

PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012

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SUBJECT

Boise State University – Annual Progress Report

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND/DISCUSSION

This agenda item fulfills the Board's requirement for Boise State University to provide an annual progress report on the institution's strategic plan, details of implementation, status of goals and objectives and information on other points of interest in accordance with a schedule and format established by the Board's Executive Director.

IMPACT

Boise State University's strategic plan drives the University's planning, programming, budgeting and assessment cycles and is the basis for the institution's annual budget requests and performance measure reports.

ATTACHMENTS

Attachment 1 – Summary Annual Report

Page 3

BOARD ACTION

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

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**Boise State University Progress Report
February 2012
Presented by: Dr. Robert W. Kustra, President**

Strategic Plan Implementation

In 2005 Boise State University declared its vision to become a Metropolitan Research University of Distinction. In working toward this vision, a team of faculty and staff from across the university developed a strategic plan entitled "*Charting the Course: A Strategic Vision for Boise State University*." The plan was published in April 2006 and outlined ten broadly defined goals to be pursued within a focus on four key areas: academic excellence, exceptional research, public engagement, and vibrant culture.

Since Charting the Course was published, Boise State University has made excellent progress in reaching its vision. Highlights of the University's progress, and surrounding events, include:

- The 2008 opening of the Treasure Valley's first public community college, The College of Western Idaho, has increased access to post-secondary education in the region, released Boise State University from its charge to provide vocational training, and allowed the university to focus its academic mission
- An increase in the university's admission requirements, resulting in 40 percent of the entering freshmen for Fall 2011 having a high school GPA exceeding 3.5 and SAT scores in critical reading and math that are substantially higher than the national averages
- A complete overhaul of the undergraduate core curriculum, structured around learning outcomes that are clearly articulated to provide a connected, multi-disciplinary framework of learning from freshman to senior years
- Increased retention and a flattening of the undergraduate enrollment profile from one that was historically over-represented by lower division students
- An expansion of graduate programming, with new Master degrees in anthropology, business administration, chemistry, community and regional planning, educational leadership, hydrologic sciences, mathematics, nursing, and STEM education; and new doctoral degrees in educational technology, electrical and computer engineering, geosciences, biomolecular sciences, and materials science and engineering
- A near-doubling of space for student activities (690,000 ft² total)
- An increase of 390,000 ft² for academic and research activity, including a new 84,000 ft² research facility that opened in fall 2011 and a 120,000 ft² business building scheduled to open in fall 2012
- A 55% increase in graduate degrees conferred (652 in FY 2011)
- A 68% increase in sponsored project expenditures (\$35M in FY 2011)
- A 63% increase in publications by Boise State University authors (1079 in calendar years 2006-2010)
- A 326% increase in citations of Boise State University publications (3874 in calendar years 2006-2010)

PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
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Although Boise State University has made impressive strides toward becoming a Metropolitan Research University of Distinction, we envision even greater advances in the years ahead. The process of developing a strategic plan for the next five years began in May 2011 with focused one-on-one conversations between campus leadership and 40 members of the faculty and staff. The rich information gleaned from those conversations was used to create a campus-wide survey that generated over 500 responses. The resulting data was used to create a set of core themes that describe the key aspects of the university's mission and inform the strategic planning process.

In August 2011 groups from across the campus performed an analysis of the university's strengths, weaknesses, challenges and opportunities. Informed by these analyses and our core values, the university's executive team produced a vision statement for the strategic planning process, as well as four pillars on which the strategic plan will be constructed:

- Local and Global Impact
- Student Success & Engagement
- Visionary Relationships
- Organizational Effectiveness

Draft goals have been developed and are currently being vetted with campus constituents. The plan will be finalized and the development of performance indicators to align with the plan will be developed in spring 2012.

Enrollment

Fall 2011, 10th Day Enrollment: 19,664
FY2011 Total Distinct Enrollment: 29,454

Research and Economic Development

Select Statistics:

- National Science Foundation awards, FY 11: \$9,896,223
National Science Foundation awards, FY 10: \$6,794,579
- NASA awards, FY 11: \$1,858,320
NASA awards, FY 10: \$948,379
- Patents awarded FY 11: 7
Patents awarded FY 03 to FY 10: 7
- Research Expenditures, FY 11: 35,048,296
Research Expenditures, FY10: 31,256,225

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012**

Budget

FY2012 University Budget

Revenue Projections

State General Account – (Includes Special Programs)	\$67,475,400
General Account Funds for CAES	530,400
Student Tuition and General Education Fees	70,126,300
Other Student Fees	27,302,419
Federal Grants & Contracts**	114,526,277
State Grants & Contracts	3,379,468
Private Gifts & Grants	17,222,042
Sales & Services of Auxiliary Enterprises	53,053,482
F & A Recovery	5,395,226
Other (inter-dept. revenue, transfers from fund balance & interest income)	15,075,691
Total Estimated Revenue	\$374,086,705

Estimated Expenditures

Instruction	\$92,555,006
Research	19,967,082
Public Service	12,177,939
Academic Support	18,826,838
Library	6,902,947
Student Services	12,117,207
Institutional Support	28,989,836
Physical Plant	15,398,849
Scholarships & Fellowships**	100,781,335
Auxiliary Enterprises	65,969,968
Planned Use of Reserves	1,516,820
Total Estimated Expenditures	\$375,203,827

**** Includes Student Direct Loans**

Employee Totals (FTE = 2,092)

- 643 faculty - 32% of the population
- 775 managerial/professional - 39% of the population
- 577 classified - 29% of the population
- Plus nearly 1,200 part-time employees

Collaborations

Boise State University is proud of its numerous public-private partnerships. Select examples include:

- BHS Marketing is a regional chemical custom blend chemical manufacturer and distributor for the food processing industry. Boise State University Department of Chemistry is formulating and evaluating chemical cleaners for food processing equipment designed to meet industry compliance with new stricter FDA industrial waste water standards.
- As Idaho Power and its transmission partners consider new transmission site lines, the company is conducting research at Boise State University to model the impact and influence of wind on the power line design and structure, which may influence siting as well.
- The NanoSteel Company utilizes the state-of-the-art Boise State Center for Materials Characterization facility to measure and test its nanotechnology based steel alloys. These alloys increase the life of industrial components subject to corrosion, erosion and wear. By utilizing the specialized equipment, facilities and analytical services, NanoSteel may advance product development and improve quality assurance.
- Boise State University and pSiFlow have partnered to develop point-of-care sensor devices for medical diagnosis. To date, considerable investment has been made by Micron Technology, pSiFlow and Boise State University including interdisciplinary collaboration between the Electrical and Computer Engineering and the Chemistry and Biochemistry Departments to develop the basis for the important lab-on-a-chip technology.
- Tierra Systems and Boise State University's College of Engineering Rapid Prototyping Laboratory and Department of Chemistry and Biochemistry are collaborating to develop field hardy prototypes of Boise State intellectual property that detects toxic heavy metals in water. These prototypes will be used to demonstrate the technology which is important to potential customers in the environmental cleanup, mining and heavy manufacturing industries.
- Boise State is also proud of its ongoing partnerships with its sister institutions in Idaho, through programs like CAES, INBRE and EPSCoR.

Capital Campaign

- Closed Destination Distinction Campaign in July 2011, having raised \$185,416,696.92
- Exceeded goal by over \$10 million

New Buildings

In just the past four years, the university opened or started construction on 11 new major building projects, encompassing more than 600,000 square feet – a 25 percent increase in classroom, laboratory, office and event space.

University Updates

- New Foundational Studies Program
- Beyond the Blue Podcasts
- Increased Admissions Index
- Restructure of Class Schedule

PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
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SUBJECT

Presidents' Council Report

BACKGROUND/DISCUSSION

President Bob Kustra, Boise State University, and current chair of the Presidents' Council will give a report from the most recent Presidents' Council meeting and answer questions. The Idaho Presidents' Council last met on February 7, 2012.

BOARD ACTION

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PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
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SUBJECT

2012 Statewide FAFSA Completion Event Video Contest award presentation

REFERENCE

February 2011

CACG video award presentation

BACKGROUND/DISCUSSION

These award are part of an initiative under the federal College Access Challenge Grant (CACG). The CACG is a five-year federal grant designed to assist traditionally underserved and underrepresented students gain access to college through statewide initiatives. As the state education agency appointed by the governor to administer grant funds, the Office of the State Board of Education coordinates the initiatives as defined in Idaho's CACG application. One such initiative is a statewide FAFSA (Free Application for Federal Student Aid) Completion Event. The FAFSA is the application used by the federal government to distribute student aid such as the Pell grant, federal work-study, student loans, as well as some scholarships.

Held the first Saturday in February, the FAFSA Completion Event is designed to assist students with completing their FAFSA accurately and in a timely manner. This year's event was held February 4, 2012, at 16 sites throughout the state. In an effort to involve students in advertising this event, the Board office conducted a video contest whereby high school students could create a 30 second video spot. We received seven entries and awarded a first, second, third prize, and three honorable mentions. The prizes total \$5,000 in cash money. The prize will be awarded to the student participants and a matching amount will be awarded to the students' respective schools. This provided an opportunity for Idaho high school students to showcase their video production skills in a real-world setting. We are very proud of the efforts of all who participated.

ATTACHMENTS

Attachment 1 – List of Awardees

Page 3

STAFF COMMENTS AND RECOMMENDATIONS

Due to the success of this year's contest, the CACG Program will continue to host this event each year it is awarded the federal CACG.

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IDAHO STATE BOARD OF EDUCATION

650 W. State Street | P.O. Box 83720 | Boise, Idaho 83720-0037
208-334-2270 | FAX: 208-334-2632
email: board@osbe.idaho.gov

First Place:

Eagle High School

Cody Hoge
Thomas Leinberger

Second Place:

Eagle High School

Jacob Huffaker
Jake Hart

Third Place:

Eagle High School

Riley Hunt
Stacia Cooper

Honorable Mention:

Eagle High School

Brian Kimpson
Levi Maliwauki

Eagle High School

Daydra Mefford-Ritter
Nicolle Jones

Mountain Home High School

Jarek Schetzle
David Trouten
William King

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SUBJECT

Division of Vocational Rehabilitation (IDVR) – Annual Progress Report

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND/DISCUSSION

This agenda item fulfills the Board's requirement for IDVR to provide a progress report on the agency's strategic plan, details of implementation, status of goals and objectives and information on other points of interest in accordance with a schedule and format established by the Board's Executive Director.

Don Alveshere, Administrator of the Division of Vocational Rehabilitation, will provide an overview of the Division of Vocational Rehabilitation progress in carrying out the agencies strategic plan including:

- Vocational Rehabilitation
- Extended Employment Services
- Council for the Deaf and Hard of Hearing
- End Stage Renal Program
- Agency Wide Issues
- Legislative Audit Findings
- Back Up Slides – Performance Data

ATTACHMENT

Attachment 1 – PowerPoint Presentation

Page 3

BOARD ACTION

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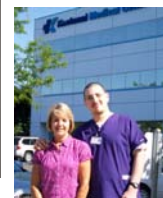
Idaho Division of Vocational Rehabilitation

State Board of Education 2012 Presentation



1

John Bustamante
Patient Equipment Transport
Region 1 – Coeur d'Alene
Employer – Kootenai
Medical Center



2

Vocational Rehabilitation

- ▶ Avoiding Order of Selection (next slide).
- ▶ Retaining quality staff.
- ▶ Providing services in an environment that is constantly changing.
 - Medicaid changes and their impacts on our customers.
 - Education changes.
 - Cost drivers increasing – medical services and higher education costs.
 - Return on Investment studies.
 - Reduces customers' use of benefits.
 - Increases taxes paid.



3

Order of Selection (OOS)

- ▶ Federally required process when not enough resources (dollars or staff) to serve every customer.
- ▶ OOS is a very disruptive process in many ways.
 - Not able to serve people when they are ready for employment or when they are at risk of losing their job.
 - Creates multiple times when assessment needs to be completed.
 - Creates a lot of appeals as people appeal their eligibility determination so they can receive services sooner.
 - Creates organizational staffing issues because the wait list is determined statewide not locally.
 - IDVR will have to serve those with the most significant disabilities first and lose relatively lower cost success opportunities.



4



Bonnie Heap
Sales Associate
Region 4 – Twin Falls
Office – Burley
Employer – Walmart



5

Extended Employment Services

- EES provides long-term supported employment services to customers with developmental disabilities or mental health disabilities.
- IDVR had a Legislative Audit finding for using federal VR funds for agency indirect costs.
- Budget request to add \$367,000 so that EES can cover its share of IDVR indirect costs.
- This request will allow the full SFY 2012 T & B allotment to be used for T & B.
- Currently 390 people are on the waiting list. These are people ready to go to work who need long-term supports.



6

Council for the Deaf and Hard of Hearing

- ▶ CDHH was moved to IDVR in FY 2011 and intended to be funded through VR grant for FY 2011.
- ▶ Not all CDHH work qualifies under the VR grant.
- ▶ Budget request to add \$148,300 to make CDHH state only funded without being tied to the VR Grant.
- ▶ Administrative burden for two person organization and funding risks based on program needs.
- ▶ 1/12/12 JFAC action increases FY 2012 state funding to \$124,500. Incurred \$146,400 total costs in FY 2011.



7

End Stage Renal Disease Program

- ▶ OPE study found programmatic issues.
- ▶ IDVR has implemented a series of actions to address the findings.
- ▶ Currently serving 103 customers
- ▶ OPE study recommended phasing out the program.
 - Governor agreed with this recommendation and suggested June 30, 2013 as the sunset date.



8

Joshua Wells Motorcycle Mechanic Region 7 – Caldwell Office – Meridian Employer – Boise Cycle



9

Agency Wide Issues

- ▶ Focus of the Agency
 - Customer Service
 - Organizational Excellence
 - Effective Stakeholder Engagement
- ▶ Employee Climate Survey Recently Completed



10

Alternative Funding Sources

- ▶ Social Security Reimbursements
 - IDVR receives reimbursement for case costs of customers who were receiving disability related Social Security but earn above the federal threshold for 9 out of 12 months.
 - IDVR has implemented changes to increase the amount we receive in reimbursements.
 - There is no consistency in receiving reimbursement dollars.
- ▶ Spending Authority Flexibility for Social Security Reimbursements
 - Reimbursements are viewed as "program income" and must be used before federal dollars are drawn.
 - IDVR received flexibility with how these dollars are spent – this fixed a federal audit finding.



11

Legislative Audit Findings

- ▶ FY 2010 Audit Findings
 - 2010F-14 – Drawing Federal Funds Early.
 - Federal funds are now only being drawn as expended.
 - 2010F-15 – Federal Financial reports not supported by the Divisions accounting records.
 - The Division's accounting structure has been improved to track grant expenditures properly



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Legislative Audit Findings-cont.

- ▶ FY 2010 Audit Findings – cont.
 - 2010F-16 – Additional services provided to clients are not documented as required.
 - We have discontinued the policy in question and will be submitting a revised policy for the next legislative session.
 - 2010F-17 – Indirect cost rate is not supported and amounts are claimed twice in error.
 - Indirect cost plan has been resubmitted to US Dept. of Education.
 - Indirect costs are no longer being charged as grant direct costs.
 - Indirect costs will be recovered at the approved rate.



13

Back Up Slides

The following is performance data relating to strategic plan objectives.



14

IDVR Performance

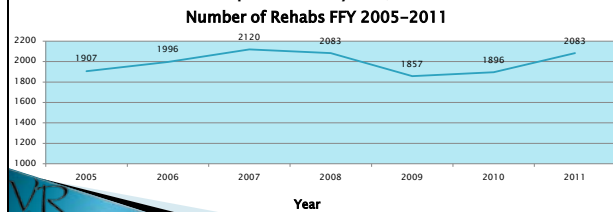
- ▶ Last available Sum of Ranks – ranking based on 81 broad performance measures
 - FFY 2009 – IDVR 5th out of 52 similar agencies
 - FFY 2008 – IDVR 3rd out of 52 similar agencies



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IDVR Performance

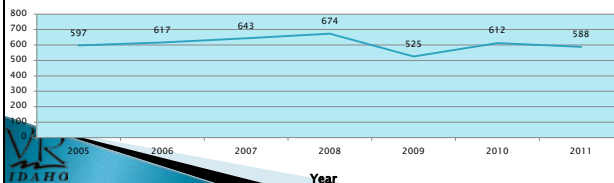
- ▶ Objective: Increase the number of individuals who successfully become employed after receiving VR services. (Federal Standard = 1 more than the previous year)



IDVR Performance

- ▶ Objective: Increase the number of transition age youth who successfully become employed after receiving VR services. (Benchmark – 1 more than the previous year)

No. of Transition Youth With Employment Outcome Before Age 24 FFY 2005–2011



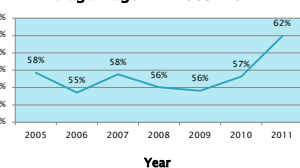
IDVR Performance

- ▶ Objective: Increase the earnings of individuals who successfully become employed after receiving VR services. (Benchmark – increase from previous year. Federal Standard = .52 of state average wage)

Average Hourly Wage FFY 2005–2011



Average Wage as % of State Average Wage FFY 2005–2011



IDVR Performance

- ▶ Objective – Maintain the number of individuals with significant disabilities placed in employment with long term job support. (Benchmark = Equal or exceed previous year)

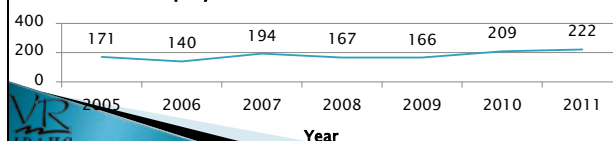
No. of Clients With Significant Disabilities Placed in Employment With Long Term Support FFY 2005–2011



IDVR Performance

- ▶ Objective – Improve the employment outcomes of individuals who are Deaf and Hard of Hearing. (Benchmark – Increase the number 6% from FFY 2011 to FFY 2013)

No. of Clients Deaf and Hard of Hearing With Employment Outcome FFY 2005–2011



IDVR Performance

- ▶ Objective – Utilize Information Technology to its maximum capacity. (Benchmark – completion of document imaging project and ongoing education and training)

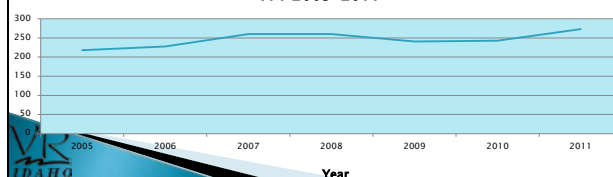
□ Outcomes

- Converted HR to paperless document storage
- Developed and implemented client appt. reminder system.
- Implemented an online trouble ticket system.
- Installed and maintained a statewide video conference system.

