966	961	975	966	970	963
Tennis (264)	933	20th-30th	20th-30th	960	954	969	961	957	963
Track, Indoor (243)	949	40th-50th	30th-40th	950	941	971	946	954	949
Track, Outdoor (260)	954	50th-60th	30th-40th	950	940	972	946	953	951
Volleyball (22)	NA	NA	NA	964	960	968	959	974	968
Water Polo (19)	NA	NA	NA	974	974	973	973	977	972
Wrestling (85)	NA	NA	NA	935	929	952	940	935	926
<b>By Sport - Women's</b>									
Basketball (324)	965	50th-60th	40th-50th	958	953	969	956	960	961
Bowling (29)	NA	NA	NA	932	925	952	917	932	948
Cross Country (322)	950	20th-30th	30th-40th	971	966	980	971	972	969
Fencing (25)	NA	NA	NA	975	948	990	972	989	954
Field Hockey (77)	NA	NA	NA	983	980	986	979	986	983
Golf (228)	985	60th-70th	70th-80th	971	968	977	980	964	965
Gymnastics (64)	NA	NA	NA	981	979	987	980	988	969
Ice Hockey (29)	NA	NA	NA	977	972	981	985	982	973
Lacrosse (80)	NA	NA	NA	982	978	984	986	983	976
Rowing (83)	NA	NA	NA	981	975	987	975	986	987
Skiing (15)	NA	NA	NA	960	946	990	940	976	971

\* Denotes data representing three or fewer student-athletes - In accordance with FERPA's interpretation of federal privacy regulations, these data are not available.

N/A = No APR

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^ Denotes APR that does not subject the team to a contemporaneous penalty because the team is performing better than the institution's general student body.

~ Denotes APR based on a one year cohort

## NCAA Division I 2004-05 Academic Progress Rate Public Report

Institution: Idaho State University

Date of Report: 02/27/2006

Sport (N)	Multiyear APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Division I-A	Division I-AA	Division I-AAA
Soccer (297)	966	30th-40th	40th-50th	971	964	982	970	971	972
Softball (265)	NA	NA	NA	966	959	979	968	963	966
Swimming (186)	NA	NA	NA	978	974	985	978	977	982
Tennis (310)	946	20th-30th	30th-40th	968	964	975	972	965	966
Track, Indoor (289)	912 +	1st-10th	10th-20th	964	958	980	962	967	964
Track, Outdoor (296)	907 +	1st-10th	1st-10th	965	959	979	963	967	966
Volleyball (311)	911 +	1st-10th	10th-20th	968	963	979	968	966	971
Water Polo (31)	NA	NA	NA	973	967	978	973	974	971
<b>By Sport - Co-Ed</b>									
Rifle (28)	NA	NA	NA	967	965	973	963	979	959

\* Denotes data representing three or fewer student-athletes - In accordance with FERPA's interpretation of federal privacy regulations, these data are not available.

N/A = No APR

N = Number of teams reporting

Percentile Rank: 0 to 100; 0 = low, 100 = high

+ Denotes APR that does not subject the team to contemporaneous penalties due to the squad-size adjustment. The squad-size adjustment will be eliminated when the fourth year of APR data is collected, provided the team's multiyear cohort includes 30 or more student-athletes.

^ Denotes APR that does not subject the team to a contemporaneous penalty because the team is performing better than the institution's general student body.

~ Denotes APR based on a one year cohort

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# NCAA Division I 2004-05 Academic Progress Rate Institutional Report

Institution: University of Idaho	Date of Report: 03/22/2006
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This report is based on academic progress rate (APR) data submitted by the institution for the 2003-04 and 2004-05 academic years. The multiyear rate will be reported publicly in early 2006. Institutions are encouraged to forward this report to appropriate institutional personnel on campus.

