

**CONSENT AGENDA
AUGUST 21-22, 2008**

TAB	DESCRIPTION	ACTION
1	BAHR-SECTION I BOISE STATE UNIVERSITY New Positions, & Changes to Positions, Deletions of 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	Motion to approve
4	BAHR-SECTION I EASTERN IDAHO TECHNICAL COLLEGE New Positions	Motion to approve
5	IRSA - PROGRAM DISCONTINUANCE: Design Drafting Technology Program – Idaho State University	Motion to approve
6	IRSA - PROGRAM DISCONTINUANCE: A.A.S. Degree in Human Resources Assistant – North Idaho College	Motion to approve
7	IRSA - PROGRAM DISCONTINUANCE: Technical Certificate in Landscape Technology – North Idaho College	Motion to approve
8	PPGAC – ALCOHOL PERMITS ISSUED BY UNIVERSITY PRESIDENTS	Motion to approve

THIS PAGE INTENTIONALLY LEFT BLANK

**CONSENT AGENDA
AUGUST 21-22, 2008**

BOISE STATE UNIVERSITY

SUBJECT

New positions, change to positions and deletion of positions

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND / DISCUSSION

Boise State University requests approval to:

- Create four (4) new faculty positions (4.0 FTE) supported by appropriated funds
- Create ten (10) new professional staff positions (9.5 FTE) supported by appropriated and local funds
- Create six (6) new classified positions (5.63 FTE) supported by appropriated and local funds
- Increase the terms of three (3) professional staff positions (2.49 FTE) supported by appropriated and local funds
- Increase the term of one (1) classified position (1.0 FTE) supported by appropriated funds
- Decrease the term of one (1) classified position (.42 FTE) supported by appropriated funds
- Delete one (1) professional staff position (1.0 FTE) supported by appropriated funds

IMPACT

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

STAFF COMMENTS AND RECOMMENDATIONS

Staff recommends approval.

BOARD ACTION

A motion to approve the request by Boise State for twenty (20) new positions (19.13 FTE); term, salary, FTE change to five (5) positions (3.91 FTE); and deletion of one (1) position (1.0 FTE), supported by appropriated and local funds.

Moved by _____ Seconded by _____ Carried Yes____ No_____

**CONSENT AGENDA
AUGUST 21-22, 2008**

NEW POSITIONS

Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$37,080
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Marketing and Finance Department
Duties and Responsibilities	Provide instruction in Business Communication courses.
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	9/1/2008
Salary Range	\$43,865
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Marketing and Finance Department
Duties and Responsibilities	Provide instruction in Marketing and Finance courses.
Justification of Position	Ongoing initiative to convert adjunct faculty into permanent special lecturer positions to cover increase in class offerings.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$32,136
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Modern Languages and Literatures
Duties and Responsibilities	Provide instruction in Modern Languages and Literature courses.
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	9/1/2008
Salary Range	\$32,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Mathematics Department
Duties and Responsibilities	Provide instruction in Mathematics courses.
Justification of Position	Ongoing initiative to convert adjunct faculty into permanent special lecturer positions to cover increase in class offerings.

Position Title	Academic Advisor
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$42,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Community and Environmental Health
Duties and Responsibilities	Provide undergraduate students and alumni with comprehensive academic and career advising.
Justification of Position	Additional position needed for pre-admission into limited enrollment programs in the College.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Academic Advisor
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$40,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	College of Education
Duties and Responsibilities	Serve as primary advisor to undergraduate students; conduct student orientation and career fairs; train and supervisor peer advisors.
Justification of Position	Additional position needed due to growth in enrollment of teacher preparation programs.

Position Title	Senior Research Administrator
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$65,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Research Administration
Duties and Responsibilities	Provide leadership and a high level of expertise in the grant proposal submission process.
Justification of Position	Additional position needed to support growth in development and submission of sponsored project proposals submitted by the College of Arts and Sciences.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Director, Technology Transfer
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$125,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Research Administration
Duties and Responsibilities	Lead an intellectual property and commercialization program by developing strategies and action plans.
Justification of Position	The rapid increase in the number of patents being developed by faculty, staff and students supports the need for this new position.

Position Title	Research Associate
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$42,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Geosciences Department
Duties and Responsibilities	Maintain field facilities and databases associated with research conducted by faculty members in the Hydrological Sciences program.
Justification of Position	This position is a match for a statewide grant from the National Science Foundation which specifies that a Hydrologic Technician position will be established for three years.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Director, Treasury and Financial Operations
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$100,000
Funding Source	Local
New or Reallocation	Reallocation
Area/Department of Assignment	Finance and Administration
Duties and Responsibilities	Responsible for developing and implementing debt policy, investment and banking functions.
Justification of Position	Reliance on limited financial resources requires a level of focus and management beyond those found in current operations.

Position Title	Manager, Facility Services
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$36,000
Funding Source	Local
New or Reallocation	New (from enrollment growth)
Area/Department of Assignment	Student Union
Duties and Responsibilities	Assist in the leadership, development, planning, and coordination of facility, custodial and conference services in the Student Union and various campus locations.
Justification of Position	Expansion of Student Union facilities requires additional staff.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Associate General Counsel
Type of Position	Professional
FTE	.50 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$47,000
Funding Source	Local
New or Reallocation	Reallocation
Area/Department of Assignment	General Counsel
Duties and Responsibilities	Assist the General Counsel in providing legal advice and counsel to the University on matters pertaining to employment law and policy.
Justification of Position	Due to increased demand, the University requires additional legal counsel.

Position Title	Director, Women's Basketball Operations
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$34,507
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Assist Head Coach and basketball staff with operational matters of the program.
Justification of Position	Growth in Women's Basketball program requires additional staff support.

