

**CONSENT AGENDA  
APRIL 20-21, 2011**

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<b>TAB</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
<b>1</b>	<b>BAHR-SECTION I BOISE STATE UNIVERSITY</b> New Positions and Changes to Positions	Motion to approve
<b>2</b>	<b>BAHR-SECTION I IDAHO STATE UNIVERSITY</b> New Positions	Motion to approve
<b>3</b>	<b>BAHR-SECTION I UNIVERSITY OF IDAHO</b> New Positions and Changes to Positions	Motion to approve
<b>4</b>	<b>PPGAC – ALCOHOL PERMITS ISSUED BY UNIVERSITY PRESIDENTS</b>	Motion to approve

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**BOISE STATE UNIVERSITY**

**SUBJECT**

New positions and changes to positions

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND/DISCUSSION**

Boise State University requests approval to:

- Establish two (2) faculty positions (2.0 FTE) supported by appropriated funds.
- Establish five (5) professional staff positions (5.0 FTE) supported by appropriated funds; establish three (3) professional staff positions (3.0 FTE) supported by local funds.
- Establish five (5) classified staff positions (5.0 FTE) supported by appropriated funds; establish one (1) classified position (1.0 FTE) supported by local funds.
- Increase the term of one (1) professional staff position (1.0 FTE) supported by appropriated funds; increase the term of one (1) professional staff 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**

The fund source for 11 of the 16 new positions is reallocated appropriated funds. The Board may desire to know where the appropriated funds were reallocated from and what the impact may be on the department, program or office from which they came. Also, are the funds being reallocated from personnel costs from previously Board-approved positions?

Staff recommends approval.

**BOARD ACTION**

I move to approve the request by Boise State University for sixteen (16) new positions (16.0 FTE) and increase in term of two (2) positions (2.0 FTE) supported by appropriated and local funds.

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

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**NEW POSITIONS**

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	August 15, 2011
Salary Range	\$45,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Communication Department
Duties and Responsibilities	Provide instruction for Communication courses, research, creative or scholarly work, and service.
Justification of Position	New faculty position required to meet instructional needs for increased demand of Communication courses.

Position Title	Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$58,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	College of Engineering
Duties and Responsibilities	Provide instruction for Engineering courses; may serve on governance committees.
Justification of Position	Ongoing initiative to convert adjunct faculty positions into permanent lecturer positions to cover high demand courses.

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Position Title	Lab Lecturer
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$24,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Chemistry Department
Duties and Responsibilities	Provides instruction for Chemistry labs.
Justification of Position	Additional permanent (non-faculty) Lab Lecturer needed to meet continued demand for Chemistry service courses.

Position Title	Director, Foundations/General Education
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$94,700
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Provost's Office
Duties and Responsibilities	Provide leadership for the continued development, implementation and assessment of the new Foundations Program (general education).
Justification of Position	Director needed for the Foundations Program, a signature program at Boise State University. The program will serve as the cornerstone of degrees, engaging students to develop competencies in communication, critical inquiry, ethics, diversity, and innovation.

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Position Title	Academic Advisor
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$36,400
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	College of Education
Duties and Responsibilities	Provide students with comprehensive academic and career advising.
Justification of Position	Additional advisor position needed per University Advising Network Common Initiatives recommendation.

Position Title	Academic Advisor
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$36,400
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	College of Health Sciences
Duties and Responsibilities	Provide students with comprehensive academic and career advising.
Justification of Position	Additional advisor position needed per University Advising Network Common Initiatives recommendation.

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Position Title	Advising Coordinator
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$34,500
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	College of Engineering
Duties and Responsibilities	Provide students with comprehensive academic and career advising; hire, train and supervise peer advisors.
Justification of Position	Additional advisor position needed per University Advising Network Common Initiatives recommendation.

Position Title	Program Coordinator
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$36,400
Funding Source	Local
New or Reallocation	Reallocation
Area/Department of Assignment	Student Diversity and Inclusion
Duties and Responsibilities	Create and implement programming, training, and outreach to the Boise State campus regarding gender based issues.
Justification of Position	New position needed to provide consistent services and expand existing programs and services to students and staff.