IDVR Performance

- ▶ Objective – Assure that individuals of minority backgrounds have equal access to services. (Benchmark – Equal or exceed previous year)

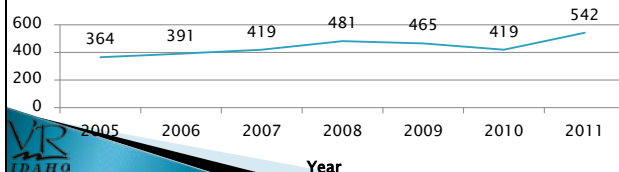
Rehabilitations for Customers With Any Non-White Background FFY 2005–2011



IDVR Performance

- ▶ Objective – Adequately meet the employment needs of the increasing Adult Corrections population statewide. (Benchmark – Equal or exceed previous year)

IDOC Clients With Successful Rehab FFY 2005–2011



IDVR Performance

- ▶ Objective – Strengthen partnerships with community partners. (Benchmarks – Increase meeting with community programs & collaboration with Community Rehabilitation Programs will meet or exceed previous year)

▶ Outcomes

- IDVR has a strong presence with community groups and will continue to prioritize this.
- IDVR has several projects beginning with our CRPs.

IDVR Performance

- ▶ Objective – Maintain an internal audit process that achieves the vocational outcome goals established by RSA.
- ▶ Outcome – IDVR has taken many steps to address RSA and state audit findings.
 - New Policies
 - Indirect Cost Rate
 - CDHH



IDVR Performance

Federal Standards and Indicators			
Standard	FFY 2011	FFY 2010	Federal Standard
Change in Employment Outcomes	2,083	1,895	1 more than before
Percent of Employment Outcomes (Rehab Rate)	62.5%	63.1%	55.8%
% of Outcomes Competitive Employment	99.7%	99.6%	72.6%
% with Significant Disability	99.7%	98.9%	62.4%
Earnings Ratio	.62	.57	.52
Self Support	75.1	72.2	53
Minority Service Rate Ratio	.975	.925	.80

IDVR passed all 7 federal standards!!



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SUBJECT

Idaho Commission for Libraries - Read to Me Early Literacy Program

BACKGROUND/DISCUSSION

The Idaho Commission for Libraries has recognized the value of early literacy skills in education, as is evident in their Read to Me (RTM) program. The vision of the Commission's RTM program is that all parents and caregivers nurture their children's early literacy skills and all children develop as independent readers and become lifelong learners.

RTM is a collaboration among the Commission, public libraries and their community partners to provide early literacy services to Idaho children ages 0 to 8 and their families, with an emphasis on those at risk for low reading skills. There are a variety of program elements so local libraries can choose those that best meet their community needs and available resources. A central strategy is to provide parents and caregivers the information and tools they need to help their young children be ready to learn.

RTM has grown significantly since it began in 1998 as a small pilot project. A 3-year grant from the JA and Kathryn Albertson Foundation helped launch the project more broadly from 1999 to 2001. Since that time the grant has been funded by a combination of federal and state dollars.

The Commission for Libraries recognizes that preparation for success in a career or college takes place on a continuum that begins with early literacy skills. The Commission has also been working to build a sense of urgency about the number of Idaho children who are not reading at grade level, and how that leads to a large number of students who do not complete high school.

IMPACT

Boise State University's Dr. Roger Stewart has been involved in evaluating RTM's impact since 2009. Dr. Stewart finds the programs have been successful and have impacted parent behaviors in regard to children's early literacy are striking."

STAFF COMMENTS AND RECOMMENDATIONS

Ann Joslin, State Librarian, will give a brief presentation on the Read to Me program and update the State Board of Education on the Commissions efforts to help address reading deficiencies among Idaho students.

BOARD ACTION

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PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
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SUBJECT

Idaho Bureau of Educational Services for the Deaf and the Blind - Progress Report

BACKGROUND/DISCUSSION

The Idaho Bureau of Educational Services for the Deaf and the Blind (IBESDB) formally known as the Idaho School for the Deaf and Blind was moved out from under the Boards Governance in 2009. The Board maintains rule making authority for educational services for students who are deaf or hard of hearing and/or blind or visually impaired, as well as property rights for the School for the Deaf and Blind.

Brian Darcy, Administrator for Idaho Bureau of Educational Services for the Deaf and the Blind will give the Board an update on IBESDB's current activities and progress.

ATTACHMENT

Attachment 1 – PowerPoint Presentation

Page 3

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Idaho Educational Services for the Deaf and the Blind



Idaho Educational Services for the Deaf and the Blind (IESDB)

IESDB Board Members



Teresa Fritsch



Steven Snow



Jennifer Hirai



Tom Luna
Supt. of
Public Instruction



Jeff Faulkner



Ramona Lee

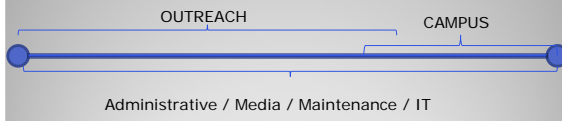


Michael Graham



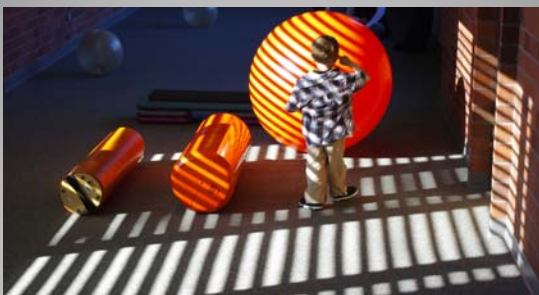
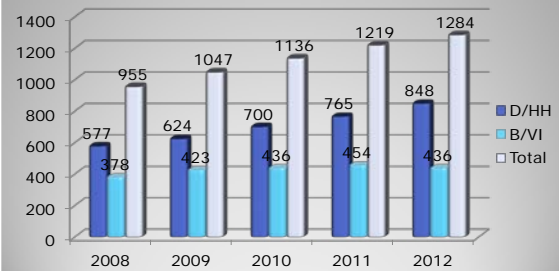
Mark Falconer

33-3403 - "The goal of the Idaho bureau of educational services for the deaf and the blind is to assist school districts and state agencies in providing accessibility, quality and equity to students in the state with sensory impairments through a **continuum** of service and placement options."



Continuum of Services

Outreach



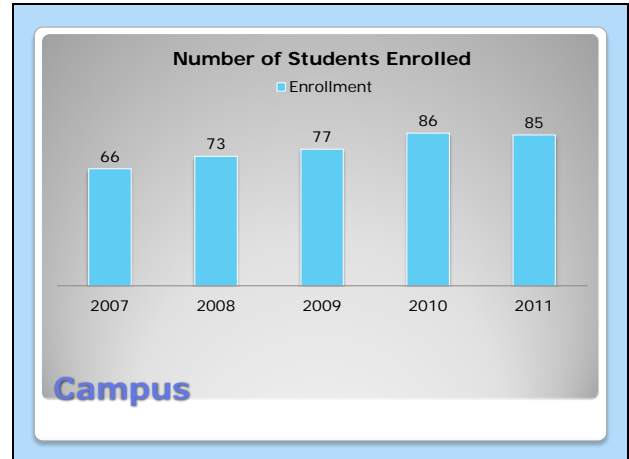
Innovative learning

From 2011- present, 55,779 Braille pages were produced by scanning, decrypting, and translating from text books and sent throughout the state.



Media/Library Services

PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
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PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
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Partnerships

- ❖ Vocational Rehabilitation
- ❖ Commission for the Blind
Visually impaired
- ❖ Council for the Deaf/Hard of
Hearing
- ❖ Health and Welfare – Infant
Toddler
- ❖ Department of Labor
- ❖ Local School Districts



**Bottom Line: We are all Pulling
Together**

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PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012

SUBJECT

Idaho Public Charter School Commission Annual Progress Report

APPLICABLE STATUTE, RULE, OR POLICY

Section 33-5213, Idaho Code

BACKGROUND/DISCUSSION

Idaho Public Charter School Commission (IPCSC) Chairman Alan Reed and Director Tamara Baysinger will update the Board on the status of Idaho's public charter schools and the IPCSC's efforts to implement best practices for charter school authorizing. Topics will include:

1. Public charter school growth, achievement, and funding;
2. New oversight procedures implemented by the IPCSC; and
3. Essential authorizing practices identified by the National Association of Charter School Authorizers.

ATTACHMENTS

Attachment 1 – Idaho Public Charter Schools Fact Sheet	Page 3
Attachment 2 – Idaho Public Charter School Lists	Page 4
Attachment 3 – IPCSC 2012 Annual Report	Page 7

BOARD ACTION

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Public Charter Schools | FACT SHEET

Total State Support for Public Charter Schools

Fiscal Year	FY09	FY10	FY11	% Change from FY09 to FY11
Dollar Amount	\$66,227,258	\$78,800,105	\$77,626,138	17%

Number of Public Charter Schools

	2009-2010	2010-2011	2011-2012	2012-2013
District-Authorized	14	15	14*	14
IPCSC-Authorized	22	25*	29	30
Total	36	40	43	44

It is anticipated that 4-6 new public charter schools will be approved each year for the foreseeable future. If present trends continue, most or all of these will be authorized by the Idaho Public Charter School Commission.

Public Charter School Enrollment

	2009-2010	2010-2011	2011-2012	2012-2013**
District-Authorized	5,048	5,521	5,487	5,321
IPCSC-Authorized	9,439	10,691	10,597	10,912
Brick & Mortar	10,311	11,484	10,861	11,010
Virtual	4,176	4,728	5,223	5,223
Total	14,487	16,212	16,084	16,233

The number of students currently enrolled in Idaho's public charter schools represents 5.7% of Idaho's public school student population. 1.8% of Idaho's public school students are enrolled in virtual public charter schools.

Idaho Public Charter School Commission Program Budget

	FY 2009 (actual)	FY 2010 (actual)	FY 2011 (actual)	FY 2012 (budgeted)
Personnel Costs	\$79,113	\$100,366	\$102,490	\$198,770
Operating Expenditures	\$11,084	\$22,121	\$19,766	\$39,784

Increased operating budgets are reflective of the meetings, tools, and training required for the oversight of an expanding number of schools. Increased personnel costs reflect the addition of a second, full-time IPCSC staff position, bringing Idaho closer to the nationwide authorizer staffing average of 1 full-time equivalent (FTE) per 5.3 schools.***

*In 2010-11, three new IPCSC schools opened, one existing IPCSC school closed, and one school transferred from district to IPCSC. In 2011-12, one existing district school closed.

**These estimates are based on enrollment caps contained in charters approved but not yet open, and do not reflect the anticipated expansion of existing schools.

***Source: The State of Charter School Authorizing 2009 Annual Report, National Association of Charter School Authorizers.

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012**

Number	Name (Active Schools Only)	Year	Location	Grades	Method / Focus	Authorizer
1	Academy at Roosevelt Center, The	2006	Pocatello	K-8	Harbor	PCSC
2	Another Choice Virtual School	2010	Treasure Valley	K-12	Virtual, Special Needs	PCSC
3	Anser Charter School	1999	Boise	K-8	Expeditionary Learning	Boise SD
4	ARTEC Charter School	2005	Twin Falls	9-12	Prof Tech	Minidoka SD
5	Blackfoot Community Charter Learning Center	2000	Blackfoot	K-6	Brain-Based	PCSC
6	Coeur d' Alene Charter Academy	1999	Coeur d'Alene	6-12	College Prep	Coeur d'Alene SD
7	Compass Public Charter School	2005	Meridian	K-9	Harbor	PCSC
9	DaVinci Charter School (formerly GCCS)	2006	Boise	K-8	Adlerian	PCSC
8	Falcon Ridge Public Charter School	2005	Kuna	K-8	Harbor	PCSC
10	Heritage Academy	2011	Jerome	K-6	Schoolwide Enrichment	PCSC
11	Heritage Community Charter School	2011	Caldwell	K-12	Classical	PCSC
13	Idaho Arts Charter School	2005	Nampa	K-12	Arts Focus	Nampa SD
18	Idaho Connects Online (formerly KAID)	2009	Statewide	6-12	Virtual	PCSC
12	Idaho Distance Education Academy	2004	Deary	K-12	Distance Education	White Pine SD
14	Idaho School of Science and Technology	2009	Blackfoot	6-8	Science/Tech Focus	PCSC
15	Idaho Virtual Academy	2002	Statewide	K-12	Virtual	PCSC
16	INSPIRE Connections Academy	2005	Statewide	K-11	Virtual	PCSC
17	iSucceed Virtual High School	2008	Statewide	9-12	Virtual	PCSC
19	Kootenai Bridge Academy	2009	Coeur d'Alene SD	11-12	Virtual, At-Risk	PCSC
20	Legacy Charter School	2011	Nampa	K-8	Harbor	PCSC
21	Liberty Charter School	1999	Nampa	K-12	Harbor	PCSC
22	Meridian Medical Arts Charter High School	2003	Meridian	9-12	College Prep	Meridian SD
23	Meridian Technical Charter High School	1999	Meridian	K-12	College Prep	Meridian SD
24	Monticello Montessori Charter School	2010	Idaho Falls	K-2	Montessori	PCSC
25	Moscow Charter School	1999	Moscow	K-6	Arts & Tech	Moscow SD
26	North Idaho STEM	2012	Rathdrum	K-8	STEM	PCSC
27	North Star Charter School	2003	Eagle	K-9	Harbor	Meridian SD
28	North Valley Academy	2008	Gooding	K-8	Core Knowledge	PCSC
29	Palouse Prairie School of Expeditionary Learning	2009	Moscow	K-6	Expeditionary Learning	PCSC
30	Payette River Technical Academy	2010	Emmett	9-12	Non-Traditional	Emmett SD
31	Pocatello Community Charter	1999	Pocatello	K-8	Harbor	Pocatello SD
32	Richard McKenna Charter High School	2002	Mountain Home	9-12	Virtual, Alternative	PCSC
33	Rolling Hills Public Charter School	2005	Boise	K-9	Harbor	PCSC
34	Sage International School of Boise	2010	Boise	K-8	Int'l Baccalaureate	PCSC
35	Sandpoint Charter School	2001	Sandpoint	6-8	Project-Based	Lake Pend Oreille SD
37	Taylor's Crossing Public Charter School	2006	Idaho Falls	K-10	Harbor	PCSC
41	The Village Charter School	2011	Boise	K-8	Limitless Learning	PCSC
38	Thomas Jefferson Charter School	2004	Caldwell	K-10	Harbor	Vallivue SD
39	Upper Carmen Public Charter School	2005	Carmen	K-5	General	Salmon SD
40	Victory Charter School	2004	Nampa	K-10	Harbor	PCSC
42	Vision Public Charter School	2007	Caldwell	K-7	Classical	PCSC
43	White Pine Charter School	2003	Idaho Falls	K-8	Core Knowledge	PCSC
36	Wings Charter School (formerly SILC Lab School)	2009	Twin Falls	6-9	Differentiated	PCSC
44	Xavier Charter School	2007	Twin Falls	K-8	Core Knowledge	PCSC
Three district-authorized public charter schools have closed: Lost Rivers, Renaissance, Idaho Leadership Academy, and OWL.						
One PCSC-authorized public charter school has closed: Nampa Classical Academy.						
One district-authorized public charter school was converted to a traditional school in 2008-2009: Hidden Springs.						
Two district-authorized public charter schools have transferred to PCSC authorization: White Pine and BCCLC.						

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012**

Number	Name (Active Schools Only)	Year	Location	Grades	Method	Authorizer
1	Anser Charter School	1999	Boise	K-8	Expeditionary Learning	Boise SD
2	Coeur d' Alene Charter Academy	1999	Coeur d'Alene	6-12	College Prep	Coeur d'Alene SD
3	Sandpoint Charter School	2001	Sandpoint	6-8	Project-Based	Lake Pend Oreille SD
4	Meridian Medical Arts Charter High School	2003	Meridian	9-12	College Prep	Meridian SD
5	Meridian Technical Charter High School	1999	Meridian	K-12	College Prep	Meridian SD
6	North Star Charter School	2003	Eagle	K-9	Harbor	Meridian SD
7	ARTEC Charter School	2005	Twin Falls	9-12	Prof Tech	Minidoka SD
8	Moscow Charter School	1999	Moscow	K-6	Arts & Tech	Moscow SD
9	Idaho Arts Charter School	2005	Nampa	K-12	Arts Focus	Nampa SD
10	Payette River Technical Academy	2010	Emmett	9-12	Non-Traditional	Emmett SD
11	Pocatello Community Charter	1999	Pocatello	K-8	Harbor	Pocatello SD
12	Upper Carmen Public Charter School	2005	Carmen	K-5	General	Salmon SD
13	Thomas Jefferson Charter School	2004	Caldwell	K-10	Harbor	Vallivue SD
14	Idaho Distance Education Academy	2004	Deary	K-12	Distance Ed	White Pine SD
1	Academy at Roosevelt Center, The	2006	Pocatello	K-8	Harbor	PCSC
2	Another Choice Virtual School	2010	Treasure Valley	K-12	Virtual, Special Needs	PCSC
3	Blackfoot Community Charter Learning Center	2000	Blackfoot	K-6	Brain-Based	PCSC
4	Compass Public Charter School	2005	Meridian	K-9	Harbor	PCSC
5	DaVinci Charter School (formerly GCCS)	2006	Boise	K-8	Adlerian	PCSC
6	Falcon Ridge Public Charter School	2005	Kuna	K-8	Harbor	PCSC
7	Heritage Academy	2011	Jerome	K-6	Schoolwide Enrichment	PCSC
8	Heritage Community Charter School	2011	Caldwell	K-12	Classical	PCSC
9	Idaho Connects Online (formerly KAID)	2009	Statewide	6-12	Virtual	PCSC
10	Idaho Science and Technology Charter School	2009	Blackfoot	6-8	Science/Tech Focus	PCSC
11	Idaho Virtual Academy	2002	Statewide	K-12	Virtual	PCSC
12	INSPIRE Connections Academy	2005	Statewide	K-11	Virtual	PCSC
13	iSucceed Virtual High School	2008	Statewide	9-12	Virtual	PCSC
14	Kootenai Bridge Academy	2009	Coeur d'Alene SD	11-12	Virtual	PCSC
15	Legacy Charter School	2011	Nampa	K-8	Harbor	PCSC
16	Liberty Charter School	1999	Nampa	K-12	Harbor	PCSC
17	Monticello Montessori School	2010	Idaho Falls	K-2	Montessori	PCSC
18	North Idaho STEM	2012	Rathdrum	5-8	STEM	PCSC
19	North Valley Academy	2008	Gooding	K-8	Core Knowledge	PCSC
20	Palouse Prairie School of Expeditionary Learning	2009	Moscow	K-6	Expeditionary Learning	PCSC
21	Richard McKenna Charter High School	2002	Mountain Home	9-12	Virtual/At Risk	PCSC
22	Rolling Hills Public Charter School	2005	Boise	K-9	Harbor	PCSC
23	Sage International School of Boise	2010	Boise	K-8	Int'l Baccalaureate	PCSC
24	Taylor's Crossing Public Charter School	2006	Idaho Falls	K-10	Harbor	PCSC
25	The Village Charter School	2011	Boise	K-8	Limitless Learning	PCSC
26	Victory Charter School	2004	Nampa	K-10	Harbor	PCSC
27	Vision Public Charter School	2007	Caldwell	K-7	Classical	PCSC
28	White Pine Charter School	2003	Idaho Falls	K-8	Core Knowledge	PCSC
29	Wings Charter Middle School (formerly SILC)	2009	Twin Falls	6-9	Differentiated	PCSC
30	Xavier Charter School	2007	Twin Falls	K-8	Core Knowledge	PCSC
TOTAL 44						
Four district-authorized public charter schools have closed: Lost Rivers, Renaissance, Idaho Leadership Academy, and OWL.						
One PCSC-authorized public charter school has closed: Nampa Classical Academy.						
One district-authorized public charter school was converted to a traditional school in 2008-2009: Hidden Springs.						
Two district-authorized public charter schools have transferred to PCSC authorization: White Pine and BCCLC.						

