

**CONSENT AGENDA
DECEMBER 6-7, 2007**

TAB	DESCRIPTION	ACTION
1	BAHR-SECTION I BOISE STATE UNIVERSITY New Positions & Changes to Positions	Motion to approve
2	BAHR-SECTION I IDAHO STATE UNIVERSITY New Positions & Changes to Positions	Motion to approve
3	BAHR-SECTION I UNIVERSITY OF IDAHO New Positions & Reactivated Positions	Motion to approve
4	BAHR-SECTION II LEWIS-CLARK STATE COLLEGE Request for Fee Waiver Increase – 2 nd Reading - V.T.2.b - Waiver of Nonresident Tuition, Intercollegiate Athletics	Motion to approve
5	PPGAC - Alcohol Permits Issued By University Presidents	Information item
6	IRSA –Distribution of Advanced Opportunities Training Funds	Motion to approve

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**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

**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, Sections II.B. and II.G.1.b.

BACKGROUND

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

DISCUSSION

Boise State University requests approval to:

- Create seven (7) new faculty positions (7.0 FTE) supported by appropriated funds
- Create two (2) new professional staff positions (2.0 FTE) supported by appropriated funds; create six (6) new professional staff positions (6.0 FTE) supported by local funds; create six (6) new professional staff positions (5.41 FTE) supported by grant funds
- Create one (1) new classified position (1.0 FTE) supported by local funds; create two (2) new classified positions (2.0 FTE) supported by grant funds
- Increase the term on four (4) professional staff positions supported by local funds
- Delete two (2) professional staff positions (2.0FTE) supported by local funds

IMPACT

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

STAFF COMMENTS AND RECOMMENDATIONS

This request includes the conversion of five (5) adjunct faculty to special lecturer and seven (7) new positions under the Upward Bound program which received additional federal funding. Staff recommends approval.

BOARD ACTION

A motion to approve the request by Boise State for twenty-four (24) new positions (23.41 FTE); term, salary, FTE change to four (4) positions (4.0 FTE), and delete two (2) positions.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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NEW POSITIONS

Position Title	Assistant Professor, English Education
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$46,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	English Department
Duties and Responsibilities	Provide instruction in English Education.
Justification of Position	New position required to continue support of the English Writing Project and maintain the English teacher preparation program.

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	8/11/08
Salary Range	\$75,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Chemistry
Duties and Responsibilities	Provide instruction in Biomolecular/Biochemistry.
Justification of Position	New position needed for new Biomolecular PhD and Chemistry Masters programs.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/08
Salary Range	\$31,500
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	History
Duties and Responsibilities	Provide instruction in History.
Justification of Position	Ongoing initiative to convert adjunct faculty into permanent special lecturer positions to cover increase in class offerings.

Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/08
Salary Range	\$31,500
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Psychology
Duties and Responsibilities	Provide instruction in Psychology
Justification of Position	Ongoing initiative to convert adjunct faculty into permanent special lecturer positions to cover increase in class offerings.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/08
Salary Range	\$31,500
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Mathematics
Duties and Responsibilities	Provide instruction in Mathematics.
Justification of Position	Ongoing initiative to convert adjunct faculty into permanent special lecturer positions to cover increase in class offerings.

Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/08
Salary Range	\$31,500
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	English Department
Duties and Responsibilities	Provide instruction in English.
Justification of Position	Ongoing initiative to convert adjunct faculty into permanent special lecturer positions to cover increase in class offerings.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/08
Salary Range	\$31,500
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Physics
Duties and Responsibilities	Provide instruction in Physics.
Justification of Position	Ongoing initiative to convert adjunct faculty into permanent special lecturer positions to cover increase in class offerings.

Position Title	Manager, Custodial Services
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$50,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Facilities, Operations and Maintenance
Duties and Responsibilities	Administer, control, direct, organize and oversee custodial services division.
Justification of Position	Additional staff needed to provide administration for custodial services in an effort to improve quality of services and efficiency of operation.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Associate Director, Center for Teaching and Learning
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$65,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Center for Teaching & Learning
Duties and Responsibilities	Contribute to assessment of Center's programs; design, develop and implement programs for teaching assistants; plan and support programs and workshops.
Justification of Position	Demand for Center services has grown. Additional staff is needed to meet campus need for support and to continue the expansion of programs to foster excellence in teaching and learning.

Position Title	Assistant Coach, Women's Softball
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$33,000
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Recruit student athletes; teach on-field techniques; schedule; monitor academic programs, manage budget and conduct fundraising activities.
Justification of Position	Women's Softball program added in accordance with effort to meet gender equity requirements of Title IX. Assistant Coach position needed to round out current staff needs.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Manager, Trademark Licensing
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$45,000
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	General Counsel
Duties and Responsibilities	Administer the University's licensing program by authorizing the use of the University's name and logo; develop and implement programs.
Justification of Position	Additional staff needed to enhance the University image for internal and external customers and protect and ensure proper usage of the University's service marks, trademarks and verbiage.

Position Title	Grants Accountant
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$38,000
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Administrative Accounting
Duties and Responsibilities	Manage individual grant/contract agreements; prepare reports to sponsoring agencies; monitor compliance and research and provide information to researchers.
Justification of Position	Additional position required to manage increased workload in post-award research administration due to overall growth in research.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Director, Sponsored Projects Accounting
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$85,000
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Administrative Accounting
Duties and Responsibilities	Administer, control, direct, organize and supervise Sponsored Project Accounting; oversee information technology initiatives; ensure compliance ; maintain critical relationships.
Justification of Position	Growth in Sponsored Projects (Grants/Contracts) require additional managerial staff to ensure compliance and assist the University in achieving its strategic objectives related to growing research.

