

**BUSINESS AFFAIRS AND HUMAN RESOURCES  
AUGUST 10, 2017**

<b>TAB</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
<b>1</b>	<b>FY 2019 LINE ITEMS</b>	Motion to approve
<b>2</b>	<b>FY 2019 CAPITAL BUDGET REQUESTS</b>	Motion to approve
<b>3</b>	<b>INTERCOLLEGIATE ATHLETIC REPORTS</b> NCAA Academic Progress Rate (APR) Scores	Information item
<b>4</b>	<b>IDAHO NATIONAL LABORATORY</b> Progress Report	Information item
<b>5</b>	<b>BOISE STATE UNIVERSITY</b> Center for Materials Science Research Project – Construction Phase	Motion to approve
<b>6</b>	<b>IDAHO STATE UNIVERSITY</b> Bengal Pharmacy Annual Report	Information item
<b>7</b>	<b>IDAHO STATE UNIVERSITY</b> Agreements Between ISU and the Idaho College of Osteopathic Medicine (ICOM)	Motion to approve
<b>8</b>	<b>UNIVERSITY of IDAHO</b> WWAMI Medical Education Building Improvements and Expansion – Additional Project Authorization Request – Planning and Design	Motion to approve
<b>9</b>	<b>UNIVERSITY of IDAHO</b> Amendment to Media Rights Contract - Learfield	Motion to approve

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCIES AND INSTITUTIONS OF THE STATE BOARD**

**SUBJECT**

FY 2019 Line Item Budget Requests

**REFERENCE**

April 2017	Board approved guidance to the 4-year institutions regarding submission of line item requests
June 2017	Board directed the Business Affairs and Human Resources Committee to review the line items and to bring recommendations back to the Board for its consideration at the regular August Board meeting

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.B.1.  
Title 67, Chapter 35, Idaho Code

**BACKGROUND/ DISCUSSION**

As discussed at its April 2017 meeting, the State Board of Education (Board) directed the college and universities to limit Fiscal Year 2019 budget line item requests to those which will measurably support implementation of the Board's strategic plan. Institutions may request up to two (2) line items in priority order, the total value of which shall not exceed five percent (5%) of an institution's FY2018 total General Fund appropriation. Any requests for occupancy costs will not count towards the two line item limit or the 5% cap.

At its June 2017 meeting, the Board directed the Business Affairs and Human Resources (BAHR) Committee to review the FY2019 line items and to bring recommendations back to the Board for its consideration at the regular August Board meeting

Subsequently, BAHR met with staff and representatives from Division of Financial Management and Legislative Services Office. The result of the meeting produced general comments regarding all line items and specific questions on individual line items, which were provided to each college and university in one-on-one conference calls with staff. General comments included the following:

- While most requests were specific in what resources (dollars, people, equipment) were being requested, there were many cases in which the output or result or return on the requested investment was missing or vague. BAHR members hoped that there would be mention of any impact on output and the 60% goal, in cases where that would be applicable. In other words: "what is being produced."

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

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- In some cases, the relative priorities of individual elements within a line item were not clear.
- In some cases, where a request was a continuation of a previous year's appropriation, it wasn't clear how the new request related to the previous year's initiative.
- Many of the requests made no mention of any internal assets that were also being committed to the need area, through Program Prioritization, reallocation, or other possible ways in which the requested new dollars were being leveraged.

The colleges and universities were asked to make revisions to their lines as they considered necessary based on the general and specific comments and suggestions. As of agenda production, those revisions were not available so no revisions are contained in this agenda item. Electronic and hard copies of the revised line items will be available to the Board prior to the August Board meeting.

Career Technical Education (CTE) has one line item for a Financial Officer position that will become part of the new College of Eastern Idaho (CEI). Staff met with representatives of CEI and CTE to discuss line item budget requests. As of agenda preparation, CTE is working to determine the costs that would be included in a line item for that community college. It is hoped by the August Board meeting the CEI line item and a corresponding and offsetting CTE line item reduction will be submitted for the Board's review and approval.

The line items represent the unique needs of the institutions and agencies and statewide needs. Following review, the Board may prioritize the line items for the institutions. The line items are summarized separately, one summary for the college and universities and one for the community colleges and agencies. The detail information for each line item request is included on the page referenced on the summary report.

Included in the Systemwide Needs line items is a placeholder for Outcomes Based Funding. The Higher Education Task Force Funding Formula subcommittee is in the process of framing a funding formula that will include a budget request for FY 2019. It is unknown at this time whether such a request will supersede line items or be a supplement to the line items, so staff is presenting the line items for Board approval if determined necessary going forward.

Following Board approval in August, the budget requests will be submitted to the Legislative Services Office (LSO) and Division of Financial Management (DFM) by September 1, 2017.

### **IMPACT**

The approved Line Items will be included with the FY 2019 budget requests and submitted to DFM and LSO for consideration by the Governor for his FY 2019



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Budget recommendations and by the Joint-Finance Appropriations Committee for funding.

**ATTACHMENTS**

ATT 1 - Line Items Summary: College & Universities.....	Page 5
ATT 2 - Line Items Summary: Community Colleges and Agencies .....	Page 6-7
ATT 3 - Occupancy Costs .....	Page 9
ATT 4 - Individual Line Items.....	Page 11

**STAFF COMMENTS AND RECOMMENDATIONS**

There were no material changes to the line items between the June and August meeting materials. Staff will provide electronic and hard copies of the revised agendas before the August Board meeting.

**BOARD ACTION**

I move to approve the Line Items for the agencies and institutions as listed in Attachments 1 and 2, and to authorize the Executive Director to approve the MCO and Line Item budget requests for agencies and institutions due to the Division of Financial Management and Legislative Services Office on September 1, 2017.

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

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**STATE BOARD OF EDUCATION**  
**FY 2019 Line Items - College and Universities**

By Institution/Agency		Page	FY 2018 Total Appropriation	Priority	Institution Specific Initiatives	Total	% of FY 2018 Appropriation Excluding Occupancy Costs
1	System-wide Needs		5,065,800				
2	Outcomes Based Funding	11		1		0	0.0%
3	Idaho Regional Optical Network (IRON)	13		2	800,000	800,000	15.8%
4	Boise State University		96,212,300			5,865,900	5.0%
5	Public Service Initiative	15		1	2,172,800		
6	Career Readiness & Graduate Production	21		2	2,601,300		
7	Occupancy Costs	9		3	1,091,800		
8	Idaho State University		77,050,300			5,165,900	4.9%
9	Expand Health Sciences/Workforce Needs	27		1	3,375,100	0	
10	Idaho Falls Polytech Initiative	39		2	432,100	0	
11	Occupancy Costs	9		3	1,358,700	0	
12	University of Idaho		91,431,100			2,328,400	2.5%
13	Ph. II: Library Investment: Achieve R1 Carnegie Cl	43		1	1,808,600	0	
14	Student Success & Support	49		2	453,500	0	
15	Occupancy Costs	9		3	66,300	0	
16	Lewis-Clark State College		17,293,700			838,700	4.8%
17	Access and Completion	55		1	548,700	0	
18	Retention and Compliance	59		2	290,000	0	
			<u>\$ 287,053,200</u>		<u>\$ 14,998,900</u>	<u>\$ 14,198,900</u>	
19							
20	Percentage of FY18 Appropriation excluding		4.1%				
21	Occupancy Costs						

**STATE BOARD OF EDUCATION**  
**FY 2019 Line Items - Community Colleges and Agencies**

Priority	By Institution/Agency	FY 2018 Appropriation	Page	Priority	FY 2019 Request	Comments	vs. 2018 Approp
1	Career Technical Education	65,372,000			4,795,100		7.3%
2	State Leadership & Technical Asst.	2,822,700			516,000		0.8%
3	CTE Middle School Quality Program		63	1	207,300		0.3%
4	Horizontal Alignment		87	8	178,000		0.3%
5	Online courses		89	9	70,000		0.1%
6	Reorganization Error Correction		93	11	60,700		0.1%
7	General Programs	14,220,600			375,000		0.6%
8	Secondary Added Cost Funding		63	2	375,000		0.6%
9	Post-secondary Programs	46,511,900			2,229,100		3.4%
10	Postsecondary capacity expansion		71	3	2,100,900		3.2%
11	EITC Financial Officer Position		77	5	128,200		0.2%
12	Dedicated Programs	625,000			1,675,000		2.6%
13	CTE Secondary Incentive Funding		67	2	700,000		1.1%
14	Workforce Training Centers		75	4	750,000		1.1%
14	Centers for New Direction (CND)		81	6	200,000		0.3%
15	Agriculture Start- up grant		85	7	25,000		0.0%
16	Related Services	1,191,800			0		0.0%
17	Standards alignments (HVAC & Plumbing)		91	10	0 Other Funds: \$82,000		0.0%
18	Community Colleges	39,400,900			4,798,500		12.2%
19	College of Southern Idaho	14,105,800			1,051,800		2.7%
20	IT Personnel and Software Platforms		95	1	784,700		2.0%
21	Weekend College		101	2	199,600		0.5%
22	CEI Initiative		107	3	67,500		0.2%
23	North Idaho College	12,725,100			1,159,600		2.9%
24	Pathfinders Program		111	1	367,600		0.9%
25	NIC/UI Computer Science Program		115	2	313,700		0.8%
26	Idaho Summer Completion Initiative		119	3	302,000		0.8%
27	First Year Experience		123	4	176,300		0.4%
28	College of Western Idaho	12,570,000			2,587,100		6.6%
29	Balance Funding		125	1	2,000,000		5.1%
30	Accreditation Requirements		129	2	587,100		1.5%
31	Agricultural Research/Extension	31,263,300	135	1	3,000,000 ARES Nuclear Seed Potato Facility		9.6%

**STATE BOARD OF EDUCATION**  
**FY 2019 Line Items - Community Colleges and Agencies**

Priority	By Institution/Agency	FY 2018 Appropriation	Page	Priority	FY 2019 Request	Comments	vs. 2018 Approp
32	Health Education Programs	15,594,200			6,312,200		40.5%
33	W-I Veterinary Education	1,976,100			No Line Items		0.0%
34	WWAMI Medical Education	5,303,400	139	1	860,600	18 month Curriculum	5.5%
35	IDEP	1,600,000					0.0%
36	Univ. of Utah Med. Ed.	1,576,000			167,600		0.4%
37			145	1	87,600	2 new seats, year three	
38			149	2	80,000	Eastern Idaho Psychiatry Program	
39	Family Medicine Residencies	4,440,900			2,924,000		7.4%
40	Idaho State University FMR	1,350,900					0.0%
41	Family Medicine Residency of Idaho (Boise)	1,530,000					0.0%
42			149	1	1,444,000	Increase FMRI per resident \$30k-\$60k	
43			149	2	525,000	Increase ISU FM per resident \$35k-\$60k	
44	Kootenai Health FMR	560,000	149	1	540,000	Increase per resident	3.5%
45	Graduate Medical Education Funding	1,000,000					0.0%
46	Magic Valley FM Residency Rural Track		149	2	345,000	Director, Coordinator, 4 FM residents	2.2%
47	Pharmacy Residency		149	3	70,000	Director, Coordinator, 1 resident	0.4%
48	Boise Internal Medicine Residency	540,000	149	1	465,000	Increase per resident	3.0%
49	Psychiatry Residency	157,800			265,000		0.7%
50			149	1	240,000	Increase per resident	
51			149	2	25,000	Psychotherapy Director	
52	Eastern Idaho Regional Medical Center				1,505,000		3.8%
53	Internal Medicine Resident Program		149	1	705,000	Director, Coordinator, 10 IM residents	
54	Family Medicine		149	2	465,000	Director, Coordinator, 6 FM residents	
55	Emergency Medicine		149	3	105,000	Director, Coordinator	
56	General Surgery		149	4	105,000	Director, Coordinator	
57	WICHE Mental Health Program Psych Interns		149	1	125,000	American Psychological Assoc. accreditation	
58	Special Programs	15,562,200			880,200		5.7%
59	Forest Utilization Research	1,347,100			325,300		2.1%
60	Wood Utilization in Comm. Building Faculty		157	1	140,300		0.9%
61	Grazing impacts on Idaho Rangelands		161	2	185,000		1.2%
62	Geological Survey	1,080,400	165		99,400	Geological Publication Editor and Support Staff	0.6%
63	Scholarships and Grants	11,729,700			0		0.0%
64	Museum of Natural History	625,400	171	1	95,100	Digital Outreach	0.6%
65	Small Bus. Development Centers	613,100	177	1	52,200	Business Development	0.3%
66	TechHelp	166,500	181	1	308,200	Business Development	2.0%
67	State Board of Education	5,584,900			0		0.0%
68	Office of the State Board of Education	5,364,400					0.0%
69	Charter School Commission	220,500					0.0%

**STATE BOARD OF EDUCATION**  
**FY 2019 Line Items - Community Colleges and Agencies**

Priority	By Institution/Agency	FY 2018 Appropriation	Page	Priority	FY 2019 Request	Comments	vs. 2018 Approp
70	Idaho Public Television	3,327,200			539,200		16.2%
71	Personnel Sustainability		187	1	357,200		10.7%
72	FCC Engineering Requirements		189	2	91,000		2.7%
73	Educational Outreach		193	3	91,000		2.7%
74	Vocational Rehabilitation	8,589,000			357,500		4.2%
75	Vocational Rehabilitation	3,948,700			250,000		2.9%
76	Additional Grant and Match Funds		197	1	250,000		2.9%
77	Cost Reimbursement and Ticket to Work Program		201	2		Dedicated Funds: \$61,700	0.0%
78	Extended Employment Services	4,423,400					0.0%
79	Council for the Deaf/Hard of Hearing	216,900	205	3	107,500	Community Outreach	1.3%
80	Total	\$ 184,693,700			\$ 20,682,700		11.2%

# STATE BOARD OF EDUCATION

## FY 2019 Budget Request

### Colleges & Universities

#### Calculation of Occupancy Costs

ATTACHMENT 3

		% of Use for															
		Projected Date	Non-Aux.	Gross	Non-Aux.	(1)	(2)			(3)	(4)		(5)	Total	% qtrs	Revised	
		of Occupancy	Education	Sq Footage	Sq Footage	FTE	Sal & Ben	Supplies	Total	Estimate	Repl Value	Cost@1.5%	Other	Occ Cost	used in FY18	FY18	
1	Institution/Project																
2																	
3	BOISE STATE UNIVERSITY																
4	New Fine Arts Building	June-19	100%	97,621	97,621	3.75	141,100	9,800	150,900	170,800	42,000,000	630,000	108,800	1,060,500	100%	1,060,500	
5	University Drive Annex Building (demolished)	March-14	100%	-45,162	-45,162	-1.74	-60,700	-4,500	-65,200	-79,000	-5,900,000	-88,500	(39,500)	-272,200	100%	(272,200)	
6	Campus Planning and Facilities Building*	January-18	100%	1,887	1,887	0.07	2,600	200	2,800	3,300	1,500,000	22,500	2,700	31,300	100%	31,300	
7	* Pending SBOE approval to proceed with design/build and DFM/LSO notification					2.08	83,000	5,500	88,500	95,100		564,000	72,000	819,600		819,600	
8																	
9	IDAHO STATE UNIVERSITY																
10	S&T (RISE) Building	July-18	100%	210,000	210,000	8.08	304,200	21,000	325,200	367,500	31,920,000	478,800	187,200	1,358,700	100%	1,358,700	
11																	
12						8.08	304,200	21,000	325,200	367,500		478,800	187,200	1,358,700		1,358,700	
13																	
14	UNIVERSITY OF IDAHO																
15	Aquaculture Research Institute Lab	January-18	100%	7,500	7,500	0.29	10,900	800	11,700	13,100	2,350,000	35,300	7,700	67,800	100%	67,800	
16	Less FY17 funds received					-0.29	(11,000)	(800)	(11,800)	(13,100)		(24,000)	(7,100)	(56,000)		(56,000)	
17	University House	July-18	100%	6,740	6,740	0.26	9,800	700	10,500	11,800	1,750,000	26,300	6,600	55,200	100%	55,200	
18	Less FY18 funds received					-0.13	(5,000)	(400)	(5,400)	(5,900)		(13,200)	(3,300)	(27,800)		(27,800)	
19	Food Research - ADA access/life safety	July-18	100%	550	550	0.02	800	100	900	1,000	437,800	6,600	800	9,300	100%	9,300	
20	AgSci Bldg - new lobby/ADA access	January-18	100%	2,433	2,433	0.09	3,400	200	3,600	4,300	800,000	12,000	2,500	22,400	100%	22,400	
21	Less FY18 funds received					-0.04	(1,400)	(100)	(1,500)	(1,500)		(4,900)	(900)	(8,800)		(8,800)	
22						0.21	7,500	500	8,000	9,700		38,100	6,300	62,100		62,100	
23																	
24																	

(1) FTE for the first 13,000 gross square footage and in 13,000 GSF increments thereafter, .5 Custodial FTE will be provided.

(2) Salary for custodians will be 80% of Policy for pay grade "E" as prepared by the Division of Human Resources.

Benefit rates as stated in the annual Budget Development Manual; workers comp rates reflect institution's rate for custodial category

CU: \$19,845.00 CC: \$18,900.00

Benefits

FICA

SSDI salary to \$110,100

SSH 6.2000% x salary

SSH 1.4500% x salary

Unemployment Insurance 0.1500% x salary

Life Insurance 0.6750% x salary

Retirement: PERSI 11.3200% x salary

Workmans Comp x salary

Sick Leave 0.6500% x salary

Human Resources

Health Insurance \$13,460.00

Supplies 0.10

20.4450% per position

BSU ISU UI LCSC CSI NIC CWI

0.75% 0.87% 0.64% 0.82% 4.81% 4.50% 4.35%

0.554% 0.554% 0.554% 0.554% 0.554% 0.554% 0.554%

21.7485% 21.8685% 21.6385% 21.8185% 25.8085% 25.4985% 25.3485%

(3) Annual utility costs will be projected at \$1.75 per sq ft 1.75

(4) Building maintenance funds will be based on 1.5% of the construction cost (excluding architectural/engineering fees, site work, movable equipment, etc.) for new buildings or 1.5% of the replacement value for existing buildings.

(5) Other:

IT Maintenance 1.5000 GSF

Security 0.2200 GSF

General Safety 0.0900 GSF

Research & Scientific Safety Costs 0.5000 GSF

Total 2.3100

Too High - Used 1/3 0.7700 GSF

Landscape Greenscape 0.0003 CRV

Insurance Costs 0.0005 CRV

Total 0.00080 CRV

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: College and Universities**

FUNCTION: Systemwide Needs

ACTIVITY:

Agency No.: 510

Function No.: 01

Activity No.:

FY 2019 Request

Page 1 of 3 Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Outcomes-Based Funding (OBF)</b>			Priority Ranking 1 of 2
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	0.00				0.0
PERSONNEL COSTS:					
1. Salaries	0				0
2. Benefits	0				0
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	0				0
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. PC and workstation	0				0
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	0				0

The Governor's Higher Education Task Force is meeting over the summer and may result in recommendations related to funding the college and universities and the community colleges. This line item is a placeholder for those recommendations.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

**AGENCY: College and Universities**

FUNCTION: Systemwide Needs

ACTIVITY:

Agency No.: 510

Function No.: 01

Activity No.:

FY 2019 Request

Page 1 of 1 Pages

Original Submission X or

Revision No. \_\_\_\_

Idaho Regional Optical Network (IRON) Maintenance of Operations					
A: Decision Unit No: <b>12.02</b>	Title:	Priority Ranking 2 of 2			
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0				0
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object: Maintenance of infrastructure and high Speed connectivity	\$800,000				\$800,000
TOTAL OPERATING EXPENDITURES:	\$800,000				\$800,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$800,000				\$800,000

**Description:**

The Idaho State Board of Education recommends \$800,000 of ongoing state funding for maintenance and operations of the Idaho Regional Optical Network's (IRON) enhanced infrastructure and high speed connectivity for Idaho state universities. This collaborative effort between the State, IRON, and Idaho National Laboratory (INL) to enhance the current 10G network to 100G will result in an educational environment that does not exist any where in the nation. The enhancements will ensure that the state universities have direct access to INL's growing high performance computing environment for research as well as the multidisciplinary educational opportunities for the cybersecurity of our nation's critical infrastructure. The state universities committed to a collective increase of 200 joint appointments, interns, and faculty by 2025 driven by IRON and INL's enhanced capabilities. INL and IRON are investing

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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the necessary capital for the implementation of these network enhancements, the requested maintenance and operation will ensure the sustainability of this enhanced bandwidth.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: College and Universities**

Agency No.: 512

FY 2019 Request

FUNCTION: Boise State University

Function No.: 01

Page 1 of 6 Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>	Title: <b>Public Service Initiative</b>			Priority Ranking 1 of 2	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	10.66				10.66
PERSONNEL COSTS:					
1. Salaries	\$1,235,100				\$1,235,100
2. Benefits	456,100				456,100
3. Group Position Funding	293,300				293,300
TOTAL PERSONNEL COSTS:	\$1,984,500				\$1,984,500
OPERATING EXPENDITURES by summary object:					
1. Travel	\$25,000				\$25,000
2. Operating	163,300				163,300
TOTAL OPERATING EXPENDITURES:	\$188,300				\$188,300
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$2,172,800				\$2,172,800

**Supports institution/agency and Board strategic plans:**

**Support for the SBOE Strategic Plan FY2017-2021:**

Goal 1. A Well Educated Citizenry

Objective C: Higher Level of Educational Attainment

Performance Measures

- % of Idahoans who have a college degree
- % of new full time degree seeking students who return for the second year
- % of graduates at bachelors and graduate degree levels
- Objective D: Quality Education
- Objective E: Education to Workforce Alignment

Performance Measures

- Ratio of non-STEM to STEM degrees

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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- Number of graduates in high demand fields

Goal 2. Innovation & Economic Development

Objective A: Workforce Readiness

Performance Measures

- % of graduates employed 1 and 3 years after graduation
- % of students participating in internships
- % of students participating in undergraduate research

Objective B: Innovation & Creativity – increase creation and development of new ideas and solutions that benefit society

**Support for BSU's Strategic Plan: *Focus on Effectiveness 2017-2021***

Goal 1: Create a signature, high-quality educational experience for all students

Objectives:

- Provide bountiful opportunities within and across disciplines for experiential learning
- Cultivate intellectual community among students and faculty
- Facilitate respect for the diversity of human cultures, institutions, and experiences in curricular and co-curricular education
- Invest in faculty development and an engaging environment for learning

Performance Measures:

NSSE benchmark of student perception of quality of educational experience.  
The funding of this request will have substantial impact on our students' educational experience and their ability to think critically and tackle problems innovatively. Further, it will allow us to react quickly to growing workforce demands and to create programs that feed the local and regional economies

Number of students in internships and research

Goal 2: Facilitate the timely attainment of education goals of our diverse student population

Objectives:

- Bring classes to students using advanced technologies and multiple delivery formats
- Connect students with university services that address individual needs

Performance Measures:

- Number of degree graduates
- Freshman Retention Rate
- Six-year graduation rate
- eCampus

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**Goal 3: Gain distinction as doctoral research university**

**Objectives**

- Recruit, retain and support highly qualified faculty, staff and students from diverse backgrounds
- Identify and invest in select areas of excellence with the greatest potential for economic, societal and cultural benefit
- Design systems to support and reward interdisciplinary collaboration

**Performance Measures:**

- Number of doctoral graduates
- Number of peer reviewed publications
- Citations of publications by Boise State authors over a five year span
- Total research and development expenditures

**Goal 4: Align university programs and activities with community needs**

**Objectives:**

- Include community impact in the creation and assessment of university programs and activities
- Leverage expertise and knowledge within the community to develop mutually beneficial partnerships
- Increase student recruitment, retention and graduation in STEM disciplines

**Performance measure:**

- Number of graduates in high demand disciplines
- Number of STEM graduates

**Description:**

The School of Public Service was founded in 2015 to inspire and equip students to be innovative, principled, and effective public service leaders, promote meaningful community engagement and civil discourse, and serve as an objective and unbiased resource for citizens and decision-makers in Idaho. The School was designed to ensure that Idaho students, businesses, and taxpayers get the most value out of their investments in higher education by refocusing faculty attention on applied scholarship and teaching that transcends narrow disciplinary boundaries.

Future leaders in public service, whether they are employed within the private, non-profit, or public sectors, require interdisciplinary knowledge and a combination of well-developed hard and soft skills. Graduates from the School of Public Service at Boise State are “systems leaders” well versed in leadership, management, quantitative reasoning, systems thinking, analytics, communications, and ethics in addition to their particular substantive major. To that end, the School of Public Service has eliminated institutional silos by replacing outdated departmental structures with an integrated School, developed new interdisciplinary academic programs in Global Studies, Urban Studies and Community Development, and Environmental Studies that draw from faculty across the

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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University, explicitly integrated skills development into the curriculum through a new School-wide “core curriculum”, and promoted high impact educational practices, including experiential learning programs, that enhance student success on campus and preparation for careers.

Additionally, the School of Public Service facilitates applied research and serves Idaho communities searching for innovative solutions to the seemingly intractable challenges they face. The School revised its tenure and promotion guidelines to emphasize applied research and public engagement. And the School has embraced and reinvigorated the University’s historical commitment to public service research by involving faculty and students, from the undergraduate level through the new Ph.D. program, to work in concert with state and local agencies, non-profit organizations and the private sector around issues of workforce, transportation, and economic development through the newly launched Idaho Policy Institute. The Policy Institute is itself a public-private partnership.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

First, funding will be used to enhance student learning at the undergraduate and graduate levels. The integration of new faculty lines will facilitate the implementation of new interdisciplinary academic programs and improve retention and graduation rates for students pursuing careers in public service at the undergraduate level while opening new functional tracks for students pursuing the Ph.D. In addition, funding will support student participation in experiential programs that directly enhance skill development and will increase opportunities for undergraduate and graduate students to engage in applied research projects.

Second, line item funding will directly enable positive community outcomes throughout the State of Idaho. Funding for Boise State’s Idaho Policy Institute directly supports nonpartisan and rigorous applied research and evaluation studies for use by state and local decision makers, professional training and technical assistance to state and local entities, and seminars, colloquia, and public events convened to promote constructive dialogue and thoughtful deliberation on public issues in Idaho. The Institute conducts public policy and demographic research, publishes economic forecasts and economic impact studies, undertakes rigorous and unbiased public opinion survey research, and offers dispute resolution resources and leadership development and technical assistance to localities throughout Idaho. Each new faculty position created through this appropriation will simultaneously serve interdisciplinary academic programs, and build the School’s capacity for applied research.

Additionally, funding will help grow on-line undergraduate and graduate certificate programs in Geographic Information Systems (GIS) that prepare students for emerging careers while supporting research collaborations with state and local entities involving mapping and spatial analysis projects. Finally, funding will grow the capacity of the Center for Idaho History and Politics. The Center has been redesigned to implement internship



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

and experiential programs across the school, and support high quality University-community engagements including the Politics for Lunch series.

2. What resources are necessary to implement this request?

- Eight faculty positions including positions in Applied Economics, Demography, Global Trade, Public Finance, Health Policy, Energy Policy, and Fiscal Policy that serve new interdisciplinary programs and support applied research initiatives;
- Five administrative leadership positions serving the Idaho Policy Institute, the Center for Idaho History and Politics, the Public Service Leadership Initiative, the School of Public Service Survey Research Initiative, and the Frank Church Institute in global affairs;
- Twelve graduate research assistantships in professional masters and Ph.D. programs that support applied research projects across the School;
- Two research faculty positions at the Idaho Policy Institute in economic development and economic forecasting;
- Two positions – one clinical faculty and one administrative – to support the new Geographic Information Systems program and related applied research projects;
- One clinical faculty position supporting student internships and experiential learning programs across the School of Public Service, and
- Ten faculty research fellowships for faculty across Idaho institutions of higher education to participate in applied research projects administered through the Idaho Policy Institute.

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

All requested funds are ongoing.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

This request serves students at Boise State University by increasing the teaching capacity of new undergraduate interdisciplinary programs, professional masters programs, and the Ph.D. in Public Policy and Administration. Moreover, it serves students by growing skills and experiential programs that effectively prepare students for the workforce. In addition, this request serves communities throughout Idaho and all Idahoans that benefit from rigorous, non-partisan applied research. Without additional funding, the Idaho Policy Institute will be constrained in its ability to serve entities throughout the state and while students will continue to have opportunities to study in traditional academic disciplines, they will likely be less well prepared for emerging careers in the private, public, and non-profit sectors.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

**AGENCY: Boise State University**  
 FUNCTION: Instruction, Public  
 Service  
 ACTIVITY: Expanded Academic and  
 Public Service Programs

Agency No.: 512

FY 2019 Request

Function No.: 01

Page 1 of 6 Pages  
 Original Submission X or  
 Revision No. \_\_\_\_

Activity No.:

Career Readiness and graduate production					
A: Decision Unit No: <b>12.02</b>	Title: <b>production</b>			Priority Ranking 2 of 2	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	27.00				27.00
PERSONNEL COSTS:					
1. Salaries	\$1,857,200				\$1,857,200
2. Benefits	\$744,100				\$744,100
3. Group Position Funding	\$0				\$0
TOTAL PERSONNEL COSTS:	\$2,601,300				\$2,601,300
OPERATING EXPENDITURES by summary object:					
1. Travel					
2. Operating					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$2,601,300				\$2,601,300

**Support for the SBOE Strategic Plan FY2017-2021**

GOAL 1: A WELL EDUCATED CITIZENRY

Objective C: Higher Level of Educational Attainment

**Performance Measures**

- Percent of Idahoans (ages 25-34) who have a college degree or certificate requiring one academic year or more of study.
- Percentage of new full-time degree-seeking students who return (or who graduate) for second year in an Idaho postsecondary public institution. (distinguish between new freshmen and transfers)
- Percent of full-time first-time freshman graduating within 150% of time (2yr and 4yr).

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Goal 2. Innovation & Economic Development

Objective A: Workforce Readiness

Performance Measures

- % of students participating in internships
- % of students participating in undergraduate research

Objective C: Economic Growth

Performance Measures

- Percentage of graduates employed in Idaho 1 and 3 years after graduation

Objective D: Education to Workforce Alignment – Deliver relevant education that meets the needs of Idaho and the region.

Support for BSU's Strategic Plan: *Focus on Effectiveness 2017-2021*

Goal 1: Create a signature, high-quality educational experience for all students.

- Provide bountiful opportunities within and across disciplines for experiential learning.
- Invest in faculty development, innovative pedagogies, and an engaging environment for learning.

Key Performance Measures:

- NSSE benchmark of student perception of quality of educational experience
- NSSE % of students participating in research and internships

Goal 2: Facilitate the timely attainment of educational goals of our diverse student population.

- Identify and remove barriers to graduation.
- Bring classes to students using advanced technologies and multiple delivery formats.
- Design and implement innovative policies and processes that facilitate student success.
- Connect students with university services that address their individual needs.
- Ensure that faculty and staff understand their roles and responsibilities in facilitating student success.

Key Performance Measures:

- Number of degree graduates
- Retention
- 6-year graduation rate
- Success and progress rate
- NSSE student rating of administrative offices

Goal 4: Align university programs and activities with community needs.

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

---

- Include community impact in the creation and assessment of university programs and activities.
- Leverage knowledge and expertise within the community to develop mutually beneficial partnerships.
- Collaborate with external partners to increase Idaho students' readiness for and enrollment in higher education.
- Evaluate our institutional impact and effectiveness on a regular basis and publicize results.

### **Key Performance Measures:**

- Number of graduates with high impact on Idaho's college completion rate
- Number of graduates in high demand disciplines
- Students participating in Courses with Service Learning Component

### **Description:**

Boise State University is requesting funding to develop a more coordinated model of career advising services to support the student body. Early and ongoing career exploration and planning is essential to the college experience today. Students require guidance and support to articulate their skills, talents and interests and connect those to a career path. Expanding the services to students in their major and college is a best practice. The College of Business & Economics (COBE) has served as a pilot for this model and is seeing an uptick in student engagement as a result. The approach in COBE goes beyond career services and also focuses on growing student enrollment, retention and graduation. This request also includes funding to further support this work in the College of Business & Economics, specifically related to growth and student credit hour (SCH) production in the past and going forward.

### **Questions:**

#### **1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

In FY17, COBE operated an \$11.3 million appropriated budget, which included 48 tenure/tenure track (T/TT) faculty. This request is essential for COBE to effectively manage a rapidly growing student population with positive outcome trends. Over the past five years:

- COBE graduates increased 15%, while the average length of their academic careers declined by 18%.
- Those graduates generated a corresponding 15% increase in SCH, surpassing 60,000 regular term SCH in FY17 for the first time ever - 60,671 total SCH to 5,674 unique students.

These trends are likely to continue and potentially increase.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

- First-time freshmen declaring business majors grew 16% from 389 (Fall 2013) to 450 (Fall 2016), and their retention after one year has improved by nearly 6%, from 64% to 70%.
- In FY16, 75% of the graduating population that began at Boise State finished in six or fewer years.

The College is not properly resourced to sustain the continuing needs of this larger population, nor the imminent arrival of larger freshman classes who are increasingly retained and graduated. New sections of courses can only be staffed by adjunct faculty, who are an essential resource to the college but unable fulfill all instructional requirements. Additionally, faculty sabbaticals, retirements, attrition, separation, or other leaves often can only be backfilled with adjunct faculty, provided skills can be located. Many upper division courses can only be delivered in either the fall or the spring terms, because resourcing is not available to duplicate offerings despite demand.

COBE students are in very high demand by Idaho employers. Each semester, COBE students support nearly 600 businesses. Much of this support has led directly to career opportunities for COBE students, while all of them enable COBE students to practice and polish the business skills they learn in the classroom. Idaho businesses depend upon COBE to maintain, replenish, enhance, and grow the Idaho labor market.

COBE's Academic and Career Advising Office is responsible for marshalling this growing student population through the academic process, into career planning, and finally into placement with those employers. COBE students now meet each semester to update degree plans, identify internships, update resumes, and find opportunities. Using the COBE academic and career advising office as a model for campus, this proposal also seeks to strengthen and embed career services in the academic college structure across the university. This model intentionally connects classroom learning, academic advising and support, and career counseling. Further, it establishes Student Success Teams in each college to integrate academic and career components to better prepare students for the transition from college to career. Funding will add career specialists to each college to provide direct student contact in the form of one-on-one career counseling/advising, job search advising, workshops/classroom presentations, and career courses.

Funding will also support central career services positions to counsel and support undecided or at-risk students and special populations; develop career content for Student Success Teams, specialized career courses, web resources, and individual students and faculty; internship program management and employer and faculty support; employer relations management including employer connections and partnerships, BroncoJobs, event management, and on-campus recruiting; and university-wide and college-specific marketing and social media content.

**2. What resources are necessary to implement this request?**

Career Services – new career specialists

- College of Arts and Sciences (3)

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

- College of Business & Economics (1)
- College of Education (1)
- College of Engineering (1)
- College of Health Sciences (1)
- School of Public Service (1)
- Graduate College (1)
- Honors College (1)
- Central Career Development Manager (partial salary for existing position)
- Career Content Expert (partial salary for existing position)
- Instructional Designer/eLearning (1)
- Career Development Training Specialist (1)
- Career Course Manager (1)
- Employer Relations Events Coordinator (1)
- Employer Relations Systems Coordinator (1)
- Internship Program Faculty Liaison (1)
- Marketing Specialist (1)
- Career Data Specialist (1)

New Faculty:

Accounting

- 1 additional faculty position

Economics

- 1 additional faculty position

Finance

- 2 additional faculty positions

Management

- 3 additional faculty positions

Marketing

- 1 additional faculty position

IT/SCM

- 1 additional faculty position

- 3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

This request is focused on ongoing funding to support new positions in these areas, which will support the existing and growing student population at Boise State University.

- 4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Overall, this request directly serves students and graduates. Employers, community based organizations and the State of Idaho's economy are also positively impacted. The infrastructure described in this proposal will improve retention and graduation rates, positively impact first destination results, and improve alumni satisfaction and affinity for Boise State University.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

**AGENCY: College and Universities**

**FUNCTION: Idaho State University**

**ACTIVITY:**

Agency No.: 510

Function No.: 03

Activity No.:

FY 2019 Request

Page 1 of 12 Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title : <b>Expand Health Sciences and Workforce Needs</b>			Priority Ranking 1 of 2
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	21.00				21.00
PERSONNEL COSTS:					
1. Salaries	\$1,902,400				\$1,902,400
2. Benefits	679,700				679,700
3. Group Position Funding	66,000				66,000
TOTAL PERSONNEL COSTS:	\$2,648,100				\$2,648,100
OPERATING EXPENDITURES by summary object:					
1. Travel (on-going)	\$90,000				\$90,000
2. Communications (on-going)	54,800				54,800
3. Materials/Supplies (on-going)	169,200				169,200
4. Materials/Supplies (one-time)	48,000				48,000
TOTAL OPERATING EXPENDITURES	\$362,000				\$362,000
CAPITAL OUTLAY by summary object:					
1. Office Furniture (one-time)	\$16,000				\$16,000
2. PC and workstation (one-time)	64,000				64,000
3. Clinic Equipment (one-time)	272,000				272,000
4. Equipment (on-going)	13,000				13,000
TOTAL CAPITAL OUTLAY:	\$365,000				\$365,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$3,375,100				\$3,375,100

**Supports Institution/Agency and Board Strategic Plans:**

ISU Core Theme 3: Leadership in Health Sciences

- Advances health science research and health professions education throughout the state to increase the quality of patient care, the number of practicing health care professionals, and to promote clinical and translational research.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

ISU Core Theme 2: Access and Opportunity

- **OT and Enhanced Pharmacy Presence in N. Idaho** - Expansion of this program provides convenience to students who live in the Treasure Valley and Northern Idaho.
- **Clinical Psychopharmacology** - Creation of this program supports recently passed legislation in Idaho that allows psychologists to prescribe medications.

5 Year Plan submitted to the SBOE

- **OT** - Expansion of the Occupational Therapy program to SW Idaho is part of the 5 Year Plan submitted to the SBOE. It will enable ISU to provide additional educated, caring, and competent health professionals on the western side of Idaho.

**Description**

Goals of this Initiative:

- Increase degree production in high demand in health science careers
- Align research mission with current health care climate
- Improve clinic training opportunities
- Enhance visibility of health science programs, research, and outreach

**OT** – Three faculty positions, one staff position, group position funding, as well as one-time materials/supplies and capital startup costs are being requested to support the expansion of the Occupational Therapy (OT) program to the ISU Meridian Health Science Center (HSC). Idaho State University (ISU) is currently completing a construction project in Meridian where offices, classrooms, laboratories, and clinic space has been built/renovated to be shared by Physical Therapy (PT) and OT. Efficiencies are gained by the PT space being designed and created to be a shared space with OT. This newly created space will improve **Access and Opportunity** for students in Meridian and will meet the accreditation agencies' requirement for equivalent didactic spaces to allow synchronous learning between cohorts in Pocatello and Meridian as well as comparable clinical spaces.

**Clinical Psychopharmacology** – Five faculty positions, one staff position as well as on-going materials/supplies and capital costs are being requested to support the creation of a clinical psychopharmacology program to be delivered at the HSC in Meridian. The percentage of Americans disabled by mental illness has continued to increase. Despite the continued increase in the use of medications to treat these mental disorders over the past 50 years, Clinical Psychopharmacology is not part of many core curriculums in many graduate school programs. This new provider, created by the Idaho Legislature during 2017, will receive education in the classroom as well as clinical settings. By offering this program it will improve **Access and Opportunity** for students in Idaho, and this program is not currently offered to students in Idaho. The creation of this program in Meridian allows students to capitalize on the clinical placements in the Treasure Valley without having to travel.

**Health Sciences Growth** – Three administrative positions, six staff positions as well as on-going materials/supplies and capital costs are being requested to support the growth of the health sciences at ISU in 5 major areas.

One, expand and improve ISU's clinics. Currently ISU operates 14 in-house clinics including medicine, dentistry, dental hygiene, audiology, speech pathology, counseling, occupational therapy, physical therapy, vestibular (balance), and wellness. Along with providing quality health care at these sites to everyone regardless of their ability to pay, the investments into these clinics produce graduates that are caring and competent professionals who are well equipped to become leaders in their professions and communities. Locating clinical training sites for students has become more and more difficult. Because of the escalating shortage of clinical training sites to accommodate the growing number of students it is necessary for ISU to focus on developing additional clinical sites and/or alternative solutions to address the training site shortages. These clinics have strong primary care capabilities that decrease health care costs overall. In order to expand its health care offerings a dedicated faculty member to focus on opportunities for growth in the number of locations, increased depth and breadth of educational experiences offered to students, and discover opportunities to offer increased or new services that are underserved in Idaho is required. This individual will champion the growth of our health care offerings throughout the state to meet its designation by the Idaho State Board of Education as "Idaho's health care university."

Two, enhance interprofessional education (IPE) at ISU and the entire state. IPE is an important step in advancing health professional education and is an effective mechanism to improve the overall quality of health care. IPE is an important pedagogical approach for preparing health professions students to provide patient care in a collaborative team environment. The appealing premise of IPE is that once health care professionals begin to work together in a collaborative manner, patient care will improve. IPE teams enhance the quality of patient care, lower costs, decrease patients' length of stay, and reduce medical errors. Although there is an abundance of evidence supporting the IPE of health professions students, there have been barriers to implementing it completely. This Director will be charged with defining IPE at ISU, developing competencies in IPE, identifying issues in implementing IPE in the various programs offered at ISU, and identifying ways to offer IPE for health professionals throughout the state. ISU has the unique distinction and ability to be able to offer IPE continuing education (CE) credits for Nursing, Pharmacy, and Medicine (including Physician Assistants). This puts ISU in a unique position to greatly enhance the IPE CE offerings for all healthcare providers throughout the state of Idaho. By advancing these opportunities within the state it not only will improve **Access and Opportunity** for students in Idaho, but also to all healthcare providers within the state.

Three, improve health research infrastructure and rural health outcomes and quality. Most of the efforts to improve rural health care to-date have focused on increasing quality of care by increasing access to primary, routine and emergency care. While, this has proven to be very beneficial; there are promising new approaches to delivering high-quality care in rural areas. Rural Americans are a population group that experiences significant health

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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disparities. They have a higher incidence of disease and disability, increased mortality rates, lower life expectancies, and higher rates of pain and suffering. As healthcare moves toward safer practices in delivering quality of care, ISU must adopt a system of evaluating quality outcomes data that either reflect the need for improvements, or showcase their best practices. This employee will promote a vision of building a culture of safety to prevent patient harm through communication, education, and development of students who are accustomed to working in patient-centered care teams. A database manager, a biostatistician, and clerical staff will assist in this endeavor.

Four, improve ISU's ability to attract rural Idaho high school students into professional health training programs offered at ISU. The health sciences at ISU have a renewed interest in the best recruitment and retention practices and programs for their students. Many of these rural students experience a variety of personal, environmental, and institutional barriers that result in a perception that they have limited or no access to college and university education. A Director tasked with widely publicizing health education opportunities to high school students, retaining current students in the health sciences, and developing strategies to increase our overall student population is necessary for further growth. These efforts will have a positive impact on the healthcare by producing even more competent practicing healthcare professionals within the state.

Five, Increase the overall marketing, promotion, and communication of the healthcare programs offered by ISU. Look for opportunities for increase collaboration or partnerships with healthcare providers in the state, building media presence and public relations throughout the state, oversees the usage and strengthening of marketing efforts within the health sciences. This person will be responsible on the execution of marketing, advertising, and promotional campaigns for the health sciences and reviewing and evaluating marketing and promotional efforts.