Position Title	Director, Men's Basketball Operations
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$34,507
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Assist Head Coach and basketball staff with operational matters of the program.
Justification of Position	Growth in Men's Basketball program requires additional staff support.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Technical Records Specialist 1
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$23,962
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Accounts Payable
Duties and Responsibilities	Oversee automated processes to create vouchers and vendor payments; monitor compliance with policies and procedures to ensure data integrity.
Justification of Position	Permanent position needed to ensure compliance and efficiency. Workload has been performed by temporary employees in the past.

Position Title	Management Assistant
Type of Position	Classified
FTE	.63 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$29,172
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	College of Public Policy and Social Affairs
Duties and Responsibilities	Perform administrative functions, particularly related to College Advisory Board and Frank Church Institute; coordinate special projects and programs.
Justification of Position	Increased workload as the College expands and performs more community service.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Maintenance Craftsman, Senior
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$24,814
Funding Source	Local
New or Reallocation	New (from enrollment growth)
Area/Department of Assignment	Student Union
Duties and Responsibilities	Perform skilled trades duties in the operation, maintenance and repair of facilities in the Student Union and other campus locations supported by the SUB.
Justification of Position	Expansion of Student Union facilities requires additional staff.

Position Title	Building Facility Specialist
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$20,821
Funding Source	Local
New or Reallocation	New (from enrollment growth)
Area/Department of Assignment	Student Union
Duties and Responsibilities	Provide customer service, facilities and custodial support for student union faculties and events.
Justification of Position	Expansion of Student Union facilities requires additional staff.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Event Technical Coordinator
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$23,962
Funding Source	Local
New or Reallocation	New (from enrollment growth)
Area/Department of Assignment	Student Union
Duties and Responsibilities	Set up, operate and teardown audiovisual equipment in Student Union and other campus events.
Justification of Position	Expansion of Student Union facilities requires additional staff.

Position Title	Administrative Assistant 2
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	\$28,018
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	College of Engineering
Duties and Responsibilities	Perform administrative support functions; act as liaison between Colleges of Education and Engineering.
Justification of Position	Administrative support needed for Barbara Morgan, Distinguished Educator in Residence.

**CONSENT AGENDA
AUGUST 21-22, 2008**

CHANGE IN POSITIONS

Position Title	Developer/Analyst
Type of Position	Professional
FTE	Change from .75 to 1.0 FTE
Term of Appointment	12 Months
Effective Date	8/24/2008
Salary Range	Change from \$43,680 to \$58,240
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Office of Information Technology/ Enterprise Application Systems
Duties and Responsibilities	Provide technical support and expertise for assigned enterprise applications and their interface in other applications.
Justification of Position	Additional hours needed to cover increased workload.

Position Title	Coordinator, Concurrent Enrollment
Type of Position	Professional
FTE	Change from .63 to .86 FTE
Term of Appointment	11 Months
Effective Date	8/24/2008
Salary Range	Change from \$25,757 to \$35,426
Funding Source	.33 Appropriated; .67 Local;
New or Reallocation	Reallocation
Area/Department of Assignment	Division of Extended Studies
Duties and Responsibilities	Complete promotional visits to high schools to market and enroll students in classes; meet with students, teachers, parents, and school administrators to maintain on-going communication about program.
Justification of Position	Additional hours needed to cover increased workload due to program growth.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Student Services Coordinator
Type of Position	Professional
FTE	Change from .56 to .63 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	Change from \$28,703 to \$33,003
Funding Source	.90 Appropriated;10 Local;
New or Reallocation	Reallocation
Area/Department of Assignment	Nursing Department
Duties and Responsibilities	Advise students, coordinate with undergraduate pre-Nursing advisor, perform marketing functions for the department.
Justification of Position	Additional FTE needed to support new Bachelor of Science Completion program in Nursing.

Position Title	Administrative Assistant 1
Type of Position	Classified
FTE	Change from .83 to 1.0 FTE
Term of Appointment	12 Months
Effective Date	9/1/2008
Salary Range	Change from \$21, 697 to \$26,042
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Physics Department
Duties and Responsibilities	Responsible for the operational and administrative functions of the department.
Justification of Position	Additional hours needed for department coverage over the summer months due to expanding workload.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Administrative Assistant 1
Type of Position	Classified
FTE	Change from .50 to .42 FTE
Term of Appointment	10 Months
Effective Date	8/24/2008
Salary Range	Change from \$12,709 to \$10,595
Funding Source	Appropriated
New or Reallocation	n/a
Area/Department of Assignment	Instructional and Performance Technology
Duties and Responsibilities	Provide administrative support for students, faculty, and staff in the program.
Justification of Position	Reduced number of course offerings and workload during the summer months allow for reduction of the position.

DELETED POSITIONS

Position Title	Associate Director, New Student Orientation
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	5/18/2008
Salary Range	Less \$49,566
Funding Source	Appropriated
New or Reallocation	n/a
Area/Department of Assignment	New Student and Family Programs
Duties and Responsibilities	Plan and manage the undergraduate orientation program.
Justification of Position	Vacant position will not be filled due to a change in organizational structure.

THIS PAGE INTENTIONALLY LEFT BLANK

**CONSENT AGENDA
AUGUST 21-22, 2008**

IDAHO STATE UNIVERSITY

SUBJECT

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 / DISCUSSION

Idaho State University requests approval to:

- Create two (2) new professional staff positions (2.0 FTE) supported by appropriated and local funds
- Reactivate one (1) professional staff position (1.0 FTE) supported by local funds
- Create four (4) new classified positions (4.0 FTE) supported by local funds
- Increase the FTE on one (1) professional staff position (1.0 FTE)

IMPACT

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

STAFF AND COMMENTS AND RECOMMENDATIONS

Staff recommends approval.

BOARD ACTION

A motion to approve the request by Idaho State University for six (6) new positions (6.0 FTE); reactivate one (1) position (1.0 FTE), and increase the FTE on one position (1.0 FTE).