Position Title	Director, Parking/Transportation Services
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$60,000
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Public Safety, Risk Management and Transportation
Duties and Responsibilities	Provide leadership, planning, and administration of a comprehensive parking and transportation department.
Justification of Position	Reorganization of Planning and Finance Unit requires a new managerial position in the unit.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Project Manager, Facilities
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$46,904
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Architectural and Engineering Services
Duties and Responsibilities	Provide project management, and architectural and engineering services for small and/or delegated projects; represent the University on larger projects that are managed by the Division of Public Works.
Justification of Position	Additional staff needed to support dramatic growth of projects such as remodeling, maintenance, and new buildings.

Position Title	Educational Specialist
Type of Position	Professional
FTE	.83 FTE
Term of Appointment	10 Months
Effective Date	1/1/2008
Salary Range	\$31,000
Funding Source	Grant
New or Reallocation	New
Area/Department of Assignment	Upward Bound
Duties and Responsibilities	Advise and provide opportunities to low income, first-generation students to be successful in a secondary school; provide technical assistance in college admissions, financial aid and scholarships.
Justification of Position	Additional federal funding awarded to Upward Bound program allows for expansion of program; additional staff needed to support programs at Borah High School and South Junior High.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Educational Specialist
Type of Position	Professional
FTE	.83 FTE
Term of Appointment	10 Months
Effective Date	1/1/2008
Salary Range	\$31,000
Funding Source	Grant
New or Reallocation	New
Area/Department of Assignment	Upward Bound
Duties and Responsibilities	Advise and provide opportunities to low income, first-generation students to be successful in a secondary school; provide technical assistance in college admissions, financial aid and scholarships.
Justification of Position	Additional federal funding awarded to Upward Bound program allows for expansion of program; additional staff needed to support programs at Capital High School and Fairmont Junior High.

Position Title	Educational Specialist
Type of Position	Professional
FTE	.83 FTE
Term of Appointment	10 Months
Effective Date	1/1/2008
Salary Range	31,000
Funding Source	Grant
New or Reallocation	New
Area/Department of Assignment	Upward Bound
Duties and Responsibilities	Advise and provide opportunities to low income, first-generation students to be successful in a secondary school; provide technical assistance in college admissions, financial aid and scholarships.
Justification of Position	Additional federal funding awarded to Upward Bound program allows for expansion of program; additional staff needed to support programs for Meridian Middle and High School.

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Position Title	Assistant Director, Upward Bound
Type of Position	Professional
FTE	.96 FTE
Term of Appointment	11.5 Months
Effective Date	1/1/2008
Salary Range	\$45,000
Funding Source	Grant
New or Reallocation	New
Area/Department of Assignment	Upward Bound
Duties and Responsibilities	Assist Project Director in providing leadership, coordination and supervision of program.
Justification of Position	Additional federal funding awarded to Upward Bound program allows for expansion of program; additional staff needed to administer programs for Boise and Meridian.

Position Title	Assistant Director, Upward Bound
Type of Position	Professional
FTE	.96 FTE
Term of Appointment	11.5 Months
Effective Date	1/1/2008
Salary Range	\$45,000
Funding Source	Grant
New or Reallocation	New
Area/Department of Assignment	Upward Bound
Duties and Responsibilities	Assist Project Director in providing leadership, coordination and supervision of program.
Justification of Position	Additional federal funding awarded to Upward Bound program allows for expansion of program; additional staff needed to administer programs for Canyon and Owyhee Counties.

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Position Title	Site Manager, STAR Program
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$45,000
Funding Source	Grant
New or Reallocation	New
Area/Department of Assignment	Center for Workforce Training - STAR Motorcycle Safety Training Program
Duties and Responsibilities	Responsible for statewide training sites; ensure sites are ready for sessions, supervise local site managers, oversee motorcycle fleet maintenance;supervise third-party skills testers.
Justification of Position	Growth of program requires increased instructors, locations and associated administrative staff.

Position Title	Management Assistant
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$30,472
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Vice President Finance & Administration
Duties and Responsibilities	Provide additional support in a variety of administrative duties that will free administrators and better leverage their time.
Justification of Position	Additional professional staff and increased unit workload due to division growth and new university initiatives. A part-time temporary position was deleted to create this full-time permanent position.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Financial Technician
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$24,232
Funding Source	Grant
New or Reallocation	New
Area/Department of Assignment	Upward Bound
Duties and Responsibilities	Analyze, research, forecast, and reconcile complex financial documents; ensure compliance with laws, rules, and policies.
Justification of Position	Additional federal funding awarded to Upward Bound program allows for expansion of program; additional financial support needed to ensure program integrity.

Position Title	Office Services Supervisor 1
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/2008
Salary Range	\$25,605
Funding Source	Grant
New or Reallocation	New
Area/Department of Assignment	Upward Bound
Duties and Responsibilities	Supervise office support unit; hire, train and evaluate support staff; plan, coordinate, and oversee day-to-day operations; perform a wide variety of administrative support functions.
Justification of Position	Additional federal funding awarded to Upward Bound program allows for expansion of program; additional administrative support needed due to growth of program.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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CHANGE IN POSITIONS

Position Title	Assistant Coach, Women's Tennis
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	Change from 9 Months to 12 Months
Effective Date	1/1/2008
Salary Range	Change from \$20,639 to \$27,515
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Recruit student athletes; teach on-field techniques; schedule; monitor academic programs, manage budget and conduct fundraising activities.
Justification of Position	Year-round position needed to adequately maintain program.

Position Title	Teacher
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	Change from 9 Months to 12 Months
Effective Date	1/1/2008
Salary Range	Change from \$12,053 to \$16,071
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Childrens Center
Duties and Responsibilities	Plan and execute activities designed to promote social, emotional, creative, physical and intellectual growth in children.
Justification of Position	Year-round position needed to provide adequate service.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Teacher
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	Change from 9 Months to 12 Months
Effective Date	1/1/2008
Salary Range	Change from \$12,053 to \$16,071
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Childrens Center
Duties and Responsibilities	Plan and execute activities designed to promote social, emotional, creative, physical and intellectual growth in children.
Justification of Position	Year-round position needed to provide adequate service.