**Dental Residency** – One faculty position and on-going materials/supplies costs are being requested to support the dental sciences residency program in Meridian. The dental residency programs at ISU produces graduates with increased knowledge and clinical skills of the general dentist beyond that achieved in the pre-doctoral education. Through an integrated multidisciplinary learning environment, residents are able to increase their competence in the application of modern standards of care and practice management. This residency focuses on providing comprehensive care in a variety of clinical settings, emphasizing rural, underserved, and at risk populations. In order to maintain this residency program in Meridian due to the recent changes in partnerships with St. Alphonsus the Meridian residency program is in need of funding to cover the salary for a Dental Residency Director.

**Enhanced Pharmacy Presence in N. Idaho** – Two faculty positions as well as on-going materials/supplies and capital costs to grow the presence of the College of Pharmacy in Northern Idaho. There is potential for Idaho State University (ISU) to solidify its presence in Coeur d'Alene. Both Kootenai Health and Heritage Health have been in discussion with ISU in enhancing lasting partnerships in providing clinical education and outcomes and quality research.

**Faculty Position 1:**

Kootenai is an Idaho hospital that serves Idahoans and has long been a partner with ISU in providing clinical education and utilizing a cofounded faculty member in the Department of Pharmacy Practice as part of their patient care team. Kootenai wants to continue that partnership but would like to expand it to include an ISU faculty member at their facility focused on outcomes and quality research. Kootenai, like all health care organizations is under increasing pressure to perform on key health outcome metrics, but they lack the expertise to be able to identify and carry out appropriate research in the area. While they have patient care services covered, this quality improvement and outcomes research is an area where ISU can help. Heritage Health serves patients through a variety of outpatient clinics in North Idaho. They too, are extremely enthusiastic in outcomes and quality research. Heritage Health, like Kootenai lacks the research faculty expertise that ISU could provide.

**Faculty Position 2:**

Another faculty position that would be valuable in Northern Idaho is an experiential education coordinator for the 6-10 students we send to Coeur d'Alene each year. Continuity and oversight of these students and providing them with an ongoing, tangible connection to ISU is much needed. This faculty position would serve ISU students both at Kootenai and Heritage Health and would be in charge of the oversight of student activities, including onboarding, assessments, preceptor development, communication between ISU and CdA students and preceptors. Currently there is no-one in Northern Idaho performing these duties. This position could also be expanded to include clinical activities and provision of patient care services.

**Performance Measure**

**OT** - The US Bureau of Labor forecasts a substantial increase in OT positions by 2020. ISU's OT program consistently has over 60 applicants per year. 30-40 of these applicants meet the criteria to be admitted and 16 are accepted each year. By expanding this program to Meridian we will be able to increase the number of seats available by an additional 16. With the robust applicant pool we expect this program to be fully enrolled the very first year it is offered in Meridian.

**Health Sciences Growth** – Increase the IPE and IPE CE offerings available for all healthcare providers throughout the state of Idaho. Increase clinic productivity, number of clinical sites for residents, and grow clinical placement offerings for students. Double the extramural funding within 5 years because of the enhancement of the expertise of ISU's health sciences programs and increased external partnerships with collaborative research. The marketing efforts will grow student and faculty applicant pools, enhance outreach to high schools, improve visibility of ISU's health science educational offerings, and increase research accomplishments and services to our communities.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**Clinical Psychopharmacology** – By creating this program in Meridian, ISU will be able to open 8-12 seats. We will be able to start addressing the pent-up demand for qualified, trained providers within the state.

**Enhanced Pharmacy Presence in N. Idaho** - More students from Northern Idaho will be able to return to Northern Idaho to complete their 4<sup>th</sup> year clinical rotations. Currently we send 6-8 students due to the capacity we now have in terms of sites and types of experiences. Increasing our faculty presence will open new site and allow for more rotations, this increase will allow us to send and manage up to 12 students in the Coeur d'Alene area.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

**OT** – Three faculty positions, one support staff positions, and adjunct faculty are being requested. Faculty to student ratios are used in all laboratory courses to ensure the competence and safety of future graduates. Due to the specialization of faculty, multiple areas of clinical expertise are necessary onsite. In addition to the clinical areas of expertise two of the requested faculty positions will serve administrative roles including the OT Assistant Program Director and the Assistant Academic Fieldwork Coordinator. These administrative roles are required to provide management of the expanded program, provide increased support for finding and supervising part-time and full-time student clinical affiliations and practicums, and for managing occupational therapy service provision within one or more inter-professional clinics. The staff position is required to provide clerical support for the expanded program. The adjunct faculty salaries are required to provide instruction in highly specialized areas of clinical expertise that are not represented by the full time faculty.

**Clinical Psychopharmacology** - Three full-time faculty positions, two part-time faculty positions, and one full-time support staff position are being requested for the creation of a Clinical Psychopharmacology program in Meridian. Clinical experiences will be provided through faculty facilitated, preceptored experiences, and other types of learning experiences. These clinical experiences will be provided throughout the Treasure Valley. Two part-time faculty position will serve administrative roles as a program director and medical director.

**Health Science Growth** – Three administrative positions and six staff positions are being requested to support the growth of the health sciences at ISU. An Assistant VP of Clinical Services, an Assistant VP for Research, Rural Health Outcomes & Quality, a Director of Rural Outreach Training & Interprofessional Education, a Marketing and Promotion Coordinator, a Student Recruitment Coordinator, two administrative assistant positions to support the AVPs, a database manager and an epidemiologist/biostatistician.

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

---

**Dental Residency** – One faculty position to sustain the dental residency program in Meridian.

**Enhanced Pharmacy Presence in N. Idaho** - Two full-time faculty positions. One full-time faculty position will serve in an administrative role as an experiential education coordinator.

### 2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

#### **Attached Spreadsheet of Positions**

**OT** - Total Personnel Costs: \$473,114

**Clinical Psychopharmacology** - Total Personnel Costs: \$660,440

**HS Growth** - Total Personnel Costs: \$1,008,804

**Dental Residency** – Total Personnel Costs: \$178,169

**Pharmacy Presence in N. Idaho** - Total Personnel Costs: \$327,557

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

**OT** - This Line Item Request is for new Faculty positions and support personnel. The current OT faculty members in Pocatello will continue to assist in teaching the extended cohort using distance learning technology, online content, and onsite classes, clinics and laboratory sessions.

**Clinical Psychopharmacology** - This Line Item Request is for new Faculty positions and support personnel. Current faculty members in Pocatello and Meridian will assist in teaching this new program using distance learning technology, online content, and onsite classes, clinics and laboratory sessions.

**HS Growth** - This Line Item Request is for new professional staff positions and support personnel. Current clinical faculty members located throughout the state will work extensively with the Clinical Services AVP to enhance the clinical experiences for students and the patients/clients. The Director of Rural Outreach Training & IPE will work with the established Interprofessional Affairs Council (IAC) to identify common curricular themes and how to implement IPE in each of the varied health care programs at ISU and to develop an extensive outreach training and professional continuing education system in Idaho. Current faculty and staff members and partners throughout the state will work with the Research & Rural health Outcomes & Quality AVP to expand the research and health outcomes initiative. The director of Marketing and Promotion and the student recruitment coordinator will work with existing programs and the marketing and communications office at ISU.

**BUSINESS AFFAIRS AND HUMAN RESOURCES  
AUGUST 10, 2017**

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**Dental Residency** – This Line Item Request is for a Faculty position that will also serve as the Dental Resident Director for the Meridian dental residency program. This director will work with existing dental science faculty and staff and dental residents in Meridian and Pocatello to provide a comprehensive training environment that includes a variety of clinical settings.

**Enhanced Pharmacy Presence in N. Idaho** - This Line Item Request is for new Faculty positions. Current faculty members and support staff located throughout the state will continue to assist in teaching the students in Northern Idaho using distance learning technology, online content, and clinics and laboratory sessions.

- c. List any additional operating funds and capital items needed.

**OT** - A one-time request for additional operating funds and capital outlay will be required during the first year to support supplying the new offices with essential items, purchasing computers and office equipment for the new faculty and staff, and providing lab equipment/instrumentation tools to support instruction in the expanded program. On-going funding for travel, communications and materials and supplies will also be needed.

**Clinical Psychopharmacology** – A one-time request for capital outlay will be required for supplying the new offices with essential items, purchasing computers and office equipment. On-going funding for travel, communications, materials and supplies and capital outlay for equipment replacement will also be needed.

**HS Growth** – A one-time request for capital outlay will be required for supplying the new offices with essential items, purchasing computers and office equipment. On-going funding for travel, communications, materials and supplies for the office and marketing efforts, and capital outlay for equipment replacement will also be needed.

**Dental Residency** – An on-going request for additional operating funds will be necessary to cover travel, communications, and materials/supplies expense.

**Enhanced Pharmacy Presence in N. Idaho** – An on-going request for additional operating funds and capital outlay will be required to supply the new offices with essential items, purchasing computers, office equipment, providing and replacing lab equipment/instrumentation, and travel costs for the new faculty.

**On-going Requests for Operating Expense:**

Travel	\$90,000
Communications	\$54,800
Materials/Supplies	\$169,200

**On-going Requests for Capital Outlay:**

Capital Outlay	\$13,000
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**Total Request for On-going Operating Exp. & Capital Outlay: \$327,000**



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**One-Time Request for Operating Expenses:**

Materials/Supplies	\$48,000
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**One-Time Request for Capital Outlay:**

Office Furniture	\$16,000
PC and Workstations	\$64,000
Clinic Equipment	\$272,000

**Total Request for One-Time Operating Exp. & Capital Outlay: \$400,000**

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

**OT** - The salaries for the four positions will be ongoing as well as the group position funding. Operating expenses for travel, supplies, communications etc. will also be ongoing. The one-time request for operating expenses and capital outlay will be needed to provide the necessary resources for the expansion.

**Clinical Psychopharmacology** - The salaries for the six positions will be ongoing. Operating expenses for travel, supplies, communications, etc. will also be ongoing. The one-time request for capital outlay will be used for computers and workstation equipment. An on-going capital request for equipment replacement will also be necessary.

**HS Growth** – The salaries for the three administrative positions and the six staff positions will be on-going as well as the travel, communications, materials/supplies, and capital. The one-time capital request is for supplying computers and workstations for the nine new positions.

**Dental Residency** – The salary as well as the travel, communications, and materials/supplies will be on-going.

**Enhanced Pharmacy Presence in N. Idaho** - The salaries for the two positions will be ongoing. Operating expenses for travel, supplies, communications, and capital outlay will also be on-going.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

**OT** - Idaho students who seek an education to become a licensed occupational therapist benefit from this request since twice the number of seats in the OT program will become available within the state. The cost of an in-state 3-year graduate program is substantially less than out-of-state or private academic institutions. Increasing the number of seats in an Idaho OT program will provide

more opportunities for Idaho residents to receive education they desire while reducing the student debt incurred through pursuing that education. Expansion of this program provides convenience to students who live in the western part of Idaho, and it allows them to capitalize on the clinical placement in the Treasure Valley without having to travel.

**Clinical Psychopharmacology** - Idaho students' desire for training in Clinical Psychopharmacology has grown because of the increase in people becoming disabled by mental illness and the use of medications to treat these mental disorders over the past 50 years. This along with the significant increase in the number of medications available to treat mental disorders has created a huge demand for therapists to be fully integrated members of the health care team to effectively treat clients and collaborate with other medical professionals. In order for this to occur, therapists need a working knowledge of Clinical Psychopharmacology. There are limited opportunities for students to have training in Clinical Psychopharmacology because it is not part of many core curriculums in many graduate school programs. The creation of this program in Idaho will give Idaho students the opportunity to receive this necessary knowledge.

**HS Growth** - Idaho students will benefit from additional educational experiences offered by clinics offering underserved services and additional clinical sites. This has the potential to increase the number of available seats within the highly sought after health science programs. Offering underserved services enhances the students experience and knowledge and will make them better health care providers. Research has shown that students who have more IPE experience and training become better health care providers.

**Dental Residency** – Idaho students on the western side of Idaho benefit from this dental residency program because they do not have to relocate to finish their residency. It provided convenience to students and it allows them to complete their training in the Treasure Valley without having to move or travel.

**Enhanced Pharmacy Presence in N. Idaho** - Idaho students will benefit from being able to return to Northern Idaho to complete their 4<sup>th</sup> year clinical rotations. With this program up to 12 students will be able to complete their 4<sup>th</sup> year clinical rotations. The students in Northern Idaho will benefit from having additional faculty oversight, coordination of rotations, and local preceptors, provision of preceptor development, oversight of the P4 seminars, and availability of different rotation experiences. These are all made possible with the addition of full-time ISU faculty at a distant site.

**OT** - Idaho employers seeking to hire physical therapists will benefit because the number of graduating therapists within Idaho will double within 3-4 years. There is a tremendous need for OTs in the state.

**Clinical Psychopharmacology** - Idaho employers seeking to hire therapists will have more opportunities to select therapists who have a working knowledge of psychopharmacology and thereby are better equipped to help their clients

understand available treatment options. There is a tremendous need for therapists with a working knowledge of psychopharmacology because of the increase in mental illness and the number of medications available to treat these illnesses. Employers will benefit because of the number of graduating therapists within rural Idaho who are better equipped to provide comprehensive treatment to clients.

**HS Growth** - Increasing the number of clinical sites in Idaho will allow ISU to potentially allow additional students to enroll and graduate. Clinical placements have proven to be a challenge for ISU because of the limited clinical sites available for student experience and instruction. Idaho employers seeking to hire qualified clinicians will benefit from additional students graduating. These students will be well equipped to provide quality health care. Recruiting and retaining clinicians in underserved areas is difficult and remains challenging for Idaho. Meeting the current need is difficult enough, but the demand for services is expected to grow significantly in the coming year. Having more qualified/experienced clinicians graduating will assist in meeting this demand. Idaho employers will also benefit from an extensive and comprehensive IPE and rural training program where they can receive higher levels of training and education over the course of their careers.

**Dental Residency** – Idaho employers benefit from having a larger pool of highly qualified and trained dentist within the Treasure Valley.

**Enhanced Pharmacy Presence in N. Idaho** - Two major Idaho employers that are key to healthcare in Northern Idaho will particularly benefit from this expanded partnership. By these two employers taking an academic focus of publishing findings and using outcomes data to better tailor clinical programs and services will benefit other healthcare institutions in the state, region, and nationally.

**OT** - Idaho residents in need of OT services will benefit because there will likely be an increased number of licensed, practicing PTs in the state within 3-4 years of expanding the program.

**Clinical Psychopharmacology** - Idaho residents will benefit because they will have access to therapists who are better equipped to help them and more effective at determining the proper diagnosis and ultimately the best treatment. Research shows that if therapists have knowledge of medications, communication with physicians can be enhanced, which helps to ensure the Idaho patients/clients are receiving the appropriate level of treatment.

**HS Growth** - Idaho residents will benefit because they will have access to clinics. With the ever increasing elderly and near-elderly population the demand for health care services will only increase. Expansion of ISU clinics in number of locations and/or the number and types of services offered will increase Idaho resident access to health care services. The availability of accessible and efficient health care in rural Idaho is substantial and a growing concern. Research show that those who obtain regular primary care receive more preventive services, are more likely to comply with their prescribed treatments, and have lower rates of illness and premature death. Increasing rural health care training and IPE opportunities will

translate into more qualified/experienced health care providers within the state. This will translate into a safe and cost-effective health care environment and will position Idaho to potentially meet its growing rural health care needs.

**Dental Residency** – Idaho residents benefit because they will continue to have access to dental services for under-served individuals in the community.

**Enhanced Pharmacy Presence in N. Idaho** - Idaho residents will benefit from more pharmacy students and faculty in Northern Idaho. These additional students and faculty will be able to participate in community outreach and educational events and activities that have already brought tangible benefits to other parts of the state. Where ever our students are, health screening and related benefits can be provided to local residents. In addition, Heritage Health in particular has a mission of serving the under-served and support of those clinics in Northern Idaho will additional pharmacy students will benefit people in terms of providing Medication Therapy Management, Immunizations and related pharmacy-provided services.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: College and Universities**

FUNCTION: Idaho State University

ACTIVITY:

Agency No.: 510

Function No.: 03

Activity No.:

FY 2019 Request

Page 1 of 5 Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.02</b>		Title: <b>Idaho Falls Polytech Initiative</b>			Priority Ranking 2 of 2
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS:					
1. Salaries-Dean/Director	\$190,000				\$190,000
2. Benefits	52,100				52,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$242,100				\$242,100
OPERATING EXPENDITURES by summary object:					
1. Travel	\$40,000				\$40,000
2. Materials/Supplies	100,000				100,000
3. Marketing/Recruiting/Phone/Internet	50,000				50,000
TOTAL OPERATING EXPENDITURES:	\$190,000				\$190,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$432,100				\$432,100

**Supports Institution/Agency and Board Strategic Plans:**

**ISU Core Theme 2: ACCESS AND OPPORTUNITY**

Idaho State University provides diverse opportunities for students with a broad range of educational preparation and backgrounds to enter the University and climb the curricular ladder to reach their intellectual potential and achieve their educational goals.

### **Description**

To improve Access and Opportunity for student in Idaho Falls, ISU plans to locate a multidisciplinary cluster of faculty who, in collaboration with sister institution partners, will reside in Idaho Falls with expertise in energy. As Bonneville County works toward the conversion of Eastern Idaho Technical College to a community college, ISU's current role will change from primarily lower division general education offerings to providing bachelor and graduate degrees to the Upper Snake River Valley. The university has completed a DPW construction project where just over ten thousand square feet of space has been renovated to include twenty faculty offices, two state of the art conference rooms and four state of the art classrooms as well as flexible student/faculty collaborative space. These areas have considerable ongoing operational costs associated with anticipated growth. Finally, it is expected that while meeting the educational needs of the Idaho Falls region, new specialized faculty and increased space will be a resource to the Idaho National Laboratory and will be a driving force in the attraction of new high tech energy related industries to the region.

### **Performance Measure**

Over the past fifteen years, ISU has had an enrollment of over 2000 students/semester where approximately  $\frac{3}{4}$  of the credit hour generation resulted from lower division general education courses. The goal is to maintain ISU's credit hour generation in Idaho Falls by increasing upper division and graduate offerings in order to transition from a primarily lower division curriculum to upper division and graduate. This strategic change will position ISU to accept community college transfer students as demand for bachelor and graduate programs increases resulting from community college graduates.

### **Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

Recurring Personnel funds for Dean/Director of Idaho Falls Polytech Program, Operational support funds for marketing/recruiting efforts, and the cost to support DL classrooms and testing center on an on-going basis.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

Dean/Director-Full Time, benefit eligible. An existing dean will serve as interim until a suitable candidate is found.

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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- c. List any additional operating funds and capital items needed.

An ongoing request for additional operating funds will be required to support phone/Internet/DL costs, marketing and recruiting efforts.

On-going Request for Operating Expenses

Travel (Required Yearly Travel)	\$40,000
Materials/Supplies	\$100,000
Phone/Internet/DL Support	\$10,000
Other Operational Ongoing Costs (Marketing/Recruiting/Training)	\$40,000

Total Request for On-going Operating Expenses and Capital Outlay:	<b>\$190,000</b>
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3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

We are requesting ongoing support for a Dean/Director Salary and operating expenses. The opportunities for increasing faculty research productivity and success in awarded grants improves with the new Polytech initiative and related specialization. However, in order to market the Polytech offerings we will need substantial budget for Marketing, Recruiting efforts and also to support growth for a testing center. Travel to the INL site for related efforts will also require financial support. Currently there is no acting Dean in Idaho Falls and ISU would like to create a position to promote the efforts of the Polytech initiative local to the I.F. campus.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

INL is one of the largest employers in Southeast Idaho, with close proximity to Idaho Falls (a prime location for the Polytechnic Institute). In order to maintain INL's status as the lead laboratory for nuclear energy, it is critical that ISU service its needs in the Science and Engineering fields and provide opportunities to expand research with talented faculty.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

### **Polytechnic Institute-Vision Statement**

A Polytechnic Institute as proposed by ISU is an overarching structure that will allow Idaho's higher education institutions, which are members of CAES (Center for Advanced Energy Studies), to locate faculty in Idaho Falls and offer certificate and degree programs either as a single institution or jointly with other member institutions. The institute is responsive to the recommendations of the LINE (Leadership in Nuclear Energy) Commission where a polytechnic institution is recommended for Idaho Falls in order to insure that INL (Idaho National Laboratory) maintains its status as DOE's (Department of Energy) lead laboratory for nuclear energy in the United States.

The faculty members located in Idaho Falls will form a cluster of multidisciplinary professors that have research interests related to energy. Naturally, it is expected that a significant number of faculty would come from science and engineering, however, liberal arts, business and education faculty will also be hired who have expertise related to energy and the environment. For example, a Political Science professor may have expertise in energy policy and/or environmental policy, or an English professor with expertise in the communication of science and engineering to the general public. Education professors with expertise in STEM (Science Technology Engineering and Math), an Economics professor with expertise in the economics of energy etc. are all expected. This cluster of faculty, with very specialized expertise, will make it possible to offer a number of programs spanning Science and Engineering, the Liberal Arts, Business and Education.

With respect to research and economic development, this talented cluster of faculty members will be uniquely qualified to seek extramural research funding from national agencies at a time when funding agencies are interested in multidisciplinary projects and research teams. The close proximity between faculty members with such varied expertise will generate unique research ideas where science and engineering concepts are blended with policy, economics, and education. In addition, competitive funding potential will be enhanced as agencies look favorably on proposals from multiple disciplines and as well as multiple institutions. Finally, the close proximity to INL will allow for research collaboration outside the academy with lab scientists as well as industry partners.

Idaho State University will be the managing institution for the Polytechnic Institute consistent with its current role for University Place, which includes CAES. An academic governance structure that handles the intricacies of multiple institutions offering degrees, both independently and collaboratively, will be developed as institutions identify programs to deliver through the overarching structure of the Polytechnic Institute. It is expected that each institution will have representation commensurate with their role, in a fashion that ensures a winning relationship for all involved, including representation from INL and potentially relevant industry.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

**AGENCY: College & Universities**

FUNCTION: University of Idaho

ACTIVITY:

Agency No.: 510

Function No.: 04

Activity No.:

FY 2019 Request

Page 1 of 5 Pages

Original Submission X or

Revision No. \_\_\_\_

Phase II: Library Investment in Support of Achieving R1 Carnegie Classification					
A: Decision Unit No: <b>12.01</b>	Title:			Priority Ranking 1 of 2	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	5.75				5.75
PERSONNEL COSTS:					
1. Salaries	293,700				293,700
2. Benefits	139,300				139,300
3. Group Position Funding	50,000				50,000
TOTAL PERSONNEL COSTS:	483,000				483,000
OPERATING EXPENDITURES by summary object:					
1. Travel for Faculty	4,500				4,500
2. Memberships	67,300				67,300
3. Travel for Memberships	30,000				30,000
4. Software Licenses	4,000				4,000
5. General Operating	3,000				3,000
TOTAL OPERATING EXPENDITURES:	108,800				108,800
CAPITAL OUTLAY by summary object:					
1. PC and workstation - OT	16,800				16,800
2. Non-standard inflation - <b>BASE</b>	350,000				350,000
3. New journal titles - <b>BASE</b>	400,000				400,000
4. Monograph purchases - <b>BASE</b>	400,000				400,000
5. Equipment - <b>BASE</b>	50,000				50,000
TOTAL CAPITAL OUTLAY:	1,216,800				1,216,800
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	1,808,600				1,808,600

**Supports institution/agency and Board strategic plans:**

**State Board of Education Goal 2: Objective B**

*Increase creation and development of new ideas and solutions that benefit society.*

**University of Idaho Goal 1: Innovate Objective B**

*Create, validate and apply knowledge through the co-production of scholarly and creative works by students, staff, faculty and diverse external partners.*

*Performance Measure: Become a Carnegie R1 institution*

These resources are needed to support the faculty and students to build the programs and research expected by Carnegie R1 institutions.

**Description:**

*This proposal will significantly increase the University of Idaho's capacity to support research and scholarship, student success, and outreach to the larger Idaho community. This increased capacity will enable the Library to provide essential support for the University of Idaho as it expands its research portfolio and aspires to achieve Carnegie Highest Research Activity (R1) status. This will be achieved by expanding the Library's capacity to match peer and aspirational peer institutions.*

**Questions:**

**1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

We are requesting personnel and operating expenses to enable the Library to provide a suite of services to University students and scholars that advance its research, teaching, and land-grant missions. Our original request included funding for 50% of a shared marketing and communications position. Upon further consideration, we feel resources would be better used to fully fund the salary for an institutional repository programmer. External peer reviewers note that, while the University of Idaho Library has the distinction of being the largest research library within the state, "within the larger world of research libraries, the University of Idaho Library has failed to measure up."

Specifically, the Library intends to accomplish several actions under this umbrella:

- Develop a First Year Experience instruction program (.75 FTE instructor)
- Support data management, deposit, reuse, and curation (1 FTE)
- Enable development of a robust institutional repository (1 FTE)
- Provide technical support for faculty in processing activities (1 FTE)
- Address new role of collecting and preserving institutional history (1 FTE)
- Support innovative learning with primary source materials (1 FTE)

These activities are essential components of today's leading research libraries. Additionally, this support enables the University of Idaho to further grow its outreach to statewide libraries and museums. We currently share our expertise through webinars and workshops; much more statewide outreach could be done with additional support.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**2. What resources are necessary to implement this request?**

**a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.**

1. Position: University archivist, Assistant Professor, \$51,500, FT/FY, tenure-track, benefit eligible, date of hire: start AY19
2. Position: Institutional repository programmer, \$74,200, FT, classified, benefit eligible, date of hire: July 2018
3. Position: Resident Librarian, Instructor, \$36,100, FT/AY, non-tenure track, benefit-eligible, date of hire: start AY19
4. Position: Archivist for Instruction and Engagement, Assistant Professor, \$51,500, FT/FY, tenure-track, benefit eligible, date of hire: start AY19
5. Position: Metadata Librarian, Assistant Professor, \$51,500, FT/FY, tenure-track, benefit eligible, date of hire: start AY19
6. Position: Data services support, Library technician, \$28,900, FT, classified benefit eligible, date of hire, July 2018
7. Student employment: \$50,000

**b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

**c. List any additional operating funds and capital items needed.**

- Operating funds
  - Faculty travel: \$4,500
  - Phones, supplies, etc.: \$3,000
  - Software licenses: \$4,000
  - Memberships and travel (total \$97,305 base)
    - Greater Western Library Alliance, \$16,000
    - Orbis Cascade Alliance, \$35,000
    - HathiTrust, \$15,000
    - Coalition for Networked Information, \$10,000
    - Research Data Alliance, \$5,000
    - Council on Library and Information Resources, \$5,000
    - Digital Library Federation, \$5,000
    - Scholarly Publishing and Academic Resources Coalition (SPARC), \$6,305
- Capital outlay (total \$1,200,000 base plus \$16,800 one-time)
  - Office furniture and computers: \$16,800
  - Non-standard periodical inflation added to base: \$350,000
  - New periodical titles added to base, \$400,000
  - Monographs added to base: \$400,000
  - Equipment (e.g., Microfilm reader/printers, scanners): \$50,000

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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- 3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

With the exception of the start-up capital outlay for offices and computers, all of these budget requests are on-going investments.

Investments in Special Collections staff and memberships in appropriate library organizations heightens our ability to seek and secure external funding. The Library has been increasingly active in grantsmanship and several collections offer opportunities for this activity. For example, the Library recently secured a National Endowment for the Humanities grant in partnership with the Latah County Historical Society that will result in the preservation, digitization, and dissemination of unique privately-owned regional history resources.

Additionally, robust data curation and open access institutional repository infrastructure will increase competitiveness for grants across all of the University. These are areas that many granting agencies, including the National Science Foundation, Department of Defense, and the National Endowment for the Humanities, have deemed to be crucially important. The positions in this proposal are essential to creating and maintaining this infrastructure.

- 4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

This request is designed to serve all members of the university community (all disciplines, all types of research) It addresses student support from the beginning of a student's career until the ultimate goal of graduation, thus building graduates who are competent and competitive in today's information-rich world. It supports our researchers, adding depth to emerging disciplines and foci of the University. This proposal also provides support for the University of Idaho's land-grant mission to serve the state. The Library provides special consulting services to all Idaho libraries and shares resources with the same. This investment will provide opportunities for additional student internships and community partnerships, such as has transpired with the Latah County Historical Society, Potlatch, Nampa, and Kendrick-Juliaetta's Heritage Society.

The various activities represented in this request support the University of Idaho Library's professional obligation to participate in national dialogues about the future directions of libraries and, by extension, raises the state's profile and prestige.

If unfunded, the University of Idaho will find it difficult to support its goal of becoming a Carnegie R1 institution. If not funded, Idaho would remain as one of the very few states without an adequately funded and staffed research library and this outcome impacts the state in multiple ways; for example it would ensure that the University of Idaho Library remains adequate for many uses but well short of attaining the stature that would support both the current and aspirational needs of the University. Lack of funding would also keep the ability of the Library to perform

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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essential outreach to Idaho at a minimum despite demonstrated need and demand.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: College and Universities**

FUNCTION: University of Idaho

ACTIVITY:

Agency No.: 510

Function No.: 04

Activity No.:

FY 2019 Request

Page 1 of 8 Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.02</b>	Title: <b>Student Success &amp; Support</b>			Priority Ranking 2 of 2	
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	3.85				3.85
PERSONNEL COSTS:					
1. Salaries	\$184,400				\$184,400
2. Benefits	89,800				89,800
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$274,200				\$274,200
OPERATING EXPENDITURES by summary object:					
1. Travel for professional staff	\$14,000				\$14,000
2. General operating	25,500				25,500
3. Student Leadership Development					
TOTAL OPERATING EXPENDITURES:	\$39,500				\$39,500
CAPITAL OUTLAY by summary object:					
1. PC and workstation (OT)	\$13,000				\$13,000
TOTAL CAPITAL OUTLAY:	\$13,000				\$13,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$326,700				\$326,700

*Performance Measure:*

- *Positively impact student retention and remediation for new, transfer, and continuing students.*
- *Facilitate increased engagement via the NSSE High Impact Practices.*

**State Board of Education Goal 1: Objective D**

*Deliver quality programs that foster the development of individuals who are entrepreneurial, broadminded, critical thinkers, and creative.*

**University of Idaho Goal 3: Objective C**

*Create an inclusive learning environment that encourages students to take an active role in their student experience.*

**Description:**

This proposal enables the University of Idaho and Division of Student Affairs to uphold both the State Board of Education objectives and the University of Idaho strategic plan by providing essential support to University of Idaho students, resulting in improved student retention and success. This will be achieved by adding personnel in the areas of crisis management and care (two Student Support Case Managers) and providing critical care and support for students who attend the University and are diagnosed on the autism spectrum, which is served by the Raven Scholars Program, located within the Disability Student Services office.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

We are requesting personnel and operating expenses for the following:

Student Support Case Managers: Student Affairs is requesting funds for 2 case managers who would provide crisis intervention and short-term counseling/referral support for students. One position would be located within the Counseling and Testing Center (CTC), the other position would be in the Dean of Students Office. The case managers would assist with the Suicide Prevention Program, medical withdrawals, coordinate mental health assessments programs, and manage CARE team report follow-ups on students of concern (Note: The CARE team is the University's Behavior Intervention Team for individuals reported for concerning behavior from the campus community). The case managers would coordinate with community mental health providers and provide follow-up care for discharged students, impacting student retention and success.

The University has seen significant increases in students facing crisis. Students requesting medical withdrawals (primarily mental health related) rose 12% from 14-15AY to 15-16AY. At the same time, reports of concern (CARE reports) saw comparable increases. The CTC has experienced year to year increases in the number of students using mental health services: 11% for 14-15AY and 10% for 15-16AY. The CTC has experienced substantial increases in requests for emergency mental health services: 21% for 14-15AY and 7% increase for 15-16AY as well as a 43% increase in December, 2016 as compared to a year ago.

During the 2016 calendar year, the University of Idaho lost four (4) students to suicide, three (3) within a 2-month span. Since 1999, the University has lost at least 13 students to suicide, and many more have left the institution due to the inability to connect with



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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adequate supports. Providing timely and coordinated responses to students in crisis prior to escalation is critical for retention and long term success. This geographic region has minimal community supports and case managers have specialized training in intervention that allows them to assume a central role for coordinating emergency mental health services and improve the UI's ability to meet the demands related to these high risk populations.

This proposal is requesting support for 2 positions to impact student retention. Measures of success will be known by the number of student interventions and retention rates of assisted students by semester. Lack of funding will impact student retention and increase support wait times for other students.

These positions directly support this goal by increasing the connection with campus partners to better identify students of concern prior to escalation of behavior and to coordinate campus resources following critical incidents. The positions fill the lack of sufficient support staff needed to respond to incidents of crisis in a timely way, impacting student retention efforts and provide support to current staff support efforts. Student Affairs looks to improve remediation programs that focus on early intervention and consistent support across campus. These positions play key roles in early intervention efforts, helping to identify and address concerning behavior prior to significant escalation. Students who engage in crisis level behavior have profound impacts on those around them, including friends, fellow students, faculty and staff. Many students are negatively impacted by suicide threats, attempts, completed suicides, overdoses and transports, disruptive and/or disturbing behavior. The tertiary impact of these types of critical incidents can be difficult to measure, but effective responses will determine whether some students are able to resolve the emotional trauma and remain in school. These positions are critical for supporting State Board of Education and University objectives and will positively impact the campus community and increase retention of impacted students.

Raven Scholars Program. The Raven Scholars Program, located within the Disability Student Services Office, is a proven, award-winning pilot project that has served University of Idaho (UI) students with Autism Spectrum Disorder (ASD) since 2011. The Program develops an individualized, supported transition for ASD students by providing wraparound services to sustain their college success and improve their retention. Raven Scholars are supplied with preparation that individuals with ASD typically need in order to adapt to college; they also learn tools to overcome social deficits that may impair them in their interpersonal relationships and in their ability to self-advocate. The Program won the May Dunn Ward Innovative Program Award in 2012 for creativity in addressing student learning. Connected with campus services and ASD-specific learning modes that help them thrive academically and socially, Raven Scholar participants are better equipped to handle the stressors of the UI experience. The Program makes UI unique by providing a platform from which ASD students become capable adults in society with an education that will enhance their ability to lead highly-functional lives. Participants are also more likely to return UI's investment in them to the State of Idaho through improved employment rates and enhanced economic participation.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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The need for postsecondary ASD educational services is certain to increase due to a continued rise in the rate of ASD diagnosis, especially of high functioning individuals, who are more likely to seek a college education. In fact, the Fall 2017 semester saw the Raven Scholars Program enrollment increase 46% over last year, with 22 students enrolled. The Program has been operating under a gift budget, which will end by fall 2018. The Raven Scholars Program will not survive beyond the 2018 fiscal year without permanent funding support, and permanent standing will provide stability for UI's ASD population. Without the program, a dramatic drop in the rate of retention will occur.

The Raven Scholars Program is a support program to Disability Support Services (DSS). The Program greatly relieves the impact on other DSS staff by providing for ASD-specific needs. Without the Program, DSS would not have the staff and resources to provide sustained contact, service coordination, and wraparound services for ASD students. The Raven Scholars Program also supports two of UI's Strategic Plan Goals, namely, to transform and to cultivate a diverse community.

The Program improves the lives of ASD students by augmenting their academic success and their acceptance into the diversity of the UI community. Raven Scholars participants have an excellent retention rate at over 82% since the Program's founding in 2011 and 88% since 2013. Additionally, the Raven Scholars Program is key to educating on ASD to UI faculty, staff, students, and to the Moscow community.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

1. Position: Case Manager, Counseling & Testing Center, 1 FTE, \$55,000, Exempt, Benefits Eligible, Date of Hire: Start FY19
2. Position: Case Manager, Dean of Students Office, 1 FTE, \$55,000, Exempt, Benefits Eligible, Date of Hire: Start FY 19
3. Position: Program Coordinator, Raven Scholars Program, 1 FTE, Exempt, Benefit Eligible, \$48,000; Date of Hire: Start FY19
4. Position: Program Assistant, Raven Scholars Program, .85 FTE, Classified, Benefit Eligible, \$26,400, Date of Hire: Start FY19

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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c. List any additional operating funds and capital items needed.

Case Manager, Counseling & Testing Center

- Staff Travel: \$5,000
- Operating Expenses: \$7,500
- Capital Outlay: \$5,000

Case Manager, Dean of Students Office

- Staff Travel: \$5,000
- Operating Expenses: \$7,500
- Capital Outlay: \$5,000

Program Assistant, Raven Scholars Program

- Staff Travel: \$4,000
- Operating Expenses: \$10,500
- Capital Outlay: \$3,000

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

Raven Scholars Program. This budget request is on-going. Supplemental funding from carryover of the original trust will total approximately \$20,000 for FY 2019. The program also receives donations and funds raised by University Advancement; \$11,323.16 was received during 2016. Future donated funds can supplement programmatic activities such as Autism Awareness Month, social and life skills classes, peer-mentoring internships and other student engaging activities. While there are many grants for ASD research, there is a dearth of funds for behavioral, supported-transition programs like the Raven Scholars Program, especially at the postsecondary level. UI backing is critical to the survival of the Program.

Case Managers. This budget request is on-going. There are no major revenue assumptions.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

This funding request for the Case Manager positions is designed to serve all students. The University has seen significant increases in students facing crisis. Case Managers would provide crisis intervention and short-term counseling/referral support for students. Providing timely and coordinated responses to students in crisis prior to escalation is critical for the saving of lives,

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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retention and long term success of students. Lack of funding will impact student retention and remediation efforts and increase the risk of health and safety to our campus community.

The request for support with the Raven's Scholars Program is designed to serve University of Idaho students with Autism Spectrum Disorder (ASD). If this request is not funded, the Raven Scholars Program will not survive beyond the 2018 fiscal year. This will result in a dramatic decrease in the number of students being served, impacting the retention and go-on rates for the University and the State of Idaho for a high-risk population requiring specific care and support for success.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

**AGENCY:** College and Universities  
**FUNCTION:** Lewis-Clark State College  
**ACTIVITY:**

Agency No.: 511  
 Function: No.  
 Activity No.:

FY19 Line Item Request  
 Page 1 of 3 Pages  
 Original Submission

A: Decision Unit No: <b>12.01</b>	Title: <b>Access and Completion</b>			Priority Ranking 1 of 2	
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	7.00				7.00
PERSONNEL COSTS:					
1. Salaries	\$ 340,600				\$ 340,600
2. Benefits	162,400				162,400
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	503,000				503,000
OPERATING EXPENDITURES by summary object:					
1. Operating Expense	21,700				21,700
TOTAL OPERATING EXPENDITURES:	21,700				21,700
CAPITAL OUTLAY by summary object:					
1. PC/workstations (eight)	24,000				24,000
TOTAL CAPITAL OUTLAY:	24,000				24,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$ 548,700				\$ 548,700

**Supports institution/agency and Board strategic plans:** This request supports State Board Goal 1 (Well Educated Citizenry), Objective C (Higher Level of Educational Attainment) by providing highly qualified faculty to deliver high-demand programming and advisors to support student progression toward degree completion. It also supports Objective E (Education to Workforce Alignment) and LCSC Goal 1 (Sustain and enhance excellence in teaching and learning), Objective 1A (Strengthen courses, programs, and curricula consonant with the mission and core themes of the institution, through the delivery of high quality programs that meet regional and statewide needs).

**Performance Measures:** Objective C: Percentage of Idahoans (ages 24-35) who have a college degree or certificate requiring one academic year of more of study—benchmark: 60%. Objective E: Numbers of graduates in high demand fields as defined by the Idaho Department of Labor.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**Description:** Lewis-Clark State College seeks funding to concurrently increase student access to higher education through high quality instruction and advising, and prepare students for a career and entry into the workforce. By integrating instructional program expansion with fortified advising and career counseling, Lewis-Clark State College's ability to contribute to the state's 60% goal will be enhanced due to projected gains in admission, retention and graduation rates.

**Questions:**

1. What is being requested and why?

**Expanding Instructional Program Capacities:** There continues to be strong interest in the Social Work major at LCSC, particularly in a delivery format that reaches a broad audience. Social workers are employed in a variety of settings, including mental health clinics, schools, child welfare and human service agencies, hospitals, settlement houses, community development corporations, and private practices. Driven by the increased demand for healthcare and social services, jobs in social work are expected to increase 12% over the next decade. LCSC Social Work graduates are prepared for advanced study in programs such as the MSW offered by Boise State University. Addition of two positions allows for program expansion of up to 50 students, while maintaining compliance with the Council on Social Work Education requirement of a 25 to 1 student-to-faculty ratio. These additional faculty positions also provide opportunity to deliver portions of the program in an online format (hybrid program), to better meet the needs of distant students and working professionals.

Two additional positions are also needed for 1) instruction of "Humanistic & Artistic Ways of Knowing" courses in the General Education Core and, 2) for the Interdisciplinary major. In addition to teaching both on campus and online general education courses, one faculty member will provide advising to the growing number of students interested in the Theatre minor, and serve as a steward of the newly remodeled Silverthorne Theatre. The other faculty member will provide upper division instruction within the Interdisciplinary major. Interdisciplinary degrees have been revitalized in an effort to provide "go on" opportunities for community college AA/AS grads. Strength will come from hiring a permanent faculty member who is able to work across disciplines (e.g., Communication and Humanities areas), as the purpose of the interdisciplinary degree is to combine interest areas and gain from the synergy of more than one discipline.

**Fortifying Advising and Career Counseling:** Idaho Business for Education, Idaho Department of Labor, legislators, and the State Board of Education have all challenged higher education to produce students who are "career ready." To address this growing demand, the College seeks to establish an independent Career Center staffed in part through the reprioritization of current resources. By increasing career counseling and program advising staff, the College can expand opportunities for students to explore career options, evaluate their choice of academic majors (which also reduces length of time to degree), and broker more opportunities for students to pursue internships and other work experiences. Furthermore, expansion of career-oriented programming will enable the College to partner with regional school districts

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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as they develop and improve their career guidance and college planning programs, per recent funding from the legislature

2. What resources are necessary to implement this request? **See positions listed, below, in priority order.**

<b>Title</b>	<b>Salary</b>	<b>FT or PT</b>	<b>Benefit Elig</b>	<b>Date of Hire</b>	<b>Term Service</b>
Faculty (SW)	51,500	1.0 FTE	Yes	July 1, 2018	9-month
Faculty (SW)	51,500	1.0 FTE	Yes	July 1, 2018	9-month
Career Counselor	42,300	1.0 FTE	Yes	July 1, 2018	12-month
Career Counselor	42,300	1.0 FTE	Yes	July 1, 2018	12-month
Faculty (Hum)	53,000	1.0 FTE	Yes	July 1, 2018	10-month
Faculty (Interdisc)	50,000	1.0 FTE	Yes	July 1, 2018	9-month
Program Advisor	25,000	0.5 FTE	Yes	July 1, 2018	12-month
Program Advisor	25,000	0.5 FTE	Yes	July 1, 2018	12-month

- a. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

The funds requested are for expansion or reorganization of existing programs. Existing operations will be positively impacted through program expansion, reduced advising loads and improved faculty-to-student ratios.

- b. List any additional operating funds and capital items needed.

A nominal amount of operating expense support is requested for each position, as is one-time capital outlay, to purchase and equip each with a computer workstation/office setup.