*[Note: All information contained in this report is for two academic years only. This may lead to small sample sizes within certain sport groups. The NCAA anticipates reporting data only on the basis of a four-year rolling rate for all sports when four years of data are available. In accordance with FERPA's interpretation of federal privacy regulations, institutions should not disclose statistical data contained in this report regarding students in cells made up of three or fewer students without student consent.]*

Sport	APR			Eligibility/Graduation		Retention	
	Multiyear Rate (N)	Multiyear Rate Upper Confidence Boundary	2004-05 (N)	Multiyear Rate	2004-05	Multiyear Rate	2004-05
Men's Basketball	902 (26) +	946	904 (13)	941	962	863	846
Men's Cross Country	808 (8)	909	714 (5)	769	714	846	714
Football	931 (179)	948	916 (93)	916	889	931	932
Men's Golf	988 (21)	998	1000 (10)	1000	1000	976	1000
Men's Tennis	941 (19)	976	917 (11)	971	944	912	889
Men's Track, Indoor	968 (33)	988	953 (17)	968	938	968	969
Men's Track, Outdoor	959 (45)	980	959 (26)	953	939	965	980
Women's Basketball	957 (31)	981	938 (17)	1000	1000	897	875
Women's Cross Country	987 (20)	998	1000 (10)	1000	1000	974	1000
Women's Golf	984 (16)	997	969 (8)	1000	1000	969	938
Women's Soccer	989 (47)	997	1000 (24)	1000	1000	978	1000
Women's Swimming	N/A	N/A	952 (16)	N/A	968	N/A	935
Women's Tennis	984 (17)	997	971 (9)	1000	1000	968	941
Women's Track, Indoor	981 (56)	993	974 (30)	991	983	972	966
Women's Track, Outdoor	968 (58)	984	974 (30)	982	983	954	966
Women's Volleyball	979 (25)	994	1000 (13)	1000	1000	957	1000

\* Denotes data representing three or fewer student-athletes. In accordance with FERPA's interpretation of federal privacy regulations, institutions should not disclose statistical data contained in this report in cells made up of three or fewer students without student consent.

N/A = No APR

N = Number of student-athletes represented

^ Denotes APR that does not subject the team to contemporaneous penalties because the team is performing better than the institution's general student body.

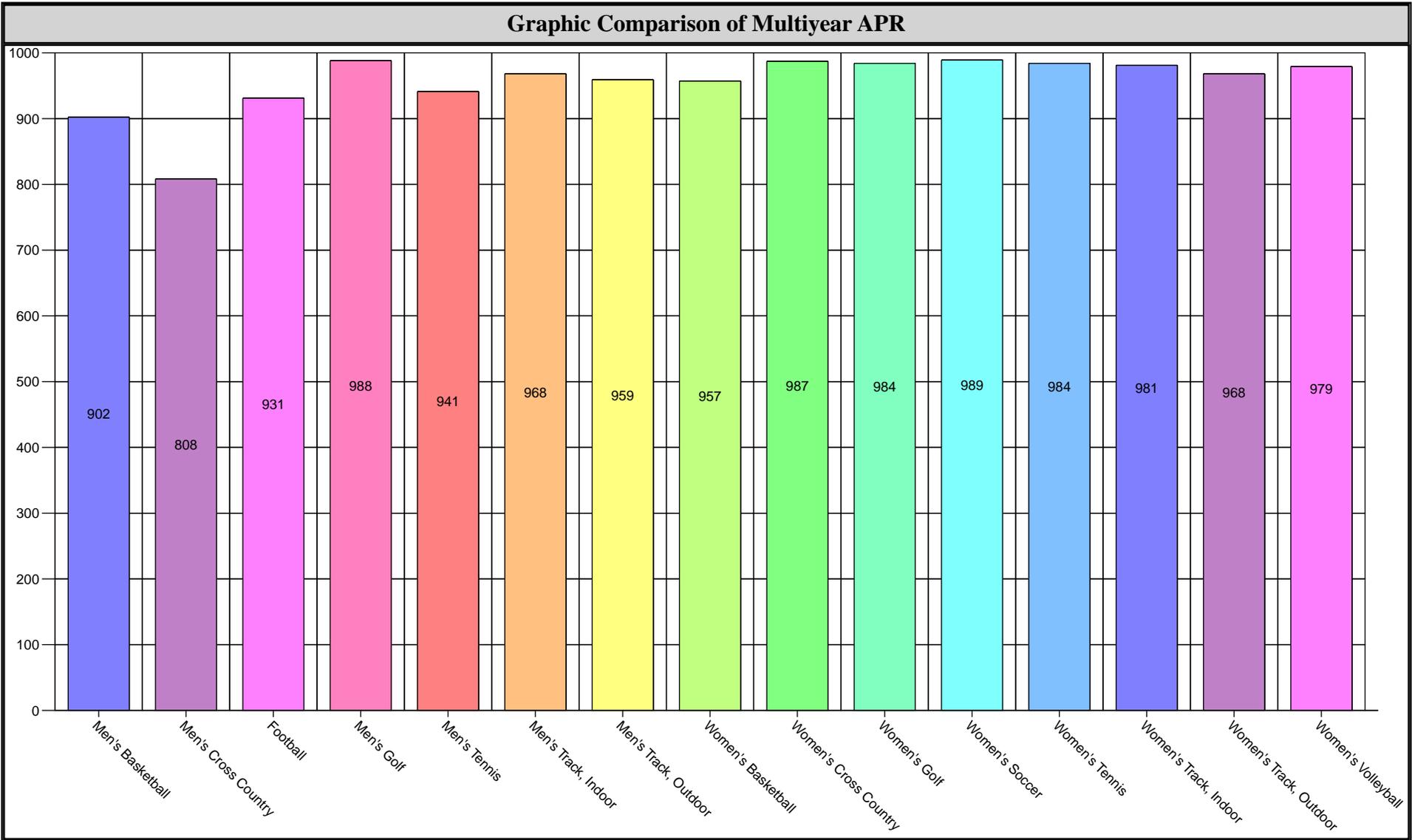
+ Denotes APR that does not subject the team to contemporaneous penalties due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 925 for that team to be subject to contemporaneous penalties. Squad-size adjustments will be eliminated when the fourth year of APR data is collected, provided the team's multiyear cohort includes 30 or more student-athletes.