Position Title	Coordinator, Injury Prevention and Care
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	Change from 10 Months to 12 Months
Effective Date	1/1/2008
Salary Range	Change from \$29,619 to \$35,550
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Campus Recreation
Duties and Responsibilities	Responsible for day-to-day management of Rec Response and Massage programs; assist in the development of risk management policies and training protocols.
Justification of Position	Additional FTE required to provide services during the summer months for stronger program planning and preparation due to program growth.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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DELETED POSITIONS

Position Title	Head Coach, Women's Skiing
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/08
Salary Range	Less \$40,019
Funding Source	Local
New or Reallocation	n/a
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Recruit student athletes; teach on-field techniques; schedule; monitor academic programs, manage budget and conduct fundraising activities.
Justification of Position	Women's skiing program suspended; women's swimming program adopted in its place.

Position Title	Assistant Coach, Women's Skiing
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	1/1/08
Salary Range	Less \$19,843
Funding Source	Local
New or Reallocation	n/a
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Recruit student athletes; teach on-field techniques; schedule; monitor academic programs, manage budget and conduct fundraising activities.
Justification of Position	Women's skiing program suspended; women's swimming program adopted in its place.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

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
DECEMBER 6-7, 2007**

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II.HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: G.Policies Regarding Faculty (Institutional Faculty Only)October 2002

G. Policies Regarding Faculty (Institutional Faculty Only)

1. Letters of Employment

- b. Term of Appointment - All non-tenured faculty employees have fixed terms of employment. No contract of employment with such an employee may exceed one (1) year without the prior approval of the Board. Employment beyond the contract period may not be legally presumed. Reappointment of a faculty employment contract is subject solely to the discretion of the chief executive officer of the institution, and, where applicable, of the Board.

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

SUBJECT

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

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections II.B. and II.G.1.b.

BACKGROUND

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

DISCUSSION

Idaho State University requests approval to:

- Create one (1) new faculty position (1.0 FTE) supported by appropriated funds reallocation
- Create two (2) new professional staff position (2.0 FTE) supported by local funds
- Create one (1) new classified position (1.0 FTE) supported by appropriated funds reallocation; and create one (1) new classified position (1.0 FTE) supported by local funds
- Increase the FTE on one (1) professional staff position to .80 FTE, supported by local and grant funds; increase the FTE to 1.0 on three (3) classified positions, supported by appropriated funds reallocation

IMPACT

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

STAFF AND COMMENTS AND RECOMMENDATIONS

This request includes the addition of various classified and non-classified positions and the increase of positions to full-time. Staff recommends approval.

BOARD ACTION

A motion to approve the request by Idaho State University for five (5) new positions (5.0 FTE); to increase the FTE on one (1) professional staff position to .80 FTE; and to increase the FTE on three (3) classified positions to 1.0 FTE each.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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NEW POSITIONS

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	9 month
Effective Date	December 10, 2007
Salary Range	\$50,000.00
Funding Source	Appropriated Funds
New or Reallocation	Department reallocation
Area/Department of Assignment	Nursing
Duties and Responsibilities	Teach classes in the Baccalaureate Nursing Program (BSN).
Justification of Position	Additional faculty support necessitated by increase of 70 students added to BSN Program.

Position Title	Instructional Technologist
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	December 10, 2007
Salary Range	\$32,000.00
Funding Source	Local Funds
New or Reallocation	New – indirect costs recovery
Area/Department of Assignment	Biological Sciences
Duties and Responsibilities	Provide technology expertise and support to faculty in the development and teaching of biomedical science courses for the online environment.
Justification of Position	To provide additional technical support for the increasing number of students and programs in biomedical related professions.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Assistant Director of Marketing & Promotions
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	December 10, 2007
Salary Range	\$24,000.00
Funding Source	Local Funds
New or Reallocation	Department reallocation
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Develop comprehensive marketing and promotions program to increase attendance, revenue, and support for athletic programs; coordinate the marketing of athletics through the use of media markets; assist in coordinating the Bengal Sports Corporate Partner program, designed to increase revenue through a variety of avenues.
Justification of Position	To provide support for fundraising efforts within the department.

Position Title	IT Support Technician
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	December 10, 2007
Salary Range	\$27,102.00
Funding Source	Appropriated Funds
New or Reallocation	Department reallocation
Area/Department of Assignment	Computer Information Systems, College of Business
Duties and Responsibilities	Provide support for College of Business faculty computers and classroom technology as well as technical support for College of Business web site.
Justification of Position	The duties of this position have been previously performed by temporary, part-time employees. Adding this position will provide full-time, ongoing support for continuity between semester and during summer hours.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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Position Title	Office Specialist 2
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	December 10, 2007
Salary Range	\$20,000.00
Funding Source	Local Funds
New or Reallocation	New – ISU Foundation funding
Area/Department of Assignment	Development Office, ISU Foundation
Duties and Responsibilities	Provide general office support/clerical functions.
Justification of Position	To provide additional clerical support due to increased workload.

CHANGE IN POSITIONS

Position Title	Project Case Manager (PCN 1261)
Type of Position	Non-Classified
FTE	change from .50 FTE to .8 FTE
Term of Appointment	12 month
Effective Date	December 10, 2007
Salary Range	change from \$28,724.80 to \$45,959.68
Funding Source	Grant Funds (67%) and Local Funds (30%)
New or Reallocation	New – Local funds from patient fees
Area/Department of Assignment	Family Medicine
Duties and Responsibilities	Work closely with inpatient service and Transition of Care Program to assure access to appropriate services, with particular attention to those patients from vulnerable populations; maintain collaborative relationships with Tribal Health social services and Health West; and have case management responsibilities in the Transition Care clinic.
Justification of Position	To provide support for transitioning patients from Portneuf Medical Center (PMC) to Skilled Nursing Facilities (SNF).