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Position Title	Project Management Officer
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$78,300
Funding Source	Local
New or Reallocation	Reallocation
Area/Department of Assignment	Office of Information Technology
Duties and Responsibilities	Oversee project management team, establish and maintain priorities and manage and monitor the Office of Information Technology's Project Process and Project Framework.
Justification of Position	Changes in technologies have resulted in increased requests for projects. This position is required to ensure that every project is reviewed, evaluated and prioritized to meet the University's needs.

Position Title	Administrative Assistant 2
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$27,331
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Provost's Office
Duties and Responsibilities	Provide administrative support for the Foundations Program Director, staff and programs including coordination of office functions and communication with University-wide constituents.
Justification of Position	Administrative support required to meet the needs and goals of the Foundations Program, a new signature program at Boise State University.



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Position Title	Associate Vice President, Communications & Marketing
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	June 1, 2011
Salary Range	\$138,000
Funding Source	Local
New or Reallocation	Reallocation
Area/Department of Assignment	President's Office
Duties and Responsibilities	Serve as the University's marketing leader. Responsible for raising the national and international profile of the University by promoting and publicizing the University's achievements "beyond the blue"
Justification of Position	New position needed to plan and lead the evolution of the marketing strategy for the University in support of its mission as an emerging and rapidly growing metropolitan University of distinction.

Position Title	University Shop Assistant
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$20,322
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Art Department
Duties and Responsibilities	Maintain and repair hand tools; procure and maintain tool, equipment and supply inventories; maintain safe lab environment for students.
Justification of Position	Additional support position for Art Metals and Ceramics classroom labs will allow faculty to focus on research and teaching.

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Position Title	Custodian (2 positions)
Type of Position	Classified
FTE	1.0 FTE (each position)
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$18,720 (each position)
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Facilities, Operations and Maintenance
Duties and Responsibilities	Perform heavy-duty cleaning and related maintenance work in assigned areas.
Justification of Position	Addition of the Environmental Research Building requires custodial support positions per state occupancy formulas.

Position Title	Custodian Leadworker
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$20,405
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	Facilities, Operations and Maintenance
Duties and Responsibilities	Perform heavy-duty cleaning and related maintenance work in assigned areas; coordinate the work of other Custodians.
Justification of Position	Addition of the Environmental Research Building requires custodial support positions per state occupancy formulas.

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Position Title	Customer Service Representative 1
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	\$20,322
Funding Source	Local
New or Reallocation	Reallocation
Area/Department of Assignment	New Student and Family Programs
Duties and Responsibilities	Provide customer support for first-year students, families and other members of the campus community.
Justification of Position	Additional position will support department mission to increase its presence in the day-to-day lives of first year students.

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**CHANGE IN POSITIONS**

Position Title	Academic Advisor
Type of Position	Professional
FTE	Change from .5 to 1.0 FTE
Term of Appointment	12 Months
Effective Date	April 24, 2011
Salary Range	Change from \$20,000 to \$40,000
Funding Source	Appropriated
New or Reallocation	Reallocation
Area/Department of Assignment	College of Business and Economics - Student Services
Duties and Responsibilities	Provide students with comprehensive academic and career advising.
Justification of Position	Additional FTE for advisor position needed per University Advising Network Common Initiatives recommendation.

Position Title	Director, Concurrent Enrollment
Type of Position	Professional
FTE	Change from .88 to 1.0 FTE
Term of Appointment	Change from 11 to 12 Months
Effective Date	April 24, 2011
Salary Range	Change from \$41,788 to \$52,110
Funding Source	Local
New or Reallocation	Reallocation
Area/Department of Assignment	Division of Extended Studies
Duties and Responsibilities	Provide leadership and coordination for the Concurrent Enrollment Program including oversight of school district relations and student services and collaboration with University-wide Colleges and programs.
Justification of Position	Additional FTE needed to address increased program growth and anticipated expansion of concurrent enrollment opportunities.