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

With the exception of Capital Outlay, the request is for ongoing State General Funds.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

In-demand programs will be expanded by the addition of four (4) faculty positions, which will sustain the upward trajectory in program enrollment and meet the demand for flexible (hybrid) programming. The Career Center and program advisor services will be available to all fee-paying students at Lewis-Clark State College. Should the faculty lines not be funded, we will seek qualified adjuncts for the general education coursework, and defer expansion of the Social Work and Interdisciplinary degree programs. Without funding of for the career counselors, the college will continue to provide limited career counseling as time and demands permit.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

**AGENCY:** College and Universities  
**FUNCTION:** Lewis-Clark State College  
**ACTIVITY:**

Agency No.: 511  
Function: No.  
Activity No.:

FY19 Line Item Request  
Page 1 of 3 Pages  
Original Submission

A: Decision Unit No: <b>12.02</b>		Title: <b>Retention and Compliance</b>			Priority Ranking 2 of 2
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	3.00				3.00
PERSONNEL COSTS:					
1. Salaries	\$ 188,300				\$ 188,300
2. Benefits	78,400				78,400
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	266,700				266,700
OPERATING EXPENDITURES by summary object:					
1. Operating Expense	14,300				14,300
TOTAL OPERATING EXPENDITURES:	14,300				14,300
CAPITAL OUTLAY by summary object:					
1. PC/workstations (three)	9,000				9,000
TOTAL CAPITAL OUTLAY:	9,000				9,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$ 290,000				\$ 290,000

**Supports institution/agency and Board strategic plans:** This request supports SBOE Goal 1, Objective C (Higher Level of Educational Attainment) and the superordinate goal to provide a safe and secure environment for learning. The request further supports compliance with the standards set forth by the Governor's Task Force on Cybersecurity, as well as LCSC Goal 1 (Sustain and enhance excellence in teaching and learning), Objective 1F (Provide a safe, healthy and positive environment for teaching and learning); LCSC Goal 4 (Leverage resources to maximize institutional strength and efficiency), objectives 4C (Continuously improve campus buildings, grounds, and infrastructure) and 4D, (Create a timetable for acquisition/replacement of technology).

**Performance Measures:** Objective C: Percent of new full-time degree-seeking students who return for second year—benchmark: 85%.

**Description:** This line item supports institutional compliance with mandates that impact both student retention and the retention of employees who are responsible for ensuring

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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institutional compliance. The ability of the College to provide access for students, as well as a safe and secure environment that allows students to thrive, depends in part on our ability to comply with a number state and federal mandates, including:

- The Higher Education Act of 2008, which requires colleges and universities receiving federal funds to post all articulation or similar transfer agreements prominently on their web pages, and to ensure that all such agreements are up-to-date and otherwise compliant with institutional and state policy;
  - Continued and expanded compliance with the Americans with Disabilities Act, which creates greater access for both current and potential students;
  - Adoption of the twenty “Critical Security Controls for Effective Cyber Defense” delineated by the Governor’s Task Force on Cybersecurity;
  - The Environmental Protection Agency’s Hazardous Waste Generator Improvements Rule of November 2016.

**Questions:**

1. What is being requested and why?

A 1.0 FTE Transfer/Articulation Coordinator is requested, which will enable the College to increase the number of formal transfer and articulations agreements it can support. In turn, this will allow the College to increase access for students who transfer from community colleges. This position will also help the College remain in compliance with the Higher Education Opportunity Act, by ensuring that all agreements are appropriately published and publicized.

Funding is also requested to provide salary competitiveness for existing counseling staff. Consistent with national trends, the demand for mental health counseling services at the College continues to grow each year. The number of students seeking counseling services has increased over 20% since FY16, and more students entering college expect counseling services, as a result of their educational experiences up through college entry. Currently, the College’s counseling staff salaries lag behind the local market for counselors (including high school guidance counselors), by a margin of \$10,000--\$15,000.

A 1.0 FTE Cybersecurity Analyst is requested, to support the work of the Governor’s Task Force on Cybersecurity, and to address critical security controls. As cyberattacks increase in number, the position will focus on the creation of secure systems and employee awareness on matters involving cybersecurity.

The College also seeks funding for a 1.0 FTE Environmental Health & Safety Specialist. This position will allow us to operate in accordance with best practices regarding potentially hazardous materials, and will be responsible for the creation of institution-wide policies and protocols. The Environmental Health & Safety Specialist will go beyond ensuring compliance by helping to establish laboratory procedures that will serve as a model for students in their chosen professions.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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2. What resources are necessary to implement this request? **See table, below.**

<b>Title</b>	<b>Salary</b>	<b>FT/PT</b>	<b>Benefit Elig</b>	<b>Date of Hire</b>	<b>Term</b>
Transfer/Artic. Coordinator	42,300	1.0 FTE	Yes	July 1, 2018	12-month
Salary Comp.-Counselors	30,000	N/A	N/A	N/A	N/A
Cybersecurity Analyst	57,000	1.0 FTE	Yes	July 1, 2018	12-month
Environmental Hlth/Safety Spclst	59,000	1.0 FTE	Yes	July 1, 2018	12-month

- a. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

Existing operations will be positively impacted by creating centralized recordkeeping, processes and policies to protect the institution and the various constituencies it supports. Existing employees will be freed from the responsibility of researching and determining best practices, allowing faculty, in particular, to focus on implementing compliance, rather than researching compliance. Further, establishment of best practices across the institution will elevate awareness of concerns and issues that can be more easily and quickly addressed.

- b. List any additional operating funds and capital items needed.

Operating funds totaling \$14,300 include basic office support/supplies, and the addition of a Cisco *Umbrella* license (\$7,800), which extends domain name/phishing protection and provides content filtering. Capital Outlay includes a computer workstation for each of the requested positions, totaling \$9,000.

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

With the exception of Capital Outlay, the request is for ongoing State General Funds.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

All the requested items support either existing or future students, as well as College personnel who currently engage in compliance-related activities.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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If the Transfer/Articulator position is not funded, the College will be limited in the number of agreements it can support and the enrollment process (specifically, the credit evaluation process) will be delayed for those who register for classes.

If counseling staff salaries are not kept competitive, the College runs the risk of losing counseling services for students, and our ability to comply with American with Disabilities Act.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: State Leadership

Function No.: 01

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY:

Activity No.:

Original Submission X or  
Revision No. \_\_\_\_

CTE Middle School Quality					
A: Decision Unit No: <b>12.01</b>	Title: <b>Program</b>			Priority Ranking 1 of 11	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.0				2.0
PERSONNEL COSTS:					
1. Salaries	\$90,500				\$90,500
2. Benefits	46,800				46,800
TOTAL PERSONNEL COSTS:	\$137,300				\$137,300
OPERATING EXPENDITURES by summary object:					
1. Various	10,000				\$10,000
TOTAL OPERATING EXPENDITURES:	\$10,000				\$10,000
CAPITAL OUTLAY by summary object:	\$60,000				60,000
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:	0				0
GRAND TOTAL	\$207,300				\$207,300

**How connected to institution/agency and Board strategic plans:**

***Goal 3: Effective and Efficient Educational System-***

**Objective C: Alignment and Coordination-:**

Facilitate and promote the articulation and transfer of students throughout the education pipeline.

**Questions:**

- 1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

There is a great need in Idaho for students and their families to have greater exposure to career opportunities. Increasing student career exploration opportunities in middle school would provide for more informed student choices on whether to participate in

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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secondary CTE programs and increase student readiness and effective planning for college and career.

Currently, CTE programs in Idaho start in 9<sup>th</sup> grade and help prepare students for high-skill, in demand careers. Idaho Career Technical Education is proposing legislation that would allow CTE programs to begin in 7<sup>th</sup> grade to expand opportunities for students to have greater career exploration and start CTE programs of study earlier to allow for greater skill development and career preparation for postsecondary credits, industry certifications, and apprenticeship programs.

Idaho Career Technical Education is requesting two positions that would help launch a newly developed CTE supported Middle School Career Exploration series of courses and activities that will help students begin their journey to a career earlier and more effectively.

The new Program Quality Manager position will be responsible for the delivery and management of the newly developed middle school CTE program and would work with career counselors in the middle and high schools and with our existing Directors of Secondary and Postsecondary education in the development of CTE pathways from grades 7-14.

The AA1 position will be in direct support of this new PQM position, providing administrative support as required.

**2. What resources are necessary to implement this request?**

- a. **List by position.** The Division is Requesting one Program Quality Manager (Paygrade O) and one Administrative Assistant 1 ( Paygrade H)
- b. **Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.** None
- c. **List any additional operating funds and capital items needed.**

We are requesting \$10,000 in ongoing operating expenses to cover the extensive travel required of our program quality managers as well as office related expenses. We are also requesting \$60,000 in one-time funding to repurpose existing space at ICTE including the building of new offices.

**3. Please break out fund sources with anticipated expenditures in the financial data matrix.** (Please separate one-time vs. ongoing requests)

The amounts for PC and OE are ongoing. The capital outlay is one-time funding.

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

Middle School and secondary students will benefit from this new program as they will have greater career exposure for improved high school and college planning.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Businesses will have access to greater skilled workforce as students entering CTE programs increase.

5. **If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first. There are many requests, and this request will replace some of those requested in previous years.**

This is a new program request.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: Dedicated Programs

Function No.: 04

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY:

Activity No.:

Original Submission X or  
Revision No. \_\_\_\_

A: Decision Unit No: <b>12.02</b>		Title: <b>CTE Secondary Incentive Funding</b>		Priority Ranking 2 of 11	
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Program administration - Ongoing					
2. Performance data system- One-Time					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$700,000				\$700,000
LUMP SUM:	0				0
GRAND TOTAL	\$700,000				\$700,000

**Supports institution/agency and Board strategic plans:**

**Goal 1, Objective D: Quality Education-**

Deliver quality programs that foster the development of individuals who are entrepreneurial, broadminded, critical thinkers and creative.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

The request is to expand incentive-based funding for CTE secondary programs.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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2. What resources are necessary to implement this request?
  - a. List by position. N/A
  - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. N/A
  - c. List any additional operating funds and capital items needed. N/A

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests).

This request is on-going.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

This would expand the incentive-based funding for both high performing secondary CTE programs and those programs in need of additional support and technical assistance. This performance-based approach more clearly demonstrates the return on investment provided by career technical education and holds CTE programs more accountable for producing quality results based on established performance metrics.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first. There are many requests, and this request will replace some of those requested in previous years.

Last year the legislature appropriated \$300,000 for this program. This request expands on that appropriation.

**Description:**

In 2014 Agricultural and Natural Resources education programs established an incentive-based program for funding Agriculture and Natural Resources CTE programs. (Idaho Code 33-1629). In 2017 the Idaho Legislature funded an incentive-based for Career & Technical Education (CTE) secondary programs in the other five program areas of Business Management and Marketing, Engineering and Technology, Family and Consumer Sciences, Health Professions, and Skilled and Technical Sciences. This request expands the performance based funding for these five CTE program areas.

Idaho Career & Technical Education is proposing new legislation that would codify this incentive-based performance program as one of its major initiatives to improve secondary CTE education across the state. Under the proposed legislation, the Division would provide incentive-based funding to both high performing programs and those programs in need of additional support and technical assistance. This performance-based approach would more clearly demonstrate the return on investment provided by career technical education and hold CTE programs more accountable for producing results.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: Postsecondary Programs

Function No.: 03

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.03</b>		Title: <b>Postsecondary capacity expansion</b>			Priority Ranking 3 of 11
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	18.3				18.3
PERSONNEL COSTS:					
1. Salaries	\$1,170,300				\$1,170,300
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$1,170,300				\$1,170,300
OPERATING EXPENDITURES by summary object:					
1. Various	\$199,800				\$199,800
TOTAL OPERATING EXPENDITURES:	\$199,800				\$199,800
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:	\$730,800				\$730,800
T/B PAYMENTS:	0				0
LUMP SUM:	0				0
GRAND TOTAL	\$2,100,900				\$2,100,900

**Supports institution/agency and Board strategic plans:**

***Goal 2: Innovation and Economic Development.***

**Objective A: Workforce Readiness:**

Prepare students to efficiently and effectively enter and succeed in the workforce.

**Questions:**

**1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

18.3 FTE and \$2,100,900 is being requested to start or expand high wage, in-demand CTE programs at the 6 Postsecondary technical colleges in the State.

**2. What resources are necessary to implement this request?**

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

---

- a. **List by position.** – See attached schedule.
- b. **Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

Although these funds are for new positions in new or expanded programs, the technical colleges also undergo program prioritization each year based on the State Board of Education requirements that redirect and reallocate existing resources between programs.

- c. **List any additional operating funds and capital items needed.**

Operating and capital needs for this effort are included in the attached schedule.

- 3. **Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests)**

This request is for on-going general funds for PC and OE. The CO request is one-time general funding.

- 4. **Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

These positions helps Idaho students and Idaho employers by providing programs to fill high wage in demand jobs in Idaho.

- 5. **If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first. There are many requests, and this request will replace some of those requested in previous years.**

Similar line items were approved in the FY 2017 & 2018 budgets. This line item will continue the initiation of new programs or expansion of existing programs.

### Overview:

The Division of Career Technical Education funds programs at the 6 Postsecondary institutions throughout the state. Years of flat funding and increased demands on Idaho students to achieve postsecondary education have resulted in long waiting lists for programs across the State and have limited Idaho employers in being able to hire qualified employees. If Idaho cannot accommodate these increased educational demands, it forces students to seek education out of State and can force employers to look out of state to hire the qualified employees. These jobs are often high wage and high demand, which benefit not only the students seeking the education but help to stimulate the economy by providing higher paying jobs and a better educated workforce.

There was \$3.8 million appropriated for this purpose in the FY 2017 appropriation, which is being used to expand program capacity at the technical colleges statewide. As a result, it is estimated that 410 Idaho additional students will be placed in specific programs to help meet workforce demands. In FY 2018 an additional \$1.8 million was appropriated to expand educational opportunities to an additional 147 students. With this line item, CTE builds on that effort and expects to help an additional 245 Idaho students prepare

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

for currently unfilled job openings for lack of skilled workers. This line items requests ongoing personnel and operating expenses as well as one-time capital outlay to initiate or expand 16 postsecondary CTE programs across the state. Detailed information including programs, waiting lists, career demand and amounts requested by program is attached.

**Post-Secondary Program Capacity Expansion Requests**  
**Requested Amounts- FY 2019**

Institution	Priority	Description	FTP	PC(\$)	OE (\$)	CO (\$)	Total Amount	Average wait list	Program graduates	Annual Capacity Expansion	Median Hourly Wage
CSI	1	Apprenticeship	1	83,000	15,000	110,000	208,000	New program	0	16	\$22.21-\$23.24
CSI	2	Paramedic	2	83,000	10,000	144,000	237,000	WL not used	15	16	16.01
		Occupational Thearapy Assistant	2	193,180.00	27,000	0	220,180	New program	0	21	26.85
CWI	1	Unmanned aerial systems	3	100,830	12,500	12,000	125,330	New program	0	21	
CWI	2	Paralegal	4	189,550	9,900	0	199,450	New program	0	23	19.84
CWI	3										
EITC	1	RN Nursing	1	79,829	33,284	0	113,113	150	40	20	29.31
		Web Development Technology	1	85,895	35,204	41,788	162,887	10	20	20	18.34
EITC	2										
ISU	1	Energy Electrical Engineering	1	85,421	10,000	60,800	156,221	9	12	16	26.77
		Unmanned aerial systems	0	0	9,000	69,000	78,000	5	New program. None yet	16	26.77
ISU	2										
ISU	3	Information Technology Systems	0	0	5,000	32,200	37,200	4	12	8	19.14
		Computerized Machining Tech	0	0	0	40,000	40,000	0	6	4	19.94
ISU	4										
ISU	5	Diesel Technology	0	0	5,000	157,000	162,000	10	9	5	\$18.89-\$19.25
		Graphic Communications	1	64,200	9,000	11,500	84,700	6	45	11	16.95
LCSC	1										
LCSC	2	Diesel Tech/Collision Repair	0	0	0	52,500	52,500	8	39	13	\$18.89-\$19.25
NIC	1	Dental Hygiene	1.3	128,438	7,380	0	135,818	80	10	10	35.22
		CITE: Cybersecurity	1	76,976	11,500	0	88,476	0	25	25	40.31
NIC	2										
18.3							1,170,319	199,768	730,788		
							\$ 2,100,875	245			

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Post-Secondary Program Capacity Expansion Requests

Summarized by Priority

Cost of programs by priority							
Prior ity	CSI	CWI	EITC	ISU	LCSC	NIC	Total
1	208,000	220,180	113,113	156,221	84,700	135,818	\$ 918,032
2	237,000	125,330	162,887	78,000	52,500	88,476	\$ 744,193
3	-	199,450	-	37,200	-	-	\$ 236,650
4	-	-	-	40,000	-	-	\$ 40,000
5	-	-	-	162,000	-	-	\$ 162,000
	\$ 445,000	\$ 544,960	\$ 276,000	\$ 473,421	\$ 137,200	\$ 224,294	\$ 2,100,875

Program Expansion by priority (# Students)							
Prior ity	CSI	CWI	EITC	ISU	LCSC	NIC	Total
1	16	21	20	16	11	10	94
2	16	21	20	16	13	25	111
3	-	23	-	8	-	-	31
4	-	-	-	4	-	-	4
5	-	-	-	5	-	-	5
	32	65	40	49	24	35	245

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: Dedicated Programs

Function No.: 04

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY: Workforce Development

Activity No.:

Original Submission X or  
Revision No. \_\_\_\_

A: Decision Unit No: <b>12.04</b>		Title: <b>Workforce Training Centers</b>			Priority Ranking 4 of 11
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Various					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	750,000				750,000
LUMP SUM:	0				0
GRAND TOTAL	750,000				750,000

**How connected to institution/agency and Board strategic plans:**

**GOAL 2: Innovation and Economic Development**

**Objective A: Workforce Readiness** – Prepare students to efficiently and effectively enter and succeed in the workforce.

**Questions:**

- 1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

The request is for ongoing funding of \$750,000 for trustee benefits payments to the NIC Workforce Training Center, LCSC Workforce Training Center, CWI Workforce Training Center, CSI Workforce Training Center, ISU Workforce Training Center and CEI Workforce Training Center (\$125,000 in base funding each). The request supports a recommendation from the Governor's Workforce Development Task Force to "Enhance support for Idaho's six Workforce Training Centers and the individuals they serve with short-term, industry focused training. Existing agency staffing is

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

---

approximately .25 FTE to support the Workforce Training Network, coordinating activities between the Centers.

**2. What resources are necessary to implement this request?**

- a. **List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.** None
- b. **Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.** None
- c. **List any additional operating funds and capital items needed.** None

**3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

The entire amount is for ongoing funding.

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

This request allows ICTE to increase the base funding for Idaho's six Workforce Training Centers (WTCs), as recommended by the Governor's Workforce Development Task Force. The Workforce Training Centers currently receive \$80,517 apiece from ICTE which will be continued and augmented with an additional \$125,000 each. The Task Force recognized that the WTCs provide the most responsive, adaptive, industry directed training in the state. Beyond the limited state investment, WTCs are required to be self-funded and the task force would like them to be enabled to serve more Idahoans, especially in rural communities, and have the infrastructure to adapt to industry needs. If the request is not funded, the WTCs will continue to experience limitations in serving rural communities and expanding their programs.

**Description:**

Idaho's Workforce Training Centers (WTCs) serve over 48,000 Idahoans each year with short-term, industry-focused workforce training. The request supports a recommendation from the Governor's Workforce Development Task Force to "Enhance support for Idaho's six Workforce Training Centers and the individuals they serve with short-term, industry focused training." The Task Force recognized that the WTCs provide the most responsive, adaptive, industry directed training in the state. Beyond an existing, limited state investment, WTCs are required to be self-funded and the task force would like them to be enabled to serve more Idahoans, especially in rural communities, and have the infrastructure to adapt to industry needs.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed  
**FUNCTION:** Postsecondary  
 Programs  
**ACTIVITY:** Eastern Idaho Technical  
 College.

Agency No.: 503

FY 2019 Request

Function No.: 03

Page \_\_\_\_ of \_\_\_\_ Pages

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.05</b>		Title: <b>EITC Financial Officer Position</b>			Priority Ranking 5 of 11
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	1.0				1.0
PERSONNEL COSTS:					
1. Salaries	\$80,700				\$80,700
2. Benefits	30,800				30,800
TOTAL PERSONNEL COSTS:	\$111,500				\$111,500
OPERATING EXPENDITURES by summary object:					
1. Various					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:	\$16,700				\$16,700
T/B PAYMENTS:					
LUMP SUM:	0				0
GRAND TOTAL	\$128,200				\$128,200

**How connected to institution/agency and Board strategic plans:**

**GOAL 2: Innovation and Economic Development**

**Objective A: Workforce Readiness** – Prepare students to efficiently and effectively enter and succeed in the workforce.

**Questions:**

- 1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

We are requesting 1 FTE for a Finance Officer who will oversee the CTE budgeting and the expansion of grants as we seek ways to fund growth at EITC beyond State funding. This new position would also allow us to be more in-line

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

with other similar campuses in Idaho. It is important that we provide adequate financial services to maintain critical control over all funds that pass through Eastern Idaho Technical College

**What is the agency staffing level for this activity and how much funding by source is in the base?**

The agency staffing level for the EITC financial office is 5. 1 - Controller, 1 Assistant Controller, 1 Financial Technician, 2 Financial Specialists.

**2. What resources are necessary to implement this request?**

We need Authorization and funding to hire 1 FTE Finance Officer, Some capital outlays to provide an adequate work area.

**a. List by position.**

Non-classified Finance Officer

**b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

This would be a new position for EITC and help balance and coordinate the workload in the finance office. Increasing complexity of federal financial aid and grant reporting regulations have left the current senior level staff extended beyond their capacity. Most of our finance staff are consistently working beyond a 40 hours per week and are at max accrual of vacation because it has been extremely difficult to maintain critical control and meet required deadlines.

**c. List any additional operating funds and capital items needed.**

No new operating funds are needed, however addition capital funds are being requested to create an adequate working space for this new position.

**3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

The FTE is an on-going request for funding and the capital is one time

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

The biggest impact is on full and part time students seeking to upgrade their technical skills for employment throughout Region 6. This office also serves a diverse group of people throughout Lemhi, Butte, Clark, Fremont, Jefferson, Madison, Teton, and Bonneville Counties by managing the finances of other education programs including; Community Education, Workforce Training, critical rural health care training, and contracted skill upgrade programs with the Idaho National Lab as well as other federal and state grant recipients.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first.**

This is the second year for this item.

**Additional notes:**

Senior level finance personnel (Salaried) are all working approximately 10 hours of unpaid overtime each week and are at or near max accrual of vacation. Because of EITC's unique situation as the only standalone Technical College in the state and the fact that EITC is responsible for many of the same reporting requirements and activities that are being done by much larger numbers of staff at universities in addition to the primary responsibility to manage the finances for all CTE educational programs and personnel.

The business office has a total staff of 5 people, dramatically less than other colleges and universities. With this small of a staff, it is very difficult to maintain the required clear separation of responsibilities, manage turnover and training. Attending meetings, outside training and employee development is nearly impossible.

**Examples of EITC Business Office responsibilities:**

- Consolidated Financial Statements
- Point of Sale activity for the college
- Accounting Software maintenance.
- Reconciling multiple bank accounts and the account with the State's Treasury
- Billing of approximately 30 Federal, State and local grants
- AP, AR, and Purchasing management
- STARS work and processing
- Time and Effort Reporting for Grants
- Interagency Billings
- Sales Tax Reporting
- CTE Budget preparation
- Detail Budget Preparation
- Payroll processing to the General Ledger
- PCARD administration
- Position Request approval, and IPOPS approval
- INL and Radiation Safety grant billings
- Full General Ledger maintained by fund.
- Two external audits by Moss-Adams
- Comprehensive Internal reporting for staff and faculty
- 1098 and 1099 tax reporting
- Managing data integrity between accounting and Student management software
- Financial Aid processing and payments for College

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: Dedicated Programs

Function No.: 04

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY:

Activity No.:

Original Submission X or  
Revision No. \_\_\_\_

A: Decision Unit No: <b>12.05</b>		Title: <b>Centers for New Direction (CND)</b>			Priority Ranking 6 of 11
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Various	\$200,000				\$200,000
TOTAL OPERATING EXPENDITURES:	\$200,000				\$200,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:	0				0
GRAND TOTAL	\$200,000				\$200,000

**How connected to institution/agency and Board strategic plans:**

**GOAL 2: Innovation and Economic Development**

**Objective A: Workforce Readiness** – Prepare students to efficiently and effectively enter and succeed in the workforce.

**Questions:**

- 1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

Since 1982, the divorce filing fee which funds the Centers for New Directions (CNDs) has remained at \$20. These dedicated funds that support the CNDs have remained at this level for 34 years but with the reduction in divorce filings, the amount of funding for CND has steadily decreased over time. This funding decrease will result in cuts to the Centers in FY 2019.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

CNDs experienced a \$200,000 decrease in 2012 when general funds that were previously appropriated for this purpose were eliminated.

The request is for an ongoing funding increase in the amount of \$200,000 for Centers for New Directions. Idaho's CND program is carried out in six regions through our technical colleges. This request represents a realistic, but meaningful budget increase that would allow all six regions to improve and sustain their program offerings.

**2. What resources are necessary to implement this request?**

- a. **List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.** None
- b. **Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

The Postsecondary Director will continue to collectively work with technical college Deans on developing regional program expansion of the CNDs.

- c. **List any additional operating funds and capital items needed.** None

**3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

The entire amount is for ongoing funding.

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

The Centers are a specific CTE objective to help meet the Board's goal on Innovation and Economic Development. They are a vital, yet underfunded program that can support the ICTE's mission & strategic initiatives in a variety of ways:

- With various reauthorizations of federal Perkins funds, the specific set-asides for single parents and displaced homemakers were eliminated and broadened to include special populations. CNDs expanded their focus to help prepare special populations for high-skill, high-wage, or high-demand occupations that will lead to self-sufficiency as required by Perkins, but with reduced funding.
- For the past three years, Idaho has not met its non-traditional student Perkins postsecondary performance measures and has been on a statewide improvement plan. Expansion of CNDs would support federal accountability measures.
- Support a high-demand, high-wage educational pipeline through recruitment and awareness of nontraditional occupations in Idaho that can lead to increased participation and completion of CTE programs.
- Address student retention and completion with secondary and postsecondary regional trainings along with ongoing web professional



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

development, like micro-messaging and counselor training that supports the reimage and value of CTE.

- Support the Governor's focus on STEM initiatives, by collaborating with the Idaho STEM Action Center and industry partners like INL on CTE STEM / nontraditional occupational activities.

Current funding levels are insufficient to effectively support and expand activities and partnerships required at the local level to help with outreach and training. The proposed funding increase will be awarded across six regions, and therefore must be substantial enough to represent a meaningful increase for each region.

Centers for New Directions (CND) is an integral component of Idaho's technical college system, authorized by state law, and supported by federal law. Each center provides assessments, personal and career counseling, goal-setting, and pre-employment services to students they serve. CNDs work with individuals to help with overcoming barriers they face while working toward their goals. Centers connect students to campus, state, and community resources, such as the Department of Labor, Career Information Systems (CIS), and Vocational Rehabilitation.

Under the original Perkins Vocational Education Act of 1984, the CND program was strengthened with Perkins funds and specific set asides for single parents and displaced homemakers. However, in the latter years of Perkins reauthorizations, the specific set-asides for single parents and displaced homemakers were eliminated and the definition broadened to include special populations:

- Individuals with disabilities;
- Individuals from economically disadvantaged families, including foster children;
- Individuals preparing for nontraditional training and employment;
- Single parents, including single pregnant women;
- Displaced homemakers; and
- Individuals with other barriers to educational achievement, including individuals with limited English proficiency.

CNDs expanded their focus to help prepare special populations for high-skill, high-wage, or high-demand occupations that will lead to self-sufficiency as required by Perkins, but with reduced funding in FY11. Pipeline initiatives, like *CWI's STEM out into CTE!* and *LCSC's IMAGINE* are working to educate young women by allowing them to explore and experience CTE nontraditional careers. ISU's CND has begun outreach into rural school districts on Micro-messages and providing CTE STEM/NT outreach to interested HS students.

For historical perspective, Idaho's investment in CND dropped by 46% (from \$1,212,850 to \$654,051) over the course of the recession and funding has remained relatively flat at this reduced level since FY11 (FY12 \$751,497; FY13 \$651,500; FY14 \$641,108; FY15 \$654,051).

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: Dedicated Programs

Function No.: 04

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.06</b>		Title: <b>Agriculture Start- up grant</b>			Priority Ranking 7 of 11
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Various					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$25,000				\$25,000
LUMP SUM:	0				0
GRAND TOTAL	\$25,000				\$25,000

**How connected to institution/agency and Board strategic plans:**

**GOAL 2: Innovation and Economic Development**

**Objective D: Education to Workforce Alignment** – Deliver relevant education that meets the needs of Idaho and the region.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

As the success of the current Idaho Quality Program Standards (IQPS) program increases, we are requesting ongoing funding for an additional \$25,000 to be passed through to Agriculture programs in the form of an additional start-up grant. For FY 2018, 6 new programs were approved, but ICTE will only be able to fund one of them. This additional funding would enable ICTE to fund an additional agriculture start-up program each year.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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2. What resources are necessary to implement this request?
  - a. List by position. N/A
  - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. None
  - c. List any additional operating funds and capital items needed. None
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests)

The request is for ongoing funding. As ICTE continues to support the introduction and expansion of high-quality CTE programs, ICTE anticipates that Ag programs will continue to grow statewide.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

CTE students in districts without an existing Agriculture & Natural Resources will benefit from this funding, as it would allow the district to invest additional resources to cover program start-up costs. If the request is not funded, it may limit the ability of some districts to fully invest in the infrastructure for a robust and well-equipped program.
5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first. There are many requests, and this request will replace some of those requested in previous years.

This was not requested in prior years.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: State Leadership

Function No.: 01

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY:

Activity No.:

Original Submission X or  
Revision No. \_\_\_\_

A: Decision Unit No: <b>12.07</b>		Title: <b>Horizontal Alignment</b>			Priority Ranking 8 of 11
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES <b>by summary object:</b>					
1. Various	\$178,000				\$178,000
TOTAL OPERATING EXPENDITURES:	\$178,000				\$178,000
CAPITAL OUTLAY <b>by summary object:</b>					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:	0				0
GRAND TOTAL	\$178,000				\$178,000

**How connected to institution/agency and Board strategic plans:**

***Goal 3: Effective and Efficient Educational System-***

**Objective C: Alignment and Coordination-:**

Facilitate and promote the articulation and transfer of students throughout the education pipeline.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

The request is for one-time funds of \$178,000 to align 15 programs from Secondary to Postsecondary.

2. What resources are necessary to implement this request?

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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- a. List by position. N/A
  - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted. None
  - c. List any additional operating funds and capital items needed. None
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests)
- This entire amount is for one-time funding.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?
- This request allows CTE to continue efforts to align secondary and post-secondary CTE programs allowing Idaho students to transition directly from secondary to postsecondary programs. Not funding these efforts will hinder the progress to align the programs.
5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first. There are many requests, and this request will replace some of those requested in previous years.
- This process is started in 2015 and received one-time funding to continue into FY 2018. We are requesting one-time funding to continue this process as indicated below.

**Description:**

In the 2015 legislative session, amendments to Idaho Code 33-2205 (3) and (4) outline the intent that the Division of Career Technical Education will incentivize Idaho public colleges and universities offering career & technical programs to align their foundational courses to achieve uniformity and transferability.

These initiatives were started in Fiscal Year 2015 using Division funds available for this purpose. The continuation of this project into FY 2019 will require one-time funds of \$178,000 to align 15 programs from Secondary to Postsecondary.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: State Leadership

Function No.: 01

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY:

Activity No.:

Original Submission X or  
Revision No. \_\_\_\_

A: Decision Unit No: <b>12.08</b>		Title: <b>Online Courses</b>			Priority Ranking 9 of 11
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Various	\$70,000				\$70,000
TOTAL OPERATING EXPENDITURES:	\$70,000				\$70,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:	0				0
GRAND TOTAL	\$70,000				\$70,000

**How connected to institution/agency and Board strategic plans:**

**Goal 3: Effective and Efficient Educational System-**

**Objective C: Alignment and Coordination-:**

Facilitate and promote the articulation and transfer of students throughout the education pipeline.

**Questions:**

**1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

The request is for one-time funds of \$70,000 for CTE Digital to create 4 online courses through the Idaho Digital Learning.

**2. What resources are necessary to implement this request?**

**BUSINESS AFFAIRS AND HUMAN RESOURCES  
AUGUST 10, 2017**

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- a. **List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.** None
- b. **Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.** None
- c. **List any additional operating funds and capital items needed.** None
3. **Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

The entire amount is for one-time funding.

4. **Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

This request allows ICTE to continue efforts to help develop on-line CTE classes. Over 1,000 students and 101 school districts have been served by CTE Digital. Not funding these efforts will hinder the progress to develop on-line classes.

**Description:**

In the 2015 legislative session, amendments to Idaho Code 33-2205 (3) and (4) outline the intent that the Division of Career Technical Education will coordinate with the Idaho Digital Learning to provide approved online career technical education courses.

These initiatives were started in Fiscal Year 2015 using Division funds available for this purpose. The continuation of this project into FY 2019 will require one-time funds of \$70,000 for CTE Digital to create 4 additional online courses through the Idaho Digital Learning.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Division of Career Technical Ed

Agency No.: 503

FY 2019 Request

FUNCTION: Related Services

Function No.: 05

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY:

Activity No.:

Original Submission X or  
Revision No. \_\_\_\_

<div style="display: flex; justify-content: space-between;"> <span>A: Decision Unit No: <b>12.09</b></span> <span>Title: <b>Spending Authority for standards alignments (HVAC &amp; Plumbing)</b></span> <span>Priority Ranking 10 of 11</span> </div>					
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Various				\$82,000	\$82,000
TOTAL OPERATING EXPENDITURES:				\$82,000	\$82,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					0
GRAND TOTAL				\$82,000	\$82,000

**How connected to institution/agency and Board strategic plans:**

**GOAL 2: Innovation and Economic Development**

The educational system will provide an environment that facilitates the creation of practical and theoretical knowledge leading to new ideas.

**Objective A: Workforce Readiness** – Prepare students to efficiently and effectively enter and succeed in the workforce.

**Questions:**

- 1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

The request is for spending authority to accept a transfer of \$82,000 from the HVAC and Plumbing Boards, through the Division of Building Safety. The HVAC and Plumbing programs need to update industry standards and develop end of course

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

assessments for the respective apprenticeship programs. There is no funding in ICTE's base for these activities.

**2. What resources are necessary to implement this request?**

- a. **List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.** None
- b. **Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.** The Business Outreach Director and the Postsecondary Director will collectively dedicate approximately .10 FTE during FY19 or this project.
- c. **List any additional operating funds and capital items needed.** None

**3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

The entire amount is for spending authority during FY19. There is a small possibility that it could extend into FY20, based on availability of industry and faculty, but the plan is to complete the project in FY19.

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

This request allows ICTE to update industry standards and create end of course assessments for the HVAC and Plumbing apprenticeship programs. Development of the assessments will further allow expansion of the programs into secondary schools, providing an opportunity for Idaho students to complete the first year of their apprenticeship program prior to graduating from high school. Not funding these efforts will hinder the progress to expand advanced opportunities to Idaho's high school students.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**AGENCY:** Division of Career Technical Ed  
**FUNCTION:** State Leadership/General Programs

Agency No.: 503  
Function No.: 01/02

FY 2019 Request  
Page \_\_\_\_ of \_\_\_\_ Pages  
Original Submission \_\_\_\_ or  
Revision No. \_\_\_\_

**ACTIVITY:**

Activity No.:

A: Decision Unit No: <b>12.10</b>		Title: <b>Reorganization Error Correction</b>		Priority Ranking 11 of 11	
	<b>EDEA-0001</b>	<b>EDEB- 0001</b>			
<b>DESCRIPTION</b>	<b>General</b>	<b>General</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	0	0			0
PERSONNEL COSTS:					
1. Salaries	\$47,700				\$47,700
2. Benefits	13,000				13,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$60,700				\$60,700
OPERATING EXPENDITURES by summary object:					
1. Various					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	0	(\$60,700)			(\$60,700)
LUMP SUM:	0	0			0
GRAND TOTAL	\$60,700	(\$60,700)			\$0

**Supports institution/agency and Board strategic plans:**

***Goal 2: Innovation and Economic Development.***

**Objective A: Workforce Readiness:**

Prepare students to efficiently and effectively enter and succeed in the workforce.

**Questions:**

**1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

Due to an error in the FY 2018 budget the Division is requesting a net zero transfer from General fund TB to General fund PC to fund positions that are already in place since July 2016

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**2. What resources are necessary to implement this request?**

- a. **List by position.** N/A- the positions are in place.
- b. **Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

The Division was able to use salary savings in federal funding sources to make up the difference in FY 2018.

- c. **List any additional operating funds and capital items needed.**

N/A

**3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests)**

This request is on-going.

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

This position helps Idaho students and Idaho employers by providing programs to fill high wage in demand jobs in Idaho.

**5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first. There are many requests, and this request will replace some of those requested in previous years.**

A similar line items was approved in the FY 2017 budget. This line item will further new and expand programs.

**Overview:**

In FY 2017 ICTE did an office reorganization which transferred 6 positions to the division that were formerly paid through university contracts. The cost to move the positions was \$600,000. The reorganization was and continues to be a net zero to the State. Due to a number of complexities in adjusting PC costs for the FY 2018 budget, only \$539,300 of the \$600,000 was moved creating a funding deficit in general fund PC. ICTE was able to use salary savings in federal funds to get through FY 2018 but is requesting the transfer of the remaining 60,700 to fund the PC expenses due to the reorganization.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**AGENCY: College of Southern Idaho**

FUNCTION: Community College

ACTIVITY: IT Personnel and  
Software Platforms

Agency No.: 501

Function No.: 02

Activity No.:

FY 2019 Request

Page \_\_\_\_ of \_\_\_\_ Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: IT Personnel and Software Platforms			Priority Ranking 1 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	5.0				5.0
PERSONNEL COSTS:					
1. Salaries	\$294,000				\$294,000
2. Benefits	128,700				128,700
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$422,700				\$422,700
OPERATING EXPENDITURES by summary object:					
1. Assessment and analytics platform	\$130,000				\$130,000
2. PCI-compliant technology	100,000				100,000
3. On-line training platform	42,000				42,000
3. On-line tutoring service	30,000				30,000
4. Security maintenance mandate	60,000				60,000
TOTAL OPERATING EXPENDITURES:	\$362,000				\$362,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$784,700				\$784,700

**Supports institution/agency and Board strategic plans:**

Idaho State Board of Education Strategic Plan

Goal 1; Objective A: Access – Set policy and advocate for increasing access to Idaho's educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.

Goal 1; Objective D: Quality Education – Deliver quality programs that foster the development of individuals who are entrepreneurial, broadminded, critical thinkers, and creative.

GOAL 3: Effective and Efficient Educational System – Ensure educational resources are coordinated throughout the state and used effectively.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Objective A: Data-informed Decision Making - Increase the quality, thoroughness, security of data and accessibility of aggregate data for informed decision-making and continuous improvement of Idaho's educational system.

College of Southern Idaho Strategic Plan

Core Theme 1: Community Success

As a community college, we are committed to responding to the diverse needs of the communities we serve and to taking a leadership role in improving the quality of life of the members of those communities.

- Objective #1: Strengthen the social fabric in the communities we serve
- Objective #2: Cultivate economic partnerships across the communities we serve
- Objective #3: Meet the workforce needs of the communities we serve

CSI Core Theme 2: Student Success

As an institution of higher education, we exist to meet the diverse educational needs of the communities we serve. Above all institutional priorities is the desire for every student to experience success in the pursuit of a quality education.

- Objective #1: Foster participation in post-secondary education
- Objective #2: Reinforce a commitment to instructional excellence
- Objective #3: Support student process toward achievement of educational goals

Core Theme 3: Institutional Stability

Sustainable community and student success can only come from a solid institutional foundation. The stability of our institution is dependent upon ensuring that we have adequate capacity and resources to ensure the effectiveness of our operations.

- Objective #1: Provide employees with a work environment that values employee success and satisfaction
- Objective #2: Ensure that the college maintains the financial resources necessary to meet its mission
- Objective #4: Enhance infrastructure resources to ensure the college is safe, sustainable, and inviting to all of the members of our communities
- Objective #5: Engage in ongoing, purposeful, systematic, integrated, and comprehensive planning and assessment
- Objective #6: Improve institutional effectiveness by focusing on both internal and external communication strategies and processes

**Performance Measures:**

1. Increase student fall to fall retention, graduation rates, and transfer rates by identifying which students are at risk, creating comprehensive student profiles

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

- using aggregated data points based on activities both within and outside the classroom, connect students to their support teams electronically, promote engagement activities and track student involvement on an ongoing basis. Create a baseline and measure the impact of programs, services and interactions with students.
2. Establish a baseline and decrease student payment wait times and complaints. Increase student payment options. Ensure PCI (Payment Card Industry) compliance, the data security standard.
  3. Increase employee training compliance. Decrease student conduct resulting from risk-taking behavior (such as drug and alcohol use, mental wellbeing, sexual health and consent, and academic integrity).
  4. Increase on-line tutoring options and participation. Decrease student cost for on-line tutoring.

**Description:**

CSI seeks to develop a sophisticated data architecture platform and an optimized data lifecycle that enables faster insights into the value and relevance of educational and operational initiatives. This architecture will provide the means to connect disparate software systems and data types into a secure data warehouse and allow data consumption through service-oriented analytics, dashboards, and reports. In this way, CSI will be equipped to make more informed decisions that are data-driven, less reactive, and better-aligned to supporting key strategies such as student success, student engagement, and operational maturity. CSI is asking for financial support to increase their current staffing structure by four (4) full time IT professionals in the roles of data architect, business analyst, report writer, and application support analyst.

CSI would like to purchase and implement an enterprise platform which would provide analytics and insight to cultivate campus intelligence and allow for informed decision making. We would use this platform to develop deeper understandings of the student educational experience while guiding students' pathways to success. Additionally, an enterprise platform would allow the opportunity to track and document the student co-curricular experience.

CSI would also like to acquire a PCI-compliant technology allowing students flexible payment plans, multiple payment options, and easy access to their account balances. This technology would integrate into our current student management system and ultimately would assist the college by reducing administrative and personnel costs. Such a platform would also allow for campus and community receipting, billing and e-markets.

To ensure appropriate ongoing training which complies with institutional policy, and state and federal requirements, CSI would like to obtain a digital training platform for both students and employees. A training platform would allow for simplified tracking of completion and ensure up-to-date legislative compliance. For students, a training platform could provide education resulting in risk-reduction behaviors.

As Dual Credit and on-line instruction increases, so does the need for on-line tutoring access. CSI would like to subscribe to an on-line tutoring service which would

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

---

allow students 24-hour access to tutoring. Students currently have to cover the cost of on-line tutoring on their own.

### **Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

CSI is seeking funding to hire four additional staff to design and develop the systems and services necessary for improving student engagement, enhancing the student experience, streamlining financial processes, and increasing academic support across the institution.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

Five (5) IT Staff, Full Time, Full Benefits, Hire Date of July 1, 2018, 12-month contract.

1. Data Architect-\$89,000

Summary: Designs, creates, deploys, and manages the technology systems that serve an organization's digital information ecosystem (a.k.a., data architecture). Defines how/where data is stored, consumed, integrated, and managed by business systems that process data.

2. Business Analyst-\$51,000

Summary: Analyzes, documents, and designs business systems and processes. Standardizes workflows and defines system policies. Performs needs analysis and interprets business rules and/or requirements that help identify technical systems and solutions to drive operational maturity.

3. Report Writer-\$46,000

Summary: Collect, analyze, and prepare data for business consumption through reports and dashboards. Involved in application testing, statistical analysis, and providing end-user training on report writing software tools.

4. Application Support Analyst-\$43,000

Summary: Provides Tier II support for business applications. Responsible for installing, upgrading, and maintaining business software systems. Works with application databases and data sets, with general knowledge of operating systems and client-server networks and domains.