# NCAA Division I 2004-05 Academic Progress Rate Institutional Report

Institution: University of Idaho

Date of Report: 03/22/2006

## Sport-by-Sport APR Comparison:



**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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

**SUBJECT**

Update on the status of Idaho State University's (ISU) computing systems.

**REFERENCE**

October 17, 2005                      Approval granted to develop two Requests for Proposal: (1) to purchase a replacement hardware system and operating system; and (2) to convert existing software to run on the UNIX-based system.

**APPLICABLE STATUTE, RULE OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.I.3.

**BACKGROUND**

At the October 17, 2005 State Board of Education meeting, approval was granted for ISU's request to develop two Requests for Proposal to purchase a replacement hardware system and operating system, and to convert existing software to run on the UNIX-based system. At that time ISU had been informed that the current mainframe computer, a Hewlett Packard 3000, plus the operating system that operates the hardware, Hewlett Packard MPE, would no longer be supported by the company after December, 2006, with the result that Hewlett Packard would no longer provide hardware or software repairs. ISU had planned to migrate its current computing capabilities to a new computer system (UNIX) no later than December, 2007.

**DISCUSSION**

ISU was recently informed that the HP platform of the current system will now be supported by HP and/or third party vendors through 2010. This is a four-year extension of their original date. Therefore, ISU has decided to abandon the migration plans approved by the Board in October, 2005, and make every effort to move directly to a new Enterprise Resource Planning (ERP) System.

ISU has hired Eagle Consulting, Inc. to assist in creating a list of system requirements, an estimate of the total cost of ownership, and eventually, a Request for Proposal (RFP). It is anticipated that an RFP will be presented to the Board for approval at the June, 2006 meeting.

**IMPACT**

A four-year extension will allow ISU ample time to install a new Enterprise Resource Planning System.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff was included in discussions regarding the changes mentioned by the university in late January 2006. Because ISU has no control over the business decisions of companies, such as the current mainframe computer manufacturer, the university is somewhat dependent upon those external business decisions.

ISU's decision to not make a two-step migration process appears to be a sound business decision, and staff supports ISU's approach to use a consultant to create IT system requirements, in light of the additional time now available because of the vendor's decision to support the hardware until 2010. ISU expects to bring an RFP to the June 2006 Board meeting.

The attached management consulting services agreement has been provided by ISU for information only. The total cost of the agreement is \$49,300. No action by the Board is required.