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

Position Title	Administrative Assistant 2 (PCN 3719)
Type of Position	Classified
FTE	change from .52 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	December 10, 2007
Salary Range	change from \$17,330.04 to \$33,327.00
Funding Source	Appropriated Funds
New or Reallocation	Department reallocation
Area/Department of Assignment	College of Business
Duties and Responsibilities	Administration of the MBA program, including planning, coordinating meetings with faculty, and student management.
Justification of Position	Since the MBA director has left ISU and has not been replaced, this position will provide full-time clerical support for the MBA Program.

Position Title	Library Assistant 1 (PCN 1559)
Type of Position	Classified
FTE	change from .50 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	December 10, 2007
Salary Range	change from \$12,292.80 to \$24,585.60
Funding Source	Appropriated Funds
New or Reallocation	Department reallocation
Area/Department of Assignment	Library
Duties and Responsibilities	Respond to basic requests for records information; provide basic instruction to campus department records officers on storage and retrieval of files; perform basic database searches; review records and verify accuracy of information; correct errors; enter and retrieve data in the Records Management database.
Justification of Position	To provide additional support for records management. The duties of this position have been previously performed by a temporary, part-time employee.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

Position Title	Office Specialist 2 (PCN 3111)
Type of Position	Classified
FTE	change from .75 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	December 10, 2007
Salary Range	change from \$16,269.60 to \$22,172.80
Funding Source	Appropriated Funds
New or Reallocation	Department reallocation of temporary help budget
Area/Department of Assignment	Biological Sciences
Duties and Responsibilities	Provide general office support functions, including travel authorizations, scheduling workshops, reception, computing skills, etc.
Justification of Position	To provide additional clerical support due to increased workload.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

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
DECEMBER 6-7, 2007**

(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.)

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES
Subsection: G.Policies Regarding Faculty (Institutional Faculty Only) October 2002

G. Policies Regarding Faculty (Institutional Faculty Only)

1. Letters of Employment

b. Term of Appointment - All non-tenured faculty employees have fixed terms of employment. No contract of employment with such an employee may exceed one (1) year without the prior approval of the Board. Employment beyond the contract period may not be legally presumed. Reappointment of a faculty employment contract is subject solely to the discretion of the chief executive officer of the institution, and, where applicable, of the Board.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

**INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO**

SUBJECT

A request by the University of Idaho for the approval of five (5) new positions and three (3) position reactivations

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Polices & Procedures Sections II.B.3 and II.G.1.b

BACKGROUND

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

DISCUSSION

The University of Idaho requests approval to:

- Create five (5) new positions supported by appropriated, auxiliary, and local funds
- Reactivations of three (3) positions deleted from EIS and still in FY08 original budget

IMPACT

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

STAFF COMMENTS AND RECOMMENDATIONS

This request includes five (5) faculty positions, two (2) classified staff, and an exempt position. Staff recommends approval.

BOARD ACTION

A motion to approve the request by the University of Idaho to establish five (5) new positions and reactivate three (3) positions, all supported by appropriated, auxiliary, and local funds.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 (1560 hours/year)
Term of Appointment	Academic Year
Effective Date	August 1, 2008
Salary Range	\$50,003.20 – \$55,016.00
Funding Source	Appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	College of Letters, Arts, & Social Sciences/Psychology & Communication Studies
Duties	Responsible for research and instruction
Justification	Faculty needed to teach industrial & organizational psychology

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 (1560 hours/year)
Term of Appointment	Academic Year
Effective Date	August 1, 2008
Salary Range	\$45,905.60 – \$47,902.40
Funding Source	Appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	College of Letters, Arts, & Social Sciences/Philosophy
Duties	Responsible for research and instruction
Justification	Faculty needed to teach course for the Professional Ethics Blue Ribbon Initiative

Position Title	Financial Technician
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	January 1, 2008
Salary Range	\$26,535.60
Funding Source	Auxiliary funds
New or Reallocation	Reactivation of PCN 6282 (exists in FY08 budget)
Area/Department of Assignment	Student Affairs
Duties	Responsible for financial assistance for ASUI area
Justification	Position was vacant for over 12 months due to failed searches

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

Position Title	Instructor
Type of Position	Faculty
FTE	1.0 (1560 hours/year)
Term of Appointment	Academic Year
Effective Date	August 1, 2008
Salary Range	\$28,184.00
Funding Source	Appropriated funds
New or Reallocation	Reactivation of PCN 0815 (exists in FY08 budget)
Area/Department of Assignment	College of Agricultural and Life Sciences/Bio & Ag Engineering
Duties	Responsible for instruction in the department Bio & Ag Engineering
Justification	Faculty needed for ASM courses
Position Title	Licensing Associate
Type of Position	Exempt
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	January 1, 2008
Salary Range	\$75,004.80
Funding Source	Local funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	University Research Office/Technology Transfer Office
Duties	Responsible for management and administration of intellectual property portfolio
Justification	Position needed to identify and market potential patents
Position Title	Senior Instructor
Type of Position	Faculty
FTE	1.0 (1560 hours/year)
Term of Appointment	Academic Year
Effective Date	March 1, 2008
Salary Range	\$50,003.20
Funding Source	Appropriated and local funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	College of Agricultural and Life Sciences/Agriculture and Extension Education
Duties	Responsible for instruction and outreach service
Justification	Faculty needed to teach undergrad courses

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

Position Title	Senior Instructor
Type of Position	Faculty
FTE	1.0 (1560 hours/year)
Term of Appointment	Academic Year
Effective Date	August 1, 2008
Salary Range	\$45,198.40
Funding Source	Appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	College of Science/Chemistry
Duties	Responsible for instruction
Justification	Faculty needed for the chemistry program

Position Title	Team Cleaning Specialist
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	January 1, 2008
Salary Range	\$22,360.00
Funding Source	Auxiliary funds
New or Reallocation	Reactivation of PCN 6353 (exists in FY08 budget)
Area/Department of Assignment	Student Affairs
Duties	Responsible for cleaning in the Student Union Building
Justification	Position was vacant for over 12 months due to failed searches

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

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

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- (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
DECEMBER 6-7, 2007**

(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.)