5. Securities Specialist - \$65,000

Per the governor's mandate, CSI would need to add an IT security specialist to the IT team.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

New IT support staff will report to the Chief Technology Officer on the main CSI campus in Twin Falls.

- c. List any additional operating funds and capital items needed.

The software platforms would require operating funds, both implementation and on-going annual fees, as follows:

- Assessment and analytics platform \$130,000 annually
- PCI compliant technology \$100,000 annually
- On-line training platform for students and employees \$42,000 annually
- On-line tutoring service \$30,000 annually
- Security maintenance mandate \$60,000 annually

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

This request involves the ongoing annual subscription and maintenance for IT platforms. CSI will cover the cost for one-time implementation and maintenance of these software platforms.

This is also an ongoing request for salary and benefits.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

All students taking classes at CSI would benefit from the systems and services developed from this request. Students are expected to gain additional flexibility in payment options and see a decrease in current payment wait times. Student risk-taking behaviors would be decreased through prevention education. Additionally, employees and the community would benefit from improved business processes and access to data insights. The institution as a whole would see a decrease in risk based on an increase in employee education and assurance of compliance with college policy and legislative requirements.

Without funding, CSI will continue to struggle with a reactive approach to decision-making. Efforts to find, collect, and present strategic data insights will remain unnecessarily burdensome, requiring extensive manual labor, and raise questions about data integrity and accuracy of information. Additionally, CSI will be hindered in its ability to meet regulatory requirements for compliance training and risk management programs and services that are necessary to provide a safe learning environment for students and employees. Also, without adequate tools and support for the growing demand for Dual Credit, online instruction, and student tutoring,

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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the integrity of these programs will suffer and will become far less valuable to students.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: College of Southern Idaho**

FUNCTION: Community College

ACTIVITY: Weekend College

Agency No.: 501

Function No.: 02

Activity No.:

FY 2019 Request

Page \_\_\_\_ of \_\_\_\_ Pages

Original Submission  X  or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.02</b>		Title: <b>Weekend College</b>			Priority Ranking 2 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.0				2.0
PERSONNEL COSTS:					
1. Salaries	\$71,000				\$71,000
2. Benefits	41,600				41,600
3. Group Position Funding	63,000				63,000
TOTAL PERSONNEL COSTS:	\$175,600				\$175,600
OPERATING EXPENDITURES by summary object:					
1. Operating Supplies	\$19,000				\$19,000
2. Professional Development	5,000				5,000
TOTAL OPERATING EXPENDITURES:	\$24,000				\$24,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$199,600				\$199,600

**Supports institution/agency and Board strategic plans:**

Idaho State Board of Education Strategic Plan

Goal 1; Objective A: Access – Set policy and advocate for increasing access to Idaho's educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.

Goal 1; Objective B: Adult learner Re-Integration – Improve the process and increase options for re-integration of adult learners, including veterans, into the education system.

Goal 1; Objective C: Higher Level of Educational Attainment – Increase successful progression through Idaho's educational system.

Goal 1; Objective D: Quality Education – Deliver quality programs that foster the development of individuals who are entrepreneurial, broadminded, critical thinkers, and creative.

Goal 1; Objective E: Education to Workforce Alignment – Deliver relevant education that meets the needs of Idaho and the region.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Goal 3; Objective B: Quality Teaching Workforce – Develop, recruit, and retain a diverse and highly qualified workforce of teachers, faculty, and staff.

College of Southern Idaho Strategic Plan

Core Theme 1: Community Success

As a community college, we are committed to responding to the diverse needs of the communities we serve and to taking a leadership role in improving the quality of life of the members of those communities.

- Objective #1: Strengthen the social fabric in the communities we serve
- Objective #2: Cultivate economic partnerships across the communities we serve
- Objective #3: Meet the workforce needs of the communities we serve

CSI Core Theme 2: Student Success

As an institution of higher education, we exist to meet the diverse educational needs of the communities we serve. Above all institutional priorities is the desire for every student to experience success in the pursuit of a quality education.

- Objective #1: Foster participation in post-secondary education
- Objective #3: Support student process toward achievement of educational goals

**Performance Measures:**

1. Increase the annual unduplicated enrollment headcount for Weekend College participants by 10% each year over the next five years (Source: Internal CSI metric)
2. Increase fall-to-fall retention rates for Weekend College participants by 10% over the next five years as compared to fall 2017 benchmark retention rates for the general college population (Source: Internal CSI metric)
3. Increase graduation rates for Weekend College participants by 10% over the next five years as compared to fall 2017 benchmark graduation rates for the general college population. (Source: VFA Degree Seeking Students)

**Description:**

The College of Southern Idaho Weekend College is an innovative and engaging program designed to provide access for students who typically can't attend college during the day. The program enables students to complete a transfer degree or certificate within two years; enables students to complete pre-program requirements for Health Sciences and Human Services (HSHS) programs; or enables students to complete the General Education Certificate. To accommodate the unique needs of adult learners, courses are offered in a pre-formatted block schedule on Friday evenings, Saturdays, and online. Students attend courses as a cohort and benefit from learning communities in which they develop social and professional relationships with fellow students and faculty. Students

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

---

receive personalized advising through credential completion and assistance with transition to an HSHS program, a university bachelor program, or employment. Weekend College incorporates mechanisms to support retention and completion through student success strategies and learning assistance services.

This request allows CSI to develop a Weekend College program for working adults and high school students who typically cannot attend a traditional academic model. The program enables students to complete a transfer degree or certificate within two-years of enrollment. For those who seek a bachelor's degree, this program allows students to transfer seamlessly to a university program (BSU, ISU, or UI) on the CSI campus.

For the program to operate effectively, this request seeks on-going funds for two (2) full-time professionals, adjunct faculty to teach weekend courses, tutors to provide instructional support, and operating funds to support extended weekend hours.

### Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

CSI requests two (2) FTEs for a) coordination of the Weekend College program, b) adjunct instructors and tutors to support instruction, and c) part-time office specialist, information technology support technician, and building and maintenance personnel to support infrastructure. **Total Personnel Costs: \$175,600**

a) In order to support and effectively operate the Weekend College program, CSI requests one (1) program coordinator to manage the program and one (1) bi-lingual academic coach to advise students through credential completion and to assist students with transfer to a HSHS program, university program, or employment. **Salaries and Benefits for 2 FTE: \$112,600**

b) In order to maintain ongoing excellence in teaching protocol and support services, CSI requests funding to hire qualified part-time instructors (\$25,000) and qualified tutors (\$8,500). **Group Funding: \$33,500**

c) In order to provide services during extended weekend hours, CSI requests funding for a part-time office specialist (\$8,500), a part-time Information Technology Service Technician (\$10,500), and part-time maintenance personnel (\$10,000). **Group Funding: \$29,500**

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

Two (2) Weekend College Staff, Full Time, Full Benefits, Hire Date of July 1, 2018, 12-month contract.

6. Program Director: \$37,000

Summary: Designs, creates, deploys, and manages all operations and personnel for the Weekend College program. Works with internal and external

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

organizations to develop articulation agreements and transfer processes. Collects, reports, and presents outcomes data to internal and external constituents.

7. Bi-lingual Completion Coach: \$34,000

Summary: Advises students through credential completion and assists students with transition/transfer to a HSHS program, university program, or employment. Works with at-risk students to develop effective learning strategies and activities that foster retention. Works collaboratively with campus- and community-based programs and organizations regarding services available to students. Assists in the maintenance of program projects and outcomes assessment.

b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

- Weekend College staff will be housed in the Student Success Center on the main campus and will report to the Associate Dean of Student Success (in place).
- Part-time instructors will be trained by the college's instructional designer (in place) and will report to their respective Department Chair on the main campus.
- Weekend College Learning Assistance personnel (tutors) will report to the Learning Assistance Coordinator (in place) on the main campus.
- Weekend part-time Information Technology Service Technician will report to the IT Department (in place).
- Weekend part-time Office Specialist will report to the Associate Dean of Student Success (in place).
- Weekend Maintenance Personnel will report to the Maintenance Supervisor (in place).

c. List any additional operating funds and capital items needed.

Operating Supplies: \$19,000

- Office Supplies: marketing, promotion, and general supplies: \$10,000 (on-going)
- Instructional Supplies: \$8,000 (on-going)
- Software: \$1,000 (on-going)

Professional Development: \$5,000

- Staff and faculty professional development: \$5,000 (on-going)

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

- CSI requests on-going funds to support full-time personnel (salary and benefits), group position funding (adjunct instructors, part-time personnel, and tutors), and operational expenditures (operating supplies and professional development).

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

The College of Southern Idaho Weekend College program is aimed at improving student access and completion. The program enables students, particularly working adults, to complete an associate degree in General Business, Teacher Education, or Agriculture Science or a certificate program in Career and Technical Education within two years through classes taken exclusively on Friday evenings, Saturday, and online. The program enables students to complete pre-program course requirements for programs in Health Sciences and Human Services (HSHS) or to complete the General Education Certificate. And, the program offers another option for high school students to take college courses on the CSI campus without interrupting their high school schedule.

We expect to see an increase in enrollment, student retention, degree/certificate completion, and graduation. Moreover, we expect to see an increase in the number of students transferring to university programs in General Business, Teacher Education, and Agriculture Science. These programs are offered by Boise State University, Idaho State University, and University of Idaho, respectively, on the CSI main campus. We expect to see an increase in the number of students prepared for high-need jobs in Health Sciences and Human Services and Trades and Industry.

If this request is not funded, we will continue to run pilot programs, serving small groups of students. This will refine the development of programs and course offerings, but it will not have the desired major impact on increasing student enrollment, retention, and completion rates for students who are unable to attend a traditional college schedule.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: College of Southern Idaho**  
 FUNCTION: Community College  
 ACTIVITY: Center for Education  
 Innovation (CSI)

Agency No.: 501  
 Function No.: 02  
 Activity No.:

FY 2019 Request  
 Page \_\_\_\_ of \_\_\_\_ Pages  
 Original Submission X or  
 Revision No. \_\_\_\_

A: Decision Unit No: <b>12.03</b>		Title: <b>CEI Initiative</b>			Priority Ranking 3 of 3
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Travel	\$5,000				\$5,000
2. Contract services (project manager)	60,000				60,000
3. Computer and office supplies	2,500				2,500
TOTAL OPERATING EXPENDITURES:	\$67,500				\$67,500
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$67,500				\$67,500

**Supports institution/agency and Board strategic plans:**

CSI Core Theme 1: Community Success

As a community college, we are committed to responding to the diverse needs of the communities we serve and to taking a leadership role in improving the quality of life of the members of those communities.

- Objective #1: Strengthen the social fabric in the communities we serve
- Objective #3: Meet the workforce needs of the communities we serve

Core Theme 2: Student Success

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

---

As an institution of higher education, we exist to meet the diverse educational needs of the communities we serve. Above all institutional priorities is the desire for every student to experience success in the pursuit of a quality education.

- Objective #1: Foster participation in post-secondary education
- Objective #2: Reinforce a commitment to instructional excellence

### Performance Measure:

Rather than a performance measure, this is a critical success activity to be completed. The outcome will be a programming and facilities plan for the Center for Education Innovation (attached whitepaper).

### Description:

This request is a follow-up request unfunded from FY2018 intended to support the program planning, infrastructure, staffing, and facility design for the proposed Center for Education Innovation, in cooperation with Idaho State University

### Questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

Planning and project management to support the ongoing coordination of the Center for Education Innovation Initiative funded in part for FY2018 (ISU). No ongoing staff is included in the CSI request.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

No personnel in this request.

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

Certainly many CSI staff will be somewhat impacted by participation in the design and planning work, but not to a significant degree. The requested funds include a project manager by contract for FY2018-2019.

- c. List any additional operating funds and capital items needed.

No additional operating funds required for this planning phase.

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

This is a one-time, one-year request for planning and design coordination (was not funded in FY2018). This is a joint project with ISU for an activity on the CSI campus. See the attached whitepaper for more information.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

All residents of Idaho would be served by the intent of the Center for Education Innovation. The expectation will be significant improvement in the preparation of Idaho teachers. For more specific information see the attached whitepaper.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Office of the State Board of Education**

Agency No.: 501

FY 2019 Request

FUNCTION: North Idaho College

Function No.: 02

Page 1 of 3 Pages

ACTIVITY: Board approved category

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Pathfinders Program</b>			Priority Ranking 1 of 4
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	4.00				4.0
PERSONNEL COSTS:					
1. Salaries	\$200,000				\$200,000
2. Benefits	90,600				90,600
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$290,600				\$290,600
OPERATING EXPENDITURES by summary object:					
1. Travel	\$40,000				\$40,000
2. Operating	15,000				15,000
TOTAL OPERATING EXPENDITURES:	\$55,000				\$55,000
CAPITAL OUTLAY by summary object:					
1. PC and workstation	\$22,000				\$22,000
TOTAL CAPITAL OUTLAY:	\$22,000				\$22,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$367,600				\$367,600

**Supports institution/agency and Board strategic plans:**

Goal 1, Objective 2:

**Student Success:** Engage and empower students to take personal responsibility and to actively participate in their educational experience.

Goal 1, Objective 3:

**Student Success:** Promote programs and services to enhance access and successful student transitions.

Goal 3, Objective 3:

**Community Engagement:** Promote North Idaho College in the communities we serve.

*Performance Measures:*

- Percentage of full-time, first-time and new transfer-in students who a) were awarded a degree or certificate, b) transferred without an award to a 2- or 4-year institution, c) are still enrolled, and d) left the institution within six years.
- Fall to Spring Persistence Rate, credit students.
- First-time, full-time, student retention rates.
- First-time, part-time, student retention rates.
- Increase dual credit students who enroll at NIC as degree-seeking postsecondary students as a percentage of total headcount.
- Market Penetration (Credit Students): Unduplicated headcount of credit students as a percentage of NIC's total service area population

**Description:**

*Pathfinders will be located within Region 1 high schools in Benewah, Bonner, Boundary and Shoshone counties to support school's efforts to encourage students to go-on and assist students through matriculation into college and their chosen course of study. Pathfinders will place an emphasis on assisting students in developing an understanding of their skills and interests so that they can identify and pursue the correct pathway for their career goal.*

*Pathfinders will work with and support resources provided to students through their local high school and provided additional support to engage students in dual credit and encourage high school completion. This program is intended to provide intrusive advising within the high schools, guiding students into dual credit students and assisting with the transition into college through day-to-day engagement and relationship development with high school staff, students and their families.*

*Key outcomes for this program will be increased go-on rates from these counties and early identification of career choices and strengths to develop an educational plan for students that leverages dual credit and early learning opportunities to transfer into their chosen institution of higher education in the most efficient manner possible.*

One of the consistent concerns of many stakeholders is that as a state we are not effectively reaching students, especially in the more remote and rural areas of the state. The academic coaches are intended to be people from the community who can credibly relay the value of higher education with their community. The other key focus of the academic coaches will be strengthening the dual credit programs in each county and assisting students and families with advising and support of degree completion.

**Questions:**

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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1. This request is for four FTEs to serve as Pathfinders in Region 1. One navigator would focus on each of the following counties: Benewah, Bonner, Boundary and Shoshone. Pathfinders would work directly in and with local high. Working closely with students in the high schools, the Pathfinders would promote and strengthen the dual credit offerings as well as help students see how what they are doing in High School connects to their goals and college. This is requested as general fund (base) support.
2. What resources are necessary to implement this request?
  - a. Pathfinders: 4 FTE Benefited. Anticipated hire date: July 1, 2018.
  - b. There will be no existing human resources that will be redirected to this new effort.
  - c. Capital requests include initial IT needs. Operating expenses of \$55,000.
3. This request is for on-going funding of four Pathfinder positions and associated operating expenses. One time capital expenses are for initial IT needs.
4. This request would potentially serve 10<sup>th</sup> through 12<sup>th</sup> grade students in Benewah, Bonner, Boundary and Shoshone Counties. The long-term return on this funding will be greater access to higher education and improved enrollment and completion rates.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Office of the State Board of Education

Agency No.: 501

FY 2019 Request

FUNCTION: North Idaho College

Function No.: 02

Page 1 of 3 Pages

ACTIVITY: Board approved category

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.02</b>		Title: <b>NIC/UI Computer Science Program</b>			Priority Ranking 2 of 4
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				1.0
PERSONNEL COSTS:					
1. Salaries	\$60,000				\$60,000
2. Benefits	24,700				24,700
TOTAL PERSONNEL COSTS:	\$84,700				\$84,700
OPERATING EXPENDITURES by summary object:					
1. Travel	\$5,000				\$5,000
2. Supplies	8,000				8,000
TOTAL OPERATING EXPENDITURES:	\$13,000				\$13,000
CAPITAL OUTLAY by summary object:					
1. PC and workstation	\$4,000				\$4,000
2. C.S. Lab and Server (20 Stations)	212,000				212,000
TOTAL CAPITAL OUTLAY:	\$216,000				\$216,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$313,700				\$313,700

**Supports institution/agency and Board strategic plans:**

Goal 2, Objective 1:

**Educational Excellence:** Evaluate, create and adapt programs that respond to the educational and training needs of the region.

Goal 2, Objective 2:

**Educational Excellence:** Engage students in critical and creative thinking through disciplinary and interdisciplinary teaching and learning.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Goal 2, Objective 3:

**Educational Excellence:** Strengthen institutional effectiveness, teaching excellence and student learning through challenging and relevant course content, and continuous assessment and improvement.

Goal 1, Objective 3:

**Student Success:** Promote programs and services to enhance access and successful student transitions.

*Performance Measures:*

- Student learning outcomes assessments goals are met annually.
- Full-time to Part-time faculty ratio.
- Dual Credit students who enroll at NIC as degree-seeking postsecondary students as a percentage of total headcount.
- Percentage of full-time, first time and new transfer-in students who a) were awarded a degree or certificate, b) transferred without an award to a 2- or 4-year institution, c) are still enrolled, and d) left the institution within six years.
- Fall to Spring Persistence Rate, credit students.
- First-time, full-time, student retention rates.
- First-time, part-time, student retention rates.

**Description:**

*Expansion of the Computer Science program at North Idaho College will build upon the initial investment made by the college to support the NIC/UI Computer Science Program in Coeur d'Alene, increasing capacity and strengthening the first two-years of the program.*

The purpose of this initiative is to expand the capacity and better support the University of Idaho Computer Science program in Coeur d'Alene. This is a unique partnership program with North Idaho College providing the first two years and the University of Idaho providing the second two years, all in Coeur d'Alene.

With the program launched and underway, this request is to expand capacity and build a pipeline for the UI portion of the program as well as for local industry.

**Questions:**

1. This request is for 1 FTE instructor in Computer Science to support the NIC/University of Idaho Computer Science program in Coeur d'Alene. This is requested as general fund (base) support.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

2. What resources are necessary to implement this request?
  - a. Computer Science Instructors: 1 FTE Benefited. Anticipated hire date: July 1, 2018
  - b. There will be no existing human resources that will be redirected to this new effort. North Idaho College employs one instructor currently to support this program.
  - c. Capital requests include initial IT needs for the instructor and establishing a Computer Science Lab as well as operating expenses of \$13,000 include operational support and travel.
3. This request is for on-going funding of the Instructor position and operating expense. One-time capital expenses are for initial IT needs and office set-up.

This request would serve first and second year computer science majors in the joint NIC/UI program. The long-term return on this funding will be enhanced capacity of the Computer Science program in Coeur d'Alene and support of industry needs related to computer science in North Idaho.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Office of the State Board of Education

Agency No.: 501

FY 2019 Request

FUNCTION: North Idaho College

Function No.: 02

Page 1 of 3 Pages

ACTIVITY: Board approved category

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

Idaho Summer Completion Initiative					
A: Decision Unit No: <b>12.03</b>	Title:	Priority Ranking 3 of 4			
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0.00				1.0
PERSONNEL COSTS:					
1. Salaries					
2. Benefits	\$52,000				\$52,000
3. Group Position Funding	250,000				250,000
TOTAL PERSONNEL COSTS:	\$302,000				\$302,000
OPERATING EXPENDITURES by summary object:					
1. Travel	0				0
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by summary object:					
1. PC and workstation	0				0
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$302,000				\$302,000

**Supports institution/agency and Board strategic plans:**

Goal 1, Objective 3:

**Student Success:** Promote programs and services to enhance access and successful student transitions.

Goal 2, Objective 1:

**Educational Excellence:** Evaluate, create and adapt programs that respond to the educational and training needs of the region.

*Performance Measures:*

- Percentage of full-time, first-time and new transfer-in students who a) were awarded a degree or certificate, b) transferred without an award to a 2- or 4-year institution, c) are still enrolled, and d) left the institution within six years.

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

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- Fall to Spring Persistence Rate, credit students.
- First-time, full-time, student retention rates.
- First-time, part-time, student retention rates.
- Increase dual credit students who enroll at NIC as degree-seeking postsecondary students as a percentage of total headcount.

### **Description:**

*The Idaho Summer Completion Initiative enables Idaho residents with existing credits and no degree to attend North Idaho College tuition free for the summer 2018 term for up to 6 credit hours.*

The purpose of this initiative is to leverage the summer term to increase retention and completion rates and create an opportunity for former students who are missing a handful of credits to achieve degree completion.

Over the past decade North Idaho College along with many other institutions across the nation have seen a significant decline in credit taking behaviors over the summer terms. This change in credit taking behavior has had an impact on both retention and completion results. Furthermore, the reduction in summer credits has impacted the overall operating efficiency of the campus, since the campus is still operating during the summer months but with much reduced student offerings.

By encouraging students to take credits during the summer, we as an institution are better able maintain connection with our students and increase persistence of current student from spring semester to fall semester. In addition, taking even one course during the summer term reduces the overall time to completion. A tuition free summer term allows the institution a unique opportunity to reach out to students who are a few credits short completing their degree or certificate and provide access over the summer for these students to complete and graduate. The tuition free summer term also provides a great bridge for dual credit students and graduating seniors to further experience the college learning environment and gain credits further reducing their time to degree completion, regardless of where they choose to complete their post- secondary studies.

### **Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base? This request is for one-time general funding. This is being requested to pilot a completion initiative focused on reaching students with some college credit, but no degree or certification. The staffing level for this request is all adjunct funding.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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2. What resources are necessary to implement this request?
  - a. All courses will be taught by current North Idaho College accepting summer assignments on a per credit basis or by adjunct faculty accepting summer assignments on a per credit basis.
  - b. There will be no existing human resources that will be redirected to this new effort. Existing operations will be impacted to enroll and register students but can be accommodated using existing staff and systems.
  - c. There are no additional operating funds and capital items needed.
3. This request is a one-time funding request. This request is based on offering 100 three credit instructional sections in summer 2018 tuition free to any Idaho resident. This will serve an estimated 2,000 Idaho students (duplicated head-count). Courses offered tuition free would be delivered as face to face, via IVC, or in a hybrid modality. Courses offered completely on-line would be ineligible for this program. Students would be responsible for any lab fee/course fee and any required textbook. This would be the only out of pocket expenses to students.
4. This request would potentially serve all interested students across the state of Idaho. The immediate effects of this funding will be improved completion and rates at North Idaho College and a reduced time to degree for any students who take advantage of the summer completion initiative.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Office of the State Board of Education

Agency No.: 501

FY 2019 Request

FUNCTION: North Idaho College

Function No.: 02

Page 1 of 3 Pages

ACTIVITY: Board approved category

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.04</b>	Title: <b>First Year Experience</b>			Priority Ranking 4 of 4	
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	2.00				2.0
PERSONNEL COSTS:					
1. Salaries	\$100,000				\$100,000
2. Benefits	45,300				45,300
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$145,300				\$145,300
OPERATING EXPENDITURES by summary object:					
3. Program Funds	\$20,000				\$20,000
TOTAL OPERATING EXPENDITURES:	\$20,000				\$20,000
CAPITAL OUTLAY by summary object:					
1. PC and workstation	\$11,000				\$11,000
TOTAL CAPITAL OUTLAY:	\$11,000				\$11,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$176,300				\$176,300

**Supports institution/agency and Board strategic plans:**

Goal 1, Objective 2:

**Student Success:** Engage and empower students to take personal responsibility and to actively participate in their educational experience.

Goal 1, Objective 3:

**Student Success:** Promote programs and services to enhance access and successful student transitions.

Goal 3, Objective 3:

**Community Engagement:** Promote North Idaho College in the communities we serve.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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*Performance Measures:*

- Percentage of full-time, first-time and new transfer-in students who a) were awarded a degree or certificate, b) transferred without an award to a 2- or 4-year institution, c) are still enrolled, and d) left the institution within six years.
- Fall to Spring Persistence Rate, credit students.
- First-time, full-time, student retention rates.
- First-time, part-time, student retention rates.
- Increase dual credit students who enroll at NIC as degree-seeking postsecondary students as a percentage of total headcount.
- Market Penetration (Credit Students): Unduplicated headcount of credit students as a percentage of NIC's total service area population

**Description:**

The First Year Experience will be a comprehensive and yearlong program that intentionally addresses the barriers and reasons that students drop out during their first year of studies. Based on local and national research, remedies that have proven to be effective will be applied to all first year students but will be particularly targeted at those most at risk. Those practices include an array of intentional and mandatory sequenced orientations, focused career and related program of study activities, proactive and intrusive advising, targeted cohort events, and academic and social early alert strategies and interventions. The First Year Experience Coordinators will provide supplemental educational experiences and coordinate existing college resources that will help students learn to navigate college processes, develop effective study skills, and successfully engage the college and community in ways that will support their timely completion of a degree or certificate.

Key outcomes for this program will be increased rates of progression, retention, student engagement, and completion.

**Questions:**

1. This request is for two FTEs to serve as First Year Experience Coordinators. This is requested as general fund (base) support.
2. What resources are necessary to implement this request?
  - a. FYE Coordinators: 2 FTE Benefited. Anticipated hire date: July 1, 2018.
  - b. There will be no existing human resources that will be redirected to this new effort.
  - c. Capital requests include initial IT needs. Operating expenses of \$20,000.
3. This request is for on-going funding of two Coordinator positions and associated operating expenses. One time capital expenses are for initial IT needs.
4. This request would serve over 1,500 entering freshman students annually.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Community Colleges**  
**FUNCTION:** College of Western Idaho  
**ACTIVITY:**

Agency No.: 505  
 Function No.: 07  
 Activity No.:

FY 2019 Request  
 Page \_\_\_\_ of \_\_\_\_ Pages  
 Original Submission X or  
 Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Balance Funding</b>			Priority Ranking 1 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Operating Expense funding for College Operations	\$2,000,000				\$2,000,000
2. Travel					
TOTAL OPERATING EXPENDITURES:	\$2,000,000				\$2,000,000
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$2,000,000				\$2,000,000

**Supports institution/agency and Board strategic plans:**

This request is connected to the CWI strategic plan's goals as follows:

**Institutional Priority 1: Student Success;**

Objective 3: CWI will provide support services that improve student success.

Objective 4: CWI will develop educational pathways and services to improve accessibility.

**Institutional Priority 2: Employee Success;**

Objective 1: Employees will have resources, information and other support to be successful in their roles.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Objective 2: CWI will provide employees with professional development, training and learning opportunities.

**Institutional Priority 3: Fiscal Stability;**

Objective 3: CWI will work to maintain and enhance its facilities and technology and actively plan for future space and technology needs.

**Institutional Priority 4: Community Connections;**

Objective 2: CWI engages in educational, cultural and organizational activities that enrich our community.

Objective 3: Expand CWI's community connections within its service area.

Having sufficient funding per weighted credit hour will allow CWI to achieve these objectives.

***Performance Measure:***

The College of Western Idaho will have the following outcomes to showcase the performance of each priority/goal with sufficient funding per Academic Credit Hour:

**Student Success:** Increased completion and retention rates will result if CWI develops those services that will allow students to meet their full potential while also providing pathways to move further in their education and career goals. CWI will be better able to bridge the gap to make transitioning to 4-year institutions more seamless for the students.

**Employee Success:** Having additional funding and training will help CWI employees be more successful in their roles and to facilitate easier access to resources for all employees, much as CWI has done for the student population.

**Fiscal Stability:** CWI will be better able to upgrade its facilities and technology in a proactive manner to meet the ever changing needs within the marketplace for higher skills, which in turn, makes CWI the institution that stands out from the crowd and is better equipped to handle the needs of our community. By maintaining and improving the infrastructure, CWI will be prepared for any future growth and needs of the region.

**Community Connections:** CWI will have the ability (staff and infrastructure) to better engage the community and participate in activities that showcase the value of an education at CWI, which reinforces the need and support for the College with our community partners, both current and potential.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**Description:**

Before the establishment of CWI through the voter referendum in May 2007, there was concern that because of the larger population base of a community college in Canyon and Ada Counties, that there was risk in causing unintended consequences when comparing CWI to North Idaho College (NIC) and College of Southern Idaho (CSI). All discussions around establishing a new community college always included the intent of everyone involved ensuring that the two established Idaho community colleges would not see a reduction in state funding.

In the beginning, there was not a clear avenue to request equitable funding through the EWA process. With the help of OSBE, we initially calculated the funding shortage using a headcount process. For this request we calculated CWI Balance Funding need using data from each institution's PSR-1 Annual Credit Hour Report. This request is based on 3 year Weighted Credit Hours and the Credit Hour Value for each college. Average Credit Hour Value for CSI and NICI is \$78.39 per Credit. CWI's Average Credit Hour Value is \$44.68 which is \$33.71 per Credit Hour below the other two Community Colleges. The CWI Balance Funding Need is calculated as follows:

CWI 3 Year Average Weighted Credits 177,983 X \$33.71 = \$5,999,700.

This calculation process, shows that CWI is underfunded approximately \$6 million compared to CSI and NIC. Please refer to the attached supplemental spreadsheet for details.

CWI has determined to request \$2 million for fiscal year 2019. In FY18 CWI requested \$2.9 million and received \$350,000, with the ultimate intent of requesting the unfunded amount within the next two years.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

\$ 2 million on-going funding with an ultimate goal of receiving \$6 million in total for this decision unit. CWI is requesting this funding as identified in the above description.

2. What resources are necessary to implement this request?
  - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
  - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
  - c. List any additional operating funds and capital items needed.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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The funds from this request would be used for Operating Expenses at the college, primarily infrastructure (facilities, utilities, and information technology) as determined by enrollment circumstances.

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

All funds requested are ongoing. Comparative to the other community colleges, CWI has come to rely more on student tuition and fees for support of operations. This situation is not conducive to CWI's mission of being:

“...a public, open-access, and comprehensive community college committed to providing *affordable* access to quality teaching and learning opportunities to the residents of its service area...”

The approval of these funds will bring more balance to our revenue stream and assist CWI in continuing to meet our mission.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

Existing and new students will be served with this request. If the college does not receive this funding it could impact the following:

- The ability to respond to the growth needs of business, industry and the population in Ada and Canyon counties.
- The ability to keep tuition and fees at an affordable rate.
- The ability to keep a solid foundation of permanent experienced faculty and staff.
- The ability to have anchor full time faculty in all programs offered by the College.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Community Colleges**  
**FUNCTION:** College of Western Idaho  
**ACTIVITY:**

Agency No.: 505  
 Function No.: 07  
 Activity No.:

FY 2019 Request  
 Page \_\_\_\_ of \_\_\_\_ Pages  
 Original Submission  X  or  
 Revision No. \_\_\_\_

A: Decision Unit No: <b>12.02</b>		Title: <b>Accreditation Requirements</b>			Priority Ranking of 2 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	7.00				7.00
PERSONNEL COSTS:					
1. Salaries	\$373,000				\$373,000
2. Benefits	170,000				170,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$543,000				\$543,000
OPERATING EXPENDITURES by summary object:					
1. Operating Expense funding for College Operations	\$24,500				\$24,500
2. Travel	5,600				5,600
TOTAL OPERATING EXPENDITURES:	\$30,100				\$30,100
CAPITAL OUTLAY by summary object:					
1. Computers and Office Equipment	\$14,000				\$14,000
TOTAL CAPITAL OUTLAY:	\$14,000				\$14,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$587,100				\$587,100

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

Four (4) full time positions are being requested.

- a. Two (2) Counselors to expand the support for individual, group, and crisis intervention to students experiencing social, emotional, and vocational difficulties.
- b. One (1) Coordinator, Veterans Services to monitor the enrollment and retention of veterans, coordinate with outreach and recruitment activities, develop and maintain veteran services programming in collaboration with

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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peers, and serve as a liaison to various offices across campus and with external and community partners.

- c. One (1) Student Success Advisor, English Language Learners to monitor the enrollment and retention of students for whom English is their second language, coordinate with Academic Affairs and Student Affairs regarding support and programming, and addresses these students' need for inclusive advising that supports the college's efforts related to the completion agenda.
- d. Three (3) Full-time Faculty: Based on economic data consulted in the College's preparation of its long-term strategic plan, STEM fields emerged as high priority. Curricular development in three areas are needed for transfer to four-year degree programs and to address industry need: Computer Science, Information Technology, and Engineering. CWI does not currently have full-time faculty in these transfer program areas; we are requesting three full-time faculty, which are required to anchor these programs. No current base funding.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

2.0 FTE, Counselors; \$44,400; FT; Benefits \$22,400; July 1, 2018; 12 month permanent position. Total for two positions: \$133,600. To support these positions we are requesting Operating Expense Funding of \$7,000 and Travel Expense Funding of \$2,800.

1.0 FTE, Coordinator, Veterans Services; \$40,100; FT; Benefits \$21,500; July 1, 2018; 12 month permanent position. Total \$61,600. To support this position we are requesting Operating Expense Funding of \$3,500 and Travel Expense Funding of \$1,400.

1.0 FTE, Student Success Advisor, English Language Learners; \$40,100; FT; Benefits \$21,500; July 1, 2018; 12 month permanent position. Total \$61,600. To support this position we are requesting Operating Expense Funding of \$3,500 and Travel Expense Funding of \$1,400.

1.0 FTE, Computer Science Faculty: \$68,000; FT Benefits \$27,400; August 1, 2018; 9 month permanent position. Total \$95,400

1.0 FTE, Information Technology Faculty: \$68,000; FT Benefits \$27,400; August 1, 2018; 9 month permanent position. Total \$95,400

1.0 FTE, Engineering Faculty: \$68,000; FT Benefits \$27,400; August 1, 2018; 9 month permanent position. Total \$95,400

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.



## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

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Counselor: There is currently one Counselor to serve our entire student population. This individual cannot meet the student demands on that person's time, so we are looking to increase our staffing in this area. No resources will be redirected.

Coordinator, Veterans Services: There is currently one such Coordinator, but the institution cannot successfully serve the needs of our more than 700 veteran students with one FTE. No resources will be redirected.

Student Success Advisor, English Language Learners: There is currently no such person employed who provides advising to this significant and growing population of students. No resources will be redirected.

New transfer degree programs (Faculty): Current faculty in GEM areas will provide instruction for general education requirements not listed in this request.

c. List any additional operating funds and capital items needed.

Counselor (2): \$3,500 ea. in ongoing operating expense is requested to fund professional development. Due to CWI's distributed campus model and outreach efforts, \$1,400 ea. is requested to cover ongoing mileage costs. Computer and Office Equipment \$2,000 ea. Total for two positions: \$13,800.

Coordinator, Veterans Services (1): \$3,500 in ongoing operating expense is requested to fund professional development. Due to CWI's distributed campus model and outreach efforts, \$1,400 is requested to cover ongoing mileage costs. Computer and Office Equipment \$2,000. Total: \$6,900.

Student Success Advisor, English Language Learners (1): \$3,500 in ongoing operating expense is requested to fund professional development. Due to CWI's distributed campus model and outreach efforts, \$1,400 is requested to cover ongoing mileage costs. Computer and Office Equipment \$2,000. Total: \$6,900.

Computer Science Faculty: \$3,500 in ongoing operating expense is requested fund professional development. New position set-up for computer and operating expense, \$2,000. Total: \$5,500

Information Technology Faculty: \$3,500 in ongoing operating expense is requested fund professional development. New position set-up for computer and operating expense, \$2,000. Total: \$5,500

Engineering Faculty: \$3,500 in ongoing operating expense is requested fund professional development. New position set-up for computer and operating expense, \$2,000. Total: \$5,500

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

These positions will serve current and future CWI students. This request reflects the college's efforts related to improving retention and completion rates, which will have a positive impact on revenue.

All positions in this request, including operating expenses, are ongoing. No changes will be made to fee structure; no grant awards are currently being sought for these positions.

New transfer degree programs will have a direct impact on revenue generation through new student tuition.

All positions in this request, including operating expenses, are ongoing. No changes will be made to fee structure; no grant awards are currently being sought for these positions.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

Counselor: These positions will serve current and future CWI students. Further, they will address the college's efforts related to retention and completion. If this request is not funded, CWI will continue to struggle with extremely long wait lists, and most students in need will not be seen by a counselor. We feel our current staffing model does not allow us to make a significant positive impact on student support beyond seeing a small portion of those in need, and even then, just referring them to community resources that are costly and not as focused.

Coordinator, Veterans Services: This position will serve current and future CWI students. Further, they will address the college's efforts related to retention and completion. If this request is not funded, we will only fall further behind if we do not provide additional support for these students. This is especially salient due to the fact that we are increasing our recruitment of veteran students and applying for Military-Friendly status.

Student Success Advisor, English Language Learners: This position will serve current and future CWI students. Further, they will address the college's efforts related to retention and completion. If this request is not funded, we will leave this group of students without the advocacy and support that they need to complete their work at the institution.

Faculty positions will serve new students who are seeking transfer degrees or job placement in computer science, information technology, and engineering. This is a population of students we are not currently serving and will positively impact efforts towards the state's 60% goal. Without funding, CWI will hold off on implementation of new programs.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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If these requests are not funded, we may be under increased scrutiny relative to our accreditation status. The initial accreditation letter that was received earlier this year instructed CWI to increase access to academic advising, increase student retention and completion rates, and integrate our approach to student support services. Each of these requests aim to directly and positively impact these specific recommendations.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Agricultural Research & Ext

Agency No.: 514

FY 2019 Request

**FUNCTION:**

Function No.: 02

Page 1 of 3 Pages

**ACTIVITY:**

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>	Title: <b>ARES Nuclear Seed Potato Facility</b>			Priority Ranking 1 of 1	
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Travel					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
Nuclear Seed Potato Facility	\$3,000,000				\$3,000,000
TOTAL CAPITAL OUTLAY:	\$3,000,000				\$3,000,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$3,000,000				\$3,000,000

**Supports institution/agency and Board strategic plans:**

**State Board of Education GOAL 2: Objective B: Innovation and Creativity**

*Increase creation and development of new ideas and solutions that benefit society.*

**University of Idaho Goal 2: Objective B: Develop community, regional, national and/or international collaborations which promote innovation and use University of Idaho research and creative expertise to address emerging issues.**

*Performance Measure: Number of active responses/programs in progress that seek to address the societal issues or collaborate with communities on research as elected by the percentage of faculty collaboration with communities as well as total economic impact assessment.*

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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*This Nuclear Seed Potato Facility will specifically allow the University of Idaho to develop community, regional, national and/or international collaborations which promote innovation and use University of Idaho research and creative expertise to address emerging issues in Idaho agricultural education and research.*

**Description:**

*This proposal enables the University of Idaho's College of Agricultural and Life Sciences to provide a facility that that will address the issues of limited space, pest and pathogen containment and provides increased undergraduate employment prospects and educational opportunities for student to practice bench to greenhouse work that will meet the essential educational and research needs of students and researchers in the life cycle of crop production.*

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

We are requesting support for the building of a Nuclear Seed Potato Facility that will allow the University of Idaho to continue its innovative research and education in the fields of potatoes, garlic, mint, hops and other crops that are vital to the production of the world food supplies. The current facility that houses the Nuclear Seed Potato Facility is limited currently to potatoes but with the increased square footage of educational and research space it would allow for the growth of this program into include other crops. The Nuclear Seed Potato Facility is also in a multi-use academic/research building that poses several challenges for the growth of the program as well as the containment of its disease free germplasm and mini-tubers for domestic and international researchers.

The staffing levels for the Nuclear Seed Potato Facility will be a re-distribution of current personnel appropriations and is not included in this request.

2. What resources are necessary to implement this request?

Attached are the detailed expenses for the construction of the Nuclear Seed Potato Facility

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

The estimated project cost for this facility is \$5.6M but through joining with industry partners in fundraising \$2.6M this request to the State Board of Education is the remaining one-time request of \$3M in Capital Outlay that will support the educational and research mission of the University of Idaho.

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

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4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

This request is designed to serve the students who will be afforded more educational and scientific employment opportunities in the cropping industries, the University of Idaho crop researchers who bring improvements and innovations to the farms and tables and ultimately the citizenry of Idaho who benefit from the economic impact of the potato and other crop industries in Idaho.

If unfunded the Nuclear Seed Potato program will remained confined to its location in a multi-use building with no room for growth in teaching or research and ultimately will be unable to keep up with the demands of emerging issues in disease free crop production.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Health Education**

**FUNCTION: WWAMI**

**ACTIVITY:**

Agency No.: 515

Function No.: 02

Activity No.:

FY 2019 Request

Page \_1\_ of 6\_ Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>	Title: <b>18 Month Curriculum</b>			Priority Ranking 1 of 1	
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	4.35				4.35
PERSONNEL COSTS:					
1. Salaries	\$317,000				\$317,000
2. Benefits	124,000				124,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$441,000				\$441,000
OPERATING EXPENDITURES by summary object:					
1. Anatomy Laboratory Facility	\$250,000				\$250,000
2. Travel	10,000				10,000
TOTAL OPERATING EXPENDITURES:	\$260,000				\$260,000
CAPITAL OUTLAY by summary object:					
1. 4 Ten-Passenger Vehicles	\$159,600				\$159,600
TOTAL CAPITAL OUTLAY:	\$159,600				\$159,600
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$860,600				\$860,600

**Supports institution/agency and Board strategic plans:**

**State Board of Education Goal 2: Objective B**

***Innovation and Creativity*** – Educate medical students who will contribute creative and innovative ideas to enhance health and society.

**State Board of Education Goal 2: Objective C**

***Quality Instruction*** – Provide excellent medical education in biomedical sciences and clinical skills.

**State Board of Education Goal 3: Objective C**

***Support and maintain interest in primary care and identified physician workforce specialty needs for medical career choices among Idaho WWAMI students.***

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**State Board of Education Goal 3: Objective E:**

*Efficiently deliver medical education under the WWAMI contract, making use of Idaho academic and training resources.*

**Performance Measures:**

*Metrics to Measure Success:*

- Percentage of Idaho WWAMI medical students participating in medical research (laboratory and/or community health)
- Pass rate on the U.S. Medical Licensing Examination (USMLE), Steps 1 & 2, taken during medical training.
- Support and maintain interest in primary care and identified physician workforce specialty needs for medical career choices among Idaho WWAMI students.
- Percent of Idaho WWAMI medical education contract dollars spent in Idaho each year.

**Questions:**

**1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

The request is for personnel costs, operating expenses (travel and anatomy facility) and capital outlay. Funds will be utilized to provide faculty and staff salary and benefits, as well as cover yearly operating expenses for the anatomy laboratory, and capital funds to cover the cost of 4 ten-passenger vehicles needed to transport students to regional clinics throughout the county and state.

The expansion of the WWAMI Medical Education program at the University of Idaho and its new 18 month curriculum has created the need for additional support personnel to effectively deliver the program in Fall 2018. The number of students has quadrupled as a result of class expansion and second year overlap in the Foundation Phase at the University of Idaho campus.