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012**

Number	Name (All Schools)	Year	Location	Grades	Method	Enrollment 09-10	Enrollment 10-11	Authorizer
1	ANSER Charter School	1998	Boise	K-8	Expeditionary Learning	316	361	Boise SD
CLOSED	Lost Rivers Charter School	1998	Arco			n/a	n/a	Closed (Butte Cnty SD)
2	Moscow Charter School	1998	Moscow	K-6	Arts & Tech	138	140	Moscow SD
3	Coeur d' Alene Charter Academy	1999	Coeur d'Alene	6-12	College Prep	569	628	Coeur d'Alene SD
4	Liberty Charter School	1999	Nampa	K-12	Harbor	419	418	PCSC
5	Meridian Technical Charter High School	1999	Meridian	K-12	College Prep	199	197	Meridian SD
6	Pocatello Community Charter School	1999	Pocatello	K-8	Harbor	326	360	Pocatello SD
CLOSED	Renaissance Charter School	1999	Moscow			n/a	n/a	Closed (Moscow SD)
7	Blackfoot Community Charter Learning Center	2000	Blackfoot	K-6	Brain-Based	123	164	PCSC
CLOSED	Hidden Springs Charter School	2001	Boise	K-8	Harbor	n/a	n/a	Boise SD
8	Sandpoint Charter School	2001	Sandpoint	6-8	Project-Based	211	272	Lake Pend Oreille SD
CLOSED	Idaho Leadership Academy	2002	Pingree	K-12	Paidea, Leadership	n/a	n/a	Closed (Snake River SD)
9	Idaho Virtual Academy	2002	Statewide	K-12	Virtual	2662	2750	PCSC
10	Richard McKenna Charter High School	2002	Mountain Home	9-12	Virtual/At Risk	229	345	PCSC
11	Meridian Medical Arts Charter High School	2003	Meridian	9-12	College Prep	186	193	Meridian SD
12	North Star Charter School	2003	Eagle	K-9	Harbor	812	920	Meridian SD
13	White Pine Charter School	2003	Idaho Falls	K-8	Core Knowledge	372	443	PCSC
14	Idaho Distance Education Academy	2004	Deary	K-12	Distance Ed	900	913	White Pine SD
15	Thomas Jefferson Charter School	2004	Caldwell	K-12	Harbor	399	405	Vallivue SD
16	Victory Charter School	2004	Nampa	K-10	Harbor	400	398	PCSC
17	Compass Public Charter School	2005	Meridian	K-9	Harbor	548	539	PCSC
18	Falcon Ridge Public Charter School	2005	Kuna	K-8	Harbor	257	261	PCSC
19	Idaho Arts Charter School	2005	Nampa	K-12	Arts Focus	603	657	Nampa SD
20	INSPIRE Connections Academy	2005	Statewide	K-11	Virtual	501	605	PCSC
21	Rolling Hills Public Charter School	2005	Boise	K-9	Harbor	226	262	PCSC
22	Upper Carmen Public Charter School	2005	Carmen	K-5	General	55	76	Salmon SD
23	ARTEC Charter School	2006	Twin Falls	9-12	Prof Tech	211	399	Minidoka SD
24	Academy at Roosevelt Center, The	2006	Pocatello	K-8	Harbor	278	276	PCSC
25	DaVinci Charter School (formerly GCCS)	2006	Boise	K-8	Adlerian	150	139	PCSC
26	Taylor's Crossing Public Charter School	2006	Idaho Falls	K-10	Harbor	367	413	PCSC
27	Vision Public Charter School	2007	Caldwell	K-7	Classical	299	437	PCSC
28	Xavier Charter School	2007	Twin Falls	K-8	Core Knowledge	648	625	PCSC
29	iSucceed Virtual High School	2008	Statewide	9-12	Virtual	735	765	PCSC
30	North Valley Academy	2008	Gooding	K-8	Core Knowledge	260	238	PCSC
31	Idaho School of Science and Technology	2009	Blackfoot	6-8	Science/Tech Focus	113	114	PCSC
CLOSED	Nampa Classical Academy	2009	Nampa	1-9	Classical/Trivium	n/a	n/a	PCSC
32	Palouse Prairie School of Expeditionary Learning	2009	Moscow	K-6	Expeditionary Learning	102	94	PCSC
33	Wings Charter School (Formerly SILC)	2009	Twin Falls	6-9	Differentiated	133	132	PCSC
34	Idaho Connects Online (formerly KAID)	2009	Statewide	6-12	Virtual	102	213	PCSC
35	Kootenai Bridge Academy	2009	Coeur d'Alene SD	11-12	Virtual	138	237	PCSC
36	Another Choice Virtual School	2010	Treasure Valley	K-12	Virtual, Special Needs	100	120	PCSC
37	Sage International School of Boise	2010	Boise	K-8	Int'l Baccalauriate	New	213	PCSC
CLOSED	Owl Charter Academy	2010	Nampa	K-8	Multi-Sensory	n/a	177	Nampa SD
38	Monticello Montessori Charter School	2010	Idaho Falls	K-2	Montessori	New	181	PCSC
39	Payette River Technical Academy	2010	Emmett	9-12	Non-Traditional	n/a	132	Emmett SD
40	The Village Charter School	2011	Boise	K-8	Limitless Learning	New	275	PCSC
41	Legacy Charter School	2011	Nampa	K-8	Harbor	New	270	PCSC
42	Heritage Academy	2011	Jerome	K-6	Schoolwide Enrichment	New	364	PCSC
43	Heritage Community Charter School	2011	Caldwell	K-12	Classical	New	520	PCSC
44	North Idaho STEM	2012	Rathdrum	K-8	STEM	New	220	PCSC

**IDAHO PUBLIC CHARTER SCHOOL COMMISSION
2012 ANNUAL REPORT**

The Idaho Public Charter School Commission (IPCSC) and its staff have spent the past year focusing on the improvement of oversight practices in order to effectively oversee a growing number of public charter schools in the face of a challenging economic climate. This annual report focuses on best practices identified by national leaders in the charter school movement, addressing the application of such practices to Idaho's independent authorizer.

Growth in the number of public charter schools in Idaho continued at its average, historical rate in Fall 2011, with the opening of four, new, IPCSC-authorized schools. One IPCSC-authorized school is approved to open in Fall 2012, bringing Idaho's total number of public charter schools to 44; 30 of these are overseen by the IPCSC. It is anticipated that Fall 2013 will see a return to typical, annual growth levels of three to five new public charter schools, the majority of which will be IPCSC-authorized.

Enrollment in Idaho's public charter schools increased by approximately 900 students from 2010-2011 to 2011-2012. This number reflects enrollment at the four new schools, expansion or contraction of existing schools, and the closure of one, district-authorized school. Idaho's public charter school enrollment now totals nearly 17,000, or 6% of Idaho's K-12 public school population. 68% (11,645) of these students are enrolled in IPCSC-authorized schools, and 31% (5,223) are virtual school students.

Idaho's public charter schools continue to perform well academically, on average. In Spring 2011, 66% of charter Local Education Agencies (LEAs) made Adequate Yearly Progress (AYP) under No Child Left Behind, compared to 37% of traditional school districts. 100% of charter LEAs currently reflect a more positive AYP status than that of the districts in which they are located, though it should be acknowledged that a few (5/18) non-virtual charter LEAs moved in the same, negative direction as did their home districts. Many more (13/18) non-virtual charter LEAs achieved AYP while the districts in which they are located moved further into school improvement. Public virtual charter school results have improved since Spring 2010, with three out of seven making AYP in Spring 2011 compared to two out of seven in Spring 2010. Other measures of success, including stakeholder surveys and standardized tests results, indicate that the majority of IPCSC-authorized public charter schools are performing well, and several are achieving among the best results in the state.

Funding for Idaho's public charter schools, as with all public schools, decreased from FY 2010 to FY 2011, from \$78,800,105.08 to \$77,626,137.78. The IPCSC has observed an increase in the number of schools facing significant fiscal concerns. This appears to be due in part to decreased funding; another common factor among fiscally unstable schools is excessive facility costs. New and proposed schools face additional challenges due to Idaho's failure to receive the federal Charter Start! grant during its last cycle.

The IPCSC's budget increased from FY 2011 to FY 2012 due to the approval of a second, full-time staff position. The PCSC's personnel budget currently stands at \$198,770, while its operating budget remains similar to the previous year's, at \$39,784. It is anticipated that some of these operating funds will be utilized for the improvement of fiscal oversight tools, development of online data submission tools, and professional development of Commissioners and staff.

Authorizing activity by the IPCSC included the Spring 2011 approval of an extensive restructuring plan intended to update the IPCSC's oversight structure, including the petition approval process and charter school performance evaluation system, with an overarching goal of improved efficiency and effectiveness. The plan, which is currently in its first phase of implementation, attempts to apply best practices identified by the National Association of Charter School Authorizers (NACSA) and the National Alliance for Public Charter Schools (NAPCS), while targeting additional issues identified through the experience of the IPCSC and its staff.

National research continues to inform IPCSC practices. In October 2011, NACSA released an Index of Essential Practices citing 12, essential authorizing practices and rating states by awarding one point per essential practice currently in effect. Idaho received 5 out of 12 points, placing our state in the bottom quartile of the 123 authorizers that participated in the nationwide survey. These results correspond with Idaho's score of 25 out of a possible 55 points on the Center for Education Reform's 2011 Charter School Law Ranking and Scorecard. Similarly, NAPCS's January 2012 Ranking of State Charter School Laws placed Idaho 32nd out of 41 states, with a score of 91/208 based on the comparison of Idaho's charter school law to the 20 Essential Components of a Strong Public Charter School Law identified by NAPCS.

NACSA, NAPCS, and the Center for Educational Reform all identify similar criteria for evaluating charter school laws, including those that address authorizing practices. The components relevant to strong authorizing all contribute to the three core principles identified by NACSA's 2010 Principles and Standards for Quality Charter School Authorizing: maintain high expectations, protect school autonomy, and protect the public and student interests.

NACSA's Index of Essential Practices provides a concise list of critical authorizing practices that are recommended by national groups representing authorizers, charter school advocates, and education reformers. This report will address the 12 essential practices as they are, or are not, currently implemented in Idaho.

Essential Practice 1: Authorizer Publishes Applications Timelines and Materials

Idaho received a point for this practice. Application timelines and materials are made available on the IPCSC's website, as well as in Idaho statute and administrative rule, and through the petitioners workshops offered twice annually by the Idaho State Department of Education (SDE).

Essential Practice 2: Authorizer has Established, Documented Criteria for Evaluating Charter Applications

Idaho received a point for this practice. Throughout the application process, petitioners are provided with extensive SDE and IPCSC staff reviews based on the statutory lists of required petition elements, in addition to additional elements identified as critical by the IPCSC. The IPCSC's restructuring plan includes the development of a petition evaluation rubric, which will further define authorizer expectations.

Essential Practice 3: Authorizer Uses Expert Panels that Include External Members to Review Charter Applications

Idaho did not receive a point for this practice. Upon the suggestion of this report, and with the recognition that IPCSC petitioners could benefit from the input of experts in such areas as

academic program development, school finance, federal programs, and school governance, IPCSC staff is currently considering means by which this practice could be implemented. Due to budgetary constraints, it is likely that expert panels would need to be comprised of volunteer reviewers.

Essential Practice 4: Authorizer Interviews all Charter Applicants

Idaho received a point for this practice. As described in the restructuring plan, IPCSC staff now interviews all proposed charter school founding groups as a means of assessing their capacity to open and operate a public charter school. It should be noted, however, that the findings of these interviews are of limited benefit because Idaho statute does not permit an authorizer to deny a charter petition on the basis of doubt in the abilities its founding members.

Essential Practice 5: Sign a Contract with Each School

Idaho did not receive a point for this practice. In Idaho, the charter document itself serves in place of a formal contract, and the IPCSC has consistently used enforcement of charters as a means of holding schools accountable. NACSA and other national leaders agree, however, on the importance of a separate document that outlines specific performance expectations and clarifies the roles and responsibilities of both schools and their authorizers. Contracts should protect school autonomy by deflecting hostile authorizers while enhancing authorizers' ability to hold schools accountable for their performance. Contracts alone cannot fulfill these goals; they must be implemented in concert with other essential practices identified in this report.

Essential Practice 6: Authorizer Grants Charters with Five-Year Terms Only

Idaho did not receive a point for this practice. In 2004, the five-year renewal provision in Idaho's charter school statute was removed due to concerns about hostile authorizers and difficulty obtaining facility financing without the guarantee of long-term operation. However, 39 out of the 41 states with charter laws have managed to retain a renewal requirement while establishing or seeking facilities solutions. The threat of hostile authorizers could be mitigated by careful implementation of other essential practices, such as contracts and annual authorizer reports.

NACSA notes the possibility of using "other high-stakes reviews" in place of five-year renewals, and the IPCSC's restructure plan attempts to establish a system of periodic, high-stakes reviews. Unfortunately, the limitations of Idaho statute leave authorizers in our state unable to offer significant rewards for strong performance or sanctions for poor performance. In other words, neither the "carrot" nor the "stick" is truly high-stakes.

Idaho statute provides several, specific defects on which grounds an authorizer must issue a notice of defect to a public charter school. While the IPCSC has done an exemplary job of evaluating schools' performance in relationship to these potential defects, and has utilized the statutory process to effect dramatic turnarounds at numerous schools, it is also true that the disciplinary process described in statute and administrative rule lacks any means by which an authorizer may address issues at a school that are inappropriate or ineffective, but insufficiently egregious to justify revocation. The end result is that mediocre, or even consistently low-performing, schools have little motivation to improve.

Data from NACSA's 2010 State of Charter School Authorizing report illustrates that authorizers tend to revoke charters only under extreme circumstances, while they non-renew based on long-term evaluation of school performance (including student academic proficiency and growth,

achievement gaps, attendance, recurrent enrollment, postsecondary readiness, financial performance, and board stewardship). Schools are closed up to 10 times as often at renewal than by revocation, indicating again that the absence of a renewal process will allow to remain in operation schools that would otherwise be closed for underperformance.

Essential Practice 7: Authorizer has Established Revocation Criteria

Idaho did not receive a point for this practice. Although Idaho statute contains a statutory process for revocation, including specific defects on which grounds authorizers may revoke, these defects represent broad categories such as violation of any condition, standard, or procedure set forth in the approved charter. The result is a statutory obligation for authorizers to focus on the means by which a school attempts to educate students, rather than the desired ends: higher achievement by a greater number of students.

The use of contracts, in conjunction with annual authorizer reports notifying schools of their progress in relationship to the terms of such contracts, would ensure a set of pre-established standards of performance and conduct based not on methods, but on results.

Essential Practice 8: Authorizer has Established Renewal Criteria

Idaho did not receive a point for this practice. Because Idaho statute does not require renewals, the IPCSC does not have a set of established renewal criteria. It is important to note, however, that IPCSC-authorized schools are subject to rigorous oversight including annual verbal and written reports (including student academic proficiency and growth, attendance, enrollment retention, stakeholder satisfaction, financial performance, and legal compliance). As a result, the IPCSC has access to an extraordinary amount of information about the schools it authorizes. Unfortunately, Idaho authorizers' ability to address matters of consistent, low-level non-compliance or underperformance short of charter or legal violation is very limited.

Essential Practice 9: Authorizer Provides an Annual Report to Each School on its Performance

Idaho did not receive a point for this practice. NACSA observes that, in an environment requiring public charter schools to apply for renewal every five years, it is critically important that schools receive annual reports from their authorizers addressing whether or not the schools are meeting the terms of their contracts. In the absence of renewals, however, the IPCSC has not generated such reports.

IPCSC-authorized schools do currently receive feedback from the IPCSC and its staff annually, at minimum, and often with much greater frequency. This feedback occurs during site visits and verbal reports to the IPCSC. As part of the IPCSC's restructuring plan, annual reports including school dashboards and ISAT comparisons will soon be made available to schools and the public on the IPCSC's website.

It should be noted that the production of more thorough, annual performance reports to a growing portfolio of schools would present a significant challenge to the IPCSC's limited staff, and implementation of such would likely demand additional personnel.