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES
Subsection: G. Policies Regarding Faculty (Institutional Faculty Only) October 2002

G. Policies Regarding Faculty (Institutional Faculty Only)

1. Letters of Employment

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**CONSENT - BUSINESS AFFAIRS AND HUMAN RESOURCES
DECEMBER 6-7, 2007**

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

SUBJECT

Second reading for Lewis-Clark State College request to increase the number of fee waivers for intercollegiate athletics from 70 to 110

REFERENCE

August 2006 Board approved first reading of proposed policy amendment

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections V.T.2.b.

BACKGROUND

At the August 2006 Board meeting, Lewis-Clark State College (LCSC) requested 40 additional athletic out-of-state waivers to assist in keeping the athletic department competitive with other schools in its conference and the National Association of Intercollegiate Athletics.

DISCUSSION

There are no changes between the first and second readings.

Lewis-Clark State College's current offering of ten 10 intercollegiate sports have developed and grown; and it has become apparent that additional out-of-state waivers are an area of need. The additional 40 waivers would bring LCSC ratio of waivers for athletes to approximately 67%.

IMPACT

The addition of 40 out-of-state waivers will allow LCSC athletics to continue to be competitive with its current offerings of intercollegiate sports. In addition, it will give LCSC the flexibility to add women's track in the future, and help with Title IX compliance.

STAFF COMMENTS AND RECOMMENDATIONS

Staff recommends approval.

BOARD ACTION

A motion to approve the second reading of the amendment to Board policy V.T.2.b - Waiver of Nonresident Tuition, Intercollegiate Athletics.

Moved by _____ Seconded by _____ Carried Yes ___ No ___

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: V. FINANCIAL AFFAIRS
Subsection: T. Fee Waivers

April 2002

T. Fee Waivers

2. Waiver of Nonresident Tuition

Nonresident tuition may be waived for the following categories:

b. Intercollegiate Athletics

For the purpose of improving competitiveness in intercollegiate athletics, the universities are authorized up to two hundred twenty-five 225 waivers per semester and, Lewis-Clark State College is authorized up to seventy 110 waivers per semester. The institutions are authorized to grant additional waivers, not to exceed ten percent (10%) of the above waivers, to be used exclusively for post-eligibility students.

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
DECEMBER 6-7, 2007**

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

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 June 2007 Board meeting. Since that meeting, Board staff has received 35 permits from Boise State University, 16 permits from Idaho State University, 1 permit from Lewis-Clark State College, and 7 from University of Idaho.

Board staff has prepared a brief listing of the permits issued for use from August 2007 through October 2007. The list is attached for the Board's review.

IMPACT

N/A

ATTACHMENTS

BSU permits	page 3
ISU permits	page 5
LCSC permits	page 7
UI permits	page 9
Governing Policies and Procedures Section I.J.2.	page 11

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
DECEMBER 6-7, 2007**

**APPROVED ALCOHOL SERVICE AT
BOISE STATE UNIVERSITY**

August 2007 – January 2008

EVENT	LOCATION	DATE (S)
Intercollegiate Athletics	Plaza of Keith & Catherine Stein Band Hall	08/30/2007
Beyonce'	Taco Bell Arena	09/10/2007
Distinguished Alumni Awards Ceremony	Hatch Ballroom	09/12/2007
Idaho Dental Hygienists Dinner	Morrison Center	09/14/2007
Corporate & VIP Hospitality	Plaza of Keith & Catherine Stein Band Hall	09/15/2007
2007 Statewide Nonprofit Conference	Jordan & Hatch Ballrooms	09/21/2007
Corporate & VIP Hospitality	Plaza of Keith & Catherine Stein Band Hall	09/27/2007
Montana Skies	Morrison Center Main Stage	09/28/2007
Boise Philharmonic	Morrison Center Main Hall	09/29/2007
Frank Church Conference & Dinner	Lookout Room	10/03/2007
Annual Board Mtg. Banquet	Barnwell Room	10/04/2007
Corporate & VIP Hospitality	Plaza of Keith & Catherine Stein Band Hall	10/07/2007
WYNONNA	Morrison Center Main Hall	10/11/2007
Bob & Tom Comedy Show	Morrison Center Main Hall	10/13/2007
Corporate & VIP Hospitality	Plaza of Keith & Catherine Stein Band Hall	10/14/2007
Neil Young	Morrison Center Main Hall	10/18/2007