Anatomy is the foundation for which our medical students learn the language of medicine, and is the cornerstone of medical education. The Idaho WWAMI Medical Education Program is currently using the anatomy lab facility that is located at Washington State University (WSU) where an interagency agreement between the University of Idaho (UI) and WSU to use this facility is nearing an end. Therefore, it is very necessary to build a new anatomy lab at the UI that will serve as the teaching center for gross anatomy in the Idaho WWAMI program. The Idaho WWAMI Medical Education Program is joining a partnership with the Gritman Medical Center to build a state of the art anatomy lab in Moscow, Idaho. The anatomy lab will be located on the third floor of a new medical building constructed by Gritman Medical Center, and will house interactive classrooms, anatomy laboratory and office space. The UI has agreed to a lease option for this 8800 square foot space. When the anatomy facility moves to Idaho WSU will no longer be supporting the financial operations of the anatomy laboratory and the University of Idaho WWAMI Medical Education program

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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will be expected to cover these costs (approximately \$250,000 per year). The anatomy lab is planned to be completed and occupied by January 2018.

In addition, this innovative curriculum has a clinical component that requires students to obtain onsite training in clinics and hospitals throughout the Idaho Panhandle. Program vehicles are necessary to facilitate these educational experiences at medical facilities.

Ongoing educational support needs of the Idaho WWAMI program can be met by adding:

Base Funding:

- \$441,000 to currently budgeted base funds which will allow the WWAMI Program to fill current gaps in personnel and meet the needs of the program.
- \$250,000 per year for operating expenses for the Idaho Anatomy Laboratory at Gritman Medical Center is highly necessary in order to deliver the required anatomy courses for the medical degree.
- Travel funds to cover new associate directors and manager travel in the 5 WWAMI state region.

One-Time Funding:

- The requested \$159,600 for 4 ten-passenger vehicles is a one-time request that will fill the infrastructural requirements to deliver this curriculum.

Hiring needs of the new 18-month curriculum will be met by hiring:

- a. Anatomy Lab Manager: Supervises the technical and administrative activities associated with the preparation and disposal of cadavers; maintains departmental necropsy or gross anatomy laboratory, and maintains departmental equipment associated with the gross anatomy laboratory.
- b. Pharmacologist with expertise in pharmacology: Necessary to teach the clinical and biological aspects of pharmaceuticals and contraindications, correlating it with the basic science that is integrated throughout the medical courses.
- c. Associate Director of Curriculum: Necessary to assist in coordinating the academic aspects of the medical curriculum including quality improvements, annual assessment and accreditation. The Associate Director will facilitate evaluations and faculty development, and will provide support to faculty teaching in the new curriculum which has doubled since 2015.

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

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- d. Associate Director of Medical research: Necessary to provide operational expertise and support for Medical Research initiatives to ensure quality of work and appropriate compliance. In addition, optimizing Medical Research team effectiveness and decision making, facilitate team building and communication. Establishes and maintains professional relationships with key investigators, researchers and academic institutions within the state related to medical research.
- e. Administrative Assistant: Necessary to assist in the additional workload duties generated by the new anatomy lab, and will accommodate the increase in medical student and faculty needs.
- f. IT technical support officer: Monitor and maintain the WWAMI computer systems, and coordinate the distant learning opportunities through the UW School of Medicine. Technician will diagnose hardware and software faults and solve technical and applications problems working with UI ITS Onsite personnel. In addition, they will be responsible in working with the UW School of Medicine Technology Center in scheduling video conferences between all 5 WWAMI states.
- g. Director of Anatomy in Medical Education: Vital to the WWAMI Medical Education Program in organizing and coordinating the new anatomy curriculum and managing all functions of the anatomy facility.

### **2. What resources are necessary to implement this request?**

#### **a. List by position: position titles, pay grades, full or part-time status, benefit eligibility (BE), anticipated dates of hire, and terms of service.**

We are requesting 7 new permanent positions to appropriately staff and implement the new UW School of Medicine curriculum.

- 1. Position: Anatomy Lab Manager, \$60,000, 1 FT/FY, BE, date of hire: start FY18
- 2. Position: Assoc. Dir. of Curriculum., \$55,000, .50 PT/AY, BE, date of hire FY18
- 3. Position: Assoc. Dir. of Research, \$55,000, .50 PT/AY, BE, date of hire FY18
- 4. Position: Director of Anatomy, \$72,000, 1 FT/FY, BE, date of hire FY19
- 5. Position: Pharmacologist, \$15,000, .10 PT/FY, date of hire FY18
- 6. Position: IT Support Staff, \$15,000, .25 PT/FY, date of hire FY19
- 7. Position: Administrative Assistant, \$45,000, FT/FY, BE, date of hire FY19

**Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

Existing human resources will continue to operate in their current capacities, but will be relieved of the additional duties not part of their original job descriptions that

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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are currently burdensome. New human resources will be utilized directly for instruction in the new curriculum or for development and maintenance of the program.

**b. List any additional operating funds and capital items needed.**

- Operating funds to support the Anatomy facility. Anatomy Laboratory and Classroom space is being constructed at Gritman Medical Center's new medical building. These operating funds will allow us to teach anatomy to both first and second year students in a state of the art 8800 square foot facility which is approved by the Idaho State Board of Education.
- Travel funds are requested to cover the additional costs of travel to meetings in Boise, Seattle and other WWAMI state events that our new associate directors and managers are required to attend.
- Vehicles are being requested to position the UI WWAMI Medical Education Program to meet the needs of the new 18 month curriculum. In addition to personnel costs, we are asking for 4 ten-passenger vehicles. Program vehicles are necessary to facilitate a safe and educational experience. This innovative curriculum has a clinical component that requires students to obtain onsite training in clinics and hospitals throughout the Idaho Panhandle.

**3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

This request is for \$441,000 personnel funds, \$250,000 operating expenses for anatomy and \$10,000 travel for a total of 701,000 in base funding, plus \$159,600 in one-time funding from state general funds.

**Operating funds:**

- Personnel: \$441,000
- Faculty travel: \$10,000
- Lease for Anatomy Facility: \$250,000

**Capital Outlay:**

- Four 10-passenger vans, \$39,900 each or \$159,600 total

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

The primary beneficiaries if this request is granted are the medical students and their future patients, which basically encompasses all of Idaho. The WWAMI

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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medical education program is Idaho's state-supported medical school with the mission to train physicians to meet Idaho's healthcare needs. The Idaho WWAMI program has partnerships with hospitals and clinics throughout the state and sends WWAMI students to many rural communities with the goal of increasing interest in rural medicine and primary care. If this request is not funded, Idaho's ability to train highly competent future physicians will be limited. Without this additional line item and one-time capital outlay, the Idaho WWAMI program will likely see attrition of our highly sought-after faculty and staff and we will be limited in our ability to deliver medical anatomy.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Health Education Programs**

FUNCTION: University of Utah

Medical Education Program

ACTIVITY: Strategic Initiative

Agency No.: 515

Function No.:

Activity No.:

FY 2019 Request

Page 1\_ of \_3 Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Year 3 Two Additional Seats</b>			Priority Ranking 1 of 1
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Operating Expenses					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$87,600				\$87,600
LUMP SUM:					
GRAND TOTAL	\$87,600				\$87,600

**Supports institution/agency and Board strategic plans:**

Goal I: A WELL EDUCATED CITIZENRY – Continuously improve access to medical education for individuals of all backgrounds, ages, abilities and economic means.

Objective D: Transition – Improve the ability of the educational system to meet educational needs and allow students to efficiently and effectively transition into the workforce.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**Description:**

In FY17 two (2) additional positions for medical students in the University of Utah School of Medicine (UUSOM) program were appropriated increasing the incoming class of UUSOM students in the fall of 2016 to a total of ten (10). The FY17 Legislative Budget Book states the two new seats would require a funding commitment in FY18, FY19 and FY20 as students move successfully through medical school toward graduation increasing the total from 32 to 40 Idaho students. This request is for the two (2) additional positions for the third year students.

This request supports the recommendations of the State Board of Education's Medical Education Subcommittee from January, 2009. Specifically, recommendation #3: "Expand the total number of medical seats for Idaho sponsored students to between 60 to 90 per year (an aggregate total of 240 to 360) as soon as practicable through partnerships with WWAMI, WICHE, University of Utah, osteopathic schools and other medical schools."

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

This is a request for two additional UUSOM seats in the amount of \$87,600 in Trustee & Benefits. This increase is in line with the commitment made in FY 17 to increase funding and medical students in years 2, 3, and 4 of medical school, with proportional costs in each of those years, as students move successfully through medical school toward graduation.

This request would add two students in the third year classes of FY19 and FY20 or 10 students per year, for a total of 40 Idaho UUSOM students enrolled in medical school by FY20 (Fall 2019).

2. What resources are necessary to implement this request?
  - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.  
No FTE are associated with this budget.
  - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.  
None.
  - c. List any additional operating funds and capital items needed.  
None.
3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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This request would require ongoing General Funds.

Each year the contract price for all UUSOM seats increases by an amount which is equal to the increase in the Higher Education Cost Adjustment (HECA) index published for the most recently available preceding academic year.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

If this request is not funded, the additional two positions appropriated in FY17 would not be sustained and the number of incoming students would need to be reduced to the previous eight (8) seats

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Health Education Programs**

FUNCTION: Graduate Medical  
Education

ACTIVITY:

Agency No.: 515

Function No.:

Activity No.:

FY 2019 Request

Page 1\_ of \_3 Pages  
Original Submission X or  
Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Graduate Medical Education</b>			Priority Ranking 1 of 1
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Operating Expenses					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$5,239,000				\$5,239,000
LUMP SUM:					
GRAND TOTAL	\$5,239,000				\$5,239,000

**Idaho State Board of Education**

**FY 2019 Graduate Medical Education (GME) Program Requests**

**Purpose**

The purpose of this document is to request support from the Idaho SBOE for continued expansion of GME programs for the state of Idaho. By the introduction of this request early in the SBOE Planning and Budgeting process we hope to help operationalize the SBOE's endorsed Governors Healthcare Workforce Plan that was presented to Governor Otter on December 12, 2016. The number one recommendation in that report was to grow and expand GME programs in Idaho. This plan will be a part of a ten year strategic plan that will be delivered to the SBOE in June of 2018. This particular part of the plan will focus only on the FY 2019 budget request from all currently existing GME Programs in the State of Idaho as well as all new GME programs that are anticipating starting in the FY 2019 time frame.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**Background**

Graduate Medical Education is extremely important to the physician workforce in Idaho. Physicians who do residency training in Idaho have a high likelihood of staying to practice in Idaho after residency training. Studies have shown that anywhere from 50%-75% of residents that train in a location will stay within 100 miles of that location compared to 41% retention rates for medical students who remain in the same state where they have attended medical school. Hence, it is important to have multiple residency programs in the state of Idaho to help train the future workforce and to retain physicians in the state. Idaho currently ranks 48th in the United States for the number of residents physicians per capita with only 6.4 resident physicians per 100,000 people. This low ratio of resident physicians to state population places Idaho at 426% below the national median of 27.3 resident physicians per 100,000. This means that Idaho does not have enough training positions within the state necessary to generate the workforce for a rapidly growing state. Additionally, 25% of Idaho physicians are over age 60 and will be retiring in the next decade. Coupled with the fact that Idaho has an increased number of medical school graduates (the State legislature has recently increased the number of Idaho medical students to 40/year in the Idaho WWAMI program and 10/year at the University of Utah, and Idaho College of Osteopathic Medicine is now in the pre-accreditation phase and will graduate 150 medical students per year starting in 2022, creates a situation in which Idaho will lose medical students trained in Idaho after graduation to residency training programs outside of Idaho unless Idaho builds the infrastructure for more GME programs now. It is thus imperative that Idaho must start to build an expansion of the GME infrastructure NOW to provide enough training opportunities to not only retain many of these students in state but to attract other top notch medical school graduates into Idaho to train and retain for Idaho's citizens future healthcare workforce needs.

**FY 2019 GME Budget Request**

This GME Budget request for FY 2019 will be broken down into three sections. Section one will focus on expansion that will occur in FY 2019. Section two will focus on Maintenance of Current Operations (MCO) that are vital to the sustainability of these GME programs since none of these programs have received MCO funding from the SBOE. Section three will deal with proposed capital expansion requests from the SBOE.

**Section One**

**FY 2019 GME Expansion Requests**

The following requests will be listed alphabetically by their sponsoring institution or program name.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**A. Eastern Idaho Regional Medical Center (EIRMC)**

The EIRMC plans to start two new residency programs in the state of Idaho in FY 2019. Both programs will be housed in Idaho Falls at the EIRMC.

**1. Internal Medicine**

EIRMC received Institutional Accreditation from the ACGME in May 2017 to begin sponsoring GME Programs. The first of two programs to be stood up during FY 2019 will be an internal medicine residency program with 10 residents per class. This program will also need support for an internal medicine program director and an internal medicine residency coordinator. Therefore the FY19 request will be for:

IM Program Director	\$80K
IM Residency Coordinator	\$25K
Ten IM Residents (\$60K/Resident/Year)	\$600K
<b>Total FY 19 Requests</b>	<b>\$705K</b>

**2. Family Medicine**

The EIRMC also plans to start a brand new Family Medicine Residency Program with 6 residents per class in FY 2019. This program will also need support for a Program Director and Residency Coordinator. Therefore the FY19 request will be for:

FM Program Director	\$80K
FM Residency Coordinator	\$25K
Six FM Residents (\$60K/Resident/Year)	\$360K
<b>Total FY 19 Requests</b>	<b>\$465K</b>

**3. Emergency Medicine**

The EIRMC also plans to start a brand new Emergency Medicine Residency Program with 8 residents per class for FY 2020. This program will also need Support for a Program Director and Residency Coordinator. Therefore the FY19 request will be for:

EM Program Director	\$80K
EM Residency Coordinator	\$25K
<b>Total FY 19 Requests</b>	<b>\$105K</b>

**4. General Surgery**

The EIRMC also plans to start a brand new General Surgery Residency Program with 3 residents per class for FY 2020. This program will also need

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

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Support for a Program Director and Residency Coordinator. Therefore the FY19 request will be for:

GS Program Director	\$80K
GS Residency Coordinator	\$25K
<b>Total FY 19 Requests</b>	<b>\$105K</b>

### **B. Family Medicine Residency of Idaho (FMRI)**

The FMRI has been in continuous operation for 42 years. The FMRI will plan to begin two new programs in the FY 2019 time frame.

#### **1. Magic Valley Family Medicine Residency Rural Training Track**

The plan in FY 2019 is to transform this two resident/year Rural Training Track with its first year in Boise and its latter two years in Twin Falls/Jerome Communities into a totally free standing program in the Magic Valley with four residents per class. This will effectively double the size of the program from its existing 6 residents (2-2-2) to 12 residents (4-4-4). Therefore the FY 2019 request will be for:

FM Program Director	\$80K
FM Residency Coordinator	\$25K
Four FM Residents (\$60K/Resident/Year)	\$240K
<b>Total FY 2019 Request</b>	<b>\$345K</b>

#### **2. FMRI Pharmacy Residency**

The FMRI will be starting up a Pharmacy Residency Program to help create more Residency Trained Pharmacists. Therefore the FY 2019 request will be for:

Pharmacy Program Director	\$30K
Pharmacy Admin Coordinator	\$10K
One Pharmacy Resident	\$30K
<b>Total FY 2019 FMRI Pharmacy Request</b>	<b>\$70K</b>

### **C. Idaho State University (ISU) Family Medicine Residency**

The ISU FM Residency Program will have no new FY 2019 requests. They will have future funding requests for expansion but not until FY 2020 and beyond.

### **D. Kootenai Clinic Family Medicine Residency Program**

This six family medicine resident per class is the newest FM residency in Idaho to date. It is now in its third year of operation. The Kootenai Clinic FM Residency Program will have no new FY 2019 requests. They will have future funding requests for expansion but not until FY 2020 and beyond.

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

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### **E. University of Utah / ISU Psychiatry Program**

The University of Utah in conjunction with ISU is in the process of developing a Psychiatry Program for Eastern Idaho. This would have the first year in Salt Lake City with some rotation time in Pocatello in the first year. All three of the subsequent years will be in Idaho. The Program Director funding has already been funded by the Idaho Legislature. There needs to be an additional Psychologist added in FY 2019 in preparation of the resident's arrival at \$30K. Additionally one full time Psychiatry Residency Coordinator will need to be hired in FY 2019 at our one third funding formula amount of \$25K. The first class of three per class will be recruited starting in FY 2019 with the first class in FY 2020. The newly developing program wants to rotate U of U Psychiatry residents to this site in FY 2019 to help get the rotations worked out. \$25K will help pay for this to occur and set the program up to succeed. Therefore, the University of Utah / ISU Psychiatry Program FY 2019 requests will be for:

One Psychologist Assistant Professor	\$30K
Psychiatry Residency Coordinator	\$25K
<u>U of U/ISU Psychiatry Rotations</u>	<u>\$25K</u>
<b>Total FY 19 Requests</b>	<b>\$80K</b>

### **F. University of Washington Boise Internal Medicine Residency Program**

This IM program housed at the Boise VA is the second oldest GME Program in the state with a second year track here in Boise as part of the UW IM Residency since 1977. The program became its own free standing 3-year program in 2014 with all 3 years in Boise. The sponsoring Institution for this program is the UW School of Medicine in Seattle, WA. The UW Program has 4 preliminary year interns and is in the midst of an expansion from 9 categorical residents per class (9-9-9) to 12 categorical residents per class (12-12-12). In FY19, the UW Program will have 4 preliminary interns, 12 categorical interns, and 9 categorical residents in each of the second and third year classes (16-9-9). The FY 18 SBOE funding increase of \$300K will help with this build out. Therefore the University of Washington Boise Internal Medicine Residency Program will have no new FY 2019 expansion requests. There will be additional request in the FY 2020 and FY 2021 to complete the 16-12-12 increase.

### **G. University of Washington Psychiatry Program**

The UW-Psychiatry Program is another partnership program with the UW as the Sponsoring Institution. The first two years are spent in Seattle with the latter two years spent in Boise. This program is supported in part by the UW, Saint Alphonsus, St. Luke's and the Boise VA. The program will start a transition to have all 4 years here in Boise with 4 residents per class (4-4-4). The timeline for this will be for FY 2021. Ultimately the program will build to a 6/6/6/6 program in the future. The program for FY 2019 needs to add a Psychotherapy Director for ACGME Accreditation reasons. Therefore the FY 2019 request will be:

<b>One Psychotherapy Director</b>	<b>\$25K</b>
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### **H. WICHE Mental Health Program Psychology Internships**

Every one of Idaho's 44 counties is considered a Mental Health Professions Shortage Area (HPSA). The Western Interstate Commission for Higher Education (WICHE) has

## BUSINESS AFFAIRS AND HUMAN RESOURCES

AUGUST 10, 2017

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helped other western states build American Psychological Association (APA) accredited psychology internship programs. The funding of \$125K will help establish this accreditation to multiple institutions to distribute across Idaho to help develop these programs.

### WICHE Mental Health Program Psychology Internships

\$125K

## Section Two

### **FY 2019 Maintenance of Current Operations (MCO) Funding**

All of the existing programs are in financial difficulties with the sustainability of their programs as they balance the educational mission they have in training the future workforce and the operational side of their mission in seeing enough patients to help keep their programs doors open.

Data on the cost of training residents shows the cost per resident per year to be \$194,000 at the FMRI. These costs have increased substantially since the SBOE set the state matching amount at \$30K/resident years ago. Costs and expenses have sky rocketed around faculty salaries and benefits, liability insurance, accreditation fees, staff expenses, facilities, EMR's, resident salaries and benefits, to name just a few. Therefore the Idaho Medical Association (IMA) GME Subcommittee believes that \$60K/resident is a more accurate and sustainable payment per resident as an ongoing maintenance of current operations to ensure that our programs don't close or reduce class size at a time of need. That amount would represent approximately 30% of the cost of training a resident in the State of Idaho. The remaining 70% will be picked up by the programs, their sponsoring institutions and the hospitals. Using this methodology for FY 2019 all existing programs in place at this time will need an ongoing re-leveling to help maintain program sustainability and viability. Therefore the requested increase from approximately \$30K to \$60K/resident represents a \$30K increase in base funding per resident. These MCO Funds would be distributed as follows.

**A. EIRMC**

None. This \$60K/resident is being built into their base funding request.

**B. FMRI**

With 48 current FM Residents in training @ \$30K/resident enhancement to \$60K/resident this represents \$1,444,000. All new program expansion amounts will contain the \$60K amount so no adjustments will be needed after this. All four recently funded fellowship positions were funded at the \$60K level.

**C. ISU FM Residency**

ISU FM per resident amount (PRA) has been historically funded at a slightly higher amount (\$35K) than the other GME programs in the state. Therefore a PRA increase of \$25K will help place all GME programs on consistent funding. At 21 residents in training (7/7/7) this would represent a \$525K increase



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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- D. Kootenai Clinic FM Residency Program**  
With 18 residents in training this would represent a \$540K increase in funding.
- E. UU/ISU Psychiatry Training Program**  
No Residents in training. This per resident amount (PRA) will be built into the future funding.
- F. UW Boise IM Program**  
This program which is currently on its way from 31 residents to 40 residents is requesting only half of the \$60K PRA amount since half of its program is funded by the VA. Therefore its funding increase needs to be 31 residents x \$15K = \$465,000. The growth from 31 to 40 residents will be accounted for in expansion funds including the initial expansion from 9 to 12 categorical residents in the intern class that was covered with \$300K funding in FY 2018.
- G. UW – Psychiatry Program**  
With 8 residents in Boise for years three (four residents) and four (four residents) of their psychiatry training their MOC enhancement should be 8 residents x \$30K or \$240K. Future build outs of the program will be priced at \$60K per resident as the per resident amount (PRA).

**Section Three**

**Capital Requests**

The route for presenting capital projects is not through the “line item” request process we have been discussing, but the request process which is coordinated through the Division of Public Works (DPW) and the Governor-appointed Permanent Building Fund Advisory Council (PBFAC). Therefore, there will be no line item Capital requests at this time.

**FY19 Budget Request - Summary**

- 1. Expansion of GME**
- A. EIRMC
    - 1. Internal Medicine \$705,000
    - 2. Family Medicine \$465,000
    - 3. Emergency Medicine \$105,000
    - 4. General Surgery \$105,000
  - B. FMRI
    - 1. Magic Valley Family Medicine \$345,000
    - 2. Family Medicine Pharmacy Residency \$70,000

**BUSINESS AFFAIRS AND HUMAN RESOURCES  
AUGUST 10, 2017**

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C.	ISU Family Medicine	\$0
D.	Kootenai Clinic Family Medicine	\$0
E.	UU/ISU Psychiatry Program	\$80,000
F.	UW Boise Internal Medicine	\$0
G.	UW Psychiatry Program	\$25,000
H.	WICHE Mental Health Program	\$125,000
<b>Total</b>		<b>\$2,025,000</b>

**2. Maintenance of Current Operations (MCO) Funding**

A.	EIRMC	\$0
B.	FMRI	\$1,444,000
C.	ISU FM Residency	\$525,000
D.	Kootenai Clinic FM	\$540,000
E.	UU/ISU Psychiatry	\$0
F.	UW Boise IM Program	\$465,000
G.	UW Psychiatry Program	\$240,000
<b>Total</b>		<b>\$3,214,000</b>

**Grand Total FY 2019 GME Requests**

Expansion of GME	\$2,025,000
<u>Maintenance of Current Operations</u>	<u>\$3,214,000</u>
<b>Total</b>	<b>\$5,239,000</b>

**Impact**

This comprehensive plan to expand and develop GME in Idaho will create a strategic blueprint in which to develop, grow, and sustain the physician workforce needed to meet the needs of Idaho's citizens for decades to come. The **FY 2019 budget request** to the Idaho State Board of Education for the development of this plan will be **approximately \$5,239,000 over the next year** to get new programs started, existing programs expanded and all current programs sustained. This plan will be followed by a fully developed 10 year strategic plan which will build out new and expanded GME Programs.

The development of this GME vision and infrastructure creation must start today. Idaho must invest NOW to ensure we together build the workforce that Idaho citizens need and deserve for generations to come.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

**AGENCY: Special Programs**  
**FUNCTION: Forest Utilization**  
**Research (FUR)**

Agency No.: 516

FY 2019 Request

Function No.: 01

Page 1 of 4 Pages  
 Original Submission X  
 or Revision No. \_\_\_\_

**ACTIVITY: Strategic Initiatives**

Activity No.:

FUR- Wood Utilization in Commercial Building Faculty					
A: Decision Unit No: <b>12.01</b>	Title:			Priority Ranking 1 of 2	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				1.00
PERSONNEL COSTS:					
1. Salaries	\$88,500				\$88,500
2. Benefits	31,800				31,800
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$120,300				\$120,300
OPERATING EXPENDITURES by summary object:					
1. Travel	\$5,000				\$5,000
2. Operating	10,000				10,000
TOTAL OPERATING EXPENDITURES:	\$15,000				\$15,000
CAPITAL OUTLAY by summary object:					
1. PC, building design or other applicable software, and workstation	\$5,000				\$5,000
TOTAL CAPITAL OUTLAY:	\$5,000				\$5,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$140,300				\$140,300

**Supports institution/agency and Board strategic plans:**

**Goal 1, Objective A.** One objective of FUR, specifically outlined in Idaho Code Title 38 *Forestry, Forest Products and Stumpage Districts*, Chapter 7, 38-707. *Timber Products – Marketing Problems – Investigation and Research* – is ‘investigation of and research into the problems connected with the conversion of wood material into marketable products and the utilization of wood material to the highest economic advantage...’. The Idaho State Board of Education (SBOE) & Higher Education Research Council (HERC) 2016-2020 Strategic Research Plan for Idaho Higher Education comprised 5 strategic elements, of which 3 specific and relatable include: economic development in energy efficiency; natural resource utilization and conservation; and novel materials. A faculty

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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hire to address both Idaho State Code and the SBOE Strategic planning to focus on wood materials science, structural engineering and/or architecture through the use of wood products in commercial buildings is proposed to support both institutional and SBOE plans.

*Performance Measure:* This will be measurable over time as more current and relevant data collection and analysis allows to determine the impact of a faculty hire. Measurable(s) will include, but not limited to, an increase in competitive grants for research in applicable areas, increased enrollment at the undergraduate and graduate levels in relevant degrees including degree production, and total extension and outreach activities by faculty hire.

**Goal 1, Objective B:** As a land-grant university, our mission includes providing relevant scholarly activity to citizens and industry of the state. In the College, that scholarly activity includes direct impacts to the forest and forest products industries of the state. The U.S. Bureau of Labor Statistics is projecting considerable growth in forest management and products, architectural design, structural engineering, construction and certification, and manufacturing; Idaho must be prepared to meet these demands and achieve a sustainable and energy efficient state-wide business community. Wood building materials such as Cross-Laminated Timber (CLT), Nail-Laminated Timber (NLT), and others are widely used in Europe and Canada; importantly these products, designs, and construction techniques are beginning to be applied the U.S. In the Western U.S. and Canada, efforts are well underway in code, design, and technology to expand the application to mid-size and taller commercial buildings. Idaho is well positioned to experience significant statewide economic growth in this emerging U.S. market: Idaho has a strong wood products industry and has a demonstrated ability to sustainably harvest timber. The College does not currently have a faculty position dedicated to this industry sector/area for growth. A targeted hire to support efforts to increase market share through scholarly activity and outreach and engagement will support economic growth across these sectors.

*Performance Measure:* This is measurable by market share of wood products in commercial buildings, commercial building permits statewide above 2 stories with wood products as the primarily building material, increases in productivity in existing forest products industry and emerging markets in commercial building products within the state.

**Goal 2, Objective A:** Through a targeted faculty hire, the College proposes to directly impact economic development in relevant sectors through scholarly activity and information transfer. In 2015, Idaho's forest products industries comprised \$6.0 billion of Idaho's economy representing over 10% of Idaho's total GDP. The U.S Bureau of Labor Statistics (BLS) indicates that Idaho's Architecture and Engineering industry comprise a workforce of 11,800 with a mean wage of \$77,310, and Construction and Extraction Occupations include a state-wide workforce of 30,220. The BLS predicts that the construction industry will be one of the top 15 occupations for economic/job growth between 2014 and 2024 with expected employment growth at 12.7% and a current median income of \$31,090. Architecture and Engineering employment is expected to

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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grow by 2.7% in the same time period with a median income of \$75,780. The American Institute of Architects released their semi-annual Consensus Construction Forecast projecting an 8.2% increase in construction spending in 2016. The APA–Engineered Wood Association is forecasting the demand for North American engineered wood products, specifically structural panels, to grow at 31%; all other engineered wood products demand will grow 40-45% over a time period from 2014 to 2018. If Idaho positions itself well in engineered wood products there will be substantial growth across related industries through increased regional, national and global demand for Idaho products and expertise. Moreover, through cooperation with industry, government, and higher education, Idaho can be a leader in energy-efficient commercial building.

*Performance Measure:* Employment growth in relevant sectors, growth in contribution to Idaho GDP from forest and forest products industries.

**Description:**

**Advancing the use of forest products in commercial building at the University of Idaho by investing in human resources.**

The University of Idaho seeks to engage the integrated industries involved in commercial building to develop the emerging economy of sustainable commercial building. Wood is the ideal raw material as a renewable building material allowing for carbon sequestration while consuming less energy during production as compared to concrete and steel. Engineered wood products enable flexible, rapid modular construction while still allowing for sophisticated design. The northwest and southeast US are the two most productive timber regions. Idaho, with a forest products industry currently producing 10% of state domestic product, is uniquely positioned with timber and manufacturing to meet the demands of the market. Integrating engineering to address code specifications, architects in design utilization and construction firms with product knowledge will drive industry growth. Increased, sustainable use of Idaho's timber will result in direct and indirect jobs (transportation, manufacturing, etc.), support rural communities dependent on these industries, and support the Idaho Department of Lands return on investment to Idaho's schools.

**Questions:**

**1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

The College of Natural Resources is requesting \$140,300 in the Forest Utilization Research (FUR) budget to provide salary and fringe support, plus travel, operations, and capital equipment, for a new faculty hire to enhance scholarly activity and outreach with Idaho's forest industry and commercial building sectors. These resources will enhance the capability of FUR programs to work with stakeholders and leverage additional funds from other non-state sources, both of which help strengthen traditional Idaho industries and rural communities that rely on the jobs from timber harvesting, forest product manufacturing, architecture, engineering and construction.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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There is currently no capacity for this position. This position may hold dual appointments or adjunct status in the colleges of Engineering and/or Art & Architecture.

**2. What resources are necessary to implement this request?**

**a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.**

The College of Natural Resources is requesting funds sufficient to provide full-time salary and benefits support for a new faculty position in wood utilization in commercial buildings at the rank of associate professor or professor.

**b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

There will not be redirection.

**c. List any additional operating funds and capital items needed.**

The request includes \$5,000 for travel, \$10,000 for operating expenses, and \$5,000 for capital equipment including dedicated software used to perform duties of position.

**3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

Salary, fringe, travel and operating will be ongoing, with capital outlay as one-time funding. We anticipate that funding can be leverage for external grant awards but have no assumptions for revenue amounts.

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

The new faculty position will directly serve Idaho's forests, forest industries, construction and commercial building industries, and state agencies including the Idaho Department of Lands. Rural communities will benefit from potential increases in forest and forest product activity. The position will also strengthen leverage for non-FUR dollars, benefitting faculty and students. This position can provide ancillary benefits to either or both the College of Engineering and Art & Architecture through increased capacity in relative disciplines.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Forest Utilization Research**

Agency No.: 516

FY 2019 Request

FUNCTION:

Function No.: 01

Page 1 of 3 Pages

ACTIVITY:

Activity No.:

Original Submission X or

Revision No. \_\_\_\_

FUR/Rangeland Center – Livestock/Grazing impacts on Idaho Rangelands					
A: Decision Unit No: <b>12.02</b>	Title:	Priority Ranking 2 of 2			
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	0.00				0.0
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding	\$97,900				\$97,900
TOTAL PERSONNEL COSTS:	\$97,900				\$97,900
OPERATING EXPENDITURES by summary object:					
1. Travel	\$10,200				\$10,200
2. Operating	35,700				35,700
TOTAL OPERATING EXPENDITURES:	\$45,900				\$45,900
CAPITAL OUTLAY by summary object:					
1. VHF transmitters (225@\$165/ea)	\$37,200				\$37,200
2. Field Computers and software	4,000				4,000
TOTAL CAPITAL OUTLAY:	\$41,200				\$41,200
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$185,000				\$185,000

**Supports institution/agency and Board strategic plans:**

**Goal 1, Objective A.** Rigorous research is needed to help the state manage the impacts of livestock and grazing on Idaho's rangelands, including current issues related sage-grouse, and to ensure that land uses are compatible with species such as grouse. This funding would provide funds for field research to examine cattle grazing impacts on species such as sage-grouse and to engage with stakeholders and ranchers throughout Idaho to help ensure that sage-grouse management plans on grazing lands in Idaho are based on good science generated from field studies here in Idaho. Involving stakeholders in research implementation along with identifying management implications and opportunities will increase leveraging of resources, increase support for planning and improve research relevancy. We will conduct the highest quality research and increase relevancy and defensibility of results.

*Performance Measure:* This is measurable by an increase in non-FUR dollars acquired through leveraging FUR dollars. This is also measureable by number of partners engaged with and directly impacted by this project.

**Goal 2, Objective A:** Engaging communities and statewide stakeholders in range and grazing issues is already an educational component of the Rangeland Center, funded by FUR. This further extension of that effort would engage students and young professionals in addressing stakeholder needs, giving real-world experience to our academic programming. Ensuring interaction between young professionals with ranchers and land managers will be essential to this goal.

*Performance Measure:* This is measureable by the number of students engaged specifically in sage-grouse research and outreach efforts and the number of ranchers and grazing boards engaged in this statewide research effort.

**Goal 2, Objective B:** Engagement with state agencies including the Office of Species Conservation, Idaho Fish and Game, Idaho Rangeland Resources Commissions, and ranchers is imperative to ensure that research results are relevant to Idaho issues and are trusted by stakeholders that are affected by the results. Partnerships have already been established through the Rangeland Center, but enhancement of these, outreach to new stakeholders and partnerships that specifically tackle a contentious rangeland topic in Idaho will help ensure that Idaho rangeland policies are based on research here in Idaho.

*Performance Measure:* Stakeholder engagement, number of workshops and number of external partners participating in the project will be the measure.

**Description:**

**Advancing rangeland resource management at the University of Idaho by investing in long-term grazing effects research on sage grouse.**

Sage-grouse could be the biggest influencer of rangeland and grazing management in the next decade. Understanding the relationships between grazing and sage-grouse habitat is vital as management decisions are made. A better understanding of this relationship can lead to applicable science across a broad array of impacts of grazing and rangeland management. This funding would provide dollars for research, outreach and education that will be leveraged to acquire non-FUR research dollars to study important economic and land use issues. Funding will provide support for an intensive stakeholder based research projects that includes many Idaho partners and addresses the key policy and management questions related to grazing, sage grouse, and future land use conflicts. The research project involves engagement in two-way communication with ranchers, state and federal land managers along with future ranchers, land management



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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professionals, and policy makers while advancing the science as it directly relates to grazing and sage-grouse.

**Questions:**

**1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

The College of Natural Resources is requesting \$185,000 to provide salary and fringe funding for two masters and/or Phd level graduate students to serve as primary field researchers, plus travel, operations and capital equipment to support field research to benefit Idaho's rangelands and agricultural communities. The Rangeland Center, as part of FUR, will serve as the primary lead for this activity. The research and subsequent hires of graduate students as field researchers will be led by the Director of the Rangeland Center, with a 30% appointment funded at \$27,022 from base FUR funds annually. The College of Natural Resources provides the remaining salary of the Director of the Rangeland Center through general education appropriations at \$64,269.

**2. What resources are necessary to implement this request?**

**a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.**

The College of Natural Resources is requesting funds sufficient to provide salary and benefits, including tuition support, for two graduate level students to serve as field researchers. Hiring will begin upon notification of available funding and would be expected to be executed with the beginning of the academic year in which funding is provided.

**b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.**

There will not be redirection.

**c. List any additional operating funds and capital items needed.**

The request includes one-time funding of \$41,200 capital outlay for transmitters, field computers and software licensing requirements, and base funding of \$10,200 for travel and \$35,700 for operating.

**3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

Salary, fringe, travel, and operating will be ongoing with capital outlay as one-time funding. We anticipate funding will be leveraged for additional funding with established stakeholders as well as for competitive grant awards. We make no assumptions for additional revenue amounts.

**4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

This request will directly impact ranchers and rangeland landowners of the state. Faculty and students are also primary beneficiaries. Secondly, all Idaho citizens will be affected by economic factors influenced by sage-grouse habitat management decisions. If not funded, the College of Natural Resources will not have the capacity to engage stakeholders and conduct research at the level necessary to properly mitigate community and landowner concern and decision making with relevant research. And if not funded, policy decisions and results of litigation related to grazing management in Idaho may be determined by research conducted outside of Idaho or, worse, by expert opinion from those outside Idaho.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Special Programs**  
**FUNCTION:** Idaho Geological Survey  
**ACTIVITY:**

Agency No.: 516  
 Function No.: 02  
 Activity No.:

FY 2019 Request  
 Page 1 of 5 Pages  
 Original Submission X  
 or Revision No.     

Geological Publication Editor and Support Staff					
A: Decision Unit No: <b>12.01</b>	Title: <b>Geological Publication Editor and Support Staff</b>			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.48				18
PERSONNEL COSTS:					
1. Salaries	\$64,300				\$64,300
2. Benefits	33,100				33,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$97,400				\$97,400
OPERATING EXPENDITURES by summary object:					
1. OE Operations	\$2,000				\$2,000
TOTAL OPERATING EXPENDITURES:	\$2,000				\$2,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$99,400				\$99,400

**Supports institution/agency and Board strategic plans:**

**Goal 1. Service and Outreach:**

Objective 1: Performance Measure: Number of Published Reports on Geology/Hydrology/Geohazards/Mineral & Energy Resources (985 Publications, Maps and Reports cumulative; 15 maps published during 2015).  
 Benchmark: The number and scope of published reports will be equal to or greater than the number of publications from the preceding year.

Objective 2: Performance Measure: Number of website products used or downloaded. Benchmark: The number of website products used or downloaded will be equal to or greater than the preceding year.

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

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### **Goal 3: Education:**

Objective 1: Performance Measure: Educational programs for public audiences.  
Benchmark: The number of educational presentations will be equal to or greater than the previous year.

Request for .88 FTE Administrative Assistant in Boise office of the Idaho Geological Survey will be in service to both Objectives 1 and 2 in Goal 1 as well as Objective 1 in Goal 3 (listed above).

### **Description:**

Public demand for geologic and geospatial services from the Idaho Geological Survey (IGS) has grown each year for the last five years and during FY 2016 the IGS website had 398,400 visitors and users downloaded 185,635 digital products. The IGS publishes geologic research annually in the form of maps, technical reports, databases and information pertaining to mineral and energy assets in the state that are uploaded as digital products to the agency website for public dissemination. IGS has historically had a technical editor position on staff to assist with this publication effort and interfaces closely with IGS geoscientists to compile, edit and upload agency publications and relevant geologic and geospatial data to the agency website. The editor position at IGS ensures that timely and relevant geologic products, services and information are available to policy makers, the Idaho legislature, heads of state and federal agencies, industry representatives and the public at large on a continual and ongoing basis.

The Idaho Geological Survey will have three specialty geologists including an Economic Geologist, a Geohazards Geologist and a Hydrogeologist operating from our Boise office within the Idaho Water Center by the end of the first quarter of FY 2018. This office suite also has office accommodations for University of Idaho (U of I) Legal Counsel, Casey Inge and has shared office space used by University of Idaho, Vice President (VP) Janet Nelson, Office of Research and Economic Development and IGS Director, Michael Ed Ratchford. A minimum of four IGS and U of I professionals are working full-time from this suite and VP Janet Nelson and Director Michael E. Ratchford use their shared office space to conduct business in Boise on a regular basis. The need for an Administrative Assistant, at a minimum of 6 hours a day, is essential for the efficient operation of a state agency and university personnel that are working from this location.

### **Questions:**

#### **1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?**

- a. Geological Publication Editor, Moscow Office, University of Idaho
  - i. To improve quality and quantity of IGS publications for public dissemination.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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- ii. Oversees the compilation of all geologic publications and technical reports for public distribution through the agency website.
- iii. This position is currently allocated at a 0.28 FTE @ \$9,480.00 annually. Current funding is being used to hire temporary, part-time staff for the editing and publishing duties for the IGS but is financially insufficient to address the amount of work flow generated from this agency.

**b. Administrative Assistant, Boise Office, Idaho Water Center, University of Idaho.**

- i. Assist with administrative tasks for IGS and U of I personnel working from this office location. Currently, there is no administrative support to assist these employees on the mission of these units.

**c. Operations Funding: Boise Office**

- i. Funding request for office supplies at the IGS Boise office. Major expenditures will be paper and print heads for large format map plotter for publications and research efforts.

**2. What resources are necessary to implement this request?**

- a. Utilization of existing 0.28 FTE funded position (PCN 4757) for the Geologic Editor position of IGS. Total existing funding to be utilized is \$9,480.00 for salary and \$5,727.00 for benefits.
- a. Space and furniture is already in place for the Geologic Editor at the IGS office in Moscow, Morrill Hall, University of Idaho.
- b. Space and furniture is already in place for the Administrative Assistant at the IGS office in Boise, Suite 201, Idaho Water Center.
- c. Computers for the Administrative Assistant and Geologic Editor have already been acquired from existing financial resources.

**3. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.**

**a. Geologic Editor:**

\$31,338 for a 0.60 FTE funding to be combined with our existing 0.28 FTE funding of \$9,480 line to create a 0.88 FTE position funded at \$22.30/hr. The \$22.30 per hour wage is a rounded average of the national hourly mean wage and the hourly mean wage for Colleges, Universities and Professional Schools for this position (Bureau of Labor Statics: 19-4099 Life, Physical, and Social Science Technicians, All Other). The addition of a Geologic Editor for the IGS will improve public service by

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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enhancing the quality, quantity and availability of IGS publications and make these products and information readily available for download from the agency website. Total request for the Geologic Editor position is a \$31,338 for salary and \$14,548.00 for benefits . Requested Position Total is \$45,886.00. Anticipated hire date is estimated at July 29, 2018.

b. Administrative Assistant:

0.88 FTE for the Administrative Assistant at the Idaho Geological Survey/University of Idaho Boise Office in support of 3 geologists, U of I Legal Counsel, IGS Director and U of I VP Office of Research and Economic Development. The recommended wage for the Administrative Assistant position is \$18.00 per hour (Bureau of Labor Statics: 43-6014 Secretaries and Administrative Assistants, Except Legal, Medical, and Executive). The \$18.00 per hour wage is a rounded average of the national hourly mean wage and the hourly mean wage for Colleges, Universities and Professional Schools. Position serves as administrative support for IGS and U of I personnel as well as point of contact for public inquiries and sale of agency maps, publications and technical reports. Total request for the Administrative Assistant position is \$32,947.00 for salary and \$18,581.00 for benefits. Requested Position Total is \$51,528.00. Anticipated hire date is estimated at July 29, 2018.

**4. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.**

- a. This request is for ongoing funding. IGS is covering all costs that would be considered one-time funding. The personnel funding request will be used for salary and benefits only.
- b. Operations funding request is for Boise office supplies associated with the research and operation of that office.
- c. IGS already houses an Economic Geologist (Dr. Virginia Gillerman) in the Boise Office and the new Geohazards Geologist (Dr. Zach Lifton) will be stationed at this office location beginning June 12, 2017. A job search is currently underway for a vacant Hydrogeologist position for the Boise office of IGS that will focus on groundwater and geothermal energy resources within the state. U of I Legal Counsel, Casey Inge, is also working from the IGS office suite in Boise bringing the total to four full-time employees that a new Administrative Assistant would directly support. The Administrative Assistant will also support Janet Nelson, U of I VP - Office of Research and

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

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Economic Development, and Michael E. Ratchford, IGS Director, when they are conducting business from that office location.