**BOARD ACTION**

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

**MANAGEMENT CONSULTING SERVICES AGREEMENT**

This Management Consulting Services Agreement ("Agreement") is entered into between Idaho State University (ISU) and Eagle Consulting, Inc. (EC) as of and effective March 1, 2006 ("Effective Date").

**RECITALS**

A. **WHEREAS**, ISU desires to purchase certain Consulting Services (Services); and

B. **WHEREAS**, EC has the skills and expertise and wishes to provide the services described herein in accordance with the terms and conditions hereof;

**NOW, THEREFORE**, in consideration of the payments herein agreed to be made and the covenants and agreements herein contained, and for other good and valuable consideration, the receipt and sufficiency of all of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

1. **SERVICES**

Starting on the Effective Date, EC shall perform the services described in Exhibit A, Statement of Work.

2. **COST FOR SERVICES**

The total costs for Services are set forth in Exhibit B, Cost and Payment Schedule.

3. **TERMS, COVENANTS AND AGREEMENTS**

3.1 Term. This Agreement shall commence on the Effective Date and continue for a period of 3 months ending on May 31, 2006, unless sooner terminated pursuant to the provisions of Section 3.7 ("Termination").

3.2 Payment Terms. All payments, as identified in Exhibit B shall be due as described in Exhibit B, Cost and Payment Schedule. No invoice will be issued unless ISU requires an invoice for payment. In such case, not less than ten (10) days before the first day of each month during the Term of this Agreement, EC shall submit an invoice to ISU. Payment shall be due from the University to EC not later than the 1<sup>st</sup> day of the month following receipt of the invoice. Exhibit B sets forth the monthly amounts to be paid by the University for the Services.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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3.3 Confidentiality. To the extent permitted by law, ISU and EC shall treat each other's Confidential Information as proprietary. ISU and EC shall exercise due care to keep in strict confidence and not disclose Confidential Information to any individual other than its respective employees, who have a "need to know" in accordance with the performance obligations of EC and or ISU, as applicable, under this Agreement. For purposes hereof, "Confidential Information" shall mean personnel, student, software, business, customer, marketing, educational, financial and other non-public information, reports, or trade secrets relating to the business of EC or ISU, as applicable, and created or learned by ISU or EC, as applicable, in connection with the performance of the Services.

3.4 Indemnity. EC shall indemnify, defend and hold ISU, its trustees, directors, officers, employees, agents, successors and assigns harmless from any loss, cost, expense, damage, claim, liability, action and cause of action relating to or arising from, in whole or in part, its performance of Services and any breach by it of any provision, covenant, agreement, representation or promise in this Agreement.

3.5 Limitation on Liability, Representation, Insurance.

(a) EC shall not be liable for the performance of ISU staff, supervised and managed directly by ISU management, or by working in conjunction with EC professional staff during this engagement, except to the extent attributable to or caused by its negligence or misconduct.

(b) In light of (1) the prerogatives of ISU hereunder to assign priorities and allocate personnel; and (2) the limitation of EC's warranties hereunder as provided in Section 3.5(c), EC shall not be liable, whether contractually or in tort, for any consequential, special or indirect damages arising out of or in connection with this engagement.

(c) EC represents and warrants to ISU that all of its professional staff it assigns to perform work under this engagement shall be highly-skilled and competent to perform the services rendered in furtherance of this engagement and that they shall perform those to the highest professional standards. This is the only warranty made by EC with respect to the Services under this agreement and is in lieu of all other understandings and all warranties expressed, implied or statutory, as to the Services, including, but not limited to any warranty or merchantability or fitness for use for a particular purpose.

3.6 Taxes. This Agreement does not include charges for any sales or use tax that now, or in the future, may be deemed by a taxing authority to be applicable to the Services. In the event a taxing authority determines now or in the future that the Services are subject to such tax, EC shall invoice such taxes to ISU and ISU shall pay same simultaneously with the payment to which such taxes relate. In the event ISU is not subject to or liable for such taxes, ISU shall not be required to pay such

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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taxes, shall provide EC with the legal basis of such exemption and shall agree to indemnify EC with respect to the nonpayment by EC of any such taxes.