Essential Practice 10: Authorizer Requires and/or Examines Annual, Independent, External Financial Audits of its Charter Schools

Idaho received a point for this practice. In addition to annual, independent fiscal audits, the IPCSC requires submission of IFARMS budgets and a completed template enabling the IPCSC to evaluate school budgets in a format including not only proposed budgets, but actuals and year-end projections.

Essential Practice 11: Authorizer has Staff Assigned to Authorizing within the Organization or by Contract.

Idaho received a point for this practice. In 2011, the Idaho Legislature approved a second, full-time staff position for the IPCSC, increasing the total staff to 2.5 full-time equivalent (FTE) and bringing it closer to the nationwide average of 1 FTE per 5.3 schools. This has been extremely helpful in enabling IPCSC staff to oversee schools and broaden research regarding best practices for charter school authorizing.

Satisfactory implementation of the best practices discussed in this report, as well as adequate oversight of the growing number of Idaho charter schools, will likely require additional staffing such as most large authorizers employ. Leading, pro-charter and authorizer support agencies nationwide concur that a funding structure based on fees from authorized schools, possibly combined with appropriated funds, represents the most stable and effective funding mechanism for charter school authorizers.

Essential Practice 12: Authorizer Has a Published and Available Mission for Quality Authorizing

Idaho did not receive a point for this practice. However, the IPCSC has since adopted a formal mission statement crafted to incorporate the three core principles of charter authorizing identified by NACSA:

The Idaho Public Charter School Commission's mission is to enforce IPCSC-authorized public charter schools' compliance with Idaho statute, protecting student and public interests by balancing high standards of accountability with respect for the autonomy of public charter schools and implementing best practices to ensure the excellence of public charter school options available to Idaho families.

In conclusion, the IPCSC values the Essential Practices identified by the National Association of Charter School Authorizers, which agree with the authorizing recommendations and model charter school laws provided by the National Alliance for Public Charter Schools and the Center for Education Reform. These national leaders have distilled decades of data from hundreds of authorizers into a constellation of practices that, though subject to misuse if implemented in isolation, should be considered as a comprehensive whole to represent a means by which to strengthen public charter school offerings for Idaho's students through exemplary authorizing.

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PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012

SUBJECT

New Lakeside Elementary School Update

REFERENCE

February 18, 2010 Board approved appointment of District Supervisor for Plummer-Worley project.

APPLICABLE STATUTE, RULE, OR POLICY

Section 33-909, Idaho Code.

BACKGROUND/DISCUSSION

House Bill 743 led to the enactment of Title 33, Chapter 9 of the Idaho Code which created the Public School Facilities Cooperative Funding Program. This legislation provides qualifying school districts to address facilities identified as unsafe under the standards of the Idaho Uniform School Building Safety Act. Under the Act, a panel was created within the Office of the State Board of Education which consists of the Administrator of the Division of Building Safety, the Administrator of the Division of Public Works and the Executive Director of the State Board of Education.

The panel is assigned the duty of considering all applications made to the fund and to either approve, modify, or reject an application based on the most economical solution to the problem (as analyzed over a projected twenty (20) year time frame. Applications may be submitted to the panel by any school district that has failed to approve at least one (1) or more bond levies for the repair, renovation, or replacement of an existing unsafe facility within the two years preceding submission of the application; or by the administrator of the Division of Building Safety for a school district that has failed to address identified unsafe facilities as provided in chapter 80, title 39, Idaho Code. Once the panel approves the application, the community is given another opportunity to approve a bond. If this bond fails, then the provisions for state funding of the local building are implemented including the State Board of Education appointing a district supervisor to supervise the entire project.

The Plummer-Worley School District #44 (PWSD) submitted an application to replace the Lakeside Elementary School due to imminent safety hazards. The District had run three failed bond elections within a two-year period. The panel found that the District had indeed met the conditions specified in Idaho code for the fund and unanimously approved the application submitted by the District with some modifications. The amount approved by the panel was \$11,349,435. The District then held a fourth bond election for that amount, which failed. Consequently, the panel met February 12, 2010, to certify the results of the bond election and discuss the selection of a district supervisor to be recommended to the Board.

PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012

In March 2010, consultant Dave Teater was hired to serve as district supervisor, by the Board, to oversee the Plummer project. Throughout this process, the panel identified critical changes to statute which will address shortcomings in the future. Additionally, the Panel identified and used state implemented best practices including development of education specifications, value engineering, constructability review, and commissioning – all of which improve quality and reduce cost.

IMPACT

The Plummer project has been successful. The students started school in their new building on Tuesday, January 17, 2012 and the school was officially dedicated on Friday, January 20, 2012. The students of the new Lakeside Elementary School have a safe, cutting edge building that will be used by students and the community. What has been done on this building has met or exceeded energy code requirements. Through smarter strategic planning and design work, less money was spent to make the building efficient. The true efficiencies of this building should be able to be gauged within three to four years after it has gone through several climate cycles.

ATTACHMENTS

Attachment 1 – Teater Consulting Monthly Report December 2011	Page 3
Attachment 2 – Project Expenditure Report	Page 10
Attachment 3 – Exit Strategy	Page 11

BOARD ACTION

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



Teater Consulting, LLC
Educational Specialists

January 31, 2012

Dr. Mike Rush, Executive Director
Idaho State Board of Education
Len B. Jordan Building
650 W. State Street
Boise, ID 83720-0095

Dr. Rush,

As you know, we have passed our inspections necessary to obtain the temporary certificate of occupancy. As a result, the Plummer-Worley K-6 students are in their new school and settling in to their new routines. Teachers have already reported improvements in student behavior, perhaps due to pride in their new school. The dedication of the school was very well attended and comments from the staff, students, and community have been positive. The new kitchen, commons, stage/music room, and gym areas will begin to be used by the district next Monday, February 6. The coordination of the kitchen move-in and existing equipment transfer will happen this week. The kitchen passed health department inspection on January 27.

We are now in the "punch list" phase of the work. The punch list for the building interior was completed on Monday of this week. ALSC will deliver a partial list of 23 pages to the general contractor today and the balance of the list by tomorrow. The bulk of the list is paint and ceiling related. The punch list activities will begin this week with workers present during after school hours. The exterior of the building will be punched as weather permits with the completion of this list by the general contractor occurring while the balance of the site work is being finished.

As you know, we have full commissioning for this new facility. Part of that work requires training for staff on all the major systems. The cost of this training was a requirement in the general contractor's scope of work. Training happened yesterday for staff on the use of the projectors, smart boards, sound systems, voice enhancement systems and other classroom features. Other training on the HVAC system, the electrical system have already occurred. We have video-taped the training sessions so staff can refer back to the training sessions as well as their equipment manuals.

Some other activities are underway, too. As soon as the building has the air balance complete mechanical and electrical consultants will punch the building for their respective trades. The HVAC systems is not working properly in Classroom 115. The problem has not been identified, but it is still being diagnosed. The general contractor has ordered additional expertise to help out. I'm confident that the problem will be fixed shortly. The local building inspector has all the documentation to make a determination on the seismic design category for the building. If the determination is made that the school is in "Seismic Category C," additional work will be

8128 N. Stone Haven Dr.
Hayden, ID 83835
208-818-0357
dave@teaterconsulting.com

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
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required on some of the suspended wood ceiling areas. If “Category B” is the correct classification, no additional work will be required.

As stated in earlier reports, the playground area is incomplete and “on hold” until the weather breaks. With the moisture and constant freeze-thaw weather cycles, the seeding of the playground has been delayed until spring. (Of course, we’ll withhold adequate payment until satisfactory completion of that, or any other, portion of the project.) The site punch list will need to occur in the spring.

The following photos were taken at the site during the last month.

This is a picture of the students entering the new school on their first day of classes there. Although the staff had been in the school some days prior, this was the first time the students had seen the new school.



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Students in their new desks and new classroom.



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We had a "full house" in the new gym for our dedication ceremony. Notice the gym floor covering -- and example of the care taken of the new school by the district.



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Our main speaker at the dedication ceremony!



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Two of Idaho's finest at the front entrance to the gym for the dedication ceremony.



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Our team continues to visit the site and monitor the punch list work. We also attend periodic construction meetings, deal with daily correspondence, and report to the local Board of Trustees.

Marcia Hoffman, the District Business Manager, has provided us with the following monthly financial report. This report reflects the latest amended amounts. Please note that we will be doing a final "reconciliation" amendment to the budget near the end of the project.

ACCOUNT NUMBER	DESCRIPTION	EXPEND MTD	EXPEND TO DATE	APPROPRIATED	PERCENT	UNEXPENDED	OUT ENCUMBERED	UNENCUMBERED
421 E 811000 315 101 000	PLNT FAC-COOP FND ED SPECS	\$ -	\$ 17,500.00	\$ 17,500.00	100.00%	\$ -	\$ -	\$ -
421 E 811000 315 102 000	PLNT FAC-COOP FND-SITE SRVEY	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -
421 E 811000 315 103 000	PLNT FAC-COOP FND SOILS REPORT	\$ -	\$ 8,180.00	\$ 10,000.00	81.80%	\$ 1,820.00	\$ -	\$ 1,820.00
421 E 811000 315 104 000	PLNT FAC-COOP FND LEGAL FEES	\$ -	\$ 3,510.64	\$ 5,000.00	70.21%	\$ 1,489.36	\$ 1,405.36	\$ 84.00
421 E 811000 315 105 000	PLNT FAC-COOP FND-CIVIL ENG OF	\$ -	\$ 16,158.50	\$ 20,000.00	80.79%	\$ 3,841.50	\$ -	\$ 3,841.50
421 E 811000 315 106 000	PLNT FAC-COOP FND A/E FEES	\$ 6,420.93	\$ 630,873.80	\$ 650,000.00	97.06%	\$ 19,126.20	\$ 8,438.20	\$ 10,688.00
421 E 811000 315 107 000	PLNT FAC-COOP FND-TST & INS FE	\$ -	\$ 42,933.75	\$ 55,000.00	78.06%	\$ 12,066.25	\$ 3,873.30	\$ 8,192.95
421 E 811000 315 108 000	PLNT FAC-COOP FND-VALUE ENGR	\$ -	\$ 12,000.00	\$ 12,000.00	100.00%	\$ -	\$ -	\$ -
421 E 811000 315 109 000	PLNT FAC-COOP FND-CNSTRBLTY/CO	\$ -	\$ 41,818.11	\$ 100,000.00	41.82%	\$ 58,181.89	\$ 38,081.89	\$ 20,100.00
421 E 811000 315 110 000	PLNT FAC-COOP FND-FFE CONSULTA	\$ -	\$ 19,920.00	\$ 24,900.00	80.00%	\$ 4,980.00	\$ 4,980.00	\$ -
421 E 811000 330 000 000	PLNT FAC-COOP FND-OFFSITE MITI	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -
421 E 811000 390 000 000	PLNT FAC-COOP FND-BLD PLN FEES	\$ -	\$ 24,105.33	\$ 45,000.00	53.57%	\$ 20,894.67	\$ 15,894.67	\$ 5,000.00
421 E 811000 390 101 000	PLNT FAC-COOP FND-BLD PRMT FEE	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -
421 E 811000 390 102 000	PLNT FAC-COOP FND-REIMB, REPROD	\$ -	\$ 18,649.47	\$ 22,000.00	84.77%	\$ 3,350.53	\$ 1,000.00	\$ 2,350.53
421 E 811000 390 103 000	PLNT FAC-COOP FND-STDINT RELOCA	\$ 3,500.00	\$ 3,500.00	\$ 5,000.00	70.00%	\$ 1,500.00	\$ -	\$ 1,500.00
421 E 811000 520 000 000	PLNT FAC-COOP FND-SITE WORK	\$ -	\$ 2,266.00	\$ 3,000.00	75.53%	\$ 734.00	\$ -	\$ 734.00
421 E 811000 520 101 000	PLNT FAC-COOP FND SEWER CONNEC	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -
421 E 811000 520 102 000	PLNT FAC-COOP FND-WATER CONNEC	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -
421 E 811000 530 000 000	PLNT FAC-COOP FND-CONSTR COSTS	\$ 575,679.41	\$ 8,324,924.77	\$ 8,935,800.00	93.16%	\$ 610,875.23	\$ 563,922.83	\$ 46,952.40
421 E 811000 530 101 000	PLNT FAC-COOP FND-CONS SLS TAX	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -
421 E 811000 550 000 000	PLNT FAC-COOP FND-FURN/EQUIP	\$ 33,142.25	\$ 76,582.62	\$ 315,000.00	24.31%	\$ 238,417.38	\$ 172,816.25	\$ 65,601.13
421 E 811000 557 000 000	PLNT FAC-COOP FND-TECH TELEPH	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -
421 E 811000 557 101 000	PLNT FAC-COOP FND-TECH NETWORK	\$ 26,997.65	\$ 35,044.67	\$ 130,000.00	0.00%	\$ 94,955.33	\$ 90,959.41	\$ 3,995.92
421 E 811000 700 000 000	PLNT FAC-COOP FND-PROPERTY INS	\$ -	\$ 18,971.00	\$ 30,000.00	63.24%	\$ 11,029.00	\$ -	\$ 11,029.00
421 E 950000 000 000 000	PLNT FAC-COOP FND-CONTINGENCY	\$ -	\$ -	\$ 704,309.00	0.00%	\$ 704,309.00	\$ -	\$ 704,309.00
TOTAL PLNT FAC-COOP FUND-EXPE		\$ 645,740.24	\$ 9,296,938.66	\$ 11,084,509.00	83.87%	\$ 1,787,570.34	\$ 901,371.91	\$ 886,198.43

If there are other topics or reports needed, I'd be happy to respond. Until then, this concludes my report for this month. Please call if you have additional questions.

Sincerely



David Teater
Teater Consulting, LLC

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012**

Plummer Worley Jt School District 44
EXPENDITURE/ENCUMBRANCE REPORT
1/31/2012

ACCOUNT NUMBER	DESCRIPTION	EXPEND MTD	EXPEND TO DATE	APPROPRIATED	PERCENT	UNEXPENDED	OUT ENCUMBERED	UNENCUMBERED
421 E 811000 315 101 000	PLNT FAC-COOP FND ED SPECS	\$ -	\$ 17,500.00	\$ 17,500.00	100.00%	\$ -	\$ -	\$ -
421 E 811000 315 102 000	PLNT FAC-COOP FND-SITE SRVEY	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
421 E 811000 315 103 000	PLNT FAC-COOP FND SOILS REPORT	\$ -	\$ 8,180.00	\$ 10,000.00	81.80%	\$ 1,820.00	\$ -	\$ 1,820.00
421 E 811000 315 104 000	PLNT FAC-COOP FND LEGAL FEES	\$ -	\$ 3,510.64	\$ 5,000.00	70.21%	\$ 1,489.36	\$ 1,405.36	\$ 84.00
421 E 811000 315 105 000	PLNT FAC-COOP FND-CIVIL ENG OF	\$ -	\$ 16,158.50	\$ 20,000.00	80.79%	\$ 3,841.50	\$ -	\$ 3,841.50
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421 E 811000 315 108 000	PLNT FAC-COOP FND-VALUE ENGR	\$ -	\$ 12,000.00	\$ 12,000.00	100.00%	\$ -	\$ -	\$ -
421 E 811000 315 109 000	PLNT FAC-COOP FND-CNSTRBLTY/CO	\$ -	\$ 41,818.11	\$ 100,000.00	41.82%	\$ 58,181.89	\$ 38,081.89	\$ 20,100.00
421 E 811000 315 110 000	PLNT FAC-COOP FND-FFE CONSULTA	\$ -	\$ 19,920.00	\$ 24,900.00	80.00%	\$ 4,980.00	\$ 4,980.00	\$ -
421 E 811000 330 000 000	PLNT FAC-COOP FND-OFFSITE MITI	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
421 E 811000 390 000 000	PLNT FAC-COOP FND-BLD PLN FEES	\$ -	\$ 24,105.33	\$ 45,000.00	53.57%	\$ 20,894.67	\$ 15,894.67	\$ 5,000.00
421 E 811000 390 101 000	PLNT FAC-COOP FND-BLD PRMT FEE	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
421 E 811000 390 102 000	PLNT FAC-COOP FND-REIMB, REPROD	\$ -	\$ 18,649.47	\$ 22,000.00	84.77%	\$ 3,350.53	\$ 1,000.00	\$ 2,350.53
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421 E 811000 520 000 000	PLNT FAC-COOP FND-SITE WORK	\$ -	\$ 2,266.00	\$ 3,000.00	75.53%	\$ 734.00	\$ -	\$ 734.00
421 E 811000 520 101 000	PLNT FAC-COOP FND SEWER CONNEC	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
421 E 811000 520 102 000	PLNT FAC-COOP FND-WATER CONNEC	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
421 E 811000 530 000 000	PLNT FAC-COOP FND-CONSTR COSTS	\$ 575,679.41	\$ 8,324,924.77	\$ 8,935,800.00	93.16%	\$ 610,875.23	\$ 563,922.83	\$ 46,952.40
421 E 811000 530 101 000	PLNT FAC-COOP FND-CONS SLS TAX	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
421 E 811000 550 000 000	PLNT FAC-COOP FND-FURN/EQUIP	\$ 33,142.25	\$ 76,582.62	\$ 315,000.00	24.31%	\$ 238,417.38	\$ 172,816.25	\$ 65,601.13
421 E 811000 557 000 000	PLNT FAC-COOP FND-TECH TELEPH	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -
421 E 811000 557 101 000	PLNT FAC-COOP FND-TECH NETWORK	\$ 26,997.65	\$ 35,044.67	\$ 130,000.00	0.00%	\$ 94,955.33	\$ 90,959.41	\$ 3,995.92
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TOTAL PLNT FAC-COOP FUND-EXPE		\$ 645,740.24	\$ 9,296,938.66	\$ 11,084,509.00	83.87%	\$ 1,787,570.34	\$ 901,371.91	\$ 886,198.43

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Teater Consulting, LLC
Educational Specialists

January 23, 2012

Dr. Mike Rush, Executive Director
Idaho State Board of Education
Len B. Jordan Building
650 W. State Street
Boise, ID 83720-0095

Dr. Rush,

I have done some thinking about the "exit strategy" for the Plummer Worley Project. Here are some of my thoughts for your consideration.

As of last Friday, we have obtained a Temporary Certificate of Occupancy (TCO) for the new building and a Certificate of Substantial Completion for the building from the General Contractor and ALSC Architects. The TCO allows us to occupy and use the building while several "punch list" items are corrected by the General Contractor. The Certificate of Substantial Completion means that the Plummer Worley School District now "owns" the building. Along with this transfer of "ownership" the District now has both liability and property insurance on the building and all utility payments are the responsibility of the District.