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**IDAHO STATE UNIVERSITY**

**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**

Idaho State University requests approval to:

- Create one (1) new professional staff position (1.0 FTE) supported by state funds.
- Create one (1) new classified staff position (1.0 FTE) supported by grant funds.

**IMPACT**

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

**STAFF AND COMMENTS AND RECOMMENDATIONS**

The fund source for one of the two new positions is reallocated appropriated funds. The Board may desire to know where the appropriated funds were reallocated from and what the impact may be on the department, program or office from which they came.

Staff recommends approval.

**BOARD ACTION**

I move to approve the request by Idaho State University for two (2) new positions (2.0 FTE) supported by state and grant funding.

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

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**NEW POSITIONS**

Position Title	Director of Admissions
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2011
Salary Range	\$75,000.00
Funding Source	State Funds
New or Reallocation	Reallocation
Area/Department of Assignment	Admissions Office, Student Affairs
Duties and Responsibilities	Direct and oversee the Admissions Office; process statistical information; supervise support staff; manage the budget; coordinate admissions-related ERP planning and implementation.
Justification of Position	To provide support for the development and implementation of admissions and marketing strategies to attract and enroll a talented and diverse student population.

Position Title	Associate IT Database Analyst
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	April 25, 2011
Salary Range	\$35,360.00
Funding Source	Grant Funds
New or Reallocation	New
Area/Department of Assignment	College of Technology, General Education
Duties and Responsibilities	Develop database for Successful Transitions and Retention Tracking (START) pilot project. Gather data, input data, and produce annual reports for START program and quarterly progress reports for General Education department.
Justification of Position	To provide technical support for the J.K. and Kathryn Albertson Foundation Continuous Education grant, which will help transition GED participants and GED graduates to post-secondary education.

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**UNIVERSITY OF IDAHO**

**SUBJECT**

New and 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

**DISCUSSION**

The University of Idaho requests approval to:

- Create one (1) new position (1.0 FTE) supported by appropriated and non-appropriated funds
- Reactivate two (2) positions (2.0 FTE) supported by appropriated funds.

**IMPACT**

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

**STAFF COMMENTS AND RECOMMENDATIONS**

The fund source for all three positions is reallocated appropriated funds. The Board may desire to know where the appropriated funds were reallocated from and what the impact may be on the department, program or office from which they came.

Staff recommends approval.

**BOARD ACTION**

I move to approve the request by the University of Idaho to create one (1) new position (1.0 FTE) and reactivate (2) positions (2.0 FTE) supported by appropriated and non-appropriated funds.

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

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**NEW POSITION**

Position Title	Unified Telecommunications Manager
Type of Position	Exempt
FTE	1.0 FTE (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	May 1, 2011
Salary Range	\$75,004.80
Funding Source	Appropriated/non appropriated
New or Reallocation	Reactivation of
Area/Department of Assignment	Reallocation of funds
Duties	Information Technology Services Responsible for overseeing and managing all aspects of the University's telecommunication and video systems environment. Responsible for effective leadership of a team of technical staff; designing, implementing, maintaining large campus telephony, voicemail and video systems.
Justification	Position is needed to provide strong leadership for upcoming changes in ITS. It's also critical to the success of the University to expand its programs for students across the state through video services.



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**REACTIVATIONS**

Position Title	Reference-Instruction Librarian/ Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE (2080 hours/year)
Term of Appointment	Fiscal Year
Effective Date	May 1, 2011
Salary Range	\$41,017.60
Funding Source	Appropriated
New or Reallocation	Reallocation of funds
Reactivation of Area/Department of Assignment	UI Library
Duties	Collaborate with university and external partners in selecting, acquiring, analyzing, and evaluating information. Provides the instruction and expertise needed to find, evaluate and use resources effectively for teaching and learning. Maintains physical facilities and online platforms to support a variety of learning styles and user needs.
Justification	Position deleted after vacant for 3.5 years