3.7 Termination This Agreement may be terminated by either party prior to May 31, 2006 for any reason, or for no reason at all, upon thirty days prior written notice to the other party. In the event of any such termination, neither party shall have any liability hereunder to the other after the effective date of termination except to the extent of liabilities and reasonable expenses arising prior to such termination.

**4. GENERAL PROVISIONS**

4.1 Severability. Each provision of this agreement shall be a separate and distinct covenant and, if declared illegal, unenforceable, or in conflict with any governing law, shall not affect the validity of the remaining portion of this Agreement.

4.2 Governing Law. This Agreement shall be governed by the laws of the State of Idaho.

4.3 Notice. Any notice required or permitted to be given to either party under this Agreement shall be effective upon personal delivery, three days after deposit in the United States mail, certified, return receipt requested, postage prepaid, or if by facsimile transmission, on written confirmation of receipt of such transmission, addressed as follows:

Notice to ISU:                   Randy Gaines  
  Campus Box 8037  
  921 South 8th  
  Pocatello, Idaho 83209

Notice to EC:                    John Slack  
  Executive Vice President  
  Eagle Consulting, Inc.  
  809 Bryan Tr.  
  New Lenox, IL 60451

4.4 Successors. Subject to Section 4.6, this Agreement and all future amendments shall be binding on both parties and their heirs, successors and assigns.

4.5 Entire Agreement; Amendments.

(a) This Agreement, together with the Exhibits A and B hereto which are hereby incorporated herein, embody the entire agreement and

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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understanding between the parties hereto and supersedes all prior understandings and agreements, whether written or oral, between the parties hereto relating to the subject matter hereof.

(b) This Agreement (including the Exhibits hereto) may not be amended or modified except in writing signed by the parties hereto.

4.6 Assignment and Delegation. This Agreement may not be assigned or delegated by either party without the prior written consent of the other party.

4.7 Counterparts. This Agreement may be extended in one or more counterparts, all of which when taken together shall constitute one and the same document.

**IN WITNESS WHEREOF**, the parties hereto have caused the execution of this Agreement as of the Effective Date.

**ISU:**

**Idaho State University**

By \_\_\_\_\_

David K. Buck, Director of Purchasing Services

**Eagle Consulting**

By \_\_\_\_\_

John Slack, Executive Vice President

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES  
APRIL 20-21, 2006**

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**Exhibit A**

**Statement of Work**

Please refer to: **Eagle Consulting Inc. Proposal Idaho State University For Request for Proposal Development Consulting Services** dated February 3, 2006. By reference, the entire proposal is incorporated into this contract.

**Exhibit B**

**Cost and Payment Schedule**

**Projected Costs**

Eagle Consulting understands that as a state-assisted university, ISU would prefer a fixed price quote. Therefore, Eagle will provide the above scope of services, up to 45 days at a fixed rate of \$49,300, including reasonable travel and living expenses. A down payment of \$24,500 is required at contract signing with the final payment of \$24,800 due June 1, 2006 upon delivery and acceptance of the finished RFP and total cost of ownership analysis.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 20-21, 2006**

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**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

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

**3. Acquisition of Personal Property and Services**

- a. Purchases of equipment, data processing software and equipment, and all contracts for consulting or professional services either in total or through time purchase or other financing agreements, between two hundred fifty thousand dollars (\$250,000) and five hundred thousand dollars (\$500,000) require prior approval by the executive director. The executive director must be expressly advised when the recommended bid is other than the lowest qualified bid. Purchases exceeding five hundred thousand dollars (\$500,000) require prior Board approval.
- b. Acquisition or development of new administrative software or systems that materially affect the administrative operations of the institution by adding new services must be reviewed with the executive director before beginning development. When feasible, such development will be undertaken as a joint endeavor by the four institutions and with overall coordination by the Office of the State Board of Education.

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**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS**  
**APRIL 20-21, 2006**

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**SUBJECT**

Alcohol Permits Approved by University Presidents

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies and Procedures, I.J.2.b.

**BACKGROUND**

In June of 2004, the State Board of Education adopted a new policy governing the use of alcohol on campus. The chief executive officer of each institution may waive the prohibition against possession or consumption of alcoholic beverages only as permitted by and in compliance 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.