- d. Currently, IGS research geologists write, edit and review each other's manuscripts, maps and technical reports and are responsible for uploading and publishing the final products to the agency website. A professional Geologic Editor will make it possible to get these publication tasks completed more efficiently and the products made available to the public in a timely manner. By having a Geologic Editor on staff this will permit the research geologists to allocate more time toward geological research, mineral and energy resource identification, geologic hazard identification which pose a threat to human life and infrastructure, and public outreach opportunities.

### **5. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?**

- a. Geologic Editor position request will be of great benefit to the citizens of Idaho by compiling, editing and publishing geologic research projects in a timely manner and in coordination with the geoscientists on staff at the IGS. The vast majority of geologic maps, technical reports and publications will be edited, compiled and uploaded by the Geologic Editor to the IGS website and are available for free download by the public. Currently there are approximately 995 digital products on the agency website for free download.
- b. Administrative Assistant request will benefit the citizens of Idaho by ensuring that services are adequately provided to the employees of the IGS and the U of I and will also provide a common point of communication and dissemination of information between employees and the general public. The Administrative Assistant will also be versed in point-of-sales tasks associated with public inquiries for hard copy geologic maps, technical reports and agency publications.
- c. If these funding requests are not granted then (1) publications and pertinent information for the agency website may not be available in a timely manner without a Geologic Editor and there could be delay in the dissemination of important geologic information that is used by the legislature and state government for policy decisions (2) there is no existing administrative support for the Boise office of the IGS and U of I professional personnel; the lack of funding for an Administrative Assistant for this location will result in poor public services and degraded communication between the legislature and the administration of other state agencies.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Special Programs**  
FUNCTION: Museum of Natural  
History  
  
ACTIVITY: Digital Outreach Manager

Agency No.: 513  
  
Function No.: 3000  
  
Activity No.:

FY 2019 Request  
  
Page 1 of 5 Pages  
Original Submission X or  
Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Digital Outreach for IMNH</b>			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				1.00
PERSONNEL COSTS:					
1. Salaries	\$68,000				\$68,000
2. Benefits	27,100				27,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$95,100				\$95,100
OPERATING EXPENDITURES by summary object:					
1. Travel	0				0
TOTAL OPERATING EXPENDITURES:	0				0
CAPITAL OUTLAY by summary object:					
1. PC and workstation	0				0
TOTAL CAPITAL OUTLAY:	0				0
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$95,100				\$95,100

**Supports institution/agency and Board strategic plans:**

The Idaho Museum of Natural History was created by State Statute 33-3012. STATE MUSEUM OF NATURAL HISTORY. This statute stated that “there is hereby created and established at Idaho State University a state museum of natural history to be known as the Idaho museum of natural history, where tangible objects and documents reflecting our natural heritage may be collected, preserved, studied, interpreted, and displayed for educational and cultural purposes.”

ISU Goal 1: LEARNING AND DISCOVERY

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Objective 1.1: ISU fosters student learning through teaching, research, and creative activity. Students learn through opportunities that develop their careers, and engage in research and scholarly activities. Faculty are actively engaged in research and creative activities.

**The Museum is an institution of both formal and informal education for the State of Idaho.**

Objective 1.2: ISU provides high-quality programs at all levels; demonstrates academic excellence at all program levels; technical certificates, undergraduate, graduate, and professional degrees; and postgraduate professional training. Academic programs prepare students for employment or postgraduate study.

Performance Measure 1.2.2: Number of students participating in Career Path Internships

**The Museum is a research institution that provides employment for dozens of Career Path Interns each year to engage in novel research and build skills for future careers.**

ISU Goal 2: ACCESS AND OPPORTUNITY

Objective 2.3: ISU provides opportunities for students to effectively transition to college, participate in co-curricular programs, and prepare for career success in an increasingly diverse society.

Performance Measure 2.3.1: Number of programs that serve diverse populations

**The Museum engages ISU student participation in events and our exhibits attract class visits.**

Performance Measure 2.3.6: Number of career path-related opportunities

**The Museum is a research institution that provides career path-related employment for dozens of students each year to engage in novel research and build skills for future careers.**

ISU Goal 3: LEADERSHIP IN THE HEALTH SCIENCES

Objective 3.3: ISU emphasizes expanded interprofessional experiences through teaching, research, and community partnerships.

**The Museum's Idaho Virtualization Lab is working with the Division of Health Sciences in Meridian to develop digital applications for medical training.**

ISU Goal 4: COMMUNITY ENGAGEMENT AND IMPACT

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Objective 4.1: Number of community activities and events that meet university and community needs (e.g., CommUniversity, Donor Visits, Continuing Ed, Workforce Training, Health Fairs, Clinics, Community Health Screenings, etc.).

**The Museum offers at least 3 monthly educational activities and events open to ISU students, faculty, staff, and the general community.**

Performance Measure 4.1.1: Total economic impact of the University

**In addition to the 10,000 people and K-12 students who visit the museum each year, our virtual museum and social media presence reaches 180,000 citizens. The Museum adds to the regional economy by attracting out-of-state visitors travelling the I-15 corridor. The regional economic impact of the Museum is significant and has capacity for growth. More than 1.2 million people drive past Pocatello enroute to Yellowstone each year, and the city is well situated to be a waypoint destination for travelers.**

Performance Measure 4.1.2: Number of community events held at ISU which involve the community, (e.g., high school and university athletics, cultural events, symposia)

**The Museum offers its Discovery Room for community events such as lectures and presentations.**

Objective 4.2: ISU collaborate with its local, regional/state, national, and global communities for the mutually beneficial exchange of knowledge and resources to address issues of public concern.

Performance Measure 4.2.1: Number of faculty who volunteer or serve community organizations

**Two faculty curators and the Museum Director serve on Chamber, regional tourism and local community boards in Pocatello.**

Performance Measure 4.2.2: Number of affiliation agreements, contracts, MOUs, etc. w/ community partners

**The Museum contributes substantially to partnerships, including Federal, State and Municipal agencies.**

SBOE Goal 1: A WELL EDUCATED CITIZENRY

Objective A: Access – Set policy and advocate for increasing access to Idaho's educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.

**The Museum is an institution of both formal and informal education for the State of Idaho.**

**SBOE Goal 2: INNOVATION AND ECONOMIC DEVELOPMENT**

Objective A: Workforce Readiness – Prepare students to efficiently and effectively enter and succeed in the workforce.

**The Museum is a research institution that provides career path-related employment for dozens of students each year to engage in novel research and build skills for future careers.**

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

**We request a Digital Outreach Manager position (1.0 FTE) to realize our goal to reach every student in Idaho with online educational programming and support core curriculum standards from K-12. This will increase the Museum's appropriated salary from 8.2 to 9.2 FTE.**

**Building on our digital lab's skill to create virtual collections of our fossils and artifacts, the Museum is eager to apply these resources to support the educational needs of the State and expand the Museum's impact beyond our brick-and-mortar facility. Online exhibits and interactive computer graphics (including augmented and virtual reality) provide new tools to engage, teach and inspire youth and the adult public. Investment in this position will increase research potential for external funding through collaboration with ISU faculty as part of Broader Impact requirements for federal grants, and for education research.**

**This position will leverage existing strengths and computer facilities at the Museum. Currently, only one position in the digital lab is hard-funded for the purpose of managing IT, hardware and software for our collections database. Externally funded projects currently support 3 digital scanning technicians.**

2. What resources are necessary to implement this request?
  - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

**BUSINESS AFFAIRS AND HUMAN RESOURCES  
AUGUST 10, 2017**

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**Digital Outreach Manager, 1.0 FTE, full-time, salary \$68,016 + \$27,067 benefits. Date of permanent hire: July 2018.**

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

**Creation of the Digital Outreach Manager position is part of a restructuring of the digital lab to prioritize the outreach and education mission of the Museum and facilitate research at ISU.**

- c. List any additional operating funds and capital items needed.

**None.**

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

**The new Digital Outreach Manager position is an ongoing request. This position will work with Museum staff and ISU faculty and students to create digital content, online resources, interactive exhibits, and digital classroom tools to bring natural history to Idaho audiences. This position will increase the capacity of the Museum and ISU to generate external funding in two ways. First, most Federal grants (NSF, NIH) require investigators to provide "Broader Impact" outreach as part of the deliverables in addition to the research objectives. Through this new position, the Museum will facilitate this outreach deliverable for ISU faculty and make their proposal efforts more competitive. Second, this position provides a new mode for our Museum-led research and development grants in the application of digital media for education.**

Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

**The Idaho Museum of Natural History serves the people of Idaho and visitors traveling the I-15 corridor through Pocatello. In addition to the 10,000 people and K-12 students who visit exhibits each year, our virtual museum and social media presence reaches 180,000 citizens. Not only do we want to increase these numbers, but through digital media we want to increase the engagement and opportunity to learn through Idaho's natural heritage.**

**Digital Outreach is the most cost-efficient way to reach a broad audience of students and adults across the State, build a sense of pride in our collective heritage, and to encourage visitation to IMNH and other cultural institutions in Idaho. IMNH is poised to lead this effort and requires dedicated funding to elevate the impact of the Museum in the lives of Idahoans from all parts of the state.**

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Special Programs**

Agency No.: 516

FY 2019 Request

FUNCTION: Idaho Small Business  
Development Center

Function No.: 05

Page 1 of X Pages

ACTIVITY:

Activity No.:

Original Submission \_\_\_ or  
Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>	Title: <b>Business Development</b>			Priority Ranking 1 of 1	
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries	\$44,500		\$28,500		\$73,000
2. Benefits	\$4,000		\$4,100		\$8,100
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$48,500		\$32,600		\$81,100
OPERATING EXPENDITURES by summary object:					
Travel	\$0		\$11,100		\$11,100
TOTAL OPERATING EXPENDITURES:	\$0		\$11,100		\$11,100
CAPITAL OUTLAY by summary object:					
Computers (one-time)	\$3,700		\$0		\$3,700
TOTAL CAPITAL OUTLAY:	\$3,700		\$0		\$3,700
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$52,200		\$43,700		\$95,900

**Supports institution/agency and Board strategic plans:**

**Support for the SBOE Strategic Plan FY2017-2021:**

This proposal supports Goal 2 of the SBOE Strategic Plan for Innovation and Economic Development. Helping small businesses throughout the state have better access and success with government contracts contributes to economic development and creates continued learning with business owners. It also supports creation and development of new ideas for products and services to create a strong and vibrant business environment for Idaho's graduates to secure employment in Idaho.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**Support for BSU's Strategic Plan: Focus on Effectiveness 2017-2021**

This proposal supports Goal 4 of Boise State's strategic plan to align with community needs and create mutually beneficial partnerships. Assisting businesses with government contracting brings additional revenue into Idaho and responds to community needs.

**Description:**

The Idaho Small Business Development Center (SBDC) has been providing no-cost consulting and coaching to Idaho's small businesses and entrepreneurs since 1986 through a network of 6 offices hosted by Idaho's colleges and universities. The Procurement Technical Assistance Center (PTAC) has also been providing assistance to businesses on government procurement since 1986. In 2015, the PTAC transitioned from the Idaho Department of Commerce to the Idaho SBDC to complement the services being provided to small businesses.

This request enhances the Idaho SBDC's resources to help small businesses gain access to federal, state and local government contracts through the Idaho (PTAC) program. State funding will support a half-time position located in and covering north and north central Idaho and a half-time position located in and covering eastern and southeastern Idaho. The increased state funds will be used to obtain an increase in federal funds from the Defense Logistics agency. This additional federal funding will support a half-time administrative assistant and a small amount of Regional Directors' salary for supervisory support.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

Currently, statewide PTAC services are delivered from the main Idaho SBDC office at Boise State University with 2 full-time staff and a portion of an administrative person. We are requesting funding to add a half-time PTAC Consultant in northern Idaho and one in eastern Idaho to bring services closer to the businesses in those areas for a total personnel cost of \$49,538. The state funding will allow the Idaho SBDC/PTAC to apply for increased funding from the Defense Logistics Agency (DLA) to provide a minor amount of support for the Regional Directors in the new locations for their supervisory roles, a half-time administrative assistant located in the Boise office to support the PTAC program, and travel for the new PTAC Consultants and Administrative Assistant for a total of \$42,690.

One-time funding from the State is also being requested to provide computer/office setup for the new positions for \$3,600. Office space and supplies will be provided by the Idaho SBDC.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Greater access to PTAC services will help businesses increase their success in obtaining government contracts and bring additional economic impact to Idaho. The Idaho SBDC and PTAC have proven records of delivering services with an average return on investment of 4:1 for the SBDC and a much higher return on government contracts. In 2016, PTAC clients accessed over \$127 million in prime contracts and sub contracts.

2. What resources are necessary to implement this request?

- 3 new positions
  - PTAC Consultant for north/north central Idaho
  - PTAC Consultant for east/southeast Idaho
  - Administrative assistant located in Boise
- new computers/screens for each new position
- 3 new office spaces
  - 1 provided by the SBDC hosting the north/north central Idaho position
  - 1 provided by the SBDC hosting the eastern Idaho position
  - 1 provided by the Idaho SBDC at Boise State University
- Supervisory/leadership for the 2 new positions located in regional offices outside the Boise area provided by incumbent regional directors

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

Ongoing funds are being requested for 2 new half-time positions for a total of \$48,448.

One-time funding is being requested for computers/office setup for three positions – two from additional state funds and one for additional federal funds.

Travel requirements are ongoing and will be funded with the additional federal funds.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

Businesses in the North and North Central regions covering 10 counties and businesses in East and Southeast regions covering 16 eastern counties would have services closer to their location. Businesses in those counties would have greater access to a local PTAC consultant who can assist them with state and federal contracting services at no cost to the business.

Currently there are 197 active clients in North and North Central Idaho and 165 in East and Southeast Idaho. We expect this number to increase by 10% the first year. It will also decrease unproductive travel time for the PTAC Manager and

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Consultant in Boise allowing for increased services in Southwest and South Central areas.

If this request is not funded, the businesses in northern and eastern Idaho will still receive PTAC services, however there will be no local dedicated PTAC consultant in the region so support will have to come from the Boise office. This requires additional travel time, results in less face-to-face, and makes it more difficult to stay connected with key partners and referral sources.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

Attachments:

- Spreadsheet with budget details
- Idaho SBDC economic impact results for 2016

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Special Programs**

FUNCTION: Tech Help

ACTIVITY:

Agency No.: 516

Function No.: 08

Activity No.:

FY 2019 Request

Page 1 of 3 Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Business Development</b>			Priority Ranking 1 of 1
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	2.5				2.5
PERSONNEL COSTS:					
1. Salaries	\$209,300				\$209,300
2. Benefits	76,700				76,700
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$286,000				\$286,000
OPERATING EXPENDITURES by summary object:					
1. Travel	\$22,200				\$22,200
TOTAL OPERATING EXPENDITURES:	\$22,200				\$22,000
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$308,200				\$308,200

**Supports institution/agency and Board strategic plans:**

This line item request to add additional manufacturing specialist consultants at TechHelp is in support of:

- Boise State University's College of Business and Economics goal to support economic development through collaboration with public and private organizations.
- Idaho State Board of Education's support of Idaho universities' plans to implement key aspects of [their Core Themes through community outreach activities](#).
- Idaho State BOE objective to prepare students for entering the workforce by providing experiential learning through class projects and internships with businesses.

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**AUGUST 10, 2017**

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- Governor Otter's "Accelerate Idaho" initiative by empowering business creation, expansion, and innovation through high-quality manufacturing business consulting to advance individuals, elevate industries and strengthen manufacturing communities.
- Idaho Department of Labor's strategies to help companies train and retain skilled workers by developing registered apprenticeship programs.

### **Description:**

TechHelp has been providing in-plant consulting, training and technical assistance to Idaho's small and medium sized manufacturers since 1996 from a network of five (5) offices hosted by Idaho's three state universities. This line item request enhances TechHelp's resource team to help Idaho businesses grow and prosper by adding two and one half (2.5) FTEs to serve Idaho manufacturers and manufacturing communities. Funding will be distributed between each of the three (3) universities to increase capacity statewide including in rural areas.

As an affiliate of the National Manufacturing Extension Partnership, TechHelp delivers national best practices and best practitioners to Idaho companies. Additional state funding will give TechHelp more capacity and resources to create more value for Idaho manufacturers, processors, and inventors/entrepreneurs, as well as students, universities and state agencies in the following ways:

- Additional staff would give TechHelp the resources to provide more services to underserved areas in North, South, North Central and Eastern Idaho.
- As a partnership of Idaho's three state universities, TechHelp is a vital bridge between academia and the private sector. Additional funding will allow us to enhance the flow of information, students, professors, resources, business opportunities and more to manufacturers.
- TechHelp will connect more students and companies on real world projects that give students vital work experience and give companies access to critical help. TechHelp student employees and interns have leveraged their work experience to land positions with some of Idaho's top organizations including Rekluse, Scentsy, House of Design, SGW DesignWorks, as well as Idaho Departments of Commerce, Agriculture, Environmental Quality and Labor.
- As an "extension" of Idaho's Universities, TechHelp Specialists will increase their availability to any manufacturer anywhere in Idaho. Idaho companies gain access to tools, techniques and expertise not normally available in rural Idaho.
- Additional funding will give TechHelp greater flexibility and capacity to participate with partners like Idaho Departments of Labor, Ag and Commerce as well as universities, community colleges on efforts in support of manufacturing initiatives like the UI Center for Agriculture Food and Environment (CAFÉ), workforce development, and industry associations and alliances.

### **Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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\$308,187 is being requested to add 2.5 FTEs (3.0 FTEs with UI additional contribution – Attachment 2) to the TechHelp Center network. \$285,987 is for salary and fringe and \$22,200 is for travel so that personnel can travel statewide to rural areas and also travel to local and national conferences.

The request is for ongoing funding that would be added to TechHelp base Special Programs appropriation.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

Positions titles are Manufacturing Specialists for three (3) locations, each having statewide responsibilities. All three positions are new benefit-eligible hires. The Boise State University position will be located in Boise; the Idaho State University position will be at an ISU facility in S. Idaho. The UI position, housed at a UI facility, will leverage UI/Ag Extension funding to hire a new full-time position focused on food and dairy processors statewide. All three positions pay grade and terms of service are defined by each university. Anticipated hire dates are August 1, 2018.

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

Existing TechHelp management and administrative resources will support these three new positions with their responsibilities.

- c. List any additional operating funds and capital items needed.

The request includes \$22,200 in funds (\$7,400 per position) to travel to manufacturing operations, partner meetings, and conferences.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumption(s) (e.g. anticipated grants, etc.).

The UI position, housed at a UI facility, will leverage UI/Ag Extension existing funding to fund half of a new full-time position focused on food and dairy processors statewide.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

This initiative will accelerate expansion of existing manufacturing businesses in Idaho. Small and medium-sized manufacturers are the engine of Idaho's economy, and our focus is on innovative and entrepreneurial companies that want to become globally competitive.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**This increased funding request serves:**

- Idaho Manufacturers – The TechHelp team will serve more (i.e., 12 per year) manufacturers across Idaho with one-on-one consulting and technical assistance and more manufacturers (i.e., 25 per year) with manufacturing best practices training, e.g., food safety, lean six sigma greenbelt.
- Manufacturing “Communities” – In partnership with state economic development partners we will serve existing and new regional and statewide industry manufacturing associations and clusters to nurture environments of knowledge sharing, innovation and sustainable growth for manufacturing.

**Expected Impacts** - The goal of this funding request for TechHelp is to grow Idaho's economy. Expected annual impacts from this funding increase after the first year of development are:

- 60 jobs created
- \$2.0 million increase in new sales
- \$3.8 million increase in retained sales
- \$1.7 million new investment in manufacturing operations
- \$1.0 million in cost savings
- 12 Manufacturing companies served

If this request is not funded, the increased growth for Idaho's manufacturers will not be realized.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first.

No prior year request.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

Attachments:

1. Additional Information - TechHelp
2. TechHelp Impact Report, 2016.

**BUSINESS AFFAIRS AND HUMAN RESOURCES  
AUGUST 10, 2017**

*Attachment 1, Additional Information – TechHelp*

**Scope of the TechHelp Program in Idaho**

<b>Source</b>	<b>Contribution to program</b>	<b>% of total amount</b>	<b>Amount with line item request</b>	<b>% of total amount</b>
NIST Manufacturing Extension Partnership (MEP)	\$640,236	37%	640,236	30%
Economic Development Administration (EDA) University Center	\$125,000	7%	\$125,000	5%
U.S. Department of Agriculture Rural Business Development Grant	\$20,000	1%	\$20,000	1%
TechHelp Program Income - Company Investment	\$624,500	36%	\$664,500	31%
Idaho Department of Labor - ApprenticeshipIdaho	\$100,000	6%	\$100,000	5%
UI Contributions, TechHelp Food & Dairy Position(s)	\$75,100	4%	\$135,850	6%
<b>State of Idaho</b>	<b>\$166,400</b>	<b>9%</b>	<b>\$474,587</b>	<b>22%</b>
<b>Total</b>	<b>\$1,751,236</b>	<b>100%</b>	<b>\$2,160,173</b>	<b>100%</b>

- The line item increase in State of Idaho funding brings the direct State share of the program from 9% of total funding to 22% of total funding.
- 93% of the requested increase (\$308,187) goes to personnel to add capacity for manufacturing business consulting, technical assistance and training available to help businesses start, grow, add jobs, grow sales, and grow the economy.
- 86% of the total program funding is for personnel.
- TechHelp Program Income (\$624,500) and a portion of Host University Contribution (\$15,736) will be used as match to NIST MEP \$640,236 federal grant
- A portion of both State of Idaho (\$65,636) and Host University Contributions (\$59,364) will be used as match on the \$125,000 EDA University Center federal grant.
- The effort spent on administration of the program does not increase: before the line item administration is 13% of total funding for university administration and 15% for TechHelp administration. After the line item increase it is 10% university and 12% TechHelp of total funding.
- The funding would increase TechHelp Full-time Equivalent (FTE) positions from 14 to 17.

**Strategic Approach for New State Investment**

- **Capacity & Statewide Coverage** - Increase funding enough to add three full-time experienced manufacturing specialists to grow existing manufacturing businesses by providing better one-on-one manufacturer consulting coverage across Idaho. Distribute new state investment in TechHelp to BSU, ISU and UI, i.e., to all areas of the state, to significantly increase consulting capacity.
- **Mfg Impact** - With over 20 years of experience we know that by working directly inside manufacturing businesses that we are able to provide the greatest return. The economic improvements achieved by clients through this type of consulting engagement continues for many years afterwards.
- **Mfg Assoc. & Workforce** - Support existing manufacturing associations and help initiate new associations in regions where none exist. Leverage associations to increase cluster support (e.g., dairy processing, aerospace), to improve talent pipelines by aligning workforce needs of manufacturers with education and training providers' capabilities.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

- **UI Food & Dairy** - Leverage increased state investment in partnership with the UI Ag Extension program to serve more food and dairy processors.
- **University Assets & Students** - The investment is leveraged through Idaho's three state universities to provide manufacturing businesses access to university assets as well as experiential learning for students by working on projects with businesses.

*Attachment 2, Impact Report, 2016*

**Annual Impact to Idaho of the TechHelp Program**

Impact	Amount
Jobs Created and Retained	342
New Sales	\$96.2 million
Retained Sales	\$22.7 million
New Investment	\$9.3 million
Cost Savings	\$11.8 million
Manufacturing Companies Served	81

- The TechHelp Idaho center has a consistent return on investment of over 9:1. For every \$1 invested in the program, client performance returns \$9 to the economy (statistics from NIST Manufacturing Extension Partnership independent survey results conducted annually). Multipliers are not used; only direct reported impact from TechHelp clients reporting on independent surveys.
- After participating in consulting, technical assistance and/or training TechHelp clients are asked to take an independent survey of the economic impact of the work as well as their satisfaction with TechHelp. Each client's information is kept strictly confidential, although a subset of all client's surveyed agree to release part of their results for publication of success stories.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Idaho Public Television

Agency No.: 520

FY 2019 Request

FUNCTION: Idaho Public Television

Function No.: 01

Page 187 of 2 Pages

ACTIVITY: N/A

Activity No.: N/A

Original Submission X or

Revision No. \_\_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Personnel Sustainability</b>			Priority Ranking 1 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	6.0	(6.0)			0
PERSONNEL COSTS					
1. Salaries	\$227,200	(\$227,200)			0
2. Benefits	130,000	(130,000)			0
TOTAL PERSONNEL COSTS	\$357,200	(\$357,200)			0
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES	0	0			0
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY	0	0			0
T/B PAYMENTS					
LUMP SUM					
GRAND TOTAL	\$357,200	(\$357,200)			0

**Supports institution/agency and Board strategic plans:**

**Description:**

All existing labor is required to fulfill IdahoPTV's mission and performance measures under the State Board of Education.

**Fund Shift**

This fund shift works to ensure the sustainability of the statewide delivery system that provides a broadcast signal to nearly all regions of the entire state through highly effective funding of administrative and maintenance labor. This request shifts funding and FTPs of existing labor from dedicated funds to the general fund.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Restructure existing personnel costs. Includes a fund shift of existing FTPs. All funds are currently included in the base in total.

2. What resources are necessary to implement this request?
  - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
  - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.
  - c. List any additional operating funds and capital items needed.

See attached schedule (DFM Template) for details by fund.

This request impacts personnel costs only. No operating or capital expenditures exist with this line item request.

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

These personnel costs are ongoing.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

This request maintains existing operations and level of service to residents of Idaho. As personnel costs have continued to increase (PERSI, health premiums and CEC), there is a direct impact to operational funding in the absence of new sources of revenue. At the same time, operational expenses continue to increase. These trends continue to widen the gap from a sustainable level of operations.

#### Fund Shift

This helps ensure the sustainability of the administration and maintenance of the statewide delivery service that provides educational content to nearly every household in Idaho. Idaho Public Television already significantly outperforms its peers in the amount and percentage on non-state funding raised. In addition, funding from the Corporation for Public Broadcasting has been flat or shrinking and is threatened with elimination. Dedicated funds are less predictable, are not increasing, and cannot sufficiently provide for ongoing personnel cost increases.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Idaho Public Television

Agency No.: 520

FY 2019 Request

**FUNCTION:** Idaho Public Television

Function No.: 01

Page 1 of 4

**ACTIVITY:** N/A

Activity No.: N/A

Original Submission: X

Revision No. \_\_\_\_\_

A: Decision Unit No: <b>12.02</b>		Title: <b>FCC Engineering Requirements</b>			Priority Ranking 2 of 3
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	1.00				1.00
PERSONNEL COSTS:					
1. Salaries	\$59,600				\$59,600
2. Benefits	26,400				26,400
3. Group Positions					
TOTAL PERSONNEL COSTS:	\$86,000				\$86,000
OPERATING EXPENDITURES by summary object:					
1. Other Services	\$2,000				\$2,000
TOTAL OPERATING EXPENDITURES:	\$2,000				\$2,000
CAPITAL OUTLAY by summary object:					
1. Computer Equipment	\$3,000				\$3,000
TOTAL CAPITAL OUTLAY:	\$3,000				\$3,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$91,000				\$91,000

**Supports institution/agency and Board strategic plans:**

**Goal 1 A WELL-EDUCATED CITIZENRY,**

**Objective 1** Maintain a digital statewide infrastructure in cooperation with public and private entities.

*Performance Measure:* Number of DTV translators.

- Benchmark: FY18 – 47
- Benchmark: FY22 – 47

**Objective 3** Operate an efficient statewide delivery/distribution system.

*Performance Measure:* Total FTE in content delivery and distribution.

- Benchmark: FY18 – less than 25
- Benchmark: FY22 – less than 24

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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(established by industry standard)

**Description:**

*Idaho Public Television seeks funding for a new Engineering position to help with the increased workload brought on by the FCC's Spectrum Auction and Repacking process. Over the next several years, Idaho Public Television is being mandated by the FCC to move its KCDT transmitter and 14 or more of its translators to new channels. This required the acquisition and installation of new equipment, as well as all the related engineering and frequency interference studies, permitting, coordination with other site users, etc. This is a massive new undertaking that is above and beyond the capacity of our existing staff. While the cost of the equipment for the KCDT channel change is being covered by the FCC Auction proceeds, the station staffing costs to undertake this is not being covered. Nor are ANY of the costs of changing channels for the translators. This is a new multi-year project.*

*In addition, the FCC has recently adopted a new television standard ATSC 3.0 that will require updating of nearly all of our broadcast equipment over the next decade or more. This new position will be needed to address these updated standards and the workload involved.*

*Finally, we anticipate that a number of Idaho Public Television's extremely experienced broadcast engineers will be retiring in the next couple of years, reducing the output and efficiency of the department. We have been able to handle our very robust existing workload because of the staffs many years of experience.*

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?
  - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.  
*See attached worksheet.*
  - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.  
*Our Director of Technology and Field Engineering technicians will also be working on this project, but the scale of this project is beyond what existing staff can reasonably accomplish.*
  - c. List any additional operating funds and capital items needed.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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*Any capital equipment will be part of our replacement capital budget.*

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

*This is a new ongoing request from the General Fund. We do not anticipate any other funding source to meet this need.*

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

*This position will address the broadcast technology needs of viewers in communities throughout Idaho. The first priority will be to address the area served by KCDT/Coeur d'Alene. The other 14 translators serve small communities including Bonners Ferry, Cottonwood, Julietta, Kellogg, Priest Lake, Salmon, Rexburg, Soda Springs, Garden Valley, Crouch, Hagerman, Valley County and Julietta.*

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY:** Idaho Public Television

**FUNCTION:** Idaho Public Television

**ACTIVITY:** N/A

Agency No.: 520

Function No.: 01

Activity No.: N/A

FY 2019 Request

Page 1 of 4

Original Submission: X

Revision No. \_\_\_\_\_

A: Decision Unit No: <b>12.03</b>	Title: <b>Educational Outreach</b>			Priority Ranking 3 of 3	
<b>DESCRIPTION</b>	<b>General</b>	<b>Dedicated</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
FULL TIME POSITIONS (FTP)	1.00				1.00
PERSONNEL COSTS:					
1. Salaries	\$59,600				\$59,600
2. Benefits	26,400				26,400
3. Group Positions					
TOTAL PERSONNEL COSTS:	\$86,000				\$86,000
OPERATING EXPENDITURES by summary object:					
1. Other Services	\$2,000				\$2,000
TOTAL OPERATING EXPENDITURES:	\$2,000				\$2,000
CAPITAL OUTLAY by summary object:					
1. Computer Equipment	\$3,000				\$3,000
TOTAL CAPITAL OUTLAY:	\$3,000				\$3,000
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$91,000				\$91,000

**Supports institution/agency and Board strategic plans:**

**SBoE Goal 1, Objective A**

Idaho Public Television reaches more than 97% of Idaho households with quality educational content that has a demonstrated impact on educational success in school. In addition, we reach a high percentage of low income and ESL learners through our broadcast and online resources. This new initiative will connect more teachers and learners with local and national content that has a proven track record of improving educational outcomes for preschool and elementary students.

**Performance Measure:**

Number and location of students and educators served through presentations and workshops, number of educators signing up for Scout/PBS Learning Media resources

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Idaho Public Television Goal 1

A WELL-EDUCATED CITIZENRY - Idaho's P-20 educational system will provide opportunities for individual advancement across Idaho's diverse population.

Objective 2: Nurture and foster collaborative partnerships with other Idaho state entities and educational institutions to provide services to the citizens of Idaho.

Performance Measure:

Number of presentations to schools and other educational institutions and entities

Objective 5: Provide access to IdahoPTV new media content to citizens anywhere in the state, which supports citizen participation and education.

Performance Measure:

Number of students and educators served through presentations and workshops, number of educators signing up for Scout/PBS Learning Media resources, number of visitors to our educational websites.

Objective 6: Broadcast educational programs and provide related resources that serve the needs of Idahoans, which include children, ethnic minorities, learners, and teachers.

Performance Measure:

Number of students and educators served through presentations and workshops, number of educators signing up for Scout/PBS Learning Media resources, number of minorities and low income students served through presentations and workshops.

**Description:**

Idaho Public Television proposes enhancing our educational outreach efforts with the addition of one new position and related expenses to supplement the one current position devoted to these activities, plus the PBS grant-funded educational specialist position. By making presentations to teachers, parents and caregivers about how best to utilize the more than 100,000 educational resources available from Idaho Public Television free to Idahoans, we hope to increase the use of these resources and the effectiveness of the learning process, thus improving standardized test scores in literacy and STEM subjects. Many educators and parents are not aware of these resources or how best to employ them for maximum effectiveness. This new position will coordinate efforts to travel the state informing the community about these resources and demonstrating best practices for their utilization both at home and in the classroom. This additional position will allow us to increase our effectiveness in northern and eastern Idaho where the current costs to serve these communities from Boise is prohibitive. While we provide high quality educational material for all ages, we plan to concentrate most of our efforts with preschool and elementary grades where the demonstrated impact is greatest. This position will also



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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develop educational material to accompany Idaho Public Television's productions to make them more valuable to classroom teachers and students.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

One additional full-time education position is being requested to provide support for IdahoPTV and PBS educational tools such as Learning Media and other online resources to schools, libraries, families, daycares, after school networks and other educational institutions. The Project Coordinator position would serve as supervisor and coordinate the activities of both our existing Education Specialist and a PBS grant-funded Education Specialist position. This position would be able to produce educational components for local programs as well as bring educational offerings from CPB and PBS to Idaho communities. These offerings could include educational video segments, lesson plans based on state standards, teacher guides and websites and other digital learning materials. The educational positions would work closely with the Idaho State Department of Education, Office of the State Board of Education, Idaho Commission for Libraries, the STEM Action Committee, and other local educational organizations. The position would help augment the classroom curriculum by providing quality material to educators and learners.

The specialists would travel around the state to schools, libraries, and other educational sites to demonstrate Learning Media, Literacy in a Trunk, STEM in a Trunk and a whole host of educational components produced by PBS and CPB, the most trusted educational brands in America.

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

See attached worksheet.

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

In addition to existing Education Specialists, this line item would also receive limited support from existing communication, promotion and production positions. Design and printing of brochures and pamphlets, web and digital assets, as well as short video segments might be occasionally needed.

- c. List any additional operating funds and capital items needed.

Operational funding includes costs of printing of materials, postage and shipping, and travel to schools, libraries, child care facilities, and others sites to make presentations at locations statewide. We anticipate acquiring two \$5,000 grants from private sources (dedicated funds) to supplement operational costs.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Capital items includes a portable computer and large, external monitor that will be used both in office and on location for demonstrations of online resources available to students, educators, and other community participants.

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

Besides the ongoing funding for the new position, this request contains ongoing operational expenses for employee travel in each region of the state as well as educational meetings and conferences held by PBS and CPB. IdahoPTV has office space in Moscow and Pocatello to accommodate personnel. One-time costs include the capital items described in 2(c) above.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

Educators, students, librarians and patrons from around the state will be served by these educational positions. PBS and CPB extend grants on a semi-regular basis that go along with the educational opportunities that exist with many programs produced for air and online. Educational outreach grants for history and science-based programming have been made available. More educational opportunities will be available in years to come. Currently, we are not able to take advantage of many of these grants because we do not have the personnel to accomplish the tasks. If not funded, we would not be able to enhance education as described herein.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Office of the State Board of Education**

FUNCTION: Vocational Rehabilitation

ACTIVITY: Basic Grant

Agency No.: 523

Function No.: 02

Activity No.: 02

FY 2019 -Request

Page 1 of 4 Pages  
Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.01</b>		Title: <b>Additional Grant and Match Funds</b>			Priority Ranking of 1 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:	\$250,000		\$924,000		\$1,174,000
LUMP SUM:					
GRAND TOTAL					

**Supports institution/agency and Board strategic plans:**

Goal 1 Objective 1

Objective: To provide customers with effective job supports including adequate job training to increase employment stability and retention.

Performance Measure: To enhance the level of job preparedness services to all customers.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**Description:**

Vocational Rehabilitation (VR) is requesting an additional \$250,000 in State funds and \$924,000 in Federal funds to have a sufficient amount of funds available to pay for assessment, training, tools, education, transportation, and other items to assist youth and students with disabilities as well as nonstudents and adults with disabilities prepare for and/or secure employment. The Vocational Rehabilitation program has had significant changes since July 22, 2014 when the Rehabilitation Act of 1973 and its' amendments were reauthorized by the Workforce Innovation and Opportunity Act (WIOA).

WIOA aims:

To increase access to and opportunities for employment, education, training, and support services, particularly for individuals with the greatest barriers to employment, to include individuals with disabilities, to ensure that they can succeed in the labor market.

It places a focus on Pre-Employment Transition Services (Pre-ETS) for students with disabilities, competitive integrated employment for individuals with the most significant disabilities, greater emphasis on business engagement, and enhanced collaboration with core partners to include programs under the Department of Labor (Adult; Dislocated Workers, Youth and Wagner-Peyser) and Career Technical Education (Adult Education and Literacy). This collaboration includes common performance reporting for all of the six core programs.

WIOA has brought great opportunities, but there are challenges. Our challenges are both programmatic as well as fiscal. The Division must develop and implement programs differently than we have historically been required with no additional funds. One significant focus is Pre-Employment Transition Services to students with disabilities. The definition of a student with a disability has three components: An age requirement; education program attendance; and disability. VR is required to shift 15% of its' Title I VR federal fund to the provision of these services to students with disabilities. That equates to approximately \$2.3 million of VR's total allocation. As a result, it will place a limitation on funds available to support services for the non-student and adult population.

Additional fiscal and programmatic changes that impact the VR program include: the implementation of customized employment; supported employment and youth extended services, the cost associated with the infrastructure of the American Job Centers, and increased data requirements and sharing. The impacts will have both a service delivery and personnel resource cost associated.

Furthermore, VR is experiencing approximately a 7% increase in service expenditures annually. The additional funds will be used to meet all the programmatic requirements of WIOA, consequently meeting the student transition requirement as well as the nonstudent and adult population being served in Idaho.

Vocational Rehabilitation is not a welfare program, but a program that provides services to eligible Idahoans with disabilities to assist them in transitioning from unemployment to competitive integrated employment or to maintain employment, dependence to independence. The Vocational Rehabilitation program is a way to self-sufficiency. For

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Federal fiscal year 2016, 84% of VR customers who achieved or maintained employment reported their wages as their primary means of support instead of depending on public support and family support. There was a 506% increase in those customers' wages after receiving IDVR services, demonstrating a positive economic impact on those we serve as well as to the state. Not only does an investment in VR reduce the amount of public support required, it also returns funds to the State of Idaho. Based on Federal Fiscal Year 2016 data it is estimated that a State investment of \$250,000 will return over \$2.3 million in direct sales tax and income tax to the State. That is a return on investment of over \$9 to \$1. Furthermore, it will increase Idaho's other taxes, such as property and gas tax, and reduce the amount of public assistance to those individuals served. This is a good investment for Idaho and unlike many other government programs; it returns more dollars than are invested by the State.

The addition of \$1,174,000 in appropriations will allow Idaho to capture all of the funds allotted to it by the Federal Government. Without the State General Fund match of \$250,000, Idaho will lose \$924,000 in Federal funds set aside for Idaho. As a result of Federal funds being returned by other states that cannot meet their match, Idaho has the opportunity to capture even more Federal funds to assure adequate service delivery to all eligible Idahoans and assist them in moving into the workforce. WIOA's emphasis on helping students with disabilities transition into the workforce will provide a great benefit to Idaho. Currently the average age of a VR customer is 39. Involving those with disabilities at a younger age means that independence for those with disabilities will start earlier and reduce the amount of public assistance needed by them. Transitioning students to the workforce should have an even bigger return on investment to the State of Idaho than mentioned above. The additional funds will not only assist those in need, but will also provide a great return on investment for Idaho.

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

IDVR is requesting additional State and Federal funds to be able to meet the program requirements of the Federal Workforce Innovation and Opportunity Act (WIOA). The request is for VR to strategically plan for the increase of service costs as well as the shift in program emphasis as required by Pre-Employment Transition Services and other requirements under WIOA. Without this increase the Division may not be able to meet the requirements of WIOA and the needs of the Vocational Rehabilitation program. If that becomes the case, IDVR will need to adjust how the program operates in Idaho and may not be able to serve all eligible individuals with disabilities who need services. The VR program would need to consider the implementation of an Order of Selection (OOS).

\$250,000 in General Fund and \$924,000 in Federal Fund requests are in the base.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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1. What resources are necessary to implement this request?
  - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

None
  - b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

None
  - c. List any additional operating funds and capital items needed.

None
2. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

This will allow VR to access all of the Federal funds allocated to the State. Annually, the Federal grant award increases by 1-3%. The \$250,000 in General Fund appropriations will allow Idaho to capture an additional \$924,000 of Federal Funds which will meet the requirements of WIOA and also allow the Division to continue to serve all eligible individuals, without having to implement an Order of Selection. Idaho does not want to remit any portion of its allotment to other states as it did in SY 2018. Furthermore, this will allow VR to capture funds remitted by other states. This will allow Idaho to invest its full Federal allotment of over \$17 million in Idaho; where Idaho will receive a return on the investment. The grant funds are ongoing in subsequent years.
3. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

This request will allow VR to continue to serve all of our customers without limiting available services. It will allow Idaho to invest its share of this Federal grant in Idaho, where it has been returning in excess of \$9 in sales and State income tax for every \$1 invested by the State. If this request is not funded then IDVR would need to adjust how the program operates in Idaho and may not be able to serve all eligible individuals with disabilities who need services. The VR program would need to consider the implementation of an Order of Selection (OOS).

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Division of Vocational Rehabilitation**

Agency No.: 523

FY 2019 Request

FUNCTION: Vocational Rehabilitation

Function No.: 02

Page \_\_\_\_ of \_\_\_\_ Pages

ACTIVITY: Board approved category

Activity No.:

Original Submission  X  or

Revision No. \_\_\_\_

Cost Reimbursement and Ticket to Work Program					
A: Decision Unit No: <b>12.02</b>	Title:	Priority Ranking 2 of 3			
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)		1.0			1.0
PERSONNEL COSTS:					
1. Salaries		\$38,000			\$38,000
2. Benefits		\$21,000			\$21,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:		\$59,000			\$59,000
OPERATING EXPENDITURES by summary object:					
1.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1. PC and workstation		\$2,700			\$2,700
TOTAL CAPITAL OUTLAY:		\$2,700			\$2,700
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL		\$61,700			\$61,700

**Supports institution/agency and Board strategic plans:**

Goal 1, Objective 2

Objective: The Vocational Rehabilitation program is requesting one (1) Full Time Employee (FTE) to manage a Cost Reimbursement and Ticket to Work program. The (FTE) is identified as a Social Security Reimbursement Coordinator. The personnel costs associated with this position will be funded 100% by Dedicated funds received from the Social Security Administration.

*Performance Measure:*

The Social Security Reimbursement Coordinator will increase social security reimbursement funds through the ticket to work program. Reimbursed funds will be an additional resource to pay for assessment, training, tools, education, transportation, and other items to assist youth and students with disabilities as well as nonstudents and

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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adults with disabilities prepare for and/or secure employment.

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**Description:**

The Vocational Rehabilitation (VR) program is requesting one (1) Full Time Employee (FTE) to manage a Cost Reimbursement and Ticket to Work program and the authority to spend Social Security Administration appropriations in Dedicated Fund 0288 to support the position. The personnel costs associated with this position will be 100% Dedicated funds. Without this self-supporting position, VR will not be able to recoup the full amount of Social Security reimbursements available, and will not be able to pursue to the degree possible the Ticket to Work Program as a potential revenue stream.