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
DECEMBER 6-7, 2007**

EVENT	LOCATION	DATE (S)
Boise Philharmonic	Morrison Center Main Hall	10/20/2007
Environmental Sensing Symposium	SUB Jordan D	10/25/2007
Carmen	Morrison Center Main Hall	10/27/2007
SPAMALOT	Morrison Center Main Hall	10/30-11/01/2007
SPAMALOT	Morrison Center Main Hall	11/02-03/2007
Corporate & VIP Hospitality	Plaza of Keith & Catherine Stein Band Hall	11/03/2007
Northwest Directors Conference	Student Union	11/09/2007
Chris Botti	Morrison Center Main Hall	11/14/2007
Investment Strategy Hour	Allen Noble Hall of Fame	11/14/2007
Boise Philharmonic	Morrison Center Main Hall	11/17/2007
Corporate & VIP Hospitality	Plaza of Keith & Catherine Stein Band Hall	11/17/2007
Mannheim Steamroller	Taco Bell Arena	11/20/2007
Billy Joel	Taco Bell Arena	11/26/2007
Dane Cook, Comedian	Taco Bell Arena	11/30/2007
Tori Amos	Morrison Center Main Hall	11/30/2007
Nutcracker	Morrison Center Main Hall	12/14-15/2007
Riverdance	Morrison Center Main Hall	01/14-16/2008
Boise Philharmonic	Morrison Center Main Hall	01/26/2008
Peter Pan	Morrison Center Main Hall	01/31/2008

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
DECEMBER 6-7, 2007**

**APPROVED ALCOHOL SERVICE AT
IDAHO STATE UNIVERSITY**

August 2007 – December 2007

EVENT	LOCATION	DATE (S)
Anniversary Celebration	Bennion Student Union	09/20/2007
Moffatt Thomas Law Firm Dinner	Promenade-Performing Arts Center	09/28/2007
Alumni Art Show	Transition Art Gallery	09/24/2007
ISU Foundation Board Dinner	Stephen's Performing Arts Center	10/04/2007
School of Nursing Class Reunion	Performing Arts Rotunda	10/06/2007
Symphony	Stephen's Performing Arts Center	10/17/2007
Anniversary Celebration	Bennion Student Union	10/18/2007
Legislative Dinner	Bennion Promenade	11/06/2007
ISU Library Retreat/Social	Alumni House	11/09/2007
Health Care Reception	Stephen's Performing Arts Center	11/13/2007
Harvest Moon Gala	Stephen's Performing Arts Center	11/16/2007
Festival of Trees	Stephen's Performing Arts Center	11/27/2007
Rendezvous Journal	Alumni House	11/30/2007
Festival of Trees	Stephen's Performing Arts Center	12/01/2007
Frank Farnsworth Employee Christmas Party	Stephen's Performing Arts Center	12/08/2007
College of Engineering Retirement Party	Alumni House	12/13/2007

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**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
DECEMBER 6-7, 2007**

**APPROVED ALCOHOL SERVICE AT
LEWIS-CLARK STATE COLLEGE**

October 2007

EVENT	LOCATION	DATE (S)
Winter Revels Holiday Party- LCSC Employee Gathering	Student Union Bldg.	12/07/2007

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**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
DECEMBER 6-7, 2007**

**APPROVED ALCOHOL SERVICE AT
University of Idaho**

October 2007 – November 2007

EVENT	LOCATION	DATE (S)
Elk Bugling: An Exploration of Elk	UI McCall Field Campus	10/06/2007
Board of Director's Meeting	Bogeys & Commons	10/10-11/2007
President's Reception	Commons Whitewater	10/16/2007
College of Law Homecoming Reception	College of Law Foyer	10/12/2007
Vandalfest	Kibbie North Lawn	10/12/2007
UI Foundation Reception	Pritchard Art Gallery	11/01/2007
Pillars of Excellence	SUB Ballroom	11/02/2007

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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.

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CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS
DECEMBER 6-7, 2007

SUBJECT

Distribution of \$500,000 for Advanced Opportunities Training

APPLICABLE STATUTE, RULE, OR POLICY

- IDAPA 08.02.03.106 Rules Governing Thoroughness - Advanced Opportunities Effective July 1, 2008
- Senate Bill 1235 – Public Schools Appropriation, Section 6

BACKGROUND

There was \$500,000 appropriated in the FY2008 Public School budget for training teachers to effectively provide advanced learning opportunities. The allocation of the funds was to be determined jointly by the State Board of Education and the Superintendent of Public Instruction. Dr. Val Schorzman from the Department of Education developed a distribution plan for the funds and provided it to the State Board of Education staff.

ATTACHMENTS

Attachment 1 – Allocation Plan

Page 3

STAFF COMMENTS AND RECOMMENDATIONS

Staff reviewed the plan and determined that it meets the qualifications. The Department of Education and the Office of the State Board of Education will work together to develop a plan for future distribution of Advanced Opportunities appropriation.

BOARD ACTION

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

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STATE DEPARTMENT OF EDUCATION

P.O. BOX 83720
BOISE, IDAHO 83720-0027

TOM LUNA
STATE SUPERINTENDENT
PUBLIC INSTRUCTION

Memorandum

To: Superintendents, Finance Directors, Principals, Special Education
Directors, G/T Coordinators, AP Coordinators
From: Dr. Valerie Schorzman
Subject: Advanced Learning Opportunities Funding
Date: April 18, 2007

Funding Available July 1, 2007-June 30, 2008

Purpose:

The 59th Legislature in Senate Bill number 1235, Section 6, in accordance with IDAPA 08.02.03, has allocated \$500,000, which will be distributed to train teachers to provide advanced learning opportunities (College Board Advanced Placement, pre-Advanced Placement, International Baccalaureate, Tech Prep, and concurrent enrollment with colleges or universities) for students. As many of the Advanced Placement institutes, and other advanced opportunity conferences are held in the summer, it is imperative that the information on the availability of the funding be disseminated in the spring for districts to plan for summer advanced learning opportunity training for teachers.

Distribution to Districts and Charter Schools for Advanced Learning Opportunities:

Using the senior count total from the state for the 2006-2007 school year, the money will be divided at an equitable rate among all districts. All districts and all charter schools will receive a minimum of \$500. The intent of Advanced Opportunities is to focus on raising the rigor of courses offered in high school. The senior count is used in the formula, as the definition of a high school is a school with grade 12.