Moved by _____ Seconded by _____ Carried Yes_____ No_____

**CONSENT AGENDA
AUGUST 21-22, 2008**

NEW POSITIONS

Position Title	Workforce Training Industry Consultant
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	August 25, 2008
Salary Range	\$45,000.00
Funding Source	Local Funds
Area/Department of Assignment	College of Technology, Workforce Training
Duties and Responsibilities	Identify, research, analyze, and evaluate future training partnerships within the public and private sectors in seven-county region, including facilitation of innovative industrial research projects; prepare cost analysis; curriculum development; faculty recruitment; business/industry outreach initiatives.
Justification of Position	To provide additional support needed to facilitate the delivery of critical workforce training for area businesses and industry.

Position Title	Assistant Director
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	August 25, 2008
Salary Range	\$40,000.00
Funding Source	Appropriated Funds (included in FY09 budget)
Area/Department of Assignment	Alumni Relations
Duties and Responsibilities	Develop annual calendar of activities; organize and coordinate outreach and special events; develop key alumni contacts; serve as travel program coordinator; advise student alumni organization; manage membership benefits program and affinity partner relations; assist in fundraising activities.
Justification of Position	To provide additional administrative support due to increased workload.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Assistant Director (PCN 1126)
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	August 25, 2008
Salary Range	\$34,700.00
Funding Source	Local Funds
Area/Department of Assignment	Campus Recreation
Duties and Responsibilities	Responsibilities include sport club program, rodeo team, climbing wall facility, cardio and weight areas, web-site development, event management, student employee supervision and other duties as assigned.
Justification of Position	To reactivate currently budgeted PCN 1126 which has been vacant for 2 years.

Position Title	Administrative Assistant 1
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	August 25, 2008
Salary Range	\$23,379.00
Funding Source	Local Funds
Area/Department of Assignment	College of Technology, Workforce Training
Duties and Responsibilities	Schedule appointments; process incoming mail; act as receptionist; act as lead support staff for the health and fire programs; act as interpreter for Workforce Training to the Hispanic community; administer real estate testing; participate with the administrative team to further the strategic plan of Workforce Training.
Justification of Position	To provide clerical support for Workforce Training. This position has been previously filled by a temporary, part-time employee.

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Landscape Technician, Senior
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	August 25, 2008
Salary Range	\$20,321.60
Funding Source	Local Funds
Area/Department of Assignment	Facilities Services
Duties and Responsibilities	Perform landscaping and grounds maintenance; train/supervise grounds workers; design/implement flower beds and borders; install new plantings of flowers, trees, and shrubs; install sod and pavers as needed; repair and maintain sprinkler systems; identify and spray for insects, pests and diseases of plants, trees and shrubs; remove snow and ice from walkways and parking areas; clean parking areas.

Justification of Position	To provide support for continual development of landscaped and parking areas on the ISU-Idaho Falls campus and the addition of the new Center for Advanced Energy Studies (CAES) Building.
---------------------------	--

Position Title	Custodian (two positions)
Type of Position	Classified
FTE	2.0
Term of Appointment	12 month
Effective Date	August 25, 2008
Salary Range	\$17,596.80
Funding Source	Local Funds
Area/Department of Assignment	Facilities Services
Duties and Responsibilities	Perform regular and heavy-duty custodial cleaning, perform minor maintenance repairs, perform snow and ice removal from building doorways, and unlock/secure doors in an assigned area or building.

Justification of Position	To provide custodial support for the Center for Advanced Energy Studies (CAES) Building.
---------------------------	--

**CONSENT AGENDA
AUGUST 21-22, 2008**

CHANGES

Position Title	Research Associate/GIS Systems Administrator (PCN 1282)
Type of Position	Non-Classified
FTE	Change from .50 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	August 25, 2008
Current Salary	\$17,596.80
Proposed Salary	\$34,860.80
Funding Source	Local and Grant Funds
Area/Department of Assignment	GIS Training and Research Center
Duties and Responsibilities	Administer GIS systems to ensure all computers and servers are current, functional, and fully operational to meet the requirements and needs of the GIS TReC and satisfy its mission. Additional duties may include GIS analysis and report writing.
Justification of Position	To provide full-time support to handle additional projects needs.

THIS PAGE INTENTIONALLY LEFT BLANK

**CONSENT AGENDA
AUGUST 21-22, 2008**

UNIVERSITY OF IDAHO

SUBJECT

Eight new positions and four reactivations of positions

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND / DISCUSSION

The University of Idaho requests approval to:

- Create eight (8) new positions (8.0 FTE) supported by appropriated and non-appropriated funds
- Reactivate four (4) positions (4.0 FTE) supported by appropriated funds

IMPACT

Once approved, the changes 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 the University of Idaho to establish eight (8) new positions (8.0 FTE) and reactivate four (4) positions (4.0 FTE) supported by appropriated and non-appropriated funds.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$40,019.20
Funding Source	Appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	College of Agricultural and Life Sciences/District II Extension
Duties	Responsible for research and instruction
Justification	Faculty needed to teach undergraduate and graduate courses in Agricultural and Extension Education

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$40,019.20
Funding Source	Appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	College of Agricultural and Life Sciences/District IV Extension
Duties	Responsible for research and instruction
Justification	Faculty needed to teach undergraduate and graduate courses in Agricultural and Extension Education

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	CADD Drafter
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$25,480.00
Funding Source	Non-appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	Division of Finance and Administration/Facilities
Duties	Responsible for a full range of drafting production responsibilities
Justification	Support ongoing space management needs by providing accurate, current and complete information regarding space configurations.