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE (1560 hours/year)
Term of Appointment	Academic Year
Effective Date	May 01, 2011
Salary Range	\$60,008
Funding Source	Appropriated
New or Reallocation	Reallocation of funds
Reactivation of Area/Department of Assignment	College of Science, Geological Sciences,
Duties	Responsible for instruction of College of Science Geological Science students, develop internationally recognized, externally funded research program involving graduate students, advising and conducting research.
Justification	Position deleted after vacant for 2.5 years

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**SUBJECT**

Alcohol Permits Approved by University Presidents

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND/DISCUSSION**

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 Board 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.

The last update presented to the Board was at the December 2010 Board meeting. Since that meeting, Board staff has received thirty-seven (37) permits from Boise State University, eleven (11) permits from Idaho State University, twenty-nine (29) permits from the University of Idaho and one (1) permit from Lewis-Clark State College.

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

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**BOARD ACTION**

A motion to accept the report as submitted.

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

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<b>APPROVED ALCOHOL SERVICE AT BOISE STATE UNIVERSITY January 2011 – December 2011</b>		
<b>EVENT</b>	<b>LOCATION</b>	<b>DATE (S)</b>
2011 Investment Outlook Presentation	Stueckle Sky Center	1/25/11
ACC Awards Event	Stueckle Sky Center	1/27/11
Welcome Reception-James Patrick	Morrison Center	1/27/11
Power Engineers Burnout Dinner	SUB	1/29/11
EMBA Informational Open House	Stueckle Sky Center	1/31/11, 2/28/11, 4/20/11 & 6/6/11
Thomas Foundation Trustee/Wives Dinner	Stueckle Sky Center	2/1/11
Bronco Letter of Intent	Stueckle Sky Center	2/211
Givens Pursley Attorneys Planning Session & Dinner Meeting	Stueckle Sky Center	2/5/11
Broadway in Boise – Legally Blonde	Morrison Center	2/7-9/11
Avenged Sevenfold Concert	Taco Bell Arena	2/11/11
Hearts for Headstart	Stueckle Sky Center	2/12/11
President's Dinner with SBOE	Stueckle Sky Center	2/16/11
Releasing the Strategy of Heaven	Stueckle Sky Center	2/25/11
The Piano Ballet	SUB	2/25-26/11
Idaho Dance Theatre's "Dancing Through the Decades" Gala Event	Stueckle Sky Center	2/26/11
Boise Code Camp and Tech Fest 2011-After Event Party	SUB	2/26/11
Enigma Variations-Boise Philharmonic	Morrison Center	2/26/11
BB King Concert	Morrison Center	2/27/11
Ambrose School Dinner/Auction	Stueckle Sky Center	3/5/11
Fiddler on the Roof – Broadway Musical	Morrison Center	3/7-9/11
Fisher's Document Systems Customer Appreciation	Stueckle Sky Center	3/9/11
IP Showcase-Div of Research Recognition Dinner	Stueckle Sky Center	3/10/11

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<b>EVENT</b>	<b>LOCATION</b>	<b>DATE (S)</b>
RIS Annual School Auction/International Espionage	Stueckle Sky Center	3/12/11
Mardi Gras-Trey McIntyre Project Ballet	Morrison Center	3/12/11
Women Making History Reception	SUB	3/18/11
Boise High Fundraiser	Stueckle Sky Center	3/19/11
Beethoven & Brahms-Boise Philharmonic	Morrison Center	3/19/11
Women's Football Clinic	Stueckle Sky Center	3/24/11
Sleeping Beauty-Ballet	Morrison Center	4/9/11
BSU Football Spring Game	Stueckle Sky Center	4/16/11
Construction Management Dept 30 <sup>th</sup> Anniv. Celebration	SUB	4/16/11
Bye Bye Birdie-Boise Music Week	Morrison Center	4/27-30/11
Megale-Jones Wedding Reception	Stueckle Sky Center	6/4/11
Mamma Mia!-Broadway in Boise	Morrison Center	6/4-16/11
Philharmonic Opening Night Gala	Stueckle Sky Center	9/17/11
23 <sup>rd</sup> Annual Business Opportunity Conference	Stueckle Sky Center	10/19/11
Gem State Radiology Holiday Party	Stueckle Sky Center	12/3/11