What remains to be completed is the site work, mainly on the south side of the new building. That work is stalled due to winter weather conditions and will resume next spring as weather and site conditions allow. This work largely consists of seeding and irrigation work. Upon satisfactory completion of that work, we will receive a final Certificate of Occupancy and a final Certificate of Substantial Completion from ALSC Architects. At that time, the District will have final "ownership" of the entire project. Of course, there will almost certainly be some site-related "punch list" items remaining.

It is my intention to retain the authority granted me by the State Board until all these events occur and all punch list items are resolved. At that time, I will submit a letter to you stating that all work is complete, all invoices have been paid, and the project is closed. Along with that letter will be my resignation as the "District Supervisor" and my duties will cease. Until that time, I believe the State of Idaho will require my attention to the project under the terms of my contract with you.

If this timeline and exit strategy does not match your sense of how it should go, please advise.

Sincerely

David Teater
Teater Consulting, LLC

8128 N. Stone Haven Dr.
Hayden, ID 83835
208-818-0357
dave@teaterconsulting.com

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PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012

SUBJECT

Alcohol Permits - Issued 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 2011 Board meeting. Since that meeting, Board staff has received forty-three (43) permits from Boise State University, eight (8) permits from Idaho State University, eighteen (18) 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

page 3

BOARD ACTION

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

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PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012

APPROVED ALCOHOL SERVICE AT BOISE STATE UNIVERSITY November 2011 – September 2012				
EVENT	LOCATION	Institution Sponsor	Outside Sponsor	DATE (S)
Dinner Honoring the Steins	Morrison Center–Founder's Room	X		12/2/11
Osher 10 th Anniversary	Yanke Building	X		12/7/11
EMBA Open House	Stueckle Sky Center (SSC)	X		1/25/12, 2/8/12, 3/28/12, 4/25/12, 6/6/12
Welcome Reception for New Athletic Director	Stueckle Sky Center	X		1/25/12
BAA Coaches Club Holiday Party	Stueckle Sky Center	X		12/16/11
Rachmaninov 3 – Boise Philharmonic	Morrison Center		X	11/19/11
St. Mary's Ball & Auction	S.U.B. – Jordan Ballroom		X	11/19/11
Trans Siberian Orchestra	Taco Bell Arena		X	11/23/11
Ducks Unlimited Bronco Chapter Annual Banquet	Stueckle Sky Center		X	12/1/11
Brian Regan	Morrison Center		X	12/3/11
Keynetics End of Year Celebration	Stueckle Sky Center		X	12/9/11
The Nutcracker	Morrison Center		X	12/9/11, 12/10/11 (2), 12/11/11 (2)
CH2M Hill Holiday Party	Stueckle Sky Center		X	12/10/11
Ballet Idaho – Patron Party	Morrison Center–Founder's Room		X	12/10/11
CWI Culinary Arts	Culinary Arts Building		X	12/10/11
Hewlett Packard WOITO Holiday Event	Stueckle Sky Center		X	12/13/11
Moreton & Co. Christmas Party	Stueckle Sky Center		X	12/15/11
News and You Salon	Yanke BSPR Atrium		X	12/15/11
Handel's Messiah	Morrison Center		X	12/17/11, 12/18/11
Mannheim Steamroller	Morrison Center		X	12/22/11 (2)
My Fair Lady	Morrison Center		X	1/3/12, 1/4/12, 1/5/12
Momix: Botanica	Morrison Center		X	1/13/12

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012**

EVENT	LOCATION	Institution Sponsor	Outside Sponsor	DATE (S)
Assoc. of Corp. Counsel Awards Event	Stueckle Sky Center		X	1/18/12
Boise Fire Dept Awards Banquet	Stueckle Sky Center		X	1/20/12
Boise Philharmonic – Wizard of Oz	Morrison Center		X	1/21/12, 1/22/12
Ferguson Wellman 2012 Investment Outlook	Stueckle Sky Center		X	1/26/12
Young Frankenstein	Morrison Center		X	1/26/12
Theatre Arts ID Dance Winter Show	Special Events Center		X	1/27/12, 1/28/12
The Manhattan Transfer	Morrison Center		X	2/5/12
YMCA Strong Kids Campaign Kickoff	Simplot Ballroom		X	2/7/12
First Tech FCU Intro to Raymond James	Stueckle Sky Center		X	2/8/12
Idaho Ballet – Cinderella	SUB – SPEC Lobby		X	2/10/12, 2/11/12
Trey McIntyre Project – At Last	Morrison Center		X	2/11/12 (2)
Randy Travis	Morrison Center		X	2/13/12
Lord of the Dance	Morrison Center		X	2/14/12
New Shanghai Circus	Morrison Center		X	2/17/12
George Lopez	Morrison Center		X	2/18/12
George Jones	Morrison Center		X	2/24/12
Laura Lim – 60 th Birthday Party	Stueckle Sky Center		X	2/25/12
Ameriprise – 1 st Annual Client Dinner	Stueckle Sky Center		X	3/1/12
Intermountain Gas–WEI Bus. Accumen	Stueckle Sky Center		X	6/18/12
Toby Rood/Ashley Bordewyk Wedding / Reception	Stueckle Sky Center		X	6/30/12
Boise Philharmonic	Stueckle Sky Center		X	9/29/12

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012**

APPROVED ALCOHOL SERVICE AT IDAHO STATE UNIVERSITY December 2011 - January 2012				
EVENT	LOCATION	Institution Sponsor	Outside Sponsor	DATE (S)
Holiday Party-- Commun. Sciences & Disorders Dept.	Alumni House, 554 S. 7 th Avenue	X		12/9/11
Holiday Open House- ISU Alumni Assoc.	Alumni House, 554 S. 7 th Avenue	X		12/21/11
A Fine Romance, National Display	ISU Library	X		1/12/12 (or) 1/13/12
Idaho Business Leader of the Year	Stephens Performing Arts Center (SPAC)	X		3/14/12
Gem Legacy Dinner	SPAC	X		3/23/12
Bengal Athletic Boosters	Bennion Room / Holt Arena		X	1/28/12
Janiece Ruff Memorial Service	SPAC - Rotunda		X	1/14/12
Winterfest	SPAC – Rotunda, Grand Hall		X	1/27/12

PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
FEBRUARY 16, 2012

APPROVED ALCOHOL SERVICE AT UNIVERSITY OF IDAHO December 2011 – March 2012				
EVENT	LOCATION	Institution Sponsor	Outside Sponsor	DATE (S)
Northwest Mining Assoc. Alumni Dinner	Sparks Nevada	X		12/1/11
Provost Holiday Dinner	Provost's Home, 1795 Amy Ct., Moscow, ID	X		12/5/11
Retirement for Jack Morris	Pullman, WA	X		12/7/11
College of Natural Resources Holiday Social	1912 Center, Moscow, ID	X		12/8/11
Reception for Janet DeVleig Pope-Honorary Degree Recipient	1227 Wallen Road, Moscow, ID	X		12/10/11
Athena Winter Meet & Greet	Commons Panorama	X		12/12/11
College of Science Holiday Social	Best Western, Moscow, ID	X		12/12/11
CBE Faculty Retreat	ALB Gallery	X		1/9/12
State of College-Engineering	San Jose, CA/Tech Museum	X		1/11/12, 1/12/12
Business After House-Chamber of Commerce Reception	CBE Board Room	X		1/19/12
UI Faculty Club/Interdisciplinary Research Reception	Commons Clearwater/Whitewater	X		1/20/12, 2/17/12
State of College-Engineering	Mission Bay Hyatt/San Diego	X		2/1/12
Lionel Hampton Jazz Festival	Kibbie Dome	X		2/14/12, 2/25/12
Lionel Hampton Jazz Festival – Pres. Recept.	Kibbie Cntr/President's Suite	X		2/14/12, 2/25/12
Red Carnation Backstage Reception	Kibbie Dome (Backstage)	X		2/24/12
Staff Affairs-Prof. Dev.-LEAP Conference	Commons	X		2/19/12
Mom's Weekend Wine & Cheese Tasting Event	Sub Ballroom	X		4/20/12
Rocky Mtn. Elk Foundation Banquet	Sub Ballroom		X	4/7/12

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APPROVED ALCOHOL SERVICE AT LEWIS-CLARK STATE COLLEGE March 2012				
EVENT	LOCATION	Institution Sponsor	Outside Sponsor	DATE (S)
Center for Arts & History (CAH) VIP Event	CAH - 415 Main Street Lewiston, ID 83501	X		3/2/12

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IDAHO STATE UNIVERSITY (ISU)

SUBJECT

Update on ISU Shared Faculty Governance

REFERENCE

April 2010	Board approved ISU's plan for administrative cost reductions and reorganization (BAHR TAB 15).
June 2010	Board directed President Vailas to evaluate the existing faculty governance system (PPGA TAB 5).
October 2010	ISU updated the Board on the progress of the Faculty Governance Review.
February 2011	Board approved the suspension of the operation and bylaws of the ISU Faculty Senate, and authorized President Vailas to implement an interim faculty advisory structure (PPGA TAB 11).
April 2011	Board approved the election of an interim, provisional faculty senate to develop a faculty constitution and senate bylaws for approval by the University President and the Board (PPGA TAB 5).

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.C., Institutional Governance.

BACKGROUND/DISCUSSION

A draft constitution as submitted on November 28th by the Provisional Faculty Senate (PFS) to the President has not been approved by the President. A revised constitution which addresses the President's concerns will be distributed to the faculty no later than January 30th for review and possible additional editing. The revised constitution is based on a Shared Faculty Governance Principles document that reflects the key issues of administration's concerns and is included as **Attachment 1**.

Following the suspension of the ISU Faculty Senate in February 2011, elections of PFS members (N = 18) were held in late April, prior to the end of the spring semester, in the colleges, Division of Health Sciences, Library, and Meridian and Idaho Falls outreach centers. The PFS was seated at the beginning of the fall 2011 semester, and charged with development of a faculty constitution and faculty senate bylaws prior to the end of the academic year. The original target date for completion of a draft constitution for approval by President Vailas was early November, for inclusion in the December Board meeting agenda. The PFS submitted its draft constitution to the faculty for a vote on November 16th and submitted to the President the vote tally and constitution draft on November 28th. That same date the PFS also provided a copy to the Board's office.

The timeline of activities related to completion of a draft Constitution by the PFS is included as **Attachment 2**. President Vailas delegated oversight responsibility of the PFS and development of a faculty constitution to the Interim Provost. Communication from Administration to the PFS and to the faculty has been clear, ongoing, and frequent regarding operational issues (e.g., the time frame the PFS would be seated and its charge; that there would be no “executive committee,” only a chairperson; the scope of responsibility for the PFS; and the expectation the PFS would work collegially with the Office of Academic Affairs). The PFS has been confrontational with administration and noncompliant with the operational guidelines given to it, since the formation of the PFS. The Interim Provost has attended nearly all meetings of the PFS and has provided feedback from administration on all drafts of the faculty constitution. Requests from the Interim Provost for special meetings with the PFS, and to delay the PFS’s faculty vote on the draft constitution to provide additional time for discussion of the constitution by faculty within the colleges, have all been ignored.

The administration and the PFS have operated from two sharply different perspectives. Administration views the PFS essentially as a working group with a limited charge to develop a faculty constitution and bylaws for a faculty senate, as indicated in Board minutes from February and April 2011. The President delegated the task of working with the PFS to the Interim Provost, and has adhered to that decision by consistently reminding the PFS of that delegation and declining to directly participate in PFS meetings. For the period a faculty constitution is being developed, ISU has put in place a provisional advisory system that meets the requirements of Board policy Section III.C. and includes elected faculty bodies, like the Curriculum Council, Research Council, and Graduate Council, as well as executive committees in the colleges.

In an email dated May 12, 2011 from Phil Cole to President Vailas (**Attachment 3**), Dr. Cole presented his view of the role of the PFS: it is the restored governance body representing faculty on all faculty-related issues; it operates autonomously from administration as an independent body; it has the full power and authority to function as a faculty senate with only one of its responsibilities being the development of a faculty constitution and senate bylaws; and it has the duty, along with administration, to ensure that ISU is in compliance with Board policy. The PFS has consistently ignored the delegation of authority to the Interim Provost and believes its existence is essential to valid faculty governance at ISU.

Despite ongoing communication and the clear dissemination of administration’s perspectives, the PFS delivered a constitutional document that essentially ignores administrative feedback on key points.

If these differing perspectives are not resolved, the intention of ISU administration is to:

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1. Conduct elections this spring for a permanent faculty senate to assume its function within the ISU shared governance system and to continue the development of a faculty constitution and bylaws of the faculty senate that must be approved by the President.
2. Maintain the University Curriculum Council, Research Council, and Graduate Council as independent, elected, representative bodies within the shared faculty governance structure. The revised bylaws of these Councils are included as an information item (**Attachments 4-7**).

IMPACT

To establish an appropriate system of shared faculty governance at Idaho State University.

ATTACHMENTS

Attachment 1 – ISU Shared Faculty Governance Principles	Page 5
Attachment 2 – Timeline of events related to the provisional Faculty Senate, April 2011 to December 2011.	Page 8
Attachment 3 – Email from Phil Cole to President Vailas, May 12, 2011	Page 15
Attachment 4 – Bylaws of the University Curriculum Council	Page 18
Attachment 5 – Bylaws of the Research Council	Page 23
Attachment 6 – Bylaws of the Graduate Council	Page 29
Attachment 7 – Accomplishments of Elected Faculty Councils Fall 2011	Page 33

BOARD ACTION

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

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**Idaho State University
Shared Faculty Governance Principles**

Shared faculty governance is an essential aspect of the institutional advisory structure of Idaho State University. The principles outlined in this document are designed to facilitate communication, understanding, and cooperation among the faculty and administration and to ensure the orderly development of educational programs and policies committed to our trust. This document establishes principles of organization, authority, and responsibility for shared faculty governance at Idaho State University.

I. University Faculty

A. The Idaho State University faculty is comprised of two categories:

- University Faculty. The University Faculty (voting faculty) includes all tenured, tenure-track, and non-tenure track faculty at the rank of professor, associate professor and assistant professor; lecturers on continuing contracts, and professional-technical instructors, or the equivalent of any of these ranks, at 0.5 FTE or greater.
- Adjunct, Affiliate, Visiting, and Emeritus Faculty. Faculty with temporary appointments (non-voting faculty), including Visiting faculty, Lecturers on temporary contracts, Adjunct faculty (part-time), Affiliate faculty (non-compensatory); and emeritus faculty, have the privilege of participation without vote in meetings of the University Faculty.

B. The University Faculty make recommendations and provide advice and comment to the President and the Provost and Vice President for Academic Affairs on matters related to the following:

- Curricula, methods of instruction, facilities and materials for instruction, standards for admission and retention of students, criteria for the granting of degrees, and those aspects of student life that relate directly to the educational process.
- Policies and procedures governing the performance of research, scholarship and creative activities.
- Policies and procedures governing faculty appointment, tenure, and promotion.
- Policies and procedures governing the performance of faculty service.

C. The University Faculty will carry out the responsibilities described in I.B. above:

- Through elected, representative bodies including a faculty senate and other elected, representative, university-level councils and committees as may be established pursuant to Board policy.
- By participation in local governance committees within the colleges/academic units.

D. The University Faculty of each academic unit (college, school, division, department, or the library) will develop specific policies and practices in collaboration with the relevant dean and/or department chair for implementation within the academic unit.

E. Meetings of the University Faculty may be called by the University President, Provost, or Chair of the Faculty Senate. The Chair of the Faculty Senate must call a meeting at the written petition of one-third (33%) of the eligible voting faculty, which petition must conform to procedures specified in the Faculty Senate bylaws.

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- The President or his or her designee will preside at regularly scheduled meetings of the University Faculty. The Chair of the Faculty Senate or his or her designee will preside at special meetings of the University Faculty, scheduled following receipt of a petition from the University Faculty (see I.E. above).
 - Written notice and an attached agenda of each meeting must be circulated to the University Faculty at least five business days prior to the date of the meeting.
 - Official business calling for a vote of the University Faculty requires a quorum (51%) of the eligible voting faculty. Members must be physically present at designated meeting sites; proxy votes will not be recognized for absent individuals.
 - Each member of the University Faculty will have a free and equal voice in all deliberations. University Faculty members will be entitled to one vote each.
- F. The University Faculty may override an action taken by the Faculty Senate, or failure to act on an initiative petition from the University Faculty. To override a specific action of the Faculty Senate, the University Faculty may conduct a vote. A signed petition by one-third (33%) of the eligible voting faculty is required. The ballot must be accompanied by the minutes of the relevant Faculty Senate meetings sent to each member of the University Faculty. The Faculty Ombudsperson will administer, record and report the vote within the period of time specified in the Faculty Senate bylaws for faculty-wide referendums. A vote of the University Faculty requires approval by sixty percent (60%) of the eligible voting faculty to override a Faculty Senate action.
- G. The University Faculty may formally oppose a University Presidential action following the procedure specified in F. above. A vote of the University Faculty requires approval by sixty percent (60%) of the eligible voting faculty to formally oppose an action of the University President. The Chair of the Faculty Senate will communicate the results of such a vote to the President, the University Faculty and the Idaho State Board of Education. A vote of the University Faculty cannot be called to address personnel issues.
- H. The University Faculty may propose a constitution and/or bylaws consistent with these Shared Faculty Governance Principles to the University President upon a petition signed by one-third (33%) of the eligible voting faculty. Upon approval of the President, such constitution and/or bylaws may be submitted to the University Faculty for a vote.

II. Faculty Senate

- A. The Division of Health Sciences, the colleges, and the Library are entitled to at least one University Faculty representative to the Faculty Senate.
- Additional Senate representation for the Division and each college will be determined on the ratio of one Senator for every 25 University Faculty in the academic unit.
 - Representation of faculty located at remote sites will be determined by the relevant academic units. University Faculty representatives will be elected by the University Faculty in the Division, colleges, or Library.
- B. No later than January 31st each year, the Provost and Vice President for Academic Affairs will provide the Faculty Senate data on faculty membership by academic unit. The Faculty Senate will review the apportionment of the faculty from the Division of Health Sciences and each college or unit as specified in II.A. above.
- C. The following are nonvoting members of the Faculty Senate: the President of ASISU or his or her designee; the President of the University or his or her designee; the Provost and Vice President for

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Academic Affairs or his or her designee; and any additional non-voting members as are specified in the Faculty Senate Bylaws.