Position Title	CADD Center Supervisor
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$41,662.40
Funding Source	Appropriated funds
New or Reallocation	Reactivation of PCN 8335 (In FY 2009 budget)
Area/Department of Assignment	Division of Finance and Administration/Facilities
Duties	Responsible for Supervision of CADD Center
Justification	Position was vacant for over 12 months due to two failed searches

Position Title	Classification and Compensation Technician
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$22,006.40
Funding Source	Appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	Division of Finance and Administration/Human Resources
Duties	Responsible for assisting with the review of position descriptions
Justification	Increased workload dictates need for another position

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Energy Operations Specialist
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$47,964.80
Funding Source	Appropriated funds
New or Reallocation	Reactivation of PCN 7274 (In FY 2009 budget)
Area/Department of Assignment	Division of Finance and Administration/Facilities
Duties	Responsible for ongoing recommissioning of building HVAC systems
Justification	Position was vacant for over 12 month due to reorganization

Position Title	Energy Operations Apprentice
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$32,988.80
Funding Source	Appropriated funds
New or Reallocation	Reactivation of PCN 7269 (In FY 2009 budget)
Area/Department of Assignment	Division of Finance and Administration/Facilities
Duties	Responsible for learning about ongoing recommissioning of building HVAC systems
Justification	Position was vacant for over 12 months due to reorganization

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	FAMIS Web Specialist
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$42,016.00
Funding Source	Non-appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	Division of Finance and Administration/Facilities
Duties	Responsible for improving and expanding web-based access and applications related to Space Management.
Justification	Support ongoing space management needs by providing accurate, current and complete information regarding space configurations.

Position Title	Farm Assistant 1
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$21,444.80
Funding Source	Appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	College of Agricultural and Life Sciences/Kimberly R&E Center
Duties	Responsible for preparing seed beds, planting, cultivating and harvesting field crops
Justification	Changing a temporary position into a permanent position

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	HVAC Refrigeration Journeyman
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$41,622.40
Funding Source	Appropriated funds
New or Reallocation	Reactivation of PCN 7279 (In FY 2009 budget)
Area/Department of Assignment	Division of Finance and Administration/Facilities
Duties	Responsible for working with campus heating and cooling systems
Justification	Position was vacant for over 12 months due to reorganization

Position Title	Space Inventory Specialist
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$38,729.60
Funding Source	Non-appropriated funds
New or Reallocation	New PCN from reallocation of resources
Area/Department of Assignment	Division of Finance and Administration/Facilities
Duties	Responsible for maintenance, coordination and oversight of information and standards with Facilities Space Management
Justification	Support ongoing space management needs by providing accurate, current and complete information regarding space configurations.

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	\$37,003.20
Funding Source	Appropriated funds
New or Reallocation	Reactivation of PCN 0075 (In FY 2009 budget)
Area/Department of Assignment	College of Science/Physics
Duties	Responsible for instruction
Justification	Position was vacant for over 12 months due to failed searches

**CONSENT AGENDA
AUGUST 21-22, 2008**

Position Title	Strategic Financial Planning Coordinator
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	September 1, 2008
Salary Range	\$32,177.60 – 57,116.80
Funding Source	Appropriated funds
New or Reallocation	New position from reallocation of funds
Area/Department of Assignment	Division of Finance and Administration/Strategic Budget & Finance
Duties	Responsible for strategic budget modeling and reporting for the University.
Justification	Support university colleges and divisions as well as central budget operations in strategic budget and financial planning.

THIS PAGE INTENTIONALLY LEFT BLANK

**CONSENT AGENDA
AUGUST 21-22, 2008**

EASTERN IDAHO TECHNICAL COLLEGE

SUBJECT

New positions

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND / DISCUSSION

Eastern Idaho Technical College requests approval to:

- create one (1) new faculty position (1.0 FTE) and one (1) new classified position (1.0 FTE) supported by local funds.

IMPACT

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

STAFF COMMENTS AND RECOMMENDATIONS

Staff recommends approval.

BOARD ACTION

A motion to approve the request by Eastern Idaho Technical College for two (2) new positions (2.0 FTE) supported by local funds.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**CONSENT AGENDA
AUGUST 21-22, 2008**

NEW POSITIONS

Position Title	Microbiology Instructor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	9 Months
Effective Date	August 25, 2008
Salary Range	\$40,000
Funding Source	Local
New or Reallocation	New
Area/Department of Assignment	Health Education
Duties and Responsibilities	Prepare lesson plans and syllabi and teach microbiology courses.
Justification of Position	Additional position needed to handle the increased demands for this transfer course.

Position Title	Office Specialist II
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	September 1, 2008
Salary Range	\$20,322
Funding Source	Local
New or Reallocation	Reallocation
Area/Department of Assignment	Student Services
Duties and Responsibilities	Keep enrollment applications processed in a timely manner and support student recruitment and retention activities.
Justification of Position	Additional position needed to handle the increased demands of student recruitment and retention.

CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS
AUGUST 21-22, 2008

IDAHO STATE UNIVERSITY

SUBJECT

Program Discontinuance: Design Drafting Technology Program – Idaho State University

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.G.8 and Section III.G.9
Section 33-107, Idaho Code.
Idaho Administrative code, IDAPA 55.01.02—Section 101, Conditions for Reduction or Termination

BACKGROUND/DISCUSSION

In accordance with Board Policy III.G.8.(a), discontinuance of professional-technical programs requires Board approval.

Idaho State University (ISU) is proposing to discontinue their Design Drafting Technology program. This program was combined with the Electromechanical Design Drafting program to form the Computer-Aided Design Drafting program. This was done due to low enrollment and curriculum overlap. Closing this program at ISU will eliminate duplication of programs within the department.

IMPACT

The estimated fiscal impact is \$304,676 for FY2006, \$202,806 for FY2007, and \$224,627 for FY2008 (see budget, Attachment 1, page 6). The remaining students in the Design Drafting program have completed the curriculum in the summer of 2007.

ATTACHMENTS

Attachment 1 – Notice of Intent

Page 3

STAFF COMMENTS AND RECOMMENDATIONS

Discontinuance of academic and professional-technical education programs is not on Eight-Year plans. The Division of Professional -Technical Education has reviewed this request and recommends approval. IRSA, CAAP, and Board staff also recommends approval as presented.