**DISCUSSION**

The last update presented to the Board was at the October 2005 Board meeting. Since that meeting, Board staff has received 11 permits from Boise State University, 18 permits from Idaho State University, and 10 permits from the University of Idaho.

Board staff has prepared a brief listing of the permits issued for use from February 2006 through September 2006. It is attached for the Board's review.

**IMPACT**

N/A

**STAFF COMMENTS AND RECOMMENDATIONS**

State 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.

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**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS  
APRIL 20-21, 2006**

**APPROVED ALCOHOL SERVICE AT  
BOISE STATE UNIVERSITY**

**February 2006 – April 2006**

<b>EVENT</b>	<b>LOCATION</b>	<b>DATE (S)</b>
Author "Roland Smith"	SUB/Jordan AB	2/21/06
Idaho Environmental Education Association	SUB/Jordan D	03/03/06
Planning Dinner for Scholarship Event	SUB/Foote Rm	03/16/06
Vassily Primakov, Schumann – Boise Philharmonic	Morrison Center Main Hall	03/18/06
Ron White	Morrison Center Main Hall	03/22/06, 03/23/06
Special Olympics Bid Committee Reception	Allen Noble Hall of Fame	03/23/06
International Association of Assembly Managers	Morrison Center Main Hall	04/01/06
Friends of Bob and Tom	Morrison Center Main Hall	04/14/06
Spring Jam Concert	Taco Bell Arena	04/14/06
Fine Wine Tasting and Gourmet Dinner/Audition	Caven-Williams Sports Complex	04/21/06
Prokofiev Symphony 5 – Boise Philharmonic	Morrison Center Main Hall	04/22/06

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS  
APRIL 20-21, 2006**

<b>APPROVED ALCOHOL SERVICE AT IDAHO STATE UNIVERSITY</b>		
<b>May 2006 – September 2006</b>		
<b>EVENT</b>	<b>LOCATION</b>	<b>DATE (S)</b>
ISU Foundation Board Dinner	Stephens Performing Arts Center	03/02/06
President's Donor Recognition Dinner	Stephens Performing Arts Center	03/03/06
ISU Foundation Fundraiser	Stephens Performing Arts Center/Barbara Marshall Rotunda	03/10/06 & 03/30/06
Thorne/Wotlen Wedding	Stephens Performing Arts Center	03/18/06
Reception for Speaker Dr. Louis Fisher	Pi Sigma Alpha Alumni House	03/21/06
Idaho Business Leader of the Year Reception/Banquet	Stephens Performing Arts Center	03/23/06
Friends of Oboler Library Buffet/Dinner/Dance	Stephens Performing Arts Center – Rotunda	03/31/06
Reception for Speaker Dr. Richard Pious	Pi Sigma alpha Alumni House	04/06/06
Wedding & Reception	Stephens Performing Arts Center/Rotunda - Inner Circle	04/08/06
Mortar Board Initiation/Honors Program Celebration	Stephens Performing Arts Center – Rotunda	04/06/06 & 04/10/06
Dinner Honoring Congressman Butch Otter	Stephens Performing Arts Center	04/15/06
Dinner for Native American Awareness Week	Stephens Performing Arts Center	04/18/06
Idaho Society of Clinical Laboratory Scientists State Meeting	SUB/Middle Fork & Woodriver	04/27/06 & 04/28/06
Idaho State Alumni Association Board of directors Reception	Magnuson Alumni House	04/28/06
Journal Images Photo Slideshow & Reception	Stephens Performing Arts Center – Rotunda	04/29/06
Big Ski Directors Conference Reception	Magnuson Alumni House	06/14/06
Sports Hall of Fame Reception	Sports Medical Center	09/08/06
Idaho State Alumni Association Board of directors Reception	Magnuson Alumni House	09/21/06