Elementary districts and charters will be provided a minimum of \$500. Research has shown that in order for high school students to be ready to take and succeed in higher level course work, students must be prepared. By training lower-grade teachers in pre-Advanced Placement, vertical alignment of curriculum and raising the level of rigor in lower grade courses, students will be better prepared for high school advanced opportunities.

Training Opportunities: (Funding Available for Training Beginning July 1, 2007)

The following web sites list training in advanced opportunities for teachers:

Advanced Placement Institutes, Pre-Advanced Placement Institutes, Vertical Teaming Institutes, On-line Training Institutes

<http://apcentral.collegeboard.com/apc/public/teachers/34486.html>

Concurrent Enrollment Conference

www.nnu.edu/concurrentcredit

Tech Prep Information

<http://www.ptc.state.id.us/techprep/tphome.htm>

International Baccalaureate Information

<http://www.ibo.org/>

Form on-Line

The blank budget form is available on-line on the G/T website

www.sde.idaho.gov/giftedtalented on the Funding Sources page.

To access the form, click on “**G/T Training Grant Advanced Opportunities.**” You have the option of completing the budget form on-line or downloading the form and faxing it to the SDE. (Fax 208-334-4664)

To complete the budget form on-line, download the file, complete the form. Then save it with a file format name, such as 08GTAPxxx (where xxx is your three digit district number). Once completed, save the original and e-mail the budget form as an attachment to VJSchorzman@sde.idaho.gov. If you are NOT filling out the form on-line, print the form, complete, and fax to 208-334-4664. *The information requested on the budget form concerning the Advanced Opportunity training teachers will attend is for State Department of Education information. Filling out and submitting the form is not required to receive funding.*

If you have questions concerning the G/T Training Grant, do not hesitate to call Dr. Val Schorzman at 208-332-6920 or e-mail VJSchorzman@sde.idaho.gov . You may also contact Administrative Assistant, Cheryl Kary at 208-332-6913 or e-mail CMKary@sde.idaho.gov .

**Gifted / Talented
2007-2008 Advanced Opportunity Training Distribution**

School District / Charter School	2006-2007 Grade 12 Fall Enrollment	Distribution
001 Boise Independent	1,916	\$50,700.00
002 Meridian Joint	1,931	51,093.00
003 Kuna Joint	221	5,848.00
011 Meadows Valley	24	635.00
013 Council	26	688.00
021 Marsh Valley Joint	120	3,175.00
025 Pocatello	853	22,572.00
033 Bear Lake County	119	3,149.00
041 St. Maries Joint	77	2,038.00
044 Plummer / Worley Joint	24	635.00
052 Snake River	130	3,440.00
055 Blackfoot	289	7,647.00
058 Aberdeen	55	1,455.00
059 Firth	66	1,746.00
060 Shelley Joint	150	3,969.00
061 Blaine County	197	5,213.00
071 Garden Valley	15	500.00 *
072 Basin	29	767.00
073 Horseshoe Bend	31	820.00
083 West Bonner County	129	3,414.00
084 Lake Pend Oreille	355	9,394.00
091 Idaho Falls	817	21,619.00
092 Swan Valley Elementary	1	500.00 *
093 Bonneville Joint	625	16,538.00
101 Boundary County	121	3,202.00
111 Butte County	38	1,006.00
121 Camas County	18	500.00 *
131 Nampa	800	21,169.00
132 Caldwell	292	7,727.00
133 Wilder	28	741.00
134 Middleton	165	4,366.00
135 Notus	23	609.00
136 Melba Joint	63	1,667.00
137 Parma	64	1,694.00
139 Vallivue	317	8,388.00
148 Grace Joint	40	1,058.00
149 North Gem	17	500.00 *
150 Soda Springs Joint	74	1,958.00
151 Cassia County Joint	320	8,468.00
161 Clark County Joint	21	556.00
171 Orofino Joint	100	2,646.00
181 Challis Joint	43	1,138.00
182 Mackay Joint	23	609.00
191 Prairie Elementary	0	500.00 *
192 Glenns Ferry Joint	50	1,323.00
193 Mountain Home	213	5,636.00
201 Preston Joint	219	5,795.00
202 West Side Joint	46	1,217.00
215 Fremont County Joint	147	3,890.00
221 Emmett Independent	230	6,086.00
231 Gooding Joint	90	2,382.00
232 Wendell	69	1,826.00
233 Hagerman Joint	39	1,032.00
234 Bliss Joint	10	500.00 *
242 Cottonwood Joint	39	1,032.00
243 Salmon River Joint	10	500.00 *
244 Mountain View	72	1,905.00
251 Jefferson County Joint	292	7,727.00
252 Ririe Joint	50	1,323.00
253 West Jefferson	63	1,667.00
261 Jerome Joint	186	4,922.00
262 Valley	41	1,085.00
271 Coeur d' Alene	885	23,418.00
272 Lakeland	362	9,579.00
273 Post Falls	307	8,124.00
274 Kootenai Joint	17	500.00 *
281 Moscow	194	5,133.00
282 Genesee Joint	24	635.00
283 Kendrick Joint	18	500.00 *
285 Potlatch	50	1,323.00
287 Troy	30	794.00
288 Whitepine Joint	21	556.00

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District (final VO)

* Increased Fall Enrollment distribution to meet minimum of \$500.00 per district.