BOARD ACTION

A motion to approve the request by Idaho State University to discontinue Design Drafting Technology Program.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

THIS PAGE LEFT INTENTIONALLY BLANK

**IDAHO STATE BOARD OF EDUCATION
ACADEMIC/PROFESSIONAL-TECHNICAL EDUCATION
NOTICE OF INTENT**

**RECEIVED
MAY 16 2008**

**To initiate a
New, Expanded, Cooperative, Discontinued, program component or Off-Campus Instructional
Program or Instructional/Research Unit**

Institution Submitting Proposal: Idaho State University
 Name of College, School, or Division: College of Technology
 Name of Department(s) or Area(s): Technical Department/Design Drafting Technology

Indicate if this Notice of Intent (NOI) is for an Academic or Professional Technical Program
 Academic _____ Professional - Technical X

A New, Expanded, Cooperative, Contract, or Off-Campus Instructional Program or Administrative/Research Unit
 (circle one) leading to:

Discontinue Design Drafting Technology Program (DEDR)

 (Degree or Certificate)

Proposed Starting Date: Close the program beginning Spring 2008

For New Programs:

For Other Activity:

Program (i.e., degree) Title & CIP 2000 _____

- Program Component (major/minor/option/emphasis)
- Off-Campus Activity/Resident Center
- Instructional/Research Unit
- Addition/Expansion
- Discontinuance/consolidation (DEDR)
- Consolidated with Electromechanical Design
Drafting into Computer-Aided Design Drafting)
- Contract Program
- Other

Marilyn Davis 4-1-08
 College Dean (Institution) Date
James A. Hutchins 5/5/08
 Chief Fiscal Officer (Institution) Date
B. Adomick (for R. Wharton) 4/23/08
 Chief Academic Officer (Institution) Date
Justin [Signature] 5/5/08
 President Date

VP Research & Graduate Studies Date
Ann Stephens Asgore 6-6-08
 State Administrator, SDPTE Date

 Chief Academic Officer, OSBE Date

 SBOE/OSBE Approval Date

Before completing this form, refer to Board Policy Section III.G. Program Approval and Discontinuance.

1. Briefly describe the nature of the request e.g., is this a new program (degree, program, or certificate) or program component (e.g., new, discontinued, modified, addition to an existing program or option).

The purpose of this request is to discontinue the Design Drafting Program (DEDR). In 2006, the DEDR Program was combined with the Electromechanical Design Drafting Program (EMDD) to form the Computer-Aided Design Drafting Program (CADD). This was done due to low enrollment and curriculum overlap. The CADD Program now reflects stable enrollment and curriculum to meet industry needs. An NOI to discontinue the EMDD program was approved in the Spring of 2006. The remaining students in the DEDR Program have completed the curriculum in the Summer of 2007.

2. Provide a statement of need for program or a program modification. Include student and state need, demand, and employment potential. **Attach a Scope and Sequence, SDPTE Form Attachment B, for professional-technical education requests.** (Use additional sheets if necessary.).

The CADD Program fulfills the need for providing a drafting program to meet student and industry requirements. The CADD Program provides electrical/electronic, mechanical, structural, architectural, and civil drafting curriculum and training. The DEDR and EMDD Programs offered overlapping curriculum at the time of the consolidation. The CADD Program offers a condensed curriculum encompassing all of the above areas. At the time of the consolidation, the number of faculty went from four to three positions.

3. Briefly describe how the institution will ensure the quality of the program (e.g., accreditation, professional societies, licensing boards, etc.).

The DEDR and EMDD Programs were accredited by the National Association of Industrial Technology (NAIT). We have started the self-assessment phase of the NAIT process for the CADD Program and will actively pursue it.

4. Identify similar programs offered within the state of Idaho or in the region by other colleges/universities. If the proposed request is similar to another program, provide a rationale for the duplication. This may not apply to PTE programs if workforce needs within the respective region have been established.

Eastern Idaho Technical College in Idaho Falls does not have a Drafting Program. The College of Southern Idaho offers a drafting program; however, it has an emphasis on computer graphics and different course content. Closing this program at ISU will eliminate duplication of programs within the Department.

Enrollment and Graduates (i.e., number of majors or other relevant data)
 By Institution for the Proposed Program
 Last three years beginning with the current year and the 2 previous years

Institution	Relevant Enrollment Data			Number of Graduates		
	Current	Previous Year	Previous Year	Current	Previous Year	Previous Year
BSU						
CSI						
EITC						
ISU						
LCSC						
NIC						
UI						

Degrees offered by school/college or program(s) within disciplinary area under review

Institution and Degree name	Level	Specializations within the discipline (to reflect a national perspective)	Specializations offered within the degree at the institution
BSU			
CSI			
EITC			
ISU			
LCSC			
NIC			
UI			

5. Describe how this request is consistent with the State Board of Education's policy or role and mission of the institution. (i.e., centrality).

The State Board of Education's policy is to eliminate duplication where possible. This will also follow through with the original consolidation plan.

6. Is the proposed program in the 8-year Plan? Indicate below. N/A
 Yes ____ No ____

If not on 8-year plan, provide a justification for adding the program.

7. Resources--Faculty/Staff/Space Needs/Capital Outlay.. (Use additional sheets if necessary.):

Estimated Fiscal Impact	2006		2007		FY2-2008	Total
	FY	DEDR/ EMDD	FY	CADD	CADD	
A. Expenditures						
1. Personnel		249,435.82		190,806.76	202,267.00	N/A
2. Operating		20,336.00		12,000.00	18,360.00	N/A
3. Capital Outlay		34,905.00		.00	3,400.00	N/A
4. Facilities		N/A		N/A	N/A	N/A (see narrative below)
TOTAL:		304,676.82		202,806.76	224,627.00	732,180.58
B. Source of Funds						
1. Appropriated-reallocation		Combined total: EMDD & DEDR		Reallocation of existing funds	See Narrative Below	
2. Appropriated – New						
3. Federal						
4. Other:						
TOTAL:		304,676.82		202,806.76	224,627.00	732,180.58
C. Nature of Funds						
1. Recurring *		304,676.82		202,806.76	224,627.00	732,180.58
2. Non-recurring **						
TOTAL:		304,676.82		202,806.76	224,627.00	732,180.58

* Recurring is defined as ongoing operating budget for the program, which will become of the base.