- D. University Faculty Senators will be elected by the voting faculty in the Division, colleges, and Library. Elections will be conducted each spring. Distribution of Senate seats among the divisions, schools, and departments within each college and academic unit will be determined by the college and academic unit. Faculty with administrative appointments at the level of department chairperson or above are not eligible to serve as Senators.
- E. Elected members normally will serve for three years. Initially, provision will be made for rotating terms of office so that one-third of the Senate seats will be vacated each year. Senators may not serve more than two consecutive terms.
- F. Senators are encouraged and expected to consult their constituencies; however, they are free to exercise their own judgment when voting.
- G. Newly created colleges and higher level academic divisions of the University will be represented as provided in II.A. above. The Faculty Senate bylaws will govern implementation.
- H. The Faculty Senate will have the authority and responsibility to act on behalf of the University Faculty, within the scope assigned by the University President. Actions of the Faculty Senate will be effective without approval of the University Faculty, except that such actions will be subject to challenge by the University Faculty (as specified in I.F. above).
- I. Within the framework established by the Idaho State Board of Education and University policies and procedures, the Faculty Senate will, as the general representative body of the University Faculty, make recommendations to the University President, and Provost and Vice President for Academic Affairs, regarding policies and procedures on matters of educational policy and academic affairs, as delineated in the Bylaws of the Faculty Senate.
- J. The Senate will elect annually from among its voting members a Chair and Vice Chair.
- K. Regular and special meetings of the Faculty Senate will be held throughout the academic year at times specified in the bylaws.
 - At least three business days prior to any Senate meeting, the Chair of the Faculty Senate will have an agenda published and distributed to the University Faculty.
 - Any item submitted by at least one-third (33%) of the eligible voting faculty through petition must be placed on the agenda for the next regular Senate meeting.
 - Items not on the agenda of a given meeting may not be brought to formal vote at that meeting without unanimous consent of those voting members present.
 - Regular and special meetings of the Faculty Senate are open.
- L. The Faculty Senate is empowered to make rules and/or bylaws governing its own organization and procedures consistent with and subject to the conditions of these Shared Faculty Governance Principles.

All power, authority, and privilege exercised pursuant to this document must come within the limits prescribed by federal and state law, Idaho State Board of Education regulations, and University policies and procedures, and must conform to the framework of principles set forth herein.

**Idaho State University Provisional Faculty Senate
Timeline of Events**

At its regular meeting in February 2011 the State Board of Education suspended the operation and bylaws of the existing Faculty Senate at Idaho State University (ISU). This action was taken because of obstructionist behavior by the Faculty Senate, occurring over a period of time, that produced an impasse between the Faculty Senate and administration and blocked efforts to review and reform ISU's faculty governance system. Speaking to the Board before it took its action, the chair of ISU's Faculty Senate confirmed the impasse—declaring to the Board that the relationship between faculty and administration at ISU is “broken”—and revealed the underlying attitude of the Senate—claiming ISU administration has “disintegrated into chaos” and has “no respect or regard for its faculty.” Moreover, Faculty Senate leadership had communicated this same message of crisis and impasse to faculty over the past several months in diverse ways (meetings, email, referenda, media, etc.). The suspension was the most reasonable way to address the impasse, because the Faculty Senate had failed repeatedly to engage effectively and cooperatively with administration in achieving a functional governance system and had engaged in a series of actions designed to obstruct institutional efforts to carry out a Board directed review of faculty governance.

With the suspension of the Faculty Senate, ISU President Arthur Vailas was authorized “to implement an interim faculty advisory structure.” He was also directed “to conclude his review of the faculty governance role as he was previously charged and to bring a final proposal for a reconstituted Faculty Senate to the Board in April 2011, and no later than June 2011.” The Board indicated the proposal “should include a charge to the reconstituted Faculty Senate to formulate and present to the President for review and approval a proposed Constitution and bylaws in accordance with Board Policy III.C.2., which should then be presented by the President to the Board for review and approval, at an appropriate date.”

Thereafter, at its regular meeting in April 2011, the Board approved the election of a new provisional faculty senate at ISU to “develop a constitution and bylaws for approval by the University president and the Board.” This work was to be done in “one year or earlier” with an automatic sunset provision dissolving the provisional faculty at the end of that time period.

The table below chronicles major actions and events related to the formation and function of ISU's Provisional Faculty Senate (PFS).

April 2011	<ul style="list-style-type: none">▪ ISU President sent an email to faculty and staff 1) describing work completed to date in response to the June 2010 Board directive that the structure and efficacy of ISU's institutional governance be reviewed in light of the university's reorganization; and 2) outlining a provisional governance structure that would maintain essential advisory functions while permitting continued development of a viable and sustainable governance system. The PFS was a component of that provisional structure. The President's email explained the PFS's responsibility to develop a faculty constitution/bylaws and directed that it report to and work with the Provost/Vice President of Academic Affairs in establishing its agenda.▪ The Provost/Vice President of Academic Affairs sent a document via email to faculty, deans, and department chairs outlining the process and procedures for election of the PFS. The document stated the PFS would have its first meeting at the beginning of fall semester 2011 and would elect a chair at that time.▪ PFS members were elected by the colleges and the Division of Health Sciences.
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	<ul style="list-style-type: none"> Representation on the PFS is proportional with a total of 18 members. Thirteen of those elected were serving on the Faculty Senate at the time it was suspended in February 2011. Of the other 5 members, 2 had served on the Faculty Senate within the past 3 years, and 3 had no recent service on the senate or none at all.
May 2011	<ul style="list-style-type: none"> On May 5, the week following its formation and the day before faculty were off contract, the PFS conducted an organizational meeting and elected officers and an executive committee. Using the Boise State University faculty constitution as a template, the PFS approved a provisional preamble and two sections establishing a faculty senate, for ISU's faculty constitution. During the period September 2010 through April 2011 ISU's Institutional Governance Working Group, met weekly to review ISU faculty governance and develop a faculty constitution. IGWG was comprised of 6 faculty members (3 of whom were former Faculty Senate chairs) and had been jointly appointed by the President and the Faculty Senate chair. At the time the PFS adopted parts of the BSU constitution, it had available for its use all of IGWG's work—research; notes; ISU faculty surveys; multiple, progressive drafts of a faculty constitution that had been submitted to faculty for review and comment by faculty—which had been maintained on a web site available to ISU faculty. IGWG's draft constitutions were not used by the PFS. Neither faculty nor administration was given notice of the PFS meeting; no agenda or opportunity for input was provided in advance of it. The PFS did not request access to the university mass email system, nor were the university email accounts of individual PFS members disabled to prevent them from emailing their constituents. The day after the PFS had its meeting a member of the PFS executive committee emailed faculty in his college to report actions taken by the PFS at its meeting the previous day. On May 6, the day after the PFS meeting and his election as chair, in separate emails, the PFS chair contacted the Associate Vice Presidents for Academic Affairs to request a key to the Faculty Senate offices, a cell phone, administrator access to the Faculty Senate web pages, and travel money to attend Board meetings. That same day the Provost denied these requests, reminding the PFS chair that the PFS would be officially seated and given its charge in the fall and would begin its work then. On May 11 the future Interim Provost/Vice President of Academic Affairs ("Interim Provost") sent an email letter to faculty acknowledging the election of the PFS and its purpose to develop a faculty constitution and bylaws. The letter reiterated the administration's intent that the PFS would be seated at the beginning of fall semester and informed faculty that resource material would be provided to the PFS to assist with its tasks. Also on May 11, in response to actions taken at the May 5 PFS meeting and the chair's claim of a broad governance role for the PFS, the Interim Provost sent an email to the chair stating again the limited charge of the PFS and her intent that it begin its work fall semester; making it clear that electing an executive committee was inappropriate, given the smaller size and limited function of the PFS; and expressing her desire to work closely with and assist the PFS in accomplishing its prescribed tasks. The PFS chair responded to the Interim Provost email on May 12 by emailing the President to express concern that the Interim Provost "misunderstands

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	<p>fundamental aspects” of ISU faculty governance and the Board’s charge to ISU faculty. The chair described the PFS as the “current form of governance” at ISU with “one of its duties being to develop a...constitution and bylaws” and asserted its right to perform “all the other important faculty governance duties.”</p> <ul style="list-style-type: none"> ▪ In his May 12 email the PFS chair also asked the President to submit to the Board for consideration at its June meeting the sections (preamble and faculty senate) the PFS had adopted for ISU’s faculty constitution the week before. Not only was the document incomplete, none of these sections had been distributed by the PFS to ISU faculty for review, comment, or approval. Although the stated purpose of the request was to apprise the Board of the PFS’s progress on its task, it is significant that BSU’s constitution—the document duplicated in the PFS’s document—was also on the Board’s agenda for approval. In his email the chair also requested that the President meet with him and the PFS vice-chair as is “customary” to do with “new faculty governance leaders.” ▪ In a May 13 email reply to the PFS chair, the President explained the task of overseeing the PFS and its work had been delegated to the Interim Provost, expressed his confidence in her credentials/experience, and articulated his expectation that the PFS would work collaboratively with the Interim Provost once it received its charge from her and began its work in the fall.
	<ul style="list-style-type: none"> ▪ A member of the PFS executive committee addressed the Board during the open forum of its June meeting. Among other things, he noted that the PFS was waiting for documents from the Interim Provost that were promised in May and that “the PFS needs those documents to continue with its work.”
July 2011	<ul style="list-style-type: none"> ▪ On July 8 the Interim Provost sent an email to PFS members making available to them a binder of resources—governing policies, positions statements, scholarly articles, surveys, task force and working group reports, to name a few examples—to assist in their work on a faculty constitution and bylaws. When contacted about delivery, some PFS members requested that the binder be sent to their home address, citing they were off contract. Some binders were delivered to offices on campus. While in the Interim Provost’s office area on July 8, the PFS vice-chair refused to take a binder offered to him by the Management Assistant saying that he was off contract and that the Interim Provost had not yet recognized the legitimacy of the PFS. Several binders remained unclaimed at the beginning of fall semester and were delivered to members at the August 29 meeting of the PFS. ▪ The Interim Provost scheduled a meeting with the PFS chair and any other members the chair wished to attend with him. ▪ The Interim Provost authorized the release of a key to the Faculty Senate offices to the PFS chair.
August 2011	<ul style="list-style-type: none"> ▪ On August 9 the Interim Provost met with three members of the PFS to discuss the upcoming work of the group. ▪ Thereafter, these members of the PFS, along with a past chair of the Senate, former and current faculty members, appeared before the State Board of Education during the open forum of their regular meeting on August 10-11. Some of them addressed the Board, stressing the faculty’s dissatisfaction with the President and desire for him to leave the institution, while promising to work with the interim Provost on achieving a faculty constitution and bylaws. ▪ Given the conflicting tenor of the members’ statements made during the Interim Provost’s meeting and those made during the Board’s open forum, the Interim

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	<p>Provost called an emergency meeting of the PFS for August 15 to discuss the group's charge and establish rules for the conduct of senate meetings. In response, the PFS executive committee sent an email reminding the Interim Provost that she is not a member of the PFS and is not authorized to call meetings or set agendas. She was, however, urged to "contact the entire faculty forthwith and convene an open forum, with the press invited" in the event of an extreme emergency. See attached email.</p> <ul style="list-style-type: none"> ▪ The Interim Provost responded to the PFS executive committee by informing them that she does have the authority to call a meeting of faculty bodies, including the PFS, and setting out the objectives of the August 15 meeting. Rejecting this position, the PFS chair sought a meeting with the Interim Provost, members of the executive committee, and a Board member to discuss the issues "while adhering to accepted protocol." The Interim Provost declined this offer, insisting that all PFS members should be at any meeting where PFS issues are discussed. ▪ Ultimately, only 5 of the 18 members of the PFS attended the August 15 meeting. ▪ The PFS chair scheduled a meeting of the PFS on August 29 and, contrary to the understanding arrived at during the August 9 meeting with the Interim Provost, published a meeting notice and agenda on the Idaho State Journal blog site "ISU Voice." This was done without consulting or working with the Interim Provost and without seeking authorization to send a notice and agenda by university mass email. The proposed agenda also included topics that were provocatively worded and beyond the PFS's scope of authority and charge, for example, "Pathway for Getting ISU off the AAUP Sanction List" and "Discussion of Disarray of Gen Ed Requirements." ▪ After discovering this action, the Interim Provost met with the PFS chair to express her concern that he failed to work with her in developing an agenda and used an external blog site to communicate with faculty. The Interim Provost authorized a meeting notice and agenda to be sent out by university mass email. ▪ The PFS met on August 29. At that time, the Interim Provost was allowed to give the PFS members their charge and a set of operating principles (which she was unable to do at the previously scheduled meeting on August 15). The PFS formed an ad hoc committee "to meet weekly to work on drafting a faculty constitution, reporting back to the full Provisional Senate whenever it meets." An open forum for faculty was also conducted in conjunction with the meeting; estimates ranged from 60-70 people in the audience, which included faculty, staff, and the public.
September 2011	<ul style="list-style-type: none"> ▪ The PFS began its regular meeting schedule of every Monday from 4:00-6:00 p.m. Meetings were to be conducted pursuant to Roberts Rules of Order and members were instructed by the PFS chair to make their comments germane and brief during discussion of motions. The PFS rejected the Interim Provost's operating principles distributed at the August 29th meeting, and the executive committee was charged with developing a new document that does "not simply reiterate this document." ▪ The PFS and its ad hoc committee worked throughout the month on developing a constitution. With one exception, the Interim Provost attended and participated in all PFS meetings during September.
October 2011	<ul style="list-style-type: none"> ▪ The PFS continued its work throughout the month on developing a constitution. ▪ The Interim Provost attended all the PFS meetings during October, providing verbal and written input to the PFS regarding the President's position on key issues and

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	<p>answering questions about specific areas of concern.</p> <ul style="list-style-type: none"> ▪ A member of the PFS executive committee attended the Board's regular October meeting, with expenses paid by the administration. ▪ On October 24 the PFS approved a draft constitution for submission to the faculty and the President for review and input by November 3. ▪ By memo dated October 25, the PFS chair sent the draft constitution to the President and requested that the President and ISU general counsel review the document and provide comment by November 3. Additionally, the President was invited to attend the faculty open forum on November 2.
November 2011	<ul style="list-style-type: none"> ▪ On November 2 the Interim Provost submitted a comprehensive, line-by-line review of the PFS draft constitution with specific areas of concern identified and with alternative language proposed. ▪ On November 2 the PFS conducted an open forum for faculty, broadcast to remote sites, to receive input on a proposed faculty constitution. About 20-25 people attended, including faculty, staff, and the public. The Interim Provost also attended, offering comments, answering questions, and responding to concerns. ▪ The PFS November 7 meeting was intended to be a special meeting (scheduled 3:00-6:00 p.m. or as late as needed) for the review of faculty input received during the forum and otherwise submitted to the PFS. The PFS met on November 7 for roughly 30 minutes of the scheduled 3 hours. During this 30-minute period, members reviewed input from the faculty—the open forum (about 2 hours), written comments from faculty at large (27 pages), and input from the constitution subcommittee (4 pages)—and finalized a draft constitution for faculty-wide vote on November 16. ▪ On November 9 the Interim Provost met with the PFS vice-chair and requested a postponement of the scheduled faculty vote on the draft constitution to 1) allow additional time for review and dialogue among the faculty, and 2) schedule a meeting among representatives from Academic Affairs (including the deans), the PFS chair, and constitution subcommittee to discuss the draft and work toward compromise on key sections. Her request was denied. ▪ On November 11 the Interim Provost sent a memo to ISU faculty explaining the request for postponement, describing her work to date with the PFS, and addressing statements incorrectly attributed to her in an Idaho State Journal article published that day. ▪ On November 16 the PFS conducted a faculty vote on the draft constitution. The following results were released by the PFS: 299 voted (representing 45.4% of the total eligible faculty); 201 voted yes (representing 30.5% of total eligible voters and 67.2% of those who voted; and 98 voted no (representing 14.9% of total eligible voters and 32.8% of those who voted). ▪ The PFS chair sent the draft constitution to the President on November 29 and requested that the President review it and inform the PFS of his decision to approve or disapprove it by December 6. That same day the PFS chair forwarded the draft constitution to the Executive Director of the Board, updating him on the faculty vote and motions recently passed by the PFS. The Executive Director was asked to share the draft constitution and letter with Board members as an informational item as to progress made by the PFS on its assigned task. ▪ By memo to the President dated November 30 the PFS chair requested that the President attend either the December 5 or December 12 PFS meeting to

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	<p>“communicate his views on the constitution that was passed by a super majority of the faculty.”</p> <ul style="list-style-type: none"> ▪ The President responded that same day (November 30) by thanking the PFS for completing its work on the draft faculty constitution in a timely manner and stating his appreciation for the time and effort expended by the PFS fall semester. He also reiterated that he had delegated responsibility to the Interim Provost to work with the PFS and faculty in the colleges in the development of a constitution. He informed the PFS chair that, as part of the review process, the Interim Provost would seek further discussion of the document in the colleges and solicit college-level input that she would summarize and submit to the President.
December 2011	<ul style="list-style-type: none"> ▪ On December 2 the PFS executive committee sent a memo to the President requesting his “up-or-down” decision on the constitution. ▪ By memo to the President dated December 5, the PFS chair requested that the President and the Interim Provost attend the December 12 meeting to explain the constitution review process referenced in the President’s November 30 memo. ▪ On December 6 the President responded by memo to the PFS chair restating the position the President has consistently communicated since spring 2011 that the PFS would report to and work with the Interim Provost in developing a faculty constitution. He reminded the PFS chair that the Interim Provost has been open with members, has provided a clear process for the PFS to provide input to him, and has offered specific comments and recommendations on areas of concern regarding the draft constitution. ▪ During the December 12 PFS meeting, the Interim Provost explained the continuing review of the draft constitution that will occur on the college level, enabling more review and comment from the faculty.