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<b>APPROVED ALCOHOL SERVICE AT IDAHO STATE UNIVERSITY February 2011 – April 2011</b>		
<b>EVENT</b>	<b>LOCATION</b>	<b>DATE (S)</b>
Red Dress Gala	Stephens Performing Arts Center	2/26/11
Foundation Campus Tour	SUB	2/26/11
Idaho Business Leader of the Year	Stephens Performing Arts Center	3/10/11
Intermountain GIS Conf	SUB	3/22/11
Medicine Ball	Holt Arena	4/1/11
Western Frontier Pro Rodeo	Holt Arena	4/6-9/11
ISU/CSED 20 <sup>th</sup> Anniversary	ISU Meridian Center	4/7/11
OpportuniTEA	Stephens Performing Arts Center	4/16/11
T Egan Dinner & Lecture	SUB-Idaho Falls	4/14/11
ISU Distinguished Faculty Awards Reception	Stephens Performing Arts Center	4/27/11
Outstanding Student Achievement Reception	Stephens Performing Arts Center	4/29/11

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<b>APPROVED ALCOHOL SERVICE AT UNIVERSITY OF IDAHO February 2011 – May 2011</b>		
<b>EVENT</b>	<b>LOCATION</b>	<b>DATE (S)</b>
Prichard Art Gallery Fundraising Pre-Dinner Reception	Prichard Art Gallery	2/6/11
Presidential Dinner	University Inn BW	2/7/11
UI Academic Assoc. & WSU Academic Advising Assoc. Social	SUB	2/11/11
Lionel Hampton Jazz Festival Community Kick-Off	Prichard Art Gallery	2/23/11
American College Dance Festival NW Conference	Prichard Art Gallery	3/19/11
State of the College of Engineering	Boise Centre on the Grove	3/23/11
Faculty Club	SUB	3/25/11
Idaho Repertory Theatre Reception	Kiva Theatre	3/25/11
Class of 2011 Celebration Dinner	University Inn BW	3/26/11
President's Symposium Reception	Executive Residence	3/30/11
College of Physics Annual Mtg	SUB	4/1/11
Borah Lecture Reception	Executive Residence	4/5/11
Engagement Day Reception	Executive Residence	4/6/11
McClure Lecture Reception	Executive Residence	4/8/11
IDL Grand Opening	IDL Boise	4/14/11
Dancers, Drummers, Dreamers and Dinner-Mom's Weekend	SUB	4/16/11
Faculty Excellence Awards	SUB	4/18/11
SBOE Reception Dinner	SUB	4/20/11
Spring 2011 Faculty Club Gathering	SUB	4/22/11



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<b>EVENT</b>	<b>LOCATION</b>	<b>DATE (S)</b>
Leadership Academy Dinner	SUB	4/25/11
Athena Awards	Executive Residence	4/26/11
Sherman Bellwood Lecture Series	Boise Centre on the Grove	4/28/11
VIEW Business Plan Competition Social	ALB	4/29/11
Sherman Bellwood Lecture Series	University Inn BW	4/29/11
Participants Dinner	Executive Residence	5/5/11
Retirement Reception	Bogey's	5/5/11
Exec MBA Program End-of-Year Social and Dinner	CDA Resort	5/7-9/11
REACCH Project Launch Meeting	SUB	5/9-10/11
Faculty & Staff Reception	Executive Residence	5/11/11

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**APPROVED ALCOHOL SERVICE AT  
LEWIS-CLARK STATE COLLEGE  
April 2011**

EVENT	LOCATION	DATE (S)
21 <sup>st</sup> Annual Confluence Grape & Grain Fundraiser	Center for Arts & History	4/15/11