Currently the VR program is unable to capture all of the possible Social Security reimbursement funds available from its customers who receive Social Security Disability Insurance (SSDI) or Supplemental Security Income (SSI) benefits and who become employed as a result of VR services. Reimbursement funds have varied over the past few years. Proposed changes in the Ticket to Work program would increase the revenue stream available to fund ongoing supports for individuals with the most severe disabilities

The Social Security Administration's Ticket to Work program is a free and voluntary program available to individuals ages 18 through 64 that have a disability and who receive Social Security Disability Insurance (SSDI) or Supplemental Security Income (SSI) benefits. The goal of the program is to:

- Offer beneficiaries with disabilities expanded choices when seeking service and supports to enter, re-enter, and/or maintain employment;
- Increase the financial independence and self-sufficiency of beneficiaries with disabilities; and
- Reduce and, whenever possible, eliminate reliance on disability benefits.

Social Security pays State Vocational Rehabilitation (VR) agencies through the VR Cost Reimbursement program for the cost of the service they provide to people receiving (SSDI) and or (SSI) payments based on disability or blindness if certain conditions are met. The services provided by a State VR agency are identified in the Rehabilitation Act of 1973, as amended, and are spelled out in an agreement between the individual with a disability and the VR counselor in an individualized plan for employment.

Currently the VR program is utilizing an Administrative Assistant II to manage the Cost Reimbursement for the Agency. The Cost Reimbursement is only a portion of their required job duties and they are unable to dedicate all of their time to pursue available funds. VR's current strategy is failing to capture all the available reimbursements. In FFY 2016 the current FTE re-worked 57 claims that had originally been denied. As a result of these efforts, an additional \$196,000.00 in revenue was captured, bringing the FFY 2016 Cost Reimbursement total to approximately \$850,000.00.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

IDVR is requesting one position dedicated to provide planning, coordination, oversight; training and technical assistance needed by IDVR and allied state and local agencies to fully and appropriately implement SSA's Ticket to Work program in Idaho. This position will also monitor and track the Cost Reimbursement program operations in a timely fashion which generates an additional revenue stream for IDVR that is used to assist eligible Idahoans with disabilities to secure, maintain and advance in employment.

\$59,000 in on-going costs as well as \$2,700 in one-time costs are in the base and are funded by a Dedicated fund (0288).

2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

Title: Program Specialist Technician

Pay Grade: J

Full-Time

Benefit Eligible

Date of Hire: July 1, 2018

Terms of Service: On-Going Permanent

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

No existing human resources will be redirected and will not affect existing operations.

- c. List any additional operating funds and capital items needed.

A new desk, chair, PC, and 2 monitors would be needed totaling \$2,700.

3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

The position would be full time and on-going. It will be funded 100% by SSA cost reimbursement funds.

Over the past four years IDVR has received approximately \$2,689,766.00 of revenue from the Cost Reimbursement program. Currently the existing FTE is failing to capture all of the available reimbursements due to other work assignments. A FTE dedicated to the Cost Reimbursement and Ticket to Work program would enhance the funding

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

stream and VR's financial ability to assist eligible Idahoans with disabilities to secure, maintain and advance in employment.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

The funding stream allows the VR program to financially assist eligible Idahoans with disabilities to secure, maintain and advance in employment. If the request is not funded, VR will not recoup the full amount of Social Security reimbursements available.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**AGENCY: Idaho State Council for the Deaf and Hard of Hearing**

FUNCTION: CDHH Administration

ACTIVITY: CDHH

Agency No.: 523

Function No.: 06

Activity No.:

FY 2019 Request

Page 1 of 5 Pages

Original Submission X or

Revision No. \_\_\_\_

A: Decision Unit No: <b>12.03</b>		Title: <b>Community Outreach</b>			Priority Ranking 3 of 3
DESCRIPTION	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)	1.00				1.0
PERSONNEL COSTS:					
1. Salaries	\$62,200				\$62,200
2. Benefits	26,000				26,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:	\$88,200				\$88,200
OPERATING EXPENDITURES by summary object:					
1. Travel	\$2,300				\$2,300
2. Communication	10,000				10,000
Accommodations	1,200				1,200
3. Cell Phone	2,400				2,400
4. Office Lease					
TOTAL OPERATING EXPENDITURES:	\$15,900				\$15,900
CAPITAL OUTLAY by summary object:					
1. PC and workstation	\$3,400				\$3,400
TOTAL CAPITAL OUTLAY:	\$ 3,400				\$ 3,400
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL	\$107,500				\$107,500

**Supports institution/agency and Board strategic plans:**

**Goal 1 Objective 1**

To increase the Idaho Council for the Deaf and Hard of Hearing (CDHH) by one (1) additional Full Time Employee (FTE) identified as Communication and Outreach Coordinator in order to increase outreach and education.

**Performance Measure:**

To increase access and education to all Idahoans to include those who are deaf and hard of hearing.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**Description:**

The Idaho Council for the Deaf and Hard of Hearing is requesting an additional one (1) Full Time Employee (FTE) identified as Communication and Outreach Coordinator to assist in meeting their mission

**Questions:**

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

The Council for the Deaf and Hard of Hearing is requesting one (1) additional Full Time Employee (FTE) identified as Communication and Outreach Coordinator. The Council for the Deaf and Hard of Hearing is a unique state agency following its mission of being "Dedicated to making Idaho a place where persons, of all ages, who are deaf or hard of hearing have an equal opportunity to participate fully as active, productive and independent citizens." Using the formula of 13% provided by the Gallaudet Research Institute, an estimated 203,785 people in Idaho have hearing loss:

Total Idaho Population	1,567,582
Total Hearing Loss	203,785 (13%)
Severe Hearing Loss	34,486 (2.2%)
Profound Hearing Loss (deaf)	3,448 (.22%)

Currently, there are only 2 FTE's working for the Council, the Executive Director and an Administrative Assistant. With the establishment of Idaho Sound Beginnings (newborn hearing screening) children who have hearing loss are being identified earlier, baby-boomers are increasing and veterans are returning to civilian life. The aforementioned causes the need for an additional staff member to provide specific functions for the Council. The role of the Communication and Outreach Coordinator would be to increase awareness of the Council's role, services and programs throughout the state of Idaho. Strategies may include developing collaborations with community organizations, staffing exhibit tables at expos, providing training sessions, educating on legal obligations to comply federal and state laws related accessibility and accommodations, developing and disseminating information and resources, and managing external and internal communications.

One-time funds for initial office set up as desk, chair, desktop/laptop computers, monitors, warranties, and docking station is also being requested.

Currently there is no agency staffing for this position and no funding by source is in the base.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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2. What resources are necessary to implement this request?

- a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.

The title of this position is: Communications and Outreach Coordinator

Pay Grade: K

Full Time Status

Full Benefits

Anticipated Date of Hire: July 1, 2018

Terms of Service: NA

- b. Note any existing human resources that will be redirected to this new effort and how existing operations will be impacted.

Existing Human Resources would be redirected to hire candidate. If this position were approved and funded, it would allow the two current staff members to spend 100% of their time on their assigned duties.

Currently the Executive Director and Administrative Assistant are the only staff involved in providing information, workshops, presentations, and everyday operations of the Council. This position would relieve some of the burdens of the current staff to provide the necessary services dictated by Idaho Code Chapter 13, Title 33

- c. List any additional operating funds and capital items needed.

Additional operating funds:

Office lease \$200/mo	\$2,400.00 annually
Cell Phone	\$1,200.00 annually
Overnight travel ~ 10 x ~ 80	\$ 800.00 annually
Per Diem ~ 20 x 33.00	\$ 660.00 annually
Flights ~ 2 @ \$400	\$ 800.00 annually
Communication/accommodation svcs	\$10,000.00 annually

TOTAL Additional Operating Funds      \$15,860.00

Capital Items

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Desk	\$740.00
Chair	\$570.00
Desktop	\$650.00
Desktop Warranty	\$ 60.00
Laptop	\$970.00
Laptop Warranty	\$100.00
Docking Station	\$160.00
Monitors	\$160.00 Each

Total Capital Funds	\$3,410.00
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3. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, or anticipated grant awards.

Ongoing request	\$103,655
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One Time request	\$ 3,410.00
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All funds will be from General Funds. There are no expectations of additional grant monies or federal monies. There are no external funding available that is in line with the objectives, mission and responsibilities/duties of the Council.

If the request is not funded, CDHH will be unable to fully utilize the collaborative relationship with community organizations, local and state governmental entities, and proactively develop a presence for our Council and the programs and services provided.

4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

Idaho policymakers, the legislators, local, state agencies, businesses, and the 203,785 deaf and hard of hearing citizens will be served by this request. We anticipate the population to grow. This request allows for areas that are not currently served by the limited staff of CDHH to be included in the mission of the Council.

It has been over 24 years, since the inception of the Council, without any significant increase in FTE that serves the constituents and/or stakeholders directly. For the past

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

two decade the deaf and hard of hearing population grew and assimilated much more deeply into the society more than ever before which demands more information and resources. The current staff finds it very difficult meeting the growing demands.

If this request is not funded, Idaho's deaf and hard of hearing population will continue to be underserved.

5. If this is a high priority item, list reason why unapproved Line Items from the prior year budget request are not prioritized first.

Request for FTE was presented on our line item last year which was not recommended by the Governor.

Attach supporting documentation sufficient enough to enable the Board, Division of Financial Management, and the Legislative Budget Office to make an informed decision.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**SUBJECT**

FY 2019 Capital Budget Requests

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.B.8. and Section V.K.

**BACKGROUND/DISCUSSION**

The capital projects request process is separate from the line item budget request process. The Permanent Building Fund Advisory Council (PBFAC), which is supported by the staff of the Division of Public Works (DPW), has three major areas of focus when it considers and develops recommendations on institutional and agency requests for fiscal year construction projects: a) major new construction or remodeling projects, typically costing well over \$1M (referred to as “Capital” or “Part A” projects); b) smaller alteration and repair projects (referred to as “A&R” or “Part B” projects); and c) projects to comply with the Americans with Disabilities Act (“ADA” projects). The institutions must provide their detailed requests to DPW by August 1<sup>st</sup>, accompanied by updates to the institutions’ rolling six-year capital project budget (“Part C”) plans. The PBFAC will hear agency/institution capital project, A&R, and ADA requests in October. Subsequently, DPW and the PBFAC will review all requests for projects involving Permanent Building Fund (PBF) dollars, and will develop a (much scaled-down) list of recommended projects for all state entities to fit the projected available PBF dollars for the upcoming legislative cycle. DPW will work with the Division of Financial Management (DFM) and the Legislative Services Office (LSO) to develop, in turn, the Governor’s recommendation and the Legislature’s appropriation for capital, A&R, and ADA projects.

The construction and maintenance needs of the higher education institutions (with deferred maintenance needs estimated in hundreds of millions of dollars) far exceed the PBF dollars available for rationing by the PBFAC, Governor and Legislature. For example, for FY2018, approximately \$71.4M in PBF funding was available (approximately \$55.3M for capital projects, \$13.9M for A&R projects, and \$2.2M for ADA, asbestos, and Capitol Mall parking projects) to address over \$190M in statewide requests.

This agenda item deals with Board approval only for the capital project (Part A) requests and projected six-year capital project plans (Part C) from the four 4-year institutions and the technical college. Summaries of the community colleges’ capital project requests are provided for information only—those requests are vetted by the community colleges’ local governing boards prior to submission to PBFAC. This agenda item does not deal with A&R and ADA requests. Institution capital budget requests and projected six-year capital plans are shown beginning on Page 7. Projects shown have been prioritized by each institution. A number of these projects were also included in the FY 2018 institution request lists previously approved by the Board. The project descriptions provided below were prepared by the institutions.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

Review of FY2018 PBF appropriations:

In FY2018, Boise State University (BSU) was funded \$10,000,000 for its Center for Materials Science, Idaho State University (ISU) was funded \$10,000,000 for its Gale Life Science remodel, the University of Idaho (UI) was funded \$2,400,000 for its WWAMI Building remodel and \$10,000,000 for its Center for Agriculture Food and Environment, and Lewis-Clark State College (LCSC) was funded \$10,000,000 for its Career Technical Education Building.

FY2019 Capital Project Requests:

BSU's first priority is for a new academic building for the School of Public Service. The new facility will be located along Capitol Boulevard and University Drive at the primary western entrance to Boise State's campus. The proposed site is adjacent to the Micron Business and Economics Building, emphasizing the equal importance of public and private sector fields of learning. An estimated four to five-story building will include at least 80,000-100,000 square feet.

BSU's second priority is for dedicated space for the College of Innovation and Design (CID). CID is currently located on the 1st and 2nd floors of Albertsons Library in a combined area of roughly 10,000 square feet. Due to program success and increasing enrollment, CID will quickly outgrow this facility and require a dedicated space of its own. The requested funds will support the construction of an addition, renovation or a new facility to provide CID a space that consolidates all of its existing programs, as well as adequate space for future growth.

BSU's third priority is for a Science Laboratory Building. The proposed new Laboratory Building is identified on the 2015 Campus Master Plan and is intended to help meet the demand for teaching and research labs. With 16,000 – 22,000 net assignable square feet, approximately 10-12 teaching and/or research labs could be provided in the facility. Labs would likely be focused on chemistry or biology. However, the labs could be used to accommodate other STEM programs, such as Engineering Health Sciences and Physics. This building would likely provide space to accommodate departmental growth for the next 5-8 years.

ISU's first priority is for a Health and Wellness Center. This project will construct a new 94,000 square foot building that will provide space for the integration of medical and ancillary health clinic services at ISU. It allows the University to provide "one stop" shopping for patients by co-locating the Family Medicine Residency Clinic with University Health, Bengal Pharmacy, Psychiatry Residency Clinic, Speech and Hearing, Physical and Occupational Therapy, Radiology, Counseling, and Nutrition and Dietetics. The project will also provide additional space for expansion or clinic space for other potential community partners that will share in the cost of the project.

ISU's second priority is to relocate the College of Technology programs to the William M. and Karin A. Eames Advanced Technical Education and Innovation Complex. To accomplish this project approximately 113,000 square feet of the building will require renovation.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

---

ISU's third priority is to remodel the basement of Frazier Hall. Dressing and green room areas located beneath the stage in the Frazier Hall basement need complete restoration. It is intended to allow for men's and women's separate areas, upgrade of makeup rooms, ADA restrooms, laundry rooms, and hallways.

ISU's fourth priority is for the completion of the Master Plan for ISU-Meridian. This includes the expansion of clinics and the expansion of Dental Hygiene, Physical Therapy and Occupational Therapy programs.

UI's first priority is for Library renovations including an addition of 14,900 square feet of improvements to the third floor of the Library to house an improved Special Collections and Archive Facility as described in the 2009 Library Master Plan. UI's second priority is for a Research and Classroom facility which is envisioned to house offices, and office suites, computational research space, classrooms and other support spaces in an approximately 40,000 square foot facility located at the intersection of the 7th Street and Line Street pedestrian malls on the Moscow campus.

LCSC's first priority is for a Career Technical Education Center. This is a joint effort with the Lewiston School District as they initiate construction of a new high school and Career Technical Education Center that will be adjacent to property owned by LCSC and the City of Lewiston on Warner Avenue in the Lewiston Orchards. The project will be owned and operated separately from the high school but will collaborate with the high school in providing technical education for high school students, as well as the post secondary population within the region.

The community colleges' six-year capital construction plans are listed for information only.

The College of Southern Idaho's request is for \$829,000 for the remodel and modernization of 25,000 square feet of existing classrooms and offices constructed in 1976. All funding is from PBF funds.

The College of Western Idaho's (CWI) first priority is for a Nampa Campus Health Science Building consisting of four floors. This project will complete the first three (3) floors and 85,000 square feet providing space for use within the Health and Science related curriculum. The fourth floor will have shell and core complete for future growth. CWI's second priority is for the design and site development for their Boise campus building located at Main and Whitewater Blvd. All other costs for this \$60M project will be funded from CWI funds. New owned facilities are required for accreditation to support long-term feasibility and to better serve the community. It is anticipated that this first phase building will support approximately 200,000 square feet.

**IMPACT**

Only Board-approved major capital projects can be forwarded to the PBFAC. Following Board approval, DPW, PBFAC, DFM, and LSO will be informed of the Board's recommendations. A Board representative will brief the PBFAC on the Board's decision and any comments at the October PBFAC meeting, prior to agency presentations of their FY2019 requests.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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Board Policy V.K. requires institutions to bring their six-year capital project plans to the Board for review and approval at its regularly scheduled August meeting. These plans span six fiscal years going forward, starting with the upcoming fiscal year (FY2019). Board approval of a six-year plan constitutes advance notice to the Board that an institution or agency may bring a request at a later date for approval for planning and design for one or more of the projects in the institution plan. The institutions can, and very frequently do, update the years two through six components of their six-year plans, based on the approved funding and outcomes of their year one requests. Board approval of the six-year plans also allows the institutions to solicit and accept gifts in support of the projects listed in the approved plans.

**ATTACHMENTS**

Attachment 1-FY19 Major Capital Request Summary	Page 5
Attachment 2-Boise State University Six-year Plan	Page 7
Attachment 3-Idaho State University Six-year Plan	Page 8
Attachment 4-University of Idaho Six-year Plan	Page 9
Attachment 5-Lewis-Clark State College Six-year Plan	Page 10
Attachment 6-Eastern Idaho Technical College Six-year Plan	Page 11
Attachment 7-Capital Project Summaries for agencies & institutions	Page 13

**STAFF COMMENTS AND RECOMMENDATIONS**

Although current levels of funding from the PBF and other sources are not sufficient to meet the facility needs of the institutions, it is appropriate for the institutions and the Board to highlight the most urgent infrastructure needs in the system. An effective review and rationing system is in place to allocate available dollars to the highest need projects for the FY2019 budget cycle. The FY2019 capital project requests from the institutions are reasonable, and they reflect continuity with previous capital planning efforts. The longer-term wish lists in the rolling six-year capital plans, while largely hypothetical, are a useful advance planning tool. Staff recommends approval of the institutions' FY2019 capital project requests and their six-year capital project plans.

**BOARD ACTION**

I move to approve the capital projects listed in the table in Attachment 1 on Page 5 from Boise State University, Idaho State University, the University of Idaho, and Lewis-Clark State College for submission to the Permanent Building Fund Advisory Council for consideration for Permanent Building Fund support in the FY2019 budget cycle.

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

**AND**

I move to approve the Six-Year Capital Improvement Plans for FY2019 through FY2024 for Boise State University, Idaho State University, the University of Idaho, Lewis-Clark State College, and Eastern Idaho Technical College, as provided, in attachments 2-6.

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

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

**ATTACHMENT 1**

**State Board of Education**  
**FY19 Major Capital Request Summary**  
**(\$ in thousands)**

Board Priority	Institution/Agency & Project	Detail Page	Total Project Cost		FY 2019 Request
			Perm. Building Fund	Total Funds	
1	<b>Boise State University</b>				
2	1 New Academic Building	13	10,000.0	30,000.0	10,000.0
3	2 College of Innovation and Design	17	10,000.0	15,000.0	10,000.0
4	3 Science Laboratory Building	21	10,000.0	15,000.0	10,000.0
5	<b>Idaho State University</b>				
6	1 ISU Health and Wellness Center	25	32,085.0	44,924.0	32,085.0
7	2 Relocate COT programs to the Eames building (Phase 2)	28	6,510.0	6,510.0	6,510.0
8	3 Remodel Frazier Hall basement	30	1,299.7	1,299.7	1,299.7
9	4 Meridian expansion	32	2,300.0	2,300.0	2,300.0
10	<b>University of Idaho</b>				
11	1 Library Renovations and Student Success Improvements	37	5,640.0	5,640.0	2,400.0
12	2 Research and Classroom Facility	43	8,000.0	24,000.0	4,000.0
13	<b>Lewis-Clark State College</b>				
14	1 Career-Tehchnical Education Center	49	10,000.0	20,000.0	10,000.0
15	<b>College of Southern Idaho</b>				
16	1 Canyon Building Remodel and Modernization	51	829.0	829.0	829.0
17	<b>College of Western Idaho</b>				
18	1 Nampa Campus Health Science Building	53	2,500.0	46,000.0	2,500.0
19	1 Boise Campus Building & Site Development	54	750.0	60,000.0	750.0
20					
21	<b>Total</b>		\$ 99,913.7	\$ 271,502.7	\$ 92,673.7

Note: Information in the table above on the Community College capital project requests is provided for information only—Board approval for these requests is not required.

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## SIX YEAR CAPITAL IMPROVEMENT PLAN

**SIX YEAR CAPITAL IMPROVEMENT PLAN  
FY 2019 THROUGH FY 2024**

(\$ in 000's)

Institution: Boise State University

Project Title	Est. Cost	Prev. Fund.	FY2019			FY2020			FY2021			FY2022			FY2023			FY2024		
			PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total
Fine Arts Building	42,000	37,000		5,000	5,000															
Center for Materials Research (2nd of 4 building science complex)	48,500	13,400		20,000	20,000		15,100	15,100												
College of Innovation and Design	12,000		10,000	2,000	12,000															
Campus Planning and Facilities Structure - Phase 1	1,500			1,500	1,500															
New Academic Building - School of Public Service	30,000		10,000	2,500	2,500		17,500	17,500												
Science Laboratory Building	15,000		10,000	5,000	15,000															
Off-Campus Parking Spaces	1,500						1,500	1,500												
On-Campus Parking Structure (320 spaces @ \$25,000)	8,000			8,000	8,000															
Renovate Liberal Arts & Campus School (Planning, Design, Construction)	3,300					300		300	1,000	2,000	3,000									
Hemingway Building - Restoration	1,500						150	150	1,350		1,350									
Health Sciences Building	30,500									30,500	30,500									
Athletics/Kinesiology Multi-Use Facilities	60,000														10,000		10,000	25,000	25,000	50,000
Science Research Building (3rd of 4 building science complex)	89,000											500	500	1,000	4,000	4,000	8,000	40,000	40,000	80,000
<b>Total</b>	<b>342,800</b>	<b>50,400</b>	<b>30,000</b>	<b>44,000</b>	<b>64,000</b>	<b>300</b>	<b>34,250</b>	<b>34,550</b>	<b>2,350</b>	<b>32,500</b>	<b>34,850</b>	<b>500</b>	<b>500</b>	<b>1,000</b>	<b>14,000</b>	<b>4,000</b>	<b>18,000</b>	<b>65,000</b>	<b>65,000</b>	<b>130,000</b>

## OTHER, NOT CURRENTLY SCHEDULED PROJECTS

Central/District Chilled Water Plant	10,000		Albertsons Library - River Side Addition	2,500		Towers Renovation	2,000
Combined Heat/Power Plant	20,000		Student Shop Development	10,000		Develop Campus Quad Spaces	2,000
Administrative Services Building(s)	23,000		High Bay Academic/Research Industrial Space	3,000		Eng. & Tech Room 103 & 110 - Classroom Renovations	1,500
Albertsons Stadium Expansion and Improvements	28,000		University Drive Improvements	4,000		OIT Building	20,000
New Athletics Field	5,000		Beacon Street Improvements	1,000		Signage and Wayfinding, All Phases	2,500
Athletics Facilities Upgrades	2,000		General Assignment Classroom Building #2	30,000		Student Housing	40,000
Department of Public Safety, New Facility	8,000		Future Parking Structure (750 Spaces @ \$25,000)	18,750		Campus Planning and Facilities Expansion - Phase 2	3,000
Literacy Center	8,000		New Science Greenhouses	1,500		Shuttle Maintenance Facility	1,500
Construction Management Facility	5,000		Vivarium Expansion	1,600		Campus Planning and Facilities Structure - Phase 2	5,000
Subtotal #1	<b>109,000</b>		Subtotal #2	<b>72,350</b>		Subtotal #3	<b>77,500</b>
Grand Total: Other, not currently scheduled priorities:	<b>258,850</b>						

**Idaho State**  
**UNIVERSITY**  
**Six Year Capital Improvement Budget**

**DPW FY 2019 Request**

Description	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
ISU Health and Wellness Center	\$32,085,000					
Relocate COT programs to Eames Bldg.	\$6,510,000					
Remodel Basement, Frazier Hall	\$1,299,700					
Dental Hygiene Expansion, ISU Meridian	\$2,300,000					
Oboler Library - replace HVAC/duct work, ceiling, seismic compliance		\$6,000,000				
Graveley Hall - Upgrade the heating and cooling system		\$2,875,000				
Beckley Nursing – Asbestos mitigation, ceiling system and lights		\$1,700,000				
Vocarts - Replace, HVAC , Elevators, Fire Alarm & ADA restrooms			\$1,745,842			
Complete renovation ISU-Meridian build out*			\$4,000,000			
Remodel LEL second floor for additional labs *			\$1,050,000			
Campus Housing Renovations & Remodeling*			\$10,000,000			
New Museum of Natural History*				\$22,444,000		
College of Business - Modernization*				\$25,000,000		
Renovation/Addition of Life Sciences*					\$31,000,000	
Reroute campus traffic*					\$8,000,000	
Addition to Beckley Nursing*						\$14,208,000
Addition to College of Engineering*						\$12,000,000
Renovation of College of Business – front entry*						\$1,300,000
<b>\$183,517,542</b>	<b>\$42,194,700</b>	<b>\$10,575,000</b>	<b>\$16,795,842</b>	<b>\$47,444,000</b>	<b>\$39,000,000</b>	<b>\$27,508,000</b>
<b>6 year outlay total</b>						

\*Some Projects with no F.F.E. money



**SET C: SIX YEAR CAPITAL IMPROVEMENT PLAN**  
(Major Capital Projects greater than \$1 mil Total Project Cost)  
**FY 2019 THROUGH FY 2024**  
(\$ in 000's)

**Institution: University of Idaho**

Project Title	Est. Cost	Prev. Fund.	FY 2019			FY 2020			FY 2021			FY 2022			FY 2023			FY 2024		
			PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total
1 Aquaculture Research Facility CP140029	2,350	2,350	In Construction Status as of 1 Aug 17																	
2 Admin Bldg. Entry Foyer & Stair Life Safety Imp & Renovations CP150004, DPW 15-251	2,318	2,318	In Construction Status as of 1 Aug 17																	
3 Agricultural Sciences East Entrance & ADA Improvements CP150005, DPW 15-256	1,263	1,263	In Construction Status as of 1 Aug 17																	
4 Buchanan Engineering Lab Life Safety Improvements, Phase 2 CP150081, DPW 16-253	1,040	1,040	In Construction Status as of 1 Aug 17																	
5 Swim Center Replace Pool Gutters and Tile CP160065, DPW 17-252	1,115	1,115	In Construction Status as of 1 Aug 17																	
6 Wallace Residence Center Dining Facility Improvements (Bob's Place)	1,000	1,000	In Construction Status as of 1 Aug 17																	
7 Northern Idaho Collaborative Education Facility (NICE) CP150079, DPW 16-251	9,728	9,728	In Design Status as of 1 Aug 17																	
8 University House CP160071	1,950	1,950	In Design Status as of 1 Aug 17																	
9 Idaho Arena CP170040	30,000	3,000	In Design Status as of 1 Aug 17				27,000	27,000												
10 WWAMI Medical Education Tenant Improvements at Gritman MOB CP170041	3,000	3,000	In Design Status as of 1 Aug 17																	
11 WWAMI Medical Education Building Improvements and Expansion CP150061	3,620	3,620	In Pre-design Status as of 1 Aug 17																	
12 Idaho Center for Agriculture, Food, and Environment (CAFÉ)	45,000	10,000	5,000	20,000	25,000		10,000	10,000												
13 Library Renovations and Student Success Improvements	5,640	0	2,800		2,800	2,840		2,840												
14 Research and Classroom Facility	24,000	0	4,000		4,000	4,000	16,000	20,000												
15 Salmon Classroom Building	2,000	0		500	500		1,500	1,500												
16 Potato Seed Building	5,500	0		500	500		5,000	5,000												
17 Life Sciences South HVAC Upgrades, Ph. 3, PBF A&R	1,298	0	1,298		1,298															
18 West Campus Utilities Extension	3,500	0		3,500	3,500															
19 Parma Extension and Analytics Center	6,100	0					600	600		5,500	5,500									
20 Gibb Hall HVAC Upgrades, Ph. 2, PBF A&R	1,296	0				1,296		1,296												
21 Admin Bldg. HVAC, Ph. 2, PBF A&R	1,299	0							1,299		1,299									
22 Gibb Hall HVAC Upgrades, Ph. 3, PBF A&R	1,299	0										1,299		1,299						
23 Library Collections Maintenance Facility #	TBD	0																		
24 Coll. of Agricultural & Life Sciences New Meats Laboratory #	7,220	0																		
25 McCall Field Campus Improvements per the 2014 Master Plan #	7,000	0																		
26 Pedestrian Walkway Improvements, phase 1 #	1,000	0																		
27 New Undergraduate Housing, Phase 1 #	36,000	0																		
28																				
29	205,536	40,384	13,098	24,500	37,598	8,136	60,100	68,236	1,299	5,500	6,799	1,299	0	1,299	0	0	0	0	0	0

S:\Facilities\Capital\Planning\Capital Budget\FY 19 State Request\Six Year Plan (Set C)\FY 2019 Six Year Plan.\*

# Project schedule is TBD and dependent upon funding availability.

**CAPITAL BUDGET REQUEST  
SIX-YEAR PLAN FY 2019 THROUGH FY 2024  
CAPITAL IMPROVEMENTS**

AGENCY: Lewis-Clark State College

PROJECT DESCRIPTION/LOCATION	FY 2019 \$	FY 2020 \$	FY 2021 \$	FY 2022 \$	FY 2023 \$	FY 2024 \$
Career Technical Education Center	20,000,000					
Wittman/Mechanical Technical Repurpose		3,000,000				
Living & Learning Center			17,000,000			
Administration Building Upgrade				3,500,000		
Workforce Training Facility Replacement					1,500,000	
Sam Glenn Complex Renovation						4,000,000
<b>TOTAL</b>	<b>\$20,000,000</b>	<b>3,000,000</b>	<b>17,000,000</b>	<b>3,500,000</b>	<b>1,500,000</b>	<b>4,000,000</b>

Agency Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Fernando*  
7/18/17

**CAPITAL BUDGET REQUEST  
SIX-YEAR PLAN FY 2019 THROUGH FY 2024  
CAPITAL IMPROVEMENTS**

AGENCY: EASTERN IDAHO TECHNICAL COLLEGE

PROJECT DESCRIPTION/LOCATION	FY 2019 \$	FY 2020 \$	FY 2021 \$	FY 2022 \$	FY 2023 \$	FY 2024 \$
NEW CONSTRUCTION – ENERGY SYSTEM TECHNOLOGY BUILDING DESIGN PHASE			\$800,000			
NEW CONSTRUCTION - ENERGY SYSTEM TECHNOLOGY BUILDING				\$4.5 M		
NEW CONSTRUCTION – ADDITIONAL PARKING LOT TO SUPPORT HEALTH CARE EDUCATION BUILDING		\$1 M				
<b>TOTAL</b>		\$1 M	\$800,000	\$4.5 M		

Agency Head Signature: 

Date: JUL 27, 2017

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# OFFICE OF THE STATE BOARD OF EDUCATION

## MAJOR CAPITAL PROJECT SUMMARY FY2019

**Project Title:** Construction for  
New Academic Building

**Institution/Agency:** Boise State University

**Brief Description:** Boise State's School of Public Service (SPS) includes seven distinct programs, as well as numerous centers and institutes. SPS is currently located in various Boise State facilities and leased spaces, and accounts for roughly 20,000 assignable square feet. Due to program growth and an increasing need for colocation, a new facility for SPS is warranted. The requested funds will support the construction of a new academic facility that accommodates current SPS programs, much needed classroom space, and provides space for anticipated future growth.

**Project Scope:** 48,000 – 56,000 NASF 80,000 – 100,000 GSF

**Estimated Total Cost:** \$25,000,000 – \$30,000,000

**Date Approved by State Board of Education:**

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*Source of Construction Funds (by fund source and amount):*

### **Total Project Cost**

<b><u>Fund Source</u></b>	<b><u>Amount</u></b>
Permanent Building Fund	\$10,000,000
University Funds and Private Donations	\$20,000,000

### **Previous Appropriations**

<b><u>Fund Source</u></b>	<b><u>Amount</u></b>
N/A	N/A

### **Budget Year Request**

<b><u>Fund Source</u></b>	<b><u>Amount</u></b>
Permanent Building Fund	\$10,000,000

## **1. PROJECT DESCRIPTION AND JUSTIFICATION**

Boise State's growth over the past 15 years has led many colleges within the University to add additional programs, faculty and staff to satisfy student demand. SPS fits this model, most recently with the addition of a PhD program and undergraduate programs in Urban Studies, Global Studies and Environmental Studies. Additional academic programs include Criminal Justice, Military Science, Political Science and Public Policy and Administration. As SPS has grown, space constraints have forced new programs into locations scattered across campus. The proposed project will enable the construction of a new academic facility, one that collocates existing programs and provides capacity for future growth.

The new academic facility will be located along Capitol Boulevard and University Drive at the primary western entrance to Boise State's campus. The proposed site is adjacent to the Micron Business and Economics Building, emphasizing the equal importance of public and private sector fields of learning. A four to five-story building, with at least 80,000-100,000 square feet is warranted.

## **2. PROJECT COMPONENTS**

Programmatically, SPS primarily requires general purpose classroom space of small, medium and large format. Offices for faculty would also be included. The Environmental Studies program will require some laboratory space for teaching and research, but limited when compared to buildings with scientific research as the primary focus. In other words, a new SPS facility represents a fairly straightforward program for an academic building. The assignable space requirement for SPS - including circulation and growth - is roughly 35,000 asf, or, a gross area of approximately 50,000.

Capitol Village currently occupies the proposed site, a collection of buildings formerly used for private retail. Boise State acquired Capitol Village in 2004 and has renovated the buildings for administrative and academic units. Potentially, four of the six buildings require demolition to provide a new building site. These four buildings represent roughly 22,000 gross square feet, and the program for the new academic facility includes replacing this impacted space.

Combined, the SPS need and impacted Capitol Village space is roughly 72,000 gsf. However, the proposed project would provide 80,000-100,000 gsf to accommodate and allow for additional program growth and/or collocations of academic and administrative functions that align with the SPS mission.

The site is situated along a short section of Boise Avenue that the Campus Master Plan suggests removing. This section of Boise Avenue contributes to significant traffic delays and ingress/egress complications. The project scope includes removal of this problematic Boise Avenue segment so the facility can be prominently situated along Capitol Boulevard.

### **3. ALTERNATIVES**

There are two alternatives for SPS. One is the continuation of current conditions, where SPS's various programs, centers and institutes are scattered throughout campus and in leased space(s) in downtown Boise. This approach limits SPS's growth opportunities and creates a number of collaboration and curriculum barriers. There is very limited space available on Boise State's campus to allow for any additional growth within SPS.

The other alternative is leasing commercial space large enough to accommodate all, or most, of SPS. There are a number of properties in downtown Boise with adequate space, but lease rates are high and SPS would prefer to be collocated in a facility near the campus. Any leased space would require extensive tenant improvements to satisfy SPS's academic programing needs, a cost that is difficult to forecast until a suitable space is identified.

### **4. VACATED SPACES**

SPS currently has space in the following facilities:

Environmental Research Building

- Public Policy and Administration
- Dean's Office (partial)
- Environmental Finance Center
- Frank Church Center
- Political Science

Taco Bell Arena

- Military Science

BoDo (Downtown)

- Andrus Center

Education Building

- Dean's Office

With construction of a new building, these spaces would be vacated and repurposed for new functions.

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# OFFICE OF THE STATE BOARD OF EDUCATION

## MAJOR CAPITAL PROJECT SUMMARY FY2019

**Project Title:** Construction for  
College of Innovation and Design

**Institution/Agency:** Boise State University

**Brief Description:** Boise State's College of Innovation and Design (CID) is one of the youngest programs on campus, created in 2015 to meet the growing demand for flexible education tracks that focus on entrepreneurship, innovation, technology and teamwork. CID is currently located on the 1<sup>st</sup> and 2<sup>nd</sup> floors of Albertsons Library in a combined area of roughly 10,000 square feet. Due to program success and increasing enrollment, CID will quickly outgrow this facility and require a dedicated space of its own. The requested funds will support the construction of an addition, renovation or a new facility to provide CID a space that consolidates all of its existing programs, as well as adequate space for future growth.

**Project Scope:** 32,000 – 36,000 NASF 45,000 – 52,000 GSF

**Estimated Total Cost:** \$12,000,000 – \$15,000,000

**Date Approved by State Board of Education:**

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*Source of Construction Funds (by fund source and amount):*

### **Total Project Cost**

<b><u>Fund Source</u></b>	<b><u>Amount</u></b>
Permanent Building Fund	\$10,000,000
University Funds and Private Donations	\$5,000,000

### **Previous Appropriations**

<b><u>Fund Source</u></b>	<b><u>Amount</u></b>
N/A	N/A

### **Budget Year Request**

<b><u>Fund Source</u></b>	<b><u>Amount</u></b>
Permanent Building Fund	\$10,000,000

## **1. PROJECT DESCRIPTION AND JUSTIFICATION**

Since its inception in the fall of 2015, CID's enrollment and program options have rapidly increased. The flexible class schedule and certifications have proven appealing to students from various fields of study. CID anticipates this growth to continue over the next four to five years, rapidly approaching space limitations of its current location. The Gaming, Interactive Media, and Mobile Technology (GIMM) program alone is expected to grow from 50-100 students to 300-400 over this five-year period. There is limited space available within the Library to accommodate this growth; Boise State will be expanding CID's current space from 10,000 to roughly 17,000 square feet as part of an FY2018 project. Following this expansion, there is little to no space remaining the Library to expand without substantially impacting Library operations.

Several locations and options for this facility have been identified and are being explored. These options include an addition and renovation to Albertsons Library, an addition and/or renovation to Riverfront Hall, or a stand alone building northeast of the Library.

## **2. PROJECT COMPONENTS**

Programmatically, CID requires a unique range of classrooms, offices, laboratories and maker spaces. For example, the GIMM program requires a high-tech laboratory space for students to develop virtual reality applications and other media-based products. CID classrooms need to be fluid, taking advantage of movable furniture and layouts. As such, the facility will require a mix of dedicated spaces (maker spaces, laboratories, tool rooms, offices, etc.) as well as flexible meeting and/or instruction areas. For building efficiency purposes, the majority of the facility will consist of flexible instruction areas instead of dedicated rooms and offices, resulting in a facility with a high amount of assignable square footage.

## **3. ALTERNATIVES**

There is limited potential for CID to continue expanding within Albertsons Library. The most immediate opportunity is an expansion on the Library's 2<sup>nd</sup> floor, adjacent to CID's current space assignment. CID's footprint will double through this expansion, providing a total space of roughly 17,000 square feet. The GIMM lab will be retained on the first floor and additional classrooms, offices, maker space and an events space will be created on the second floor. Unfortunately, certain program priorities are not obtainable through this expansion, including high bay space and a tools lab for prototyping; an expansion of virtual reality equipment; additional offices, meeting rooms, drop-in stations, and classrooms sufficient to meet CID's long-term programming goals. An expansion of CID into the first, third or fourth floors of the Library will have a severe impact on Library operations and is not being considered at this time.

A second alternative has CID split up and scattered across campus. There is no identified space for these placements and it is likely they would disrupt other programs. This alternative would also limit CID programs' ability to collaborate.

#### **4. VACATED SPACES**

If the envisioned project is developed, CID's current location in the Albertson's Library will be vacated. This represents roughly 17,000 square feet on the second floor. This area, by design, is not restrictive for subsequent tenants and has an open floor plan with movable furniture. The Library can easily re-occupy these areas and use them for instruction, meeting areas, or as shelving for materials with minimal costs.

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# OFFICE OF THE STATE BOARD OF EDUCATION

## MAJOR CAPITAL PROJECT SUMMARY FY2019

**Project Title:** Construction for  
Science Laboratory Building

**Institution/Agency:** Boise State University

**Brief Description:** Boise State continues to experience increased demand for classes and programs with laboratory-based instruction. Predominantly focused on the natural and applied sciences, these laboratories call for highly specific and dedicated environmental controls, as well as pedagogical improvements that create a signature education experience for students. The requested funds will support a new laboratory facility providing teaching and/or research labs focusing on chemistry and biological sciences.

**Project Scope:** 16,000 – 22,000 NASF    25,000 – 34,000 GSF

**Estimated Total Cost:** \$15,000,000

**Date Approved by State Board of Education:**

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*Source of Construction Funds (by fund source and amount):*

### Total Project Cost

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$10,000,000
University Funds & Private Donations	\$5,000,000

### Previous Appropriations

<u>Fund Source</u>	<u>Amount</u>
N/A	N/A

### Budget Year Request

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$10,000,000

## **1. PROJECT DESCRIPTION AND JUSTIFICATION**

The proposed building will act as an extension of Boise State's Biology and Chemistry programs, departments within the College of Arts and Sciences. These programs currently operate primarily out of the Science Building, a four-story facility constructed in 1977. Some labs are also housed in the Multi-Purpose Classroom (MPC) Building. The Science Building has been modified numerous times throughout its history in an effort to maintain pedagogical best practices, respond to University growth, and comply with facility safety requirements. In its current state, the Science Building continues to require several physical plant improvements, life/safety alterations, and classroom/laboratory improvements that will provide a cutting-edge academic and research environment.

The growth in STEM programs in the physical sciences as well as engineering have created a need for additional lower division teaching labs, especially those focused on biology, chemistry and physics. In addition, there is an increased demand for research spaces in these disciplines.

The proposed new Laboratory Building is identified on the 2015 Campus Master Plan and is intended to help meet the demand for teaching and research labs. At this time, it is represented by a "liner" building on the north façade of the Brady Garage and matching the facility's height. With 16,000 – 22,000 net assignable square feet (NASF), approximately 10-12 teaching and/or research labs could be provided in the facility. Labs would likely be focused on chemistry or biology. However, the labs could be used accommodate other STEM programs, such as Engineering Health Sciences and Physics. This building would likely provide space to accommodate departmental growth for the next 5-8 years.

This facility will help achieve two of Boise State's Strategic Plan goals: 1) Create a signature high-quality educational experience for all students; 2) Gain distinction as a doctoral research university.

## **2. PROJECT COMPONENTS**

As envisioned, a new laboratory building will house teaching and/or research labs, prep areas, an instrumentation lab and informal student learning areas. Academic and research biology greenhouses would be installed on the roof of the new building to allow for access from the top floor of the garage. With a focus on instruction and research, there will be limited drop-in style spaces for faculty and graduate assistants and as a result, the building's program would not include typical enclosed faculty offices. This will maximize the total number of labs created by the project.

For life/safety compliance, each floor and laboratory will serve a dedicated purpose based on study topic and materials used. For example, labs using hazardous materials will be located on the ground floor, eliminating risks associated with

using hazardous materials on upper levels. The facility will operate independently from the Brady Street Garage, with its own ingress and egress, as well as vertical circulation. In addition to the laboratory areas, the facility will also include lab preparation areas, an instrumentation room, informal learning areas for students, restrooms and other common areas.

### **3. ALTERNATIVES**

Alternatives include converting existing classrooms into teaching and/or research labs. Any classrooms will have to be taken offline or re-created elsewhere as appropriate swing space is not available on campus. Retrofitting classrooms into laboratories is costly, will require infrastructure improvements, and work would have to be done in a piecemeal fashion to limit the impact on facility occupants. The most likely building for classroom conversions to laboratories is the Multi-Purpose Classroom (MPC) building.

### **4. VACATED SPACES**

The new Laboratory Building will help mitigate existing and some future demand. As such, minimal spaces will be vacated. Existing laboratories in the Science Building will retain their laboratory functions and will be repurposed/upgraded to accommodate new research.