Conclusions supported by these actions and events:

- Communication has been clear, ongoing, and frequent between the President/Interim Provost and the PFS regarding flashpoint issues (e.g. when the PFS would be seated/charged; whether there would not be an executive committee; what is the scope of the PFS’s power, authority, and responsibility; whether the PFS could operate autonomously and independently of the administration).
- The PFS has been confrontational, at times combative, with the administration since the formation of the PFS.
- Administration and the PFS have operated from two sharply different perspectives:
 - Administration:
 - The PFS is essentially a working group with a limited charge to develop a constitution and bylaws for the faculty (SBOE minutes February 16-17, 2011, and April 20-21, 2011).
 - The President delegated the task of working with the PFS to the Interim Provost (email dated 5/13/11 from the President to the PFS chair) and has adhered to that decision by consistently reminding the PFS of that delegation and declining to directly participate in the PFS meetings (memos to PFS dated November 30 and December 6).
 - For the period a faculty constitution is being developed, ISU has in place a provisional advisory system that meets the requirements of SBOE policy Section

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III.C. and includes elected faculty bodies, like the Curriculum Council, Research Council, and Graduate Council, as well as executive committees in the colleges.

- PFS:
 - Believes it is the restored governance body representing faculty on all faculty-related issues and is essential to valid faculty governance at ISU.
 - Believes it must operate autonomously from administration as an independent body.
 - Believes it has the full power and authority to function as a faculty senate with only one of its responsibilities being the development of faculty constitution and bylaws.
 - Believes it has the duty, along with the administration, to ensure that ISU is in compliance with Board policy.
 - Believes it is justified in disregarding the delegation of authority to the Interim Provost.

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Appendix 3



Barbara Adamcik <adambarb@isu.edu>

Re: Letter from Provisional Faculty Senate Leadership

3 messages

Arthur Vailas <vailarth@isu.edu>

Fri, May 13, 2011 at 2:51 PM

To: Philip Cole <colephil@isu.edu>

Cc: Adamcik Barbara <adambarb@isu.edu>

Phil:

I have delegated the governance task to Dr. Barbara Adamcik. She is well experienced in faculty governance (former Faculty Senate Chair) and a seasoned senior faculty member and administrator at ISU. I believe she is very clear in her communication to you and I support her actions in providing background material to members while the faculty are off contract. Please work with her since this is a collaborative effort in completing a well defined scope of developing an acceptable constitution, a set of bylaws and scope for the new faculty senate. I expect you to comply with her request and are looking forward to this productive collaboration as an advisory body to the Interim Provost. As an advisory body, you are to work with Dr. Adamcik once the faculty return in the fall term. I appreciate your willingness to work with her and feel free to meet with her if you have any questions. The Provisional Faculty Senate has not received their formal charge, structure, time table, specific tasks, communication strategies, staff support needs etc. Her request is reasonable and is in compliance with SBOE policy. Thanks for bringing your concerns to my attention.

Respectfully,
ACV

On Thu, May 12, 2011 at 11:43 PM, Philip Cole <colephil@isu.edu> wrote:

Dear President Vailas,

We are writing to you out of concern that the incoming Interim Provost, Dr. Barbara Adamcik, misunderstands fundamental aspects of the nature of faculty governance at ISU and the important charge the Idaho State Board of Education has given the ISU faculty [**re: Adamcik memo to faculty and private email to Cole**]. As duly elected representatives of the ISU faculty we feel that it is our duty, along with the central administration, to ensure that ISU is in compliance with the Board's mandates.

As you know, the Board has restored faculty governance to ISU faculty. The current form of governance is the Provisional Faculty Senate, with one of its duties being to develop a new faculty governance constitution and bylaws to be approved by the ISU faculty at large.

It is also true that neither Board Actions nor other communications by the Board preclude ISU faculty governance from performing all the other important faculty governance duties which are routinely and consistently granted to all higher education faculty governance systems in Idaho. Surely Dr. Adamcik misunderstands, for example, when she suggests that established ISU faculty grievance procedures currently handled by faculty governance have been abandoned by the Board. Naturally, faculty governance has many additional responsibilities to the faculty that will require attention over the summer and into the forthcoming academic year as a new faculty governance constitution and bylaws are being discussed by

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faculty.

During Spring 2011 while faculty were under contract, the Board-mandated Provisional Faculty Senate was populated with duly elected senators as acknowledged by formal correspondences from your administration **[re: memo to faculty by outgoing Provost Dr. Gary Olson]**. In the spirit of due diligence and efficiency advocated by the Board and by your representative Dr. Kent Tingey **[re: public statements to ISJ Provisional ISU Faculty Senate is elected]**, the Provisional Faculty Senate met during Spring Semester 2011, while senators and the ISU faculty at large were on campus and under contract.

The Provisional Faculty Senate has elected its officers and has begun its work in a manner consistent with the Board's charge **[re: Board Action]** and consistent with the Board's public communications **[re: public statements to the ISJ When should new faculty group start work?]** which presented the view that the Board finds it desirable that the Provisional Faculty Senate begin its work.

Importantly, during the spring semester the Provisional Faculty Senate formally endorsed a provisional constitutional preamble and provisional constitutional governance purviews **[re: PFS meeting minutes]**. The Provisional Faculty Senate also has formally established an Executive Committee to represent faculty during the summer. This action gives ISU faculty duly elected representation as is enjoyed by all other Idaho university faculty.

We respectfully request that you clarify to Dr. Adamcik that the ISU Provisional Faculty Senate exists and is functioning under the aegis of the Board's action. The Provisional Faculty Senate Executive Committee looks forward to working with Dr. Adamcik when she assumes her duties on 1 July 2011.\

Further, we respectfully make two requests of you:

- 1. We request that you forward the provisional constitutional preamble and the provisional constitutional faculty governance structure and purviews to the SBOE for their review prior to the June Board Meeting. Doing so will demonstrate materially to the Board the progress of the Provisional Faculty Senate in answering the Board's charge. Members of the Provisional Faculty Senate Executive Committee will be at the board meeting to interact with Board members and will be available to address any questions board members may have regarding progress in renewing shared governance at ISU.
- 2. We request that you meet in person with Drs. Phil Cole, Provisional Senate Chair, and David Delehanty, Provisional Senate Vice-Chair in the coming days. Not only is it customary to meet with new faculty governance leaders to discuss a range of issues, it would also be beneficial to the entire ISU community to see concrete steps being taken to improve communication between ISU central administration and duly elected ISU faculty governance representatives.

We thank you in advance for your attention to these important matters. We look forward to meeting with you in person on campus in the coming days.

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Sincerely,

Drs. Phil Cole and David Delehanty

ISU Provisional Faculty Senate Chair and Vice-Chair

--

Arthur C. Vailas, Ph.D.
President, Idaho State University
208-282-2566

Barbara Adamcik <adambarb@isu.edu>
To: Alan Egger <eggealan@isu.edu>
Bcc: "adambarb@isu.edu" <adambarb@isu.edu>

Sat, May 14, 2011 at 1:05 PM

FYI

Sent from my iPhone

Begin forwarded message:

From: Arthur Vailas <vailarth@isu.edu>
Date: May 13, 2011 2:51:52 PM MDT
To: Philip Cole <colephil@isu.edu>
Cc: Adamcik Barbara <adambarb@isu.edu>
Subject: Re: Letter from Provisional Faculty Senate Leadership

[Quoted text hidden]

Kay Christensen <chrikay@isu.edu>
To: Barbara Adamcik <adambarb@isu.edu>

Thu, Jan 19, 2012 at 4:55 PM

----- Original Message -----

Subject: Re: Letter from Provisional Faculty Senate Leadership

Date: Fri, 13 May 2011 14:51:52 -0600

From: Arthur Vailas <vailarth@isu.edu>

To: Philip Cole <colephil@isu.edu>

CC: Adamcik Barbara <adambarb@isu.edu>

[Quoted text hidden]

**Amended Bylaws of the
UNIVERSITY CURRICULUM COUNCIL**

Revised September 1, 2011; approved by Council of Deans September 20, 2011*

ARTICLE I - NAME

The name of this body is the University Curriculum Council (UCC). The UCC reports to the Provost/Vice President for Academic Affairs.

ARTICLE II - PURPOSE AND FUNCTION

The UCC exercises, at the University level, the faculty's primary responsibility for the fundamental area of undergraduate curricula. The UCC's approval is required for all curricular and program changes that are to appear in the *Undergraduate Catalog*. The UCC's functions include, but are not limited to:

- identification of potential confusion with existing programs, courses, and degrees due to the proposed title of the new program, course, or degree;
- identification of potential dilution of existing programs, courses or degrees;
- prevention of duplication with existing programs, courses, or degrees; and
- detection of possible conflict with accrediting standards applying to existing programs, courses, and degrees.
- continued clarification of the undergraduate catalog.

ARTICLE III – MEMBERSHIP, SELECTION, AND RECALL

A. Committee Composition

The UCC consists of 13 voting members: one from each of the two (2) divisions in the College of Arts and Letters; two (2) from the College of Science and Engineering, with one (1) from the Science Departments and one (1) from the School of Engineering; three (3) from the Division of Health Sciences, representing the College of Pharmacy and other Schools respectively; two (2) from the College of Technology, and one (1) from the two other undergraduate colleges (Business and Education); one (1) from the University Library, and one (1) from ASISU. In addition there are three *ex officio* non-voting members: one (1) appointed from the Office of the Registrar, one (1) appointed from the Office of the Provost and Vice President for Academic Affairs, and one (1) from Central Academic Advising. Voting faculty members will be elected by the faculty of the appropriate division, college, or school.

B. Election/Appointment Process

Faculty members of the UCC are elected by the faculty of the designated units. Should an elected member resign or be unable to serve, his or her replacement will be elected by the faculty of the appropriate division or college. Elected members should have experience in the designated unit with curricular matters. The student member will be appointed by the Associated Students of Idaho State University (ASISU). *Ex officio* members are appointed by their units.

C. Terms of Membership

Faculty members are elected to serve on the UCC for a term of three years, with re-election for one consecutive three-year term allowable. Additional terms are permissible once the faculty member is off the committee for a minimum of one term. Exceptions can be made in the case of mid-term vacancy. Terms of office are based on the academic calendar and are staggered, with approximately one-third of the UCC membership being replaced each year. Election of new members must take place by the end of the spring semester preceding their terms in office. The student representative and *ex officio* members serve at the pleasure of those appointing them without restriction on their terms.

D. Recall and Appeal

Faculty members may be subject to recall for excessive absence, failure to carry out assigned duties, or other malfeasance. Recall motions may be introduced by any member of the UCC but must include a specific statement of the reasons for recall. A member may be removed from the UCC by a majority vote of the total voting membership of the UCC, but only after the member has been offered an opportunity to defend himself or herself before the members of the UCC. A recall may also be initiated by the constituent unit of a UCC member by a petition signed by at least 50 per cent of the faculty members within who are eligible to vote. Such a petition is submitted to the Executive Secretary of the UCC who, after ascertaining the validity of the petition, makes the recall motion to the next regularly scheduled meeting of the UCC.

[Appendix A](#) is an historical record of UCC members.

ARTICLE IV - OFFICERS AND MEETINGS

A. Selection of Officers

The UCC elects a Chair, Vice Chair, and Executive Secretary for the next academic year in the Spring Semester (first February meeting) from the continuing membership of the UCC (excluding student and *ex officio* members). These officers serve as the Executive Committee of the UCC and may be re-elected if eligible. If the office of any Executive Committee member becomes vacant, the UCC elects a new officer from among its members.

Officers are subject to removal before completion of their term. The process of removal from office begins with a motion made by any UCC member specifying the reasons for removal from office. An officer may be removed from office by a majority vote of the total voting membership of the UCC, but only after the officer has been offered an opportunity to defend himself or herself before the members of the UCC (See Article III). However, if so removed, they continue as UCC members until their term expires.

B. Meetings

The UCC meets in accordance with a calendar governing meetings (historically, meetings have been held on Thursdays, 3:00 PM-5:00 PM). It is the responsibility of the UCC Chair to inform members of time, location, and agenda of scheduled meetings. Upon request of three or more UCC members, the Chair must schedule an additional UCC meeting within a two week period if needed outside of normal scheduling.

C. Attendance and Substitutes

Members are expected to attend all meetings and to inform the Chair of the UCC when they cannot attend. Voting members who cannot attend a meeting may send a substitute with voting proxy from the member's constituency. Excessive absences (more than three) during an academic year may subject a UCC member to recall (see Article III D).

D. Duties of the Officers

The Chair presides over meetings of the UCC and the Executive Committee and compiles and reports the UCC's overall actions yearly to the Provost/Vice President for Academic Affairs. The Vice Chair shall serve in the absence of the Chair. The Vice Chair fulfills the duties of the Chair in the absence of the Chair, and the vice Chair normally succeeds the sitting Chair. The Executive Secretary meets with the other members of the Executive Committee as needed, takes and transcribes meeting minutes in the absence of a staff secretary and maintains other records as requested by the UCC Chair. The Executive Secretary assumes the Chair's responsibilities in the absence of the Chair and the Vice Chair.

E. Duties of the Executive Committee

Duties of the Executive Committee are determined by the UCC and include, but are not limited to, such actions as: screening proposals before placement on the Council agenda; approving minor changes in courses and other catalog copy, which include semester changes in course descriptions, course numbers, dropping or adding cross-listings within course descriptions in departments other than the originating department; minimum standards for majors within departments; and correcting minor errors in catalog text. All Executive Committee acts are presented to the UCC for discussion and approval.

ARTICLE V—MINUTES, QUORUM, AND VOTING

A. Minutes

Minutes are kept for each meeting and prepared in accordance with the format set by the Office of Academic Affairs and are submitted in a timely manner simultaneously to the Council of Deans for acceptance, and the Provost/Vice President for Academic Affairs for review. Minutes will be made available to the Faculty Senate for comments.

B. Quorum

Meetings are conducted only when a quorum (more than one-half of the elected voting faculty UCC membership, plus the ASISU appointment) is present.

C. Voting

Motions, unless otherwise provided for in these bylaws, pass by a simple majority of votes cast. Abstentions do not count as votes; tie votes fail; and the Chair votes on all motions. Voting by proxy is allowed. Voting on motions that have been seconded at a regular meeting may be conducted by mail or email unless at least three (3) voting members request that it be done in person. Voting by proxy is allowed when notification of proxy assignment is made to the Chair or recording secretary prior to the scheduled meeting. A proxy must be given to a faculty member within the member's area of representation who is not already serving on the UCC.

ARTICLE VI- STANDING SUBCOMMITTEES

A. Subcommittees

The UCC reviews and accepts the minutes of the following standing subcommittees:

- Bachelor of Applied Science/Technology Committee (BAS/BAT)
- Bachelor of University Studies Committee (BUS)
- University General Education Requirements Committee (GERC)
- University Academic Standards Council Curriculum Committee (ASCC)

A record of the members and bylaws of each of the above committees is maintained as [Appendix B](#). The UCC may appoint ad hoc subcommittees as necessary.

ARTICLE VII – BYLAWS AMENDMENT PROCESS

A Amendment of Bylaws

The Bylaws may be amended by a two-thirds vote of the elected voting faculty UCC membership plus ASISU appointment. No amendment may be introduced and voted upon at the same meeting. Bylaws changes are subject to approval by the Provost/Vice President for Academic Affairs. The UCC will review its bylaws within three years of the date of its last review.

ARTICLE VIII—BUSINESS ITEMS

The UCC receives its business items by the following means:

- Business referred to the UCC by Office of Academic Affairs, colleges, Division, or other academic units
- Items brought in by a member of the UCC or
- Items referred by the University community.

Items or policy not completed in one academic year should be considered old or continuing business to be completed by the UCC in the next academic year.

Robert's Rules of Order, Newly Revised, is the authority in all matters not covered by these Bylaws and/or approved operating procedures. *[However, one will note that this edition is not available at that link, or anywhere else your secretary has found. The best suggestion available is to go to Roberts Rules of Order Revised (4th edition) full text online at <http://www.rulesonline.com/>.]*

*approved as included in the [Minutes](#) from the Curriculum Council's meeting on September 1, 2011.

Idaho State University

Research Council

Bylaws

ARTICLE 1: NAME AND REPORTING CHAIN

- A. The name of this body is the Research Council.
- B. The Research Council reports directly to the Vice President for Research and advises and coordinates with the University administration through the Vice President for Research.
- C. The Research Council was formerly named the Research Coordinating Council (RCC), created as part of the ISU committee/council revision adopted in 1982. The name was changed to Research Council in 2009.
- D. These bylaws shall be reviewed for consistency with the ISU Constitution and Faculty Senate bylaws, at the Research Council's earliest convenience, following the approval and implementation of these governing documents.

ARTICLE 2: PURPOSE

- A. The Research Council consists of representative membership across the ISU research community. While formally advisory in nature, the Research Council provides a forum for internal discussion, gathers and disseminates information to the faculty, and provides a faculty voice on matters pertaining to research, scholarship, and creative activity (henceforth referred to as research). It also initiates and advises on the formulation, review, and application of policies touching on research matters.
- B. The Research Council provides oversight of subcommittees involved in the peer review and administration of internal grant awards funded by the Vice President for Research. Each subcommittee operates according to its own set of bylaws.

ARTICLE 3: MEMBERSHIP, SELECTION, AND RECALL

Section 1. Voting Membership

- A. All voting members of the Research Council must be faculty members and must directly represent faculty constituents.
- B. Research Council members must be experienced in and committed to research.
- C. The Research Council will have the following voting representative members:
 - 1. Nine college representatives as follows:
 - a. College of Arts and Letters (2 representatives)
 - i. Fine Arts and Humanities (1)
 - ii. Social and Behavioral Sciences (1)

- b. College of Business (1 representative)
- c. College of Education (1 representative)
- d. College of Science and Engineering (2 representatives)
 - i. Mathematics/Engineering/Physics (1)
 - ii. Biology/Geology/Chemistry (1)
- e. Division of Health Sciences (2 representatives)
 - i. College of Pharmacy (1)
 - ii. Other Health Sciences (1)
- f. College of Technology (1 representative)
- 2. One research centers and institutes representative (1)
- 3. One library/museum representative (1)
- D. All voting representatives are appointed by the respective unit and serve for three-year terms. Terms of office are based on the academic calendar and are staggered, with one-third of the Council membership being replaced each year. Election of new members must take place by the end of the spring semester preceding their term in office. Voting members may succeed themselves for one additional term, after which they must take at least a one-year break from serving on Research Council. Nominations to fill vacancies may be solicited by Research Council.
- E. If a representative member resigns from or otherwise ceases to serve on the Research Council, a replacement is chosen in the same fashion as the regularly selected representative. Replacements chosen to fill an unexpired term of a regularly selected member may be appointed to no more than two successive terms following the completion of the unexpired term. If a temporary vacancy occurs (e.g., sabbatical), a replacement is designated by the unit represented.