** Non-recurring is defined as one-time funding in a fiscal year and not part of the base.

The DEDR and EMDD totals for FY2006, reflect the combined budgets for both programs, which include four faculty positions. One faculty position was eliminated and the FY 2007/2008 CADD budgets reflect the results of combining the programs and three faculty members. The DEDR and EMDD Program funds were reallocated to the CADD program. Excess funds were reallocated within the College of Technology. Existing facilities were also utilized for the CADD Program.

CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS
AUGUST 21-22, 2008

NORTH IDAHO COLLEGE

SUBJECT

Program Discontinuance: A.A.S. degree in Human Resources Assistant – North Idaho College

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.G.8 and Section III.G.9.

Section 33-107, Idaho Code.

Idaho Administrative code, IDAPA 55.01.02—Section 101, Conditions for Reduction or Termination

BACKGROUND/DISCUSSION

In accordance with Board Policy III.G.8.(a), discontinuance of professional-technical programs requires Board approval.

North Idaho College (NIC) is proposing to discontinue their Human Resource Assistant Program due to low enrollment and lack of interest in the program effective fall semester 2008. Even though NIC's needs assessment indicated a need for this program in their region, they have not been able to achieve the minimum number of students needed to run the program. There is no indication that this trend will change so they are requesting a discontinuance of the program.

IMPACT

All enrolled students have completed the program. The funds used in this program were minimal and have been re-allocated to expand programs that had waiting lists of students. The instructor now teaches NIC's Occupational Relations courses.

ATTACHMENTS

Attachment 1 –Notice of Intent Page 3

Attachment 2 –Initiation and Modification of NIC Curriculum Page 7

STAFF COMMENTS AND RECOMMENDATIONS

Discontinuation of academic and professional-technical education programs is not on Eight-Year plans. The Division of Professional-Technical Education has reviewed this request and recommends approval. IRSA, CAAP, and Board staff also recommends approval as presented.

BOARD ACTION

A motion to approve the request by North Idaho College to discontinue the A.A.S. degree in Human Resources Assistant program.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

THIS PAGE LEFT INTENTIONALLY BLANK

IDAHO STATE BOARD OF EDUCATION
ACADEMIC/PROFESSIONAL-TECHNICAL EDUCATION
NOTICE OF INTENT

RECEIVED
JUN - 9 2008

To initiate a
New, Expanded, Cooperative, Discontinued, program component or Off-Campus Instructional Program or Instructional/Research Unit

Institution Submitting Proposal: North Idaho College

Name of College, School, or Division: Business and Professional Programs

Name of Department(s) or Area(s): Human Resources Assistant

Indicate if this Notice of Intent (NOI) is for an Academic or Professional Technical Program
Academic _____ Professional - Technical X

A New, Expanded, Cooperative, Contract, or Off-Campus Instructional Program or Administrative/Research Unit (circle one) leading to:

(Degree or Certificate)

Proposed Starting Date: Inactivate as of fall 2008

For New Programs:

For Other Activity:

Program (i.e., degree) Title & CIP 2000

- Program Component (major/minor/option/emphasis)
- Off-Campus Activity/Resident Center
- Instructional/Research Unit
- Addition/Expansion
- Discontinuance/consolidation (Inactivate)
- Contract Program
- Other

July K. Hodge 4/18/08
College Dean (Institution) Date

[Signature] 4/24/08
Chief Fiscal Officer (Institution) Date

Kathy Christie 5-1-08
Chief Academic Officer (Institution) Date

[Signature] 5-12-08
President (Institution) Date

VP Research & Graduate Studies Date

Ann Stephens 6-23-08
State Administrator, SDPTE Date

Chief Academic Officer, OSBE Date

SBOE/OSBE Approval Date

Before completing this form, refer to Board Policy Section III.G. Program Approval and Discontinuance.

1. Briefly describe the nature of the request e.g., is this a new program (degree, program, or certificate) or program component (e.g., new, discontinued, modified, addition to an existing program or option).

The Human Resources Assistant Program will be inactivated due to low enrollment and lack of interest in the program effective fall semester 2008. Aggressive recruitment efforts have failed to generate adequate interest in the program.

2. Provide a statement of need for program or a program modification. Include student and state need, demand, and employment potential. **Attach a Scope and Sequence, SDPTE Form Attachment B, for professional-technical education requests.** (Use additional sheets if necessary.).

N/A

3. Briefly describe how the institution will ensure the quality of the program (e.g., accreditation, professional societies, licensing boards, etc.).

N/A

4. Identify similar programs offered within the state of Idaho or in the region by other colleges/universities. If the proposed request is similar to another program, provide a rationale for the duplication. This may not apply to PTE programs if workforce needs within the respective region have been established.

N/A

Enrollment and Graduates (i.e., number of majors or other relevant data)
By Institution for the Proposed Program
Last three years beginning with the current year and the 2 previous years

Institution	Relevant Enrollment Data			Number of Graduates		
	Current	Previous Year	Previous Year	Current	Previous Year	Previous Year
BSU						
CSI						
EITC						
ISU						
LCSC						
NIC						
UI						

Degrees offered by school/college or program(s) within disciplinary area under review

Institution and Degree name	Level	Specializations within the discipline (to reflect a national perspective)	Specializations offered within the degree at the institution
BSU			
CSI			
EITC			
ISU			
LCSC			
NIC			
UI			

5. Describe how this request is consistent with the State Board of Education's policy or role and mission of the institution. (i.e., centrality).