TAB 6 Page 5

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Gifted / Talented
2007-2008 Advanced Opportunity Training Distribution

School District / Charter School	2006-2007 Grade 12 Fall Enrollment	Distribution
291 Salmon	86	2,276.00
292 South Lemhi	7	500.00 *
302 Nezperce Joint	19	503.00
304 Kamiah Joint	38	1,006.00
305 Highland Joint	16	500.00 *
312 Shoshone Joint	32	847.00
314 Dietrich	11	500.00 *
316 Richfield	17	500.00 *
321 Madison	379	10,029.00
322 Sugar-Salem Joint	88	2,329.00
331 Minidoka County Joint	267	7,065.00
340 Lewiston Independent	402	10,637.00
341 Lapwai	32	847.00
342 Culusac Joint	20	529.00
351 Oneida County	84	2,223.00
363 Marsing Joint	41	1,085.00
364 Pleasant Valley Elementary	6	500.00 *
365 Bruneau-Grand View Joint	30	794.00
370 Homedale Joint	97	2,567.00
371 Payette Joint	145	3,837.00
372 New Plymouth	59	1,561.00
373 Fruitland	119	3,149.00
381 American Falls Joint	130	3,440.00
382 Rockland	11	500.00 *
383 Arbon Elementary	0	500.00 *
391 Kellogg Joint	95	2,514.00
392 Mullan	13	500.00 *
393 Wallace	48	1,270.00
394 Avery	0	500.00 *
401 Teton County	117	3,096.00
411 Twin Falls	448	11,855.00
412 Buhl Joint	90	2,382.00
413 Filer	97	2,567.00
414 Kimberly	93	2,461.00
415 Hansen	27	714.00
416 Three Creek Joint Elementary	0	500.00 *
417 Castleford Joint	23	609.00
418 Murtaugh Joint	17	500.00 *
421 McCall-Donnelly Joint	92	2,434.00
422 Cascade	31	820.00
431 Weiser	130	3,440.00
432 Cambridge Joint	17	500.00 *
433 Midvale	12	500.00 *
001C ANSER of Idaho, Inc.	0	500.00 *
001C Hidden Springs Charter School	0	500.00 *
002C Meridian Charter High School, Inc.	35	926.00
002C North Star Charter School	0	500.00 *
002C Meridian Medical Arts Charter School	45	1,191.00
025C Pocatello Community Charter School	0	500.00 *
052C Idaho Leadership Academy	26	688.00
055C Blackfoot Charter Community Learning Center	0	500.00 *
084C Sandpoint Charter School	0	500.00 *
093C White Pine Charter School	0	500.00 *
131C Idaho Arts Charter School	0	500.00 *
139C Thomas Jefferson Charter School	0	500.00 *
271C Coeur d' Alene Charter Academy	41	1,085.00
281C Moscow Charter School	0	500.00 *
288C Idaho Distance Education Academy	27	714.00
291C Upper Carmen Charter School	0	500.00 *
331C ARTEC Charter School	13	500.00 *
451 Victory Charter School	0	500.00 *
452 Idaho Virtual Academy	0	500.00 *
453 Richard McKenna Charter School	86	2,276.00
454 Rolling Hills Charter School	0	500.00 *
455 Compass Charter School	0	500.00 *
456 Falcon Ridge Charter School	0	500.00 *
457 Inspire Virtual Charter School	0	500.00 *
458 Liberty Charter School	29	767.00
459 Garden City Community School	0	500.00 *
460 Academy at the Roosevelt Center	0	500.00 *
461 Taylor's Crossing Charter School	0	500.00 *

Gifted / Talented
2007-2008 Advanced Opportunity Training Distribution

School District / Charter School	2006-2007 Grade 12 Fall Enrollment	Distribution
TOTAL	18,329	\$500,000.00

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**CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS
DECEMBER 6-7, 2007**

REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY

*IDAHO ADMINISTRATIVE CODE
State Board of Education*

*IDAPA 08.02.03
Rules Governing Thoroughness*

106. ADVANCED OPPORTUNITIES (EFFECTIVE JULY 1, 2008). All high schools in Idaho shall be required to provide Advanced Opportunities, as defined in Subsection 007.01, or provide opportunities for students to take courses at the postsecondary campus. (3-30-07)

LEGISLATURE OF THE STATE OF IDAHO
Fifty-ninth Legislature
First Regular Session - 2007

Senate Bill No. 1235 by FINANCE APPROPRIATIONS - PUBLIC SCHOOLS - DIVISION OF TEACHERS - Appropriates \$792,414,700 to the Public Schools, Division of Teachers, for fiscal year 2008; provides moneys for unemployment insurance; distributes moneys for master teacher award payments; **distributes moneys for training for working with gifted and talented students**; provides distribution for purchase of classroom supplies; and amends existing law to increase instructional staff base salary.

SECTION 6. Of the moneys appropriated in Section 3 of this act, \$1,000,000 shall be distributed as follows:

(1) \$500,000 shall be distributed to train general education teachers, gifted/talented (G/T) facilitators, administrators and/or parents to better meet the needs of gifted/talented students. One-half (1/2) of these funds shall be allocated pro rata based on each district's prior year total student enrollment compared to the prior year total statewide enrollment. One-half (1/2) of these funds shall be allocated based on the number of gifted/talented students identified and served as indicated on the prior year's December 1 child count. The number of gifted/talented students identified for purposes of this section shall not exceed seven percent (7%) of the district's total student enrollment. No district shall receive less than \$500. Funds shall be distributed upon submission and approval of an application submitted to the State Department of Education demonstrating how in-service training will establish or improve identification and service of gifted/talented students in the five (5) mandated talent areas. The Superintendent of Public Instruction may reallocate any gifted/talented funds that are left unrequested by school districts to all other school districts that have requested gifted/talented funds, according to the distribution formula outlined in this section.

(2) Pursuant to the fiscal impact statement for State Board of Education rule, IDAPA 08.02.03, Docket Number 08-0203-0605, \$500,000 shall be distributed to train teachers to provide advanced learning opportunities for students. The allocation and utilization of such funds shall be determined jointly by the State Board of Education and the Superintendent of Public Instruction, under the administration of the State Department of Education, provided that the funds not be used for state personnel costs.

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