Section 2. Non-Voting Membership

- A. The Vice President for Research or designee will serve as a permanent, *ex officio*, non-voting member of the Research Council.

Section 3. Duties of Members

- A. Members of the Research Council must participate fully in all of its activities. Specific duties of Research Council members include the following:
 - 1. Attend all Research Council meetings, which is mandatory.
 - 2. Solicit information from and represent the views of their faculty constituencies.
 - 3. Inform constituencies of relevant actions taken or anticipated by the Research Council.
 - 4. Be prepared to identify strengths and weaknesses in the research enterprise and to help develop realistic proposals to foster ISU research.
- B. If members fail to perform their duties, they may be removed from the Research Council.

1. Any Research Council member who misses more than one meeting in an academic year without sending an alternate may be replaced by the Council. Any Research Council member who misses more than two meetings in an academic year may be replaced, unless prior arrangements have been made to cover sabbatical or other recognized academic activities.
2. The Research Council may recall any Research Council member for dereliction of duty by two-thirds approval of those voting.

C. Missing a Research Council meeting:

1. The Chair or Secretary must be notified in advance, if at all possible, if a member has to miss a meeting.
2. An alternate is strongly encouraged, and should be chosen by the member from their own faculty constituency group. It is the member's responsibility to fill in the alternate on the Research Council's current work and any relevant constituency issues to address. Voting by proxy is allowed in accordance with Article 5.C.4.
3. If a member has to miss more than a single meeting, arrangements should be made to formally appoint a temporary replacement.

ARTICLE 4: OFFICERS AND MEETINGS

Section 1. Chair, Vice Chair, and Secretary

- A. The Research Council elects the Chair of the Council at the last meeting of the spring semester from the continuing voting membership of the Council. The Chair serves for one year and may be re-elected if eligible.
- B. The Vice Chair will be elected at the first meeting of the academic year from the voting membership of the Council. The Vice Chair serves for one year and may be re-elected if eligible. The Vice Chair does not serve as the Chair-elect for the following year but may be nominated for Chair if eligible.
- C. The Secretary is elected at the last meeting of the spring semester from the continuing voting membership of the Council. The Secretary serves for one year and may be re-elected if eligible.
- D. The Chair, Vice Chair, and Secretary will be nominated by Council members and elected by simple majority of those voting. Nominations and voting may be done during the same Council meeting.
- E. The Chair, in consultation with the Vice President for Research, is responsible for setting the Council meeting agenda, informing members of meeting time and location, running meetings, and preparing Council reports and correspondence. The Vice Chair takes up these duties in the absence of the Chair and performs other duties as assigned by the Chair of the Council. The Secretary is responsible, in the absence of staff support, for taking minutes and distributing them in a timely manner, and other duties as assigned by the Chair. The Secretary assumes the Chair's responsibilities in the absence of both the Chair and the Vice Chair.

- F. If any Research Council office (Chair, Vice Chair, Secretary) becomes vacant, the Council may hold a special election to fill the position for the remainder of that year, or may hold regular elections in accordance with Article 4. Section 1. A, B, and C.
- G. Should the removal of any Council Officer become necessary, it will be done in accordance with the provisions governing amendments to the bylaws as outlined in Article 7.A.

Section 2. Council Meetings

- A. The Council meets:
 - 1. At least once a month during the academic year.
 - 2. Upon the call of the Chair, who is responsible for informing Council members in advance of the meeting of its time, place, and agenda.
- B. If three members of the Council request a meeting, the Chair will call it within two weeks of the request in accordance with the provisions in Article 4. Section 2. A.2.
- C. Research Council meetings are open to the University community. The Chair may invite people from outside the Council to present information on issues relevant to the Council's agenda.
- D. For purposes of discussion and deliberations, the Research Council may enter executive session, which is closed to persons other than voting members of the Council. On such occasions other persons may be present by special invitation of the Council. No final action is taken while in executive session.

ARTICLE 5: MINUTES, QUORUM, AND VOTING

- A. Documentation of meetings:
 - 1. Minutes are kept for each meeting All subcommittees of the Research Council will forward their minutes to the Research Council in a timely manner for approval.
- B. A quorum consists of fifty percent (i.e., 6 members) of the voting membership of the Research Council.
- C. A motion passes when it receives a majority of the votes.
 - 1. Abstentions do not count as votes.
 - 2. Tie votes fail.
 - 3. The Chair has the right to vote on all motions.
 - 4. Voting by proxy is allowed when notification of proxy assignment is made to the Chair or Secretary prior to the scheduled meeting. A proxy must be given to a faculty member within the member's area of representation who is not already serving on the Council.
 - 5. Votes may be submitted after the meeting on issues needing further consideration, by any means the Council deems appropriate. These votes will only be accepted from those members in attendance of the meeting within two (2) weeks of the meeting.
- D. Bylaw changes cannot be introduced and voted upon within the same meeting, in accordance with Article 7.A.

- E. *Robert's Rules of Order, Newly Revised* (<http://www.constitution.org/rror/rror--00.htm>) is the procedural authority in all matters not covered by these bylaws and/or approved operating procedures.

ARTICLE 6: SUBCOMMITTEES

- A. The Research Council has two standing subcommittees that are responsible for the review of proposals requesting internal funds provided under the auspices of the Vice President for Research. Each subcommittee's purpose is stated in individual subcommittee bylaws which are approved by Research Council. Standing subcommittees of the Research Council are as follows:
1. University Research Committee
 2. Humanities and Social Sciences Research Committee
- B. Members of each subcommittee are selected in accordance with the bylaws of each subcommittee and are approved by Research Council. Each subcommittee shall have one representative from the Office of Research appointed by the Vice President for Research. A record of the members and bylaws of each of the subcommittees is maintained by the Research Council. Minutes are kept for each subcommittee meeting and are submitted in a timely manner to the Research Council for review and acceptance.
- C. The Research Council may create or disband any of its standing subcommittees with two-thirds approval of the voting members of the Research Council. The motion to disband a standing subcommittee cannot be introduced and voted upon at the same meeting.
- D. The Research Council may appoint ad hoc subcommittees as necessary. These subcommittees are not standing subcommittees and will be disbanded upon completion of assigned task.

ARTICLE 7: BYLAWS AMENDMENT PROCESS

- A. These bylaws may be amended by a two-thirds majority of the Research Council voting membership. Amendments cannot be introduced and voted upon at the same meeting. However, bylaw changes may be presented by any means the Council deems appropriate and then voted on by any means the Council deems appropriate as long as they are distributed at least two (2) weeks prior to the vote.

ARTICLE 8: BUSINESS ITEMS

- A. Items or policy not completed in one academic year should be considered old or continuing business to be completed by the Research Council in the next academic year.
- B. New business may be initiated in the Research Council by any of the following means: business referred to the Research Council by the Vice President for Research, items brought in by a member of Research Council, or items referred by the University community.

Revised by Research Council September 13, 2011
Approved by Research Council: October 18, 2011

Approved by Research Council: April 16, 2009
Approved by Faculty Senate: May 4, 2009

Minor changes and corrections approved by Research Council: September 24, 2009
Accepted by Faculty Senate: September 28, 2009

Revised and Approved by Research Council: September 24, 2010
Approved by Faculty Senate: September 27, 2010

Subcommittee section revised; approved by Research Council: February 11, 2011
Approved by Faculty Senate: February 14, 2011

Approved/Amended by ISU Graduate Faculty April 2011

BYLAWS OF THE GRADUATE FACULTY

SECTION I: NAME OF ORGANIZATION

The name of this body shall be the GRADUATE FACULTY OF IDAHO STATE UNIVERSITY.

SECTION II: PURPOSE AND POWERS OF THE ORGANIZATION

Part 1. The Graduate Faculty, within the scope of its authority to act for the Graduate School of the University, shall provide recommendations concerning:

- a) the admissions policy for graduate students,
- b) approval of graduate courses of instruction,
- c) the establishment and maintenance of requirements for graduation,
- d) the allocation of privileges such as scholarships, honors, awards and grants-in-aid for graduate students,
- e) the establishment of grade standards to be maintained by graduate students.

Part 2. It is the general responsibility of members of the Graduate Faculty to be productive scholars in the areas of instruction and research and to be effective leaders in the graduate programs of their various fields. The specific duties of members of the Graduate Faculty are as follows:

- a) to conduct courses which are offered exclusively for graduate credit,
- b) to guide graduate seminars,
- c) to supervise the research problems of graduate students and to serve as thesis advisors and members of thesis committees,
- d) to conduct graduate examinations (both written and oral),
- e) to serve occasionally as members of the Graduate Council,
- f) to be responsible for other policies relevant to the academic welfare of the Graduate School.

Part 3. The Graduate Faculty shall determine procedures by which members are elected to the Graduate School.

Part 4. The Graduate Faculty may review and amend the policies adopted by the Graduate Council.

Part 5. The Graduate Faculty can overrule an action of the Graduate Council; any such overruling can be done by and only by majority vote of the Graduate Faculty.

SECTION III: MEMBERSHIP OF THE GRADUATE FACULTY

Appointment to the Graduate Faculty is made by the Trustees (Board) upon the recommendation of the President of candidates nominated by the Graduate Council. Nominations presented to the Graduate Council for membership on the Graduate Faculty shall be made by the chairperson or head of the candidate's department with the approval of the majority of the Graduate Faculty members of the department.

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Any candidate whose chairperson or head of the department is not a member of Graduate Faculty may be nominated by the appropriate academic dean with the concurrence of the Dean of the Graduate School. The following principles for nomination to the Graduate Faculty shall be adhered to:

- 1) Ordinarily an individual shall possess the highest degree usually earned by scholars in his/her particular field.
- 2) An individual shall have demonstrated professional productivity and scholarly maturity.
- 3) An individual shall have had successful experience in upper division college or university teaching or equivalent teaching experience.
- 4) Any individual who no longer has Graduate Faculty responsibility may be dropped from Graduate Faculty status.

SECTION IV: OFFICERS

The Dean of the Graduate School of Idaho State University, or a member appointed by the Dean, shall be chairperson of all general meetings of the Graduate Faculty. The dean of the Graduate School shall appoint a parliamentarian to act in general meetings of the Graduate Faculty.

SECTION V: GRADUATE FACULTY MEETINGS

- 1) The Graduate Faculty may hold meetings during the academic year, the day and time to be determined by the Dean of the Graduate School.
- 2) The Dean of the Graduate School shall call a special session of the Graduate Faculty at any time during the academic year (as defined by the Idaho State Board of Education as Trustees for Idaho State University) to consider only such items as are presented to him/her by signed petition from ten (10) or more of the Graduate Faculty members. Special sessions must be called and convened within ten (10) class days following receipts of the petition.
- 3) Motions regarding academic policy within the Graduate School must be submitted in writing to the Dean of the Graduate School prior to discussion upon them. Voting will be by mail ballot or at a subsequent meeting of the Graduate Faculty.

SECTION VI: QUORUM

A quorum shall be defined as thirty-five percent (35%) of the members of the Graduate Faculty at Idaho State University.

SECTION VII: DUTIES AND RESPONSIBILITIES OF THE GRADUATE COUNCIL OF THE GRADUATE FACULTY

The Graduate Council is the policy making body for the Graduate School. The Council approves all courses offered for graduate credit and curricula for graduate degrees; approves regulations and requirements for the graduate programs; receives and acts upon all petitions for waiving of regulations of the graduate program; approves the nominations to examining committees concerning candidates; approves requests by departments for assignment of non-Graduate Faculty to Graduate Faculty responsibilities including examining committees and the teaching of any courses which carry graduate credit.

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The Graduate Council shall distribute communications to the Graduate Faculty to inform them of the results of its deliberations. Representatives to the Graduate Council are expected to consult with their constituent Graduate Faculty members.

Any Graduate Faculty member may upon notice to his representative on the Graduate Council and the Dean of the Graduate School appear before the Graduate Council on any matter pertaining to the Graduate School and its policies or programs.

**SECTION VIII: ORGANIZATION OF THE GRADUATE COUNCIL OF THE
GRADUATE FACULTY**

Election of the Graduate Council shall be by majority vote and secret ballot on a representational basis by the following units:

- 1) The Dean of the Graduate School who shall serve as chairperson.
- 2) Ten teaching members of the Graduate Faculty elected as follows:
 - a) Two representatives of the College of Arts and Letters, (one representative from the areas of Fine Arts and Humanities, and one representative from the areas of Social and Behavioral Sciences),
 - b) One representative of the College of Education,
 - c) One representative of the College of Business,
 - d) Two representatives of the Division of Health Sciences, (one representative from the College of Pharmacy, and one representative from the other areas of the Division),
 - e) Two representatives of the College of Science and Engineering, (one representative from the areas of Science and one representative from the areas of Engineering),
 - f) One representative of the College of Technology,
 - g) One representative-at-large appointed by the Dean of the Graduate School from a department not otherwise represented.
- 3) One graduate student representative.
- 4) The Associate Dean of the Graduate School, to serve as an ex-officio (non-voting) member.
- 5) A representative from the Office of Research, to serve as an ex-officio (non-voting) member.

The terms of office of college representatives shall be two years, arranged so that approximately half of the Council members are elected each year. The election of representatives from and by the various colleges shall be completed prior to May 1st and the appointment of the representative-at-large (one-year term only) shall be made prior to September 1 of each year. All elected terms shall begin June 1st.

The Graduate Faculty within each of the above-named units shall nominate by ballot candidates for membership to represent that unit on the Council. The Dean of the College shall then conduct an election by ballot of each appropriate unit from the nominees. The candidate receiving the majority of the vote cast by the Graduate Faculty of the particular unit shall serve as the representative to the Graduate Council, and the candidate receiving the next highest vote shall serve as the alternate in any absence of the representative. In the event of a tie or if no nominated person receives a majority of the vote cast, a run-off ballot vote shall be cast between the two nominees receiving the greatest number of votes cast in the first ballot.

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The election of the graduate student representative shall be based on Graduate Council unit representative nominations. Council members shall solicit nominations from the units they represent. One nominee per unit will be forwarded to the Council. Council will then vote on the list of nominees submitted. In the event of a tie or if no nominated person receives a majority of the vote cast, a run-off ballot vote shall be cast between the two nominees receiving the greatest number of votes cast in the first ballot. The election of the graduate student representative, who shall have a one year term on the Council, shall be conducted by May 1st of each year. The candidate receiving the majority of the votes shall serve as the representative to the Graduate Council, and the candidate receiving the next highest vote shall serve as the alternate in any absence of the representative.

If vacancy of both representative and alternate on the Council occurs between annual election periods, the vacancy shall be filled through May 31st with a temporary appointment by the Dean of the appropriate college and unit. If the vacancy occurs in the first year of the two-year term, a representative and an alternate elected for one year will succeed the appointed and complete the original term of office.

SECTION IX: PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, 10th Edition, 2000, shall be the authority on all matters not covered by the bylaws.

SECTION X: AMENDMENTS OF THE BYLAWS

Part 1. All bylaws shall be amended by a two-thirds majority vote of the membership voting.

Part 2. Proposed amendments to these bylaws must be submitted in writing and moved at a meeting of the Graduate Faculty for discussion prior to acting upon them. Voting will be by mail.

**Accomplishments of Elected Faculty Councils
Fall 2011**

Three university-wide councils are presently functioning as part of Idaho State University's advisory system: the Graduate Council, the University Curriculum Council, and the Research Council. The following information documents the work of these councils to date for Academic Year 2011-2012.

Graduate Council

- Reviewed and acted upon 12 Graduate Faculty nominations.
- Reviewed and acted upon 26 Curriculum Change Proposals.
- Reviewed and acted upon 1 Notice of Intent proposal.
- Tier System for Faculty – Discussed the tier system proposed to graduate faculty in 2009-2010 and considered reintroducing it with changes, which might include renaming, restructuring for a different look, separating the approval process into two steps, and increase communication to faculty about the system. Formed a committee to review the tier system, talk to departments, re-brand the system, look at separating parts of the tier system into different proposals, and to evaluate a possible survey for input.
- Assistantships—Discussed process for awarding assistantships.
- Program Review—Discussed program review and how it enhances excellence. Explained that the Graduate School would like to be more involved in ongoing program review; articulated that there should be a set of metrics in place to evaluate graduate education at Idaho State University. Identified goals of exploring projects, capstones, thesis, dissertations, and student satisfaction to gain perspective and assess the program.
- Doctoral Programs—Identified out of date credits, the need for more clarification in the Graduate catalog.
- Revision of Bylaws—to reflect a change in the Science and Engineering structure and conform the Graduate Faculty Representative on the Graduate Council to the new structure.
- Moodle—suggested for Graduate Council to help distribute information and agenda items.
- Graduate Faculty Categories—a committee is working to simplify the categories and the process for classifying graduate faculty in the new system. The committee provided a handout showing the criteria and the categories for the graduate faculty members. It was suggested to combine two of the categories to make it less cumbersome. Graduate Council would like the committee to look over the criteria to make sure that those who are not involved in scholarly work, but know industry, are able to fit into one of the categories.

Curriculum Council

- Processed 109 proposals fall semester 2011; an increase over the preceding fall semester.
- Approved by-laws for the Undergraduate Curriculum Council, with direct report to Council of Deans.
- Approved by-laws for the General Education Requirements Committee (GERC).
- Called for an election of members to the GERC; colleges elected members.
- Held an open forum for faculty to discuss the Revised General Education Requirements.
- Elected officers for 2012-2013.

ATTACHMENT 7

Research Council

- Passed Research Council (RC) Bylaws to reflect reporting to the Vice President for Research.
- Two Council members are participating in the national search for the Vice President for Research.
- Humanities and Social Sciences Research Committee (HSSRC—a subcommittee of RC) reviewed internal grant proposals and made award recommendations to the Vice President for Research.
- University Research Committee (URC—a subcommittee of RC) reviewed internal grant proposals and made award recommendations to the Vice President for Research.
- Matt Sanger, the RC Chair, is participating in the Research Grant Support System meetings being conducted by Finance and Administration.
- The RC has begun review of 2012 Outstanding Researcher nominations. The Outstanding Researchers/Distinguished Researcher will be selected in March 2012.