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS  
APRIL 20-21, 2006**

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**APPROVED ALCOHOL SERVICE AT  
UNIVERSITY OF IDAHO**

**February 2006 - APRIL 2006**

<b>EVENT</b>	<b>LOCATION</b>	<b>DATE (S)</b>
Pritchard Art Gallery Art Auction/Fundraiser	Pritchard Art Gallery	02/17/06
Kappa Kappa Gamma 90 <sup>th</sup> Reunion	PE Building – Small Gym	03/04/06
Law “Natural Resources Initiative” Reception	UI Boise Water Center	03/15/06
After Hours/Employee Recreational Social	Idaho Commons Summit Room	04/07/06
Rocky Mountain Elk Foundation Banquet/Auction	Kibbie Dome	04/08/06
GPSA Annual Banquet and Awards	SUB Ballroom	04/12/06
Accounting Advisory Board	UI – Golf Course	04/20/06
Silver and gold Pre-game Event	Parking Lot 51 on UI campus	04/21/06
Dennis Erickson Golf Tournament/Fundraiser	UI – Golf Course	04/22/06
Chamber of Commerce After Hours	Amphitheater	04/27/06

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS**  
**APRIL 20-21, 2006**

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

**Idaho State Board of Education**

**GOVERNING POLICIES AND PROCEDURES**

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

**J. Use of Institutional Facilities and Services**

**June 2004**

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

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 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.

**CONSENT - INSTRUCTION, RESEARCH & STUDENT AFFAIRS**  
**APRIL 20-21, 2006**

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**SUBJECT**

Quarterly Report: Program Changes Approved by Executive Director

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND**

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

**DISCUSSION**

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

**IMPACT**

NA

**STAFF COMMENTS AND RECOMMENDATIONS**

Board staff offers no comments or recommendations.

**BOARD ACTION**

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

**CONSENT - INSTRUCTION, RESEARCH & STUDENT AFFAIRS  
APRIL 20-21, 2006**

**Academic Programs  
Approved by Executive Director  
December 2005 – March 2006**

<b>Boise State University</b>
Discontinuation of Communication, Training and Development B.A. degree
Addition of a Minor in Military Science
Name change of Dept. of Chemistry to Dept. of Chemistry and Biochemistry

<b>College of Southern Idaho</b>
Addition of an Associate of Arts in Special Education

<b>Idaho State University</b>
Addition of a Pre-Law emphasis within the Philosophy major
Addition of an Operations Management emphasis within the Bachelor of Business Administration
Addition of Emergency Medical Technician Post Technical Certificate within Paramedics program
Addition of a Philosophy and Religion minor within Philosophy program
Addition of a Ethics minor within Philosophy minor
Addition of a Minor in Pharmaceutical Sciences
Discontinue BS in Engineering Management
Discontinue BS in Engineering

<b>University of Idaho</b>
New Six Sigma Innovation and Design Certificate
College of Education – organizational structure to establish: <ul style="list-style-type: none"> <li>• Department of Adult, Career, and Technology Education (ACTE)</li> <li>• Department of Counseling and School Psychology, Special Education, and Educational Leadership (CASPEL)</li> <li>• Department of Curriculum and Instruction</li> <li>• Department of Health, Physical Education, Recreation and Dance (HPERD)</li> </ul>
Addition of Aquaculture minor within the Fisheries Program
New Fire Ecology, Management, and Technology Certificate

**Professional - Technical Education Programs  
Approved by Executive Director**

<b>Program Change</b>	<b>Institution</b>
Electronic Service Technologies – Modification to Electronic Service Technician Curriculum	<b>EITC</b>
Rename Office Technology Program to Business Information	<b>ISU</b>
Separate Web site Design and Mgmt from Office Technology Program and make an independent program	<b>ISU</b>
Inactivate the Electronics Technology Program	<b>NIC</b>
Modification of Technical Certificate curriculum offered in Computer Information Technology	<b>NIC</b>
Addition of Advanced Technical Certificate to Bookkeeping option of Business and Office Technology program	<b>NIC</b>
Addition of an 18-month Advanced Technical Certificate to Computer Information Technology	<b>NIC</b>
Expansion of curriculum in the Technical Certificate offered in the Law Enforcement Program	<b>NIC</b>
Inactivate three options in Computer Information Technology Program	<b>NIC</b>

**CONSENT - INSTRUCTION, RESEARCH & STUDENT AFFAIRS**  
**APRIL 20-21, 2006**

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

Idaho State Board of Education

**GOVERNING POLICIES AND PROCEDURES**

SECTION: III. POSTSECONDARY AFFAIRS

G. Program Approval and Discontinuance

October 2005

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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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