N/A

6. Is the proposed program in the 8-year Plan? Indicate below.

N/A

Yes ____ No ____

If not on 8-year plan, provide a justification for adding the program.

7. Resources--Faculty/Staff/Space Needs/Capital Outlay. (Use additional sheets if necessary.):

Estimated Fiscal Impact	FY _____	FY _____	FY _____	Total
A. Expenditures				
1. Personnel				
2. Operating				
3. Capital Outlay				
4. Facilities				
TOTAL:				
B. Source of Funds				
1. Appropriated-reallocation				
2. Appropriated – New				
3. Federal				
4. Other:				
TOTAL:				
B. Nature of Funds				
1. Recurring *				
2. Non-recurring **				
TOTAL:				

* Recurring is defined as ongoing operating budget for the program, which will become of the base.

** Non-recurring is defined as one-time funding in a fiscal year and not part of the base.

The instructor for this program is being reassigned to other PTE classes and the annual budget of \$7,500 is being reallocated to other PTE programs.

EXISTING PROGRAM DESCRIPTION:

The Human Resources Assistant program prepares students for entry-level employment in the area of human resources. Program emphasis will be on employment law; recruiting, selection, and retention; diversity and human relations; health, safety, and security; human resource development; compensation and benefits administration; management practices; and employee relations. Students will receive coursework in basic skills such as communication, math, computers, computer software, accounting and business writing. During the final semester, students will participate in an internship program.

PROPOSED PROGRAM DESCRIPTION:

N/A

EXPLANATION AND RATIONALE FOR PROPOSED CHANGE (Consider community, regional, employment, and student needs, as well as advisory committee recommendations):

We will inactivate the Human Resources Assistant Program due to low enrollment and lack of interest in program. Aggressive recruitment efforts failed to generate adequate interest in the program.

Describe the implications of articulation and coordination between other certificates and degrees within the Division, College, and at other institutions within the state.

N/A

PROPOSED SEMESTER FOR IMPLEMENTATION: Fall 2008
Date

THIS PAGE INTENTIONALLY LEFT BLANK

CONSENT – INSTRUCTION, RESEARCH, AND STUDENT AFFAIRS
AUGUST 21-22, 2008

NORTH IDAHO COLLEGE

SUBJECT

Program Discontinuance: Technical Certificate in Landscape Technology – North Idaho College

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.G.8 and Section III.G.9

Section 33-107, Idaho Code

Idaho Administrative code, IDAPA 55.01.02—Section 101, Conditions for Reduction or Termination

BACKGROUND

In accordance with Board Policy III.G.8.(a), discontinuance of professional-technical programs requires Board approval.

North Idaho College (NIC) is proposing to discontinue their Landscape Technology Program due to low enrollment and lack of interest in the program. Even though NIC's needs survey indicated a need for this type of program in the area, they were never able to enroll the number of students needed to make this a viable program for NIC.

IMPACT

All enrolled students have completed the program. The equipment has been transferred to other programs; the instructor has a position at another school on the East Coast; and the funds for this program have been reallocated to expand programs that had waiting lists of students.

ATTACHMENTS

Attachment 1 –Notice of Intent Page 3

Attachment 2 –Initiation and Modification of NIC Curriculum Page 7

STAFF COMMENTS AND RECOMMENDATIONS

Discontinuance of academic and professional-technical education programs is not on Eight-Year plans. The Division of Professional -Technical Education has reviewed this request and recommends approval. IRSA, CAAP, and Board staff also recommends approval as presented.

BOARD ACTION

A motion to approve the request by North Idaho College to discontinue the Technical Certificate in Landscape Technology program.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

THIS PAGE LEFT INTENTIONALLY BLANK

**IDAHO STATE BOARD OF EDUCATION
ACADEMIC/PROFESSIONAL-TECHNICAL EDUCATION
NOTICE OF INTENT**

**RECEIVED
JUN - 9 2008**

**To initiate a
New, Expanded, Cooperative, Discontinued, program component or Off-Campus Instructional
Program or Instructional/Research Unit**

Institution Submitting Proposal: North Idaho College
 Name of College, School, or Division: Trades & Industry Division
 Name of Department(s) or Area(s): Landscape Technology

Indicate if this Notice of Intent (NOI) is for an Academic or Professional Technical Program
 Academic _____ Professional - Technical X

A New, Expanded, Cooperative, Contract, or Off-Campus Instructional Program or Administrative/Research Unit
 (circle one) leading to:

Technical Certificate
 (Degree or Certificate)

Proposed Starting Date: Inactivated as of Fall 2007

For New Programs:

For Other Activity:

Program (i.e., degree) Title & CIP 2000 _____

- Program Component (major/minor/option/emphasis)
- Off-Campus Activity/Resident Center
- Instructional/Research Unit
- Addition/Expansion
- Discontinuance/consolidation (**Inactivate**)
- Contract Program
- Other

Andy L. Hodge
 College Dean (Institution) Date
5/24/08
[Signature]
 Chief Fiscal Officer (Institution) Date
5-1-08
Kathy Christie
 Chief Academic Officer (Institution) Date
[Signature]
 President Date
5/6/08

VP Research & Graduate Studies Date
Ann Stephens 7-1-08
 State Administrator, SDPTE Date
 Chief Academic Officer, OSBE Date
 SBOE/OSBE Approval Date

Revised 8/9/06

Before completing this form, refer to Board Policy Section III.G. Program Approval and Discontinuance.

1. Briefly describe the nature of the request e.g., is this a new program (degree, program, or certificate) or program component (e.g., new, discontinued, modified, addition to an existing program or option).

The Landscape Technology Program was inactivated 2007 fall semester due to low enrollment and lack of interest in the program. Aggressive recruitment efforts failed to generate adequate interest in the program. The teach-out for the current students was completed in August 2007.

2. Provide a statement of need for program or a program modification. Include student and state need, demand, and employment potential. **Attach a Scope and Sequence, SDPTE Form Attachment B, for professional-technical education requests.** (Use additional sheets if necessary.).

N/A

3. Briefly describe how the institution will ensure the quality of the program (e.g., accreditation, professional societies, licensing boards, etc.).

N/A

4. Identify similar programs offered within the state of Idaho or in the region by other colleges/universities. If the proposed request is similar to another program, provide a rationale for the duplication. This may not apply to PTE programs if workforce needs within the respective region have been established.

N/A

Enrollment and Graduates (i.e., number of majors or other relevant data)
 By Institution for the Proposed Program
 Last three years beginning with the current year and the 2 previous years

Institution	Relevant Enrollment Data			Number of Graduates		
	Current	Previous Year	Previous Year	Current	Previous Year	Previous Year
BSU						
CSI						
EITC						
ISU						
LCSC						
NIC						
UI						

Degrees offered by school/college or program(s) within disciplinary area under review

Institution and Degree name	Level	Specializations within the discipline (to reflect a national perspective)	Specializations offered within the degree at the institution
BSU			
CSI			
EITC			
ISU			
LCSC			
NIC			
UI			

5. Describe how this request is consistent with the State Board of Education's policy or role and mission of the institution. (i.e., centrality).

N/A

6. Is the proposed program in the 8-year Plan? Indicate below.

N/A

Yes ____ No ____

If not on 8-year plan, provide a justification for adding the program.

7. Resources--Faculty/Staff/Space Needs/Capital Outlay. (Use additional sheets if necessary.):

Estimated Fiscal Impact	FY _____	FY _____	FY _____	Total _____
A. Expenditures				
1. Personnel	_____	_____	_____	_____
2. Operating	_____	_____	_____	_____
3. Capital Outlay	_____	_____	_____	_____
4. Facilities	_____	_____	_____	_____
TOTAL:	N/A	N/A	N/A	N/A
B. Source of Funds				
1. Appropriated-reallocation	_____	_____	_____	_____
2. Appropriated – New	_____	_____	_____	_____
3. Federal	_____	_____	_____	_____
4. Other:	_____	_____	_____	_____
TOTAL:	N/A	N/A	N/A	N/A
B. Nature of Funds				
1. Recurring *	_____	_____	_____	_____
2. Non-recurring **	_____	_____	_____	_____
TOTAL:	N/A	N/A	N/A	N/A

* Recurring is defined as ongoing operating budget for the program, which will become of the base.
 ** Non-recurring is defined as one-time funding in a fiscal year and not part of the base.

EXISTING PROGRAM DESCRIPTION:

Graduates of the Landscape Technology program will be prepared for entry-level work in landscape construction and maintenance. This program is designed to develop a broad background of skills in areas such as client and worker communications, identifying plants and plant problems, interpreting and installing landscapes and hardscapes, turf grass maintenance, and golf course work. Coursework will focus on hands-on instruction and will emphasize safety and skills needed by landscape technicians in the field.

PROPOSED PROGRAM DESCRIPTION:

N/A

EXPLANATION AND RATIONALE FOR PROPOSED CHANGE (Consider community, regional, employment, and student needs, as well as advisory committee recommendations):

We will inactivate the Landscape Technology Program due to low enrollment and lack of interest in program. Aggressive recruitment efforts failed to generate adequate interest in the program.

Describe the implications of articulation and coordination between other certificates and degrees within the Division, College, and at other institutions within the state.

N/A

PROPOSED SEMESTER FOR IMPLEMENTATION: fall 2007
Date

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
AUGUST 21-22, 2008**

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 April 2008 Board meeting. Since that meeting, Board staff has received 10 permits from Boise State University, 5 permits from Idaho State University, and 4 permits from the University of Idaho.

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

ATTACHMENTS

List of Approved Permits by Institution

page 3

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.

THIS PAGE IS LEFT INTENTIONALLY BLANK

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
AUGUST 21-22, 2008**

APPROVED ALCOHOL SERVICE AT BOISE STATE UNIVERSITY May - August 2008		
EVENT	LOCATION	DATE (S)
Cirque du Soleil Pre-Vent Reception	Taco Bell Arena – Club Room	5/22/2008
Gene Harris Reception	Interactive Learning Center	6/20/2008
14 th Annual Induction Ceremony – World Sports Hall of Fame	Morrison Center Main Hall	6/24/2008
Summer Science Reception Series	Science & Nursing Building	6/20/2008
University Advancement Reception	University Advancement Conference Room	7/29/2008
Summer Science Reception Series	Science & Nursing Building	7/15/2008
Summer Science Reception Series	Science & Nursing Building	7/23/2008
National AGC Safety & Health Meeting	BSU Hall of Fame	7/24/2008
Rural Social Work Conference	Jordan Ballroom – SUB	7/25/2008
Centennial-Meridian High School Class of 88 20 yr Reunion	SUB – North End Football Field Jordan Ballroom – A,D	8/09/2008

APPROVED ALCOHOL SERVICE AT IDAHO STATE UNIVERSITY July - October 2008		
EVENT	LOCATION	DATE (S)
NS&T Peer Review Banquet	Bennion Student Union – Multipurpose Room	7/30/2008
Bengal Football Women’s Clinic	Holt Arena/Idaho Orthopedic	7/31/2008
Glenn Miller Orchestra Reception	PAC - Patio	8/12/2008
Convocation	Alumni House	8/21/2008
Wedding Reception & Ceremony	PAC – Rotunda	10/11/02008

**CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
AUGUST 21-22, 2008**

APPROVED ALCOHOL SERVICE AT University of Idaho June - August 2008		
EVENT	LOCATION	DATE (S)
Coach Bill Miles Reunion	Idaho Commons	6/14/2008
Corner Club Golf Tournament	UI Golf Course	7/13/2008
Thurmond-Matomick Wedding	Commons – Summit	7/26/2008
Development Officer Special Meeting	SUB – Gold Room	8/5/2008