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# CAPITAL BUDGET REQUEST

## FY 2019

### CAPITAL IMPROVEMENT PROJECT DESCRIPTION

(New Buildings, Additions or Major Renovations)

AGENCY: Idaho State University

AGENCY PROJECT PRIORITY: 1

PROJECT DESCRIPTION/LOCATION: ISU Health and Wellness Center

CONTACT PERSON: Cheryl Hanson

TELEPHONE: 208-282-4086

#### PROJECT JUSTIFICATION:

##### **(A) Concisely describe what the project is.**

This is a multi-year phased project to construct a new consolidated ISU Health and Wellness Center space on the Pocatello Campus, demolish buildings that have reached the end of their useful life and that will be vacated as a part of the project.

This project will construct a new 94,000 SF building that will provide space for the integration of medical and ancillary health clinic services at Idaho State University. It allows the University to provide "one stop" shopping for patients by co-locating the Family Medicine Residency Clinic with University Health, Bengal Pharmacy, Psychiatry Residency Clinic, Speech and Hearing, Physical and Occupational Therapy, Radiology, Counseling, and Nutrition and Dietetics. The project will also provide additional space for expansion or clinic space for other potential community partners that will share in the cost of the project.

As the project relocates Family Medicine to the new Clinic Building, it will make way to relocate the Dental Hygiene Academic Program and Clinic to the space currently occupied by Family Medicine thereby allowing Dental Hygiene to be co-located with Dental Sciences. This existing building also receives a new elevator as our #1 priority for ADA funding this year which will enable disabled students, staff, and patients to circulate within the two floors of the building without having to drive around to the back where an at grade entry is provided for the lower level.

The construction of the new consolidated clinic facility will allow for the abandonment and demolition of the Student Health Clinic (constructed in 1964), the Dental Hygiene Clinic (constructed in 1956), and the Dental Hygiene Sciences Building (constructed in 1929). These buildings have a combined deferred maintenance cost estimated at \$4,146,000

Overall project cost is estimated to be \$44.9 Million phased over 5 years. See table below.

Construct Health and Wellness Center	\$32,085,000
Remodel Family Medicine for Dental Hygiene	\$3,200,000
Finish out additional clinic space in Health and Wellness Center	\$9,200,000
Demolish Student Health Building	\$195,000
Demolish Dental Hygiene Clinic	\$92,000
Demolish Dental Hygiene Sciences	\$152,000
Total Project Cost	\$44,924,000.00

This year's FY19 funding request is limited to the design and construction of the new 94,000 SF consolidated clinic facility including site work. The majority of the building will initially be shell and core with finish space limited to the Family Medicine and Psychiatry Residency programs. The remaining space will be filled out at a later date as resources and fundraising allow. The estimated cost for this FY19 request is \$32,085,000.

**(B) What is the existing program and how will it be improved?**

The Idaho State University Department of Family Medicine is a multifaceted clinical entity with primary components of a Family Medicine Residency, Pharmacotherapy Residency, Psychology Internship, and Family Medicine Clinical Research Center with a Federally Qualified Health Care community partner. The ISU Family Medicine Residency Program is a well-established, fully accredited, three-year family medicine residency. Since its inception in 1993, it has grown from a 12 resident program to a 21 resident program with expansion of faculty and midlevel providers and additions of pharmacotherapy residency, psychology internship, HIV and Hepatitis C clinics and a Clinical Research Center. The clinic serves many patients without health insurance and poor access to care.

The Department is currently located in the Family Medicine Building (#83) and shares space with the Dental Sciences program. Family Medicine occupies approximately 17,000 SF of total space, which no longer meets the needs of the Department. The Department has had to expand clinic hours to evenings and routinely curtail faculty practice in order to maintain adequate resident clinic numbers to meet accreditation standards. Faculty productivity is impacted by shared offices and there is inadequate space for day to day administrative functions. Without planned expansion the department's current needs are estimated to be 23,000 SF.

In 2016, Governor Otter's Medical Education Study Committee set expansion of Idaho primary care residencies (Family Medicine, Internal Medicine, and Pediatrics) as its highest priority. The driving forces behind this decision are:

1. Idaho perennially ranks last or next to last in physicians per capita
2. Idaho is 48<sup>th</sup> in the US in resident physicians per capita
3. Location of residency training is a strong predictor of future practice location
4. As the Idaho College of Osteopathic Medicine (ICOM) comes on line, an increased demand for residency positions is expected.

In response to this the Idaho State University Kasiska Division of Health Sciences, in collaboration with the University of Utah, has proposed development of a new three resident-per-year Eastern Idaho Psychiatry Residency. Additionally, the ISU Family Medicine Residency has put forward a plan for expansion of family medicine training through two new rural training tracks, a new family medicine hospitalist fellowship and expansion of the base residency from seven residents per year to nine residents per year.

This proposed expansion plan cannot be accomplished without a significant expansion in clinical, teaching, and administrative space for the Department of Family Medicine. Co-location of the Eastern Idaho Psychiatry Residency will allow for numerous synergies in clinical care, didactic training, research, and administration. Similarly, the wide range of clinical services offered by other ISU health profession programs would benefit from increased interaction and collaboration with ISU's residencies. The proposed ISU Health and

Wellness Center would offer the long sought after opportunity to gather these clinical services under one roof for true interdisciplinary training and care for the community.

**(C) What will be the impact on your operating budget?**

The proposed clinics are revenue generating. The synergy created by co-locating clinics will result in a high rate of referrals. Also the increase of family medicine residents from 21 to 40 will increase program and clinic revenues.

A new energy efficient consolidated clinic building will reduce utility costs currently incurred in existing buildings and the demolition and removal of the Student Health, Dental Hygiene Clinic and Dental Hygiene Sciences Buildings will eliminate \$4,146,000 in ISU deferred maintenance. All of these existing facilities require extensive gutting and remodeling to bring them up to serviceable standards.

**(D) What are the consequences if this project is not funded?**

If this project is not funded then, the Family Medicine clinic will continue to operate in a substandard space that is currently too small for current operations.

ISU will be unable to provide space for the planned expansion of the ISU Family Medicine Residency and proposed Eastern Idaho Psychiatry Residency.

The opportunity will be missed to create an interdisciplinary clinical training facility that will promote mutual referral, collaborative health care and shared teaching experiences throughout the Division of Health Sciences. The opportunity to expand clinical services to underserved patient populations will be lost as well.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING:	
Land	\$ 0	PBF	\$ <u>32,085,000</u>
A/E fees	\$ 3,500,000	General Account	
Construction	\$ 25,223,000	Agency Funds (awaiting permission from SBOE in August so ISU may fundraise a match towards this project)	
5% Contingency	\$ 1,260,000	Federal Funds	
F F & E (20%)	\$ 2,100,000	Other	
Other	\$ 0		
Total	\$ 32,085,000	Total	\$ <u>32,085,000</u>

Agency Head Signature: 

Date: 7/21/17

**CAPITAL BUDGET REQUEST  
FY 2019  
CAPITAL IMPROVEMENT PROJECT DESCRIPTION  
(New Buildings, Additions or Major Renovations)**

AGENCY: Idaho State University

AGENCY PROJECT PRIORITY: 2

PROJECT DESCRIPTION/LOCATION: Relocate COT programs to the Eames Complex (Phase 2)

CONTACT PERSON: Cheryl Hanson

TELEPHONE: (208) 282-4086

**PROJECT JUSTIFICATION:**

**(A) Concisely describe what the project is.**

This project is the 2<sup>nd</sup> Phase of a project to relocate approximately half of the College of Technology (COT) programs to the William M. and Karin A. Eames Advanced Technical Education and Innovation Complex located at 1999 Alvin Ricken Drive.

Currently existing COT programs are located in multiple building scattered throughout the City of Pocatello. Programs earmarked for relocation include Auto Collision Repair, Automotive Technology, Civil Engineering Technology, Surveying & Geomatics, Engineering Technology, Diesel Technology, On-Site Power Generation, Unmanned Aerial Systems, Robotics & Communications, Welding, and Machining.

To accomplish this project approximately 113,000 SF of the building will require renovation. Auxiliary spaces needed for these programs will also be relocated. These include Student Services, classrooms, faculty offices, testing labs, and storage space. Phase 1 has current agency funding of approximately \$6M that includes full design effort. Phase 2 is a request for \$6,510,000 to complete construction and relocate final programs.

Research collaboration with COT is also located in this building. These spaces will be defined in the coming months as funding and grants become available.

**(B) What is the existing program and how will it be improved?**

College of Technology programs are currently located in multiple buildings around campus. Many of the spaces are cramped and outdated. This project will bring the various programs together in a newer building with room to grow enrollment. COT programs that will be relocated to the Eames are focused on science, technology, engineering, and math (STEM). These programs include: Auto Collision Repair, Automotive Technology, Civil Engineering Technology, Surveying & Geomatics, Engineering Technology, Diesel Technology, On-Site Power Generation, Unmanned Aerial Systems, Robotics & Communications, Welding, and Machining.

Relocating these programs from multiple locations into one newly remodeled state of the art facility will create a synergist effect between programs, enhancing the learning experience for



students and exposing them to skills taught outside their primary program. It will also allow for unique collaborative research opportunities between COT programs.

**(C) What will be the impact on your operating budget?**

Improved and expanded spaces will allow for enrollment growth in the College of Technology. The College anticipates a 20% increase in growth over five years as a result of this project. Other than an initial impact to outfit new space, departmental operating budget expenses should remain fixed.

University expenses to maintain and provide inefficient utility services to the outdated Diesel Mechanics and Diesel Electric Buildings will be eliminated as a result of this project. The deferred maintenance costs for these two buildings is estimated at \$5,522,960.

**(D) What are the consequences if this project is not funded?**

If this project is not funded then, then some COT programs not funded in Phase 1 will continue to operate in a substandard space that is too small for current operations.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING:	
Land	\$0	PBF	\$6,510,000
A/E fees	\$0	General Account	\$0
Construction	\$5,208,000	Agency Funds	\$0
5% Contingency	\$ 260,500	Federal Funds	\$0
F F & E	\$1,041,500	Other	\$0
Other	\$0		
Total	\$6,510,000	Total	\$6,510,000

Agency Head Signature: \_\_\_\_\_

Date: 7/21/17

**CAPITAL BUDGET REQUEST  
FY 2019  
CAPITAL IMPROVEMENT PROJECT DESCRIPTION  
(New Buildings, Additions or Major Renovations)**

AGENCY: Idaho State University

AGENCY PROJECT PRIORITY: 3

PROJECT DESCRIPTION/LOCATION: Frazier Hall, Remodel Basement

CONTACT PERSON: Cheryl Hanson

TELEPHONE: (208) 282-4086

**PROJECT JUSTIFICATION:**

**(A) Concisely describe what the project is.**

Dressing and green room areas located beneath the stage in the Frazier Hall basement need complete restoration. This work extends to a complete gut-and-replacement of floor, sub flooring, ceilings, walls, finishes, air circulation, electrical systems, and restrooms. Remodeling and updating of the dressing areas is intended to allow for men's and women's separate areas, upgrade of makeup rooms, ADA restrooms, laundry rooms, and hallways. Areas that are not accessible or sized improperly for the number of persons using the facilities will be upgraded accordingly; this project will address building code requirements. Traffic flow needs to be improved. An additional shower and ADA restroom is needed.

The existing public spaces of the Bilyeu Theater have received a wonderful and needed upgrade and now it is time to bring the under stage areas up to code. There is no back stage to the theater so that the basement areas receive a lot of use. This renovation includes major upgrades to mechanical, electrical plumbing, and egress systems so that this historic venue may continue to be used.

**(B) What is the existing program and how will it be improved?**

Frazier Hall and the Bilyeu Theater are used by the ISU Theater, Music and Dance programs as well as outside groups such as the annual Nutcracker Ballet performance each December.

Also to be housed in this building are the College of Arts and Letters Dean's Suite of offices with a project funded in FY2018. The departments of communication, media, & persuasion, are also located in the building.

This project will make dramatic improvements to mitigate health and safety deficiencies in the current space and bring it into code compliance.

**(C) What will be the impact on your operating budget?**

This project does not add square feet or functional space but will address safety concerns and install more easily maintained materials and facilities, equipment and lighting upgrades.

The operating budget remain steady or see a slight reduction in expenses.

**(D) What are the consequences if this project is not funded?**

Unsafe conditions will continue and egress systems and spaces that are not up to code.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING:	
Land	\$ 0	PBF	\$ 1,299,700
A/E fees	\$ 113,000	General Account	
Construction	\$ 1,130,000	Agency Funds	
5% Contingency	\$ 56,700	Federal Funds	
F F & E	\$ 0	Other	
Other	\$ 504,870		
Total	\$ 1,299,700	Total	\$ 1,299,700

Agency Head Signature: 

Date: 7/21/17

**CAPITAL BUDGET REQUEST**  
**FY 2019**  
**CAPITAL IMPROVEMENT PROJECT DESCRIPTION**  
(New Buildings, Additions or Major Renovations)

AGENCY: **Idaho State University**

AGENCY PROJECT PRIORITY: 4

PROJECT DESCRIPTION/LOCATION: Completion of the Master Plan for ISU-Meridian  
(Dental Hygiene Expansion)

CONTACT PERSON: Cheryl Hanson

TELEPHONE: (208) 282-4086

**PROJECT JUSTIFICATION:**

**(A) Concisely describe what the project is.**

Aligned with the SBOE's assignment of ISU's health professions' mission, the Five-Year Plan for SW Idaho, and Program Prioritization, as well as the NWCCU Core Theme, Leadership in the Health Sciences, this request completes the ISU Meridian Master Plan.

**1) Expanding Clinics:**

ISU-Meridian currently houses three clinics, Counseling, Dentistry, and Speech-Language.

The proposed build-out will allow clinical services within DHS programs to expand existing clinics and add new clinics providing inter-professional education and patient experiences for students as encouraged by a number of specialized professional accrediting bodies and by the DHS strategic plan.

- a) Two clinics, Speech/Language and Counseling will be able to expand by increasing the number of clinic rooms available for patient appointments;
- b) Six new clinics will be established resulting in a total of 10 revenue-generating operations:

Dental Hygiene; Physical Therapy; Occupational Therapy; Vestibular Clinic (Doctor of Physical Therapy and Doctor of Audiology students); Medication Management, and a Wellness Center

- c) Development of ISU-Meridian allows these clinics to be configured in near proximity to each other facilitating inter-professional collaboration and convenient "wrap-around" services for patients from the community. The project design of clinic adjacencies enhances access for clients and student learning outcomes, providing practice in a patient-centered health care model.



## 2) Expanding Dental Hygiene, Physical Therapy and Occupational Therapy Programs -

This project builds the office, teaching, laboratory, and clinical spaces required for expanding to ISU- Meridian three programs of study, currently only offered on the Pocatello campus: the Bachelor of Science in Dental Hygiene (BSDH); the Doctor of Physical Therapy (DPT); and the Master of Occupational Therapy (MOT). For FY16, the institutional priority for the DPW Capital Building Request process is to create a BSDH satellite program and relocate the Idaho Dental Education Program (IDEP) at Meridian, formulating an Oral Health Institute by adding to the existing Delta Dental of Idaho Dental Residency Clinic on the 1st floor of the facility. The FY16 Dental Hygiene request was not funded (see budget note), this FY17 request includes Dental Hygiene along with a priority focus on high demand DPT and MOT programs to address SW Idaho and statewide provider workforce needs. The DPT and the MOT programs have robust application pools and the proposed expansion to add cohorts located at ISU-Meridian would double the number of students admitted each year without doubling the number of faculty. The initial costs of building the infrastructure to support the DPT and MOT programs are high cost due to the specialized nature of training future rehabilitation professionals and meeting all of the accreditation criteria for each discipline. However, efficiencies are gained by building shared classroom and laboratory spaces on the 2nd floor that meet the needs of both disciplines, including School of Rehabilitation and Communication Sciences (SRCS) offices for PT/OT, Speech-Language Pathology (SLP), and Audiology (AuD).

This project specifically requests the following spaces be built at the Meridian Health Science Center:

- Build 2 large teaching laboratories that will be shared by the DPT and MOT Programs
  - Orthopedic Skills Lab: holds up to 40 students; contains furniture, equipment, and supplies consistent with PT and OT clinical examination and practice; cabinet storage; distance learning capabilities; partition wall to divide the room into 1/3 and 2/3 sized spaces
  - Neuromanagement/Daily Skills/Pediatrics Lab: holds up to 40 students; contains large, low mat tables, ambulatory aids, an accessible mock-up kitchen, pediatric equipment; cabinet storage; distance learning capabilities
- Build 1 distance learning classroom shared by the DPT and MOT Programs (40 student capacity)
- Remodel existing academic space on the 1st floor into clinic space
  - Remodel 18 academic offices currently used by the Department of Communication Sciences and Disorders (CSD) into clinic spaces
    - New PT and OT Clinic
    - Inter-professional Vestibular Clinic

- Expand current space available for SLP and AuD Clinics
- Remodel large Clinic Lobby into useable clinic space
- Build 22 new offices on the 2nd floor
  - 18 offices for the displaced CSD faculty
  - 4 offices for the new PT and OT faculty

All of these spaces are required to meet the PT and OT accreditation agencies' requirements for equivalent didactic spaces to allow synchronous learning between cohorts in Pocatello and Meridian as well as comparable clinical spaces to ensure each site provides an equivalent educational experience of quality.

Additionally, this request includes the build-out of patient-centered, research-focused areas and administrative offices for the College of Pharmacy, relocation of faculty and staff offices for CSD which has outgrown the departmental space for programmatic and clinical applications, and ancillary spaces, including a Wellness Center, Testing Center, Conference Room, and Student Study area on the 2nd floor of the facility

**(C) What is the existing program and how will it be improved?**

The suite of academic programs at ISU-Meridian reflects the top-tier job growth areas in the nation for healthcare providers. PT will show a 36% increase in the number of jobs nationally over the next ten years while OT will have a corresponding 29% increase. SPL and AuD will show 10-year increases of 19% and 34% respectively. Due to the growth in the number of SLP and AuD students attending these programs, the number of patients/clients served has grown steadily since the opening of ISU-Meridian in 2009. As a consequence, there is inadequate space to provide clinical services. HIPAA as well as FERPA violations become more likely with CSD faculty being relegated to use classrooms, offices, and hallways for clinical treatment space. Faculty, staff, and students entering/exiting offices and communal spaces become unnecessarily aware of the patients who are attending the clinics. Replacing academic offices with expanded clinic space and relocating these offices to the 2nd floor is consistent with the original plan for ISU-Meridian that locates clinics on the 1st floor in adjacent areas. Locating offices for the SRCS on the 2nd floor promotes faculty exchange and cooperation. After the remodel, SLP, AuD, Counseling, Dentistry, Dental Hygiene (34% demand), Pharmacy (14% demand), Physician Assistant (38% demand), Nursing (31% demand), PT and OT students will have efficient access to participate in clinical inter-professional education. Due to the building design, no other means for expanding clinic space is available at ISU-Meridian. Further efficiencies and additional benefits are gained by remodeling some of the existing space to purposefully locate clinics in adjacent locations for easy community access, inter-professional collaborations, and accessible staff support.

**(C) What will be the impact on your operating budget?**

The proposed clinics are revenue-generating. Also, by adding 3 year-cohorts of 24 for the DPT (72 students), and of 16 for the MOT (48 students), and 12 BSHS students annually, the budget is supported by the professional fees charged for each of these programs, along with tuition collected for more enrollment.

**(D) What are the consequences if this project is not funded?**

The ISU-Meridian Phased Renovation was approved for \$12,420,000 in the Six-Year Capital Improvement Budget, with initial occupancy in August 2009. A comprehensive Master Plan request will complete the ISU-Meridian facility build-out. Funding incremental annual requests will result in higher construction costs in the long-term. Phase 1 of the Treasure Valley Anatomy and Physiology Laboratories (TVAPL), supported by 2013 Legislative appropriation and 50% community match, has been constructed and opened Fall of 2015. The rationale for the TVAPL presented to the Idaho State Legislature emphasized the necessity of these laboratories being built to meet teaching requirements for programs such as the BSDH, DPT, and MOT expanding to ISU-Meridian. Phase 2 of the TVAPL, which includes a Physical Therapy Exercise Science Laboratory and an Applied Behavioral Sciences Research Laboratory (to be used primarily by the SRCS), will be completed this fall.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

ESTIMATED BUDGET:		FUNDING:	
Land	\$ N/A	PBF	\$ 2,300,000
A/E fees	\$ 125,000	General Account	
Construction	\$ 1,800,000	Agency Funds	
5% Contingency	\$ 75,000	Federal Funds	
F F & E	\$ 300,000	Other	
Other	\$		
Total	\$ 2,300,000	Total	\$ 2,300,000

Agency Head Signature: 

Date: 7/21/17

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# OFFICE OF THE STATE BOARD OF EDUCATION

## SET A

### PROJECT SUMMARY

**Project Title:** University of Idaho Library Renovations and Student Success Improvements

**Institution/Agency:** University of Idaho

**Brief Description:**

The University desires to construct a series of improvements dedicated to supporting the mission of the University of Idaho Library. The ultimate aim of these improvements is to increase student success in their academic careers. This specific project request provides for renovations to better support the Special Collections and Archives unit of the University of Idaho Library. The Special Collections and Archive is currently located within the University of Idaho Library; itself located in the core of the Moscow campus of the University of Idaho. The existing facility is inadequate for the functions it serves, and is in need of renovations and improvements to provide a facility befitting the character and the nature of the collections housed therein.

Improvements to the third floor of the Library to house an improved Special Collections and Archive Facility were envisioned and described in a 2009 Library Master Plan. It is the intent of this project to start by testing the assumptions made in the 2009 Library Master Plan process and recommend the best course of action. Upon acceptance of a set of recommendations, the intent is to then plan, design and implement a project that best serves the programmatic needs and requirements of the Special Collections and Archive.

**Project Scope:**

	<b>NASF</b>	<b>GSF</b>
Current Building Size, UI Library:	TBD	190,200
Proposed Area of Renovation & Improvements:	TBD	14,900
Furnishings, Fixtures, and Equipment		
All project fees and related expenses		

**Estimated Total Cost:**

*Source of Construction Funds (by fund source and amount):*

**Total Project Cost**

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$ 5,640,000
Federal Funds	\$ 0
Bond Funds	\$ 0
Gifted Funds	<u>\$ 0</u>
Total:	\$ 5,640,000

**Previous Appropriations**

<u>Fund Source</u>	<u>Amount</u>
All Sources	\$ 0

**Budget Year Request**

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$ 5,640,000

**Date Approved by State Board of Education:**

FY 2018 was the first year of request for this facility. FY 2019 represents the second request for this facility.

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**1. PROJECT DESCRIPTION AND JUSTIFICATION*****Background and Planning Context:***

The University of Idaho Library is the largest Library resource in the State of Idaho. It provides Library, Collection, Archival, Research, Group Learning, Tutoring, and Technology services not only to the students, faculty and staff of the University of Idaho, but also to stakeholders and researchers from across the State of Idaho. As the largest Library within the State of Idaho, the significance and import of the collections the University of Idaho Library houses cannot be over-estimated.

The current University of Idaho Library structure was originally constructed and occupied in 1957. A significant whole-building renovation and addition was completed in 1992/93. With the addition, the University of Idaho Library measures 190,200 gsf. Inclusive of the basement, the University of Idaho Library is a five story structure and it is centrally located in the academic and research core of the main campus of the University of Idaho in Moscow, Idaho.

While advances in technology are reshaping today's libraries, campus libraries remain the interdisciplinary hub for students and scholars. Campus libraries such as the University of Idaho

Library become a community center extending learning beyond the classroom. Library buildings are iconic as symbols of the centuries of knowledge upon which today's research builds. Surveys indicate that the library is one of four buildings on any given campus that most influence a prospective student's decision to enroll at that university.

Yet it is also a given that libraries are in transition. Collections are no longer limited to physical materials held within a library's walls; they are also digital. The role and mission of libraries in general is moving towards empowering access. That said, physical collections are still important, and it is incumbent upon libraries to service the curation of, and access to, both digital and physical collections.

In view of this, The University of Idaho invested in a robust evaluation and analysis of our campus Library in 2009. The outcome of this process is the development of a 2009 Master Plan for the University of Idaho Library entitled: "Preserving the Past, Inspiring the Future." The planning process was carried out over the course of the year and included all stakeholder through the use of several public planning workshops. The stakeholders identified planning goals essential to the vision of the University of Idaho Library as a significant, purposeful, and highly collaborative campus resource. They are:

- **Protect** and highlight the archival collections;
- **Encourage** new and different methods of learning;
- **Connect** students to the library resource(s);
- **Serve** as a vibrant, active and alive center of campus.

The resultant recommendations are contained in the 2009 Master Plan and are captured as an iterative series of phased improvement projects. The projects envisioned in the Master Plan provide the desired facilities necessary to promote and support:

- Scholarship and Creative Activity;
- Outreach and Engagement;
- The creation of a Collaborative Organization, Culture, and Climate.

#### ***Work Completed to Date:***

Since completion of the 2009 "Preserving the Past, Inspiring the Future" Master Plan for the University of Idaho Library, the university has invested significantly in the implementation of the plan. As a starting point the plan calls for the purchase and installation of high-density, compact shelving on the Second Floor of the Library in order to free general floor space for the various proposed improvements. The first phase of this installation of high-density, compact shelving is complete.

Most recently, the University funded and competed the design and construction of portions of the planned improvements for the First Floor of the Library. These improvements include, but are not limited to, the initial phase of the envisioned "Information Commons," Team Rooms for group study, work, and collaboration, the Instruction Room, reconfiguration of the Circulation Desk, a Multi-Media Zone, and a Coffee Bar.

The investment by the university in these initial improvements to date exceeds \$2,470,000.

#### ***Project Request:***

The next phase of work anticipated by the 2009 Master Plan supports the University's Special Collection and Archives program. The University of Idaho Special Collections and Archive is charged with the care and curation of a number of collections that are specific to the university



and to the State of Idaho. The collections are unique, of a high degree of import, and it is essential that they are housed in a facility worthy of their character and nature.

The 2009 Library Master Plan makes the assumption that the Special Collections and Archive should be housed on the third floor of the University Library. However, enough time has since passed that the university wishes to test this assumption and consider possible alternative scenarios at the outset of this capital project implementation.

## **2. PROJECT COMPONENTS**

Regardless of the final, selected location for the Special Collections and Archive, the necessary and requisite spaces and features required to provide the Special Collections and Archive with a prominent, State-of the Art facility include:

- Comfortable, inviting reading rooms that can be supervised by Special Collections and Archive staff;
- Adequate and suitable storage space for the collections materials;
- Display walls and cases that allow collections materials to be properly and securely displayed through and under glass;
- Support spaces for the Special Collections and Archive personnel that facilitate the proper administration of the collections materials. The spaces include, but, may not be limited to;
  - reception area;
  - offices as needed;
  - holding area;
  - supplies and storage area;
  - records processing;
  - digital laboratory;
  - and support functions and areas as needed;
- Stable, controlled environmental conditions designed to preserve the collections and archive materials and prolong their anticipated life span.
  - UV protection and control
  - Tight, narrow range temperature control - 66 to 68 degrees F.
  - Tight, humidity control – 45% relative humidity
  - Secure, controlled access
  - Occupancy Sensors

## **3. ALTERNATIVES**

As mentioned above, the 2009 “Preserving the Past, Inspiring the Future” Master Plan for the University of Idaho Library recommended including the Special Collections and Archive Facility within the current University of Idaho Library, specifically on the third floor. However, the university desires to revisit this recommendation as part of the early planning and programming phase of the project. Possible alternatives regarding the best location are, but are not necessarily limited to:

Alternative 1: Include the Special Collections and Archive scope within the University of Idaho Library, 3<sup>rd</sup> Floor per the 2009 Master Plan.

Alternative 2: Include the Special Collections and Archive scope within the University of Idaho Library, but, on another floor.



Alternative 3: Construct separate and distinct Special Collections and Archive Building

Alternative 4: Renovate a portion of another campus location to serve as the Special Collections and Archive Facility.

#### **4. VACATED SPACE**

Assuming Alternatives 1 or 2 are selected, The Special Collections and Archive project does not result in any vacated space. Rather, it makes improved and more efficient use of existing space with the University of Idaho Library by reallocating space on the third floor for the Special Collections and Archive Suite and repurposing space in the basement to serve the receiving and cataloging functions. The existing elevator shaft that was constructed in 1992/93 but never outfitted will be put in service. Finally the efficiency of space utilization will be vastly improved through the installation of efficient, high-density, compact shelving within the Special Collections and Archive Suite.

Should Alternatives 3 or 4 are selected, the vacated space in the basement of the existing Library will be repurposed for Library functions yet to be identified.

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# OFFICE OF THE STATE BOARD OF EDUCATION

## SET A

### PROJECT SUMMARY

**Project Title:** Research and Classroom Facility

**Institution/Agency:** University of Idaho

**Brief Description:**

The University of Idaho is currently in the process of the construction of the Integrated Research and Innovation Center (IRIC), a new research intensive facility comprised of sophisticated research laboratories to be located in the core of campus at the next of the College of Engineering, College of Science, College of Natural Resources and the College of Agricultural and Life Sciences. IRIC was completed in the winter of 2016, and became operational in January of 2017. IRIC is an exciting addition to the campus and to the university and carries with it the potential of driving the university's research profile to new heights.

The character and nature of the IRIC facility is such that it is focused on high-performance, research intensive laboratories, collaborative spaces, and core laboratories to be available to all research units and researchers campus wide. Precisely because IRIC is to be such a high-performance facility, it does not contain much in the way of office space and there will be no classroom space. Including such spaces in such a systems and utilities intensive facility would not be an efficient use of resources.

Accordingly then, there is a need to provide spaces such as offices for additional research units and departments, space for grant driven activities, spaces for computational research activities, classrooms, seminar spaces, etc., in a location convenient to IRIC. These spaces will support learning, computational research, dissemination and transfer of knowledge and information, and other related support activities that may be related to, or a result of, the research activities housed within the IRIC facility. The Research and Classroom Facility will be comprised of such spaces and is to be located to the immediate southeast of IRIC on the east side of the Line Street Pedestrian Mall on the main campus of the University of Idaho.

**Project Scope:**

Building size:

**NASF**

TBD

**GSF**

40,000

Site and utility infrastructure

Furnishings, Fixtures and Equipment

All project fees and related expenses,  
to include the demolition of the existing  
structure(s) on site.

**Estimated Total Cost:**

*Source of Construction Funds (by fund source and amount):*

**Total Project Cost**

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$ 8,000,000
Federal Funds	\$ 1,000,000
Bond Funds	\$12,000,000
Gifted Funds	<u>\$ 3,000,000</u>
Total:	\$24,000,000

**Previous Appropriations**

<u>Fund Source</u>	<u>Amount</u>
All Sources	\$ 0

**Budget Year Request**

<u>Fund Source</u>	<u>Amount</u>
Permanent Building Fund	\$ 4,000,000

**Date Approved by State Board of Education:**

This facility was first requested as part of the FY2016 PBF process. FY 2019 represents the fourth request for this facility.

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**1. PROJECT DESCRIPTION AND JUSTIFICATION**

The University of Idaho has a need to design and construct a Research and Classroom Facility supporting computational research and providing space to deliver academic programming on an existing site to the immediate southeast of the Integrated Research and Innovation Center (IRIC) on the main campus of the University of Idaho in Moscow, Idaho. This site is located in the core of the research neighborhood of the campus, adjacent not only to the new IRIC facility, but also to the College of Engineering, College of Science, and College of Natural Resources. The College of Agricultural and Life Sciences will be one building to the west, separated by IRIC itself.

The general intent of the Research and Classroom Facility is to provide space for learning, computational research, dissemination and transfer of knowledge and information, and other related support activities that may be related to, or a result of, the research activities housed within the IRIC facility. Because the IRIC is a high-performance, systems-intensive research facility with a resultant high initial cost on a unit basis, it is a much wiser use of resources and a more efficient investment to provide spaces for learning, computational research, dissemination and transfer of knowledge and information, and other related support activities in an adjacent, less systems-intensive facility.

The Research and Classroom Facility is envisioned to house offices, and office suites, computational research space, classrooms and other support spaces in an approximately 40,000 square foot facility located at the intersection of the 7<sup>th</sup> Street and Line Street pedestrian malls on the Moscow campus. This location will allow the Research and Classroom Facility to not only support the activities and research generated within IRIC, but will also allow it to support other activities and research with the Colleges of Engineering, Science, Natural Resources, and Agricultural and Life Sciences. Further it will support activities and Research from the Office of Research and the various institutes, as well as providing additional classroom stock available for general education classroom use.

## **2. PROJECT COMPONENTS**

The preferred site for this Research and Classroom Facility is on the east side of the Line Street Pedestrian Mall, a major north/south pedestrian circulation spine on campus, just down the hill from the Idaho Commons. A portion of the site is currently vacant, as the old 5kW electrical substation was on the site prior to its demolition a few years ago. The remainder of the site currently old the existing NAMEC facility. NAMEC is a wood framed, surplus WWII era building long slated for demolition and removal in the university's Long Range Campus Development Plan (LRCDP). NAMEC is currently occupied by the Native American Education Center and by the College Assistance Migrant Program (CAMP). Both of these functions will require relocation to a site as yet to be determined. The site is further bounded by the College of Science Building to the east, the Food Research Center to the south and the 7<sup>th</sup> Street Pedestrian Mall and the college of Engineering to the north. The site is sloped south to north and offers the opportunity for views to the north.

As mentioned, the Research and Classroom Facility is envisioned to be 40,000 square feet, minimum. It is envisioned of phase 1 of a 2 phase effort. A second phase of an additional 40,000 square feet to the south is envisioned at a yet to be determined point in the future.

Spaces within the Research and Classroom Facility will include, but may not necessarily be limited to:

- faculty offices and office suites that allow for small scale departments and research institutes to be house together in a collaborative fashion;
- computational research spaces;
- collaborative, technology rich classroom, constructed along the model of spaces prototyped in Renfrew Hall and the Teaching and Learning Center by the University of Idaho in 2013;
- research collaboration spaces and seminar rooms;
- Graduate and Research Assistant spaces;
- and other specialty research and research support spaces as determined to be required.

The Research and Classroom Facility will be designed and constructed in such a manner to support the potential future expansion of the building to accommodate additional academic programs and needs. Such additional program space would possibly include a tiered classroom, various breakout rooms, as well as reception and kitchen/dining services. The date of any such future expansion is yet to be determined and would be subject to further review and approval of the Board of Regents.

### **3. ALTERNATIVES**

Three alternatives have been studied to date.

#### Alternative 1: Include This Scope within the IRIC Facility Currently Under Design and Construction

This alternative would have entailed including many, more office, office suites, classrooms, seminar rooms, etc. within the scope of the Integrated Research and Innovation Center (IRIC) currently under design and construction and schedule to open in 2016. This alternative would have placed these spaces in a systems-intensive, high-performance facility. These spaces do not need to be in such a high-performance facility and placing them there would be an inefficient use of resources. The alternative also represents a poor choice in terms of opportunity costs as these spaces would by necessity would reduce the number and size of the research laboratories and core laboratories that could be constructed within IRIC. 40,000 sf of office, office suites, classrooms, seminar rooms, etc., as described herein, and added to the IRIC scope as currently in design, would create structure too large for the IRIC site.

In addition, the IRIC facility is a \$52 mil effort, the largest single design and construction effort ever accomplished by the University of Idaho on a total dollars basis. Adding an additional scope of \$24 mil would have created an untenable and infeasible project. The university rejected this alternative.

#### Alternative 2: Construct Separate, Dispersed Research and Classroom Spaces in existing Buildings

This alternative consists of an attempt to identify and construct the spaces as described herein in separate, exiting facilities dispersed across campus. The university simply does not have an existing stock of unused or underused space(s) to support this alternative. Space is at a premium on campus and existing programs are often forced into inadequate space. New programs are often denied space requested for their needs. Space is an extremely limited, and limiting, resource in the current campus environment. In addition, this approach does not readily support interdisciplinary interaction and collaboration. The university rejected this alternative.

#### Alternative 3: Construct a Research and Classroom Facility

This option would entail constructing a single facility adjacent to the site of the IRIC facility and within immediate adjacencies of the structures that comprise the research neighborhood in the core of the Moscow Campus. Overall project expenses are expected to be less under this approach since there will be only one site and construction of a single building allows elimination of unnecessary duplication of building systems. Placing these spaces in a less systems-intensive structure will also reduce costs. Combining these spaces in a single structure will also increase collaboration amongst research and research support units. This is the university's preferred alternative.

### **4. VACATED SPACE**

In the main, the Research and Classroom Facility is envisioned as new space to satisfy both existing, pent-up needs that are currently insufficiently housed into inadequate conditions on a "make-do" basis, and to satisfy projected research needs and support needs generated by the IRIC facility opened in 2017. Accordingly, there is little to no vacant space generated by this

request. Space currently used for instructional laboratories and some research laboratories that may be vacated may be reused to meet additional laboratory space demand. Other prospective uses of vacated space may be for offices and specialized learning areas including computer laboratories, seminar areas, team and group rooms, etc.

As mentioned hereinbefore, however, the design and construction of the Research and Classroom Facility on the selected site will require the demolition and removal of the existing, wood-framed NAMEC building. NAMEC is in poor repair and it is a structure that is of an inefficient size which vastly under-utilizes the site. The NAMEC building is listed as a structure to be removed under the university's adopted Long Range Campus Development Plan (LRCDP). NAMEC is currently occupied by two units and those units will need to be deployed elsewhere on campus as a part of the development of the Research and Classroom Facility. One possible option to be considered is placing these units within the new Research and Classroom Facility, however, the final location for these units is yet to be determined.

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**CAPITAL BUDGET REQUEST**  
**FY 2019**  
**CAPITAL IMPROVEMENT PROJECT DESCRIPTION**  
(New Buildings, Additions or Major Renovations)

AGENCY: **Lewis-Clark State College**

AGENCY PROJECT PRIORITY: 1

PROJECT DESCRIPTION/LOCATION: Career Technical Education Center

CONTACT PERSON: Todd Kilburn

TELEPHONE: (208) 792-2240

**PROJECT JUSTIFICATION:**

**(A) Concisely describe what the project is.**

LCSC wishes to expand its CTE programs in response to regional industry demands to provide a trained labor force. This opportunity is being presented as a joint effort with the Lewiston School District as they initiate construction of a new high school and Career Technical Education Center that will be adjacent to property owned by LCSC and the City of Lewiston on Warner Avenue in the Lewiston Orchards. The project will be owned and operated separately from the high school but will collaborate with the high school in providing technical education for high school students, as well as the post-secondary population within the region.

**(B) What is the existing program and how will it be improved?**

LCSC wishes to provide a modern building that will house all of its Technical & Industrial (T&I) CTE programs with room for expansion and the flexibility to adjust training programs directed at the regional employers' needs. Many of the programs have waiting lists and all of the programs are in demand from local industrial companies. Current T&I buildings on the Normal Hill campus cannot accommodate these increases. The proposed new building will provide the needed lab, classroom and office space required to meet anticipated demand. In addition, the building configuration will provide room for expansion and growth as a Career Technical Education Center.

**(C) What will be the impact on your operating budget?**

Expenses for construction will be supplied through Agency reserves, grants and donations and the funding provided by the Governor and Legislature through the Permanent Building Fund. Custodial and upkeep costs for the facility would be offset with occupancy costs and institutional revenues. The expectation would be that increased revenues due to capacity expansion would support these costs.

**(D) What are the consequences if this project is not funded?**

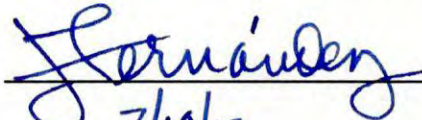
Without this building, students would continue to be placed on a waitlist, and classes would continue to keep even with technology given the aging laboratories and technical requirements of the programs expected to be in the CTE Center. Therefore, students

would not be as competitive for jobs without upgraded training facilities and local industries could hire a workforce from outside the community. The worst-case scenario is that local industry might relocate to a place where the workforce is being developed. This CTE Center will be designed to meet the needs of local industry for many years to come.

ESTIMATED BUDGET:		FUNDING:	
Land	\$ 0	PBF	\$ 10,000,000
A/E Design Fees	1,550,000	General Account	0
Construction	14,000,000	Agency Funds	8,000,000
5% Contingency	700,000	Federal Funds	0
Equipment/FF&E	3,000,000	Other (Grants/Donations)	<u>2,000,000</u>
Inflation, Moving Expense & Other Miscellaneous	<u>750,000</u>		
Total	\$ 20,000,000		\$ 20,000,000

Agency Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

  
7/18/17

**CAPITAL BUDGET REQUEST**  
**FY 2019**  
**CAPITAL IMPROVEMENT PROJECT DESCRIPTION**  
(New Buildings, Additions or Major Renovations)

AGENCY: College of Southern Idaho      AGENCY PROJECT PRIORITY: 1

PROJECT DESCRIPTION/LOCATION: Canyon Building Remodel and Modernization

CONTACT PERSON: Jeff Harmon

TELEPHONE: 208-732-6210

**PROJECT JUSTIFICATION:**

- (A) This project consists of remodeling and modernizing approximately 25,000 square feet of existing classrooms and offices that were originally constructed in 1976.
- (B) This space houses our Information Technology Education Program. Remodeling will make more efficient use of the existing area and create an instructional environment more in line with modern instructional standards and practices.
- (C) There will be no anticipated impact on our operating budget.
- (D) Failing to fund this project will hinder our ability to create the most effective learning environment for the maximum number of students.

PLEASE INCLUDE ANY ANTICIPATED ASBESTOS COSTS IN THE OVERALL BUDGET.

<b>ESTIMATED BUDGET:</b>		<b>FUNDING:</b>	
Land	\$	PBF	\$829,000
A/E fees	82,900	General Account	
Construction	704,650	Agency Funds	
5% Contingency	41,450	Federal Funds	
F F & E		Other	
Other			
Total	\$829,000	Total	\$829,000

Agency Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**Capitol Budget Request  
Set A - Request - 2019  
Capital Improvement**

Agency:	College of Western Idaho	Agency Project Priority:	1
Project Description/Location:	Nampa Campus Health Science Building	Boise Campus	
Contact Person	Craig Brown	562-3279 ph.	

**Project Justification**

**(A) Concisely describe the Project**

This project will assist the College of Western Idaho with construction of the Health Science building on the Nampa Campus. This project will complete the first (3) floors providing space for use within our Health and Science related curriculum. The 4th floor will have shell and core complete for future growth.

**(B) What is the existing program and how will it be improved?**

Existing programs and facilities are located within leased space located at the Black eagle business park on Overland Rd. and Maple Grove Rd. New College owned facilities support long term feasibility and to better serve the community as a whole. It is anticipated at this time that three floors will be completed for a total of approximately 85,000 square feet.

**(C) What will be the impact on your operating budget?**

Additional operating costs will be incurred related to utilities and maintenance. Some costs will be offset through relocation of some services and programs.

**(D) What are the consequences if this project is not funded?**

Student fee increases may have to occur and it is likely the timing of the project would be delayed. The project scope would be impacted including the reduction of some services.

Estimated Budget:			Funding:		
Land			PBF	\$	2,500,000
A / E Fees	\$	4,500,000	General Account		
Construction	\$	35,000,000	Agency Funds	\$	43,500,000
10% Contingency	\$	3,500,000	Federal Funds		
FF&E	\$	3,000,000	Other		
Other					
<b>Total</b>	<b>\$</b>	<b>46,000,000</b>	<b>Total</b>	<b>\$</b>	<b>46,000,000</b>

Agency Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*[Signature]*  
5-31-17



**Capitol Budget Request  
Set A - Request - 2019  
Capital Improvement**

Agency:	College of Western Idaho	Agency Project Priority:	1
Project Description/Location:	Boise Campus Building & Site Development	Boise Campus	
Contact Person	Craig Brown	562-3279 ph.	

**Project Justification**

**(A) Concisely describe the Project**

This project will assist the College of Western Idaho with design work for a building and site improvements at the Boise Campus located at Main and Whitewater Blvd. It is anticipated that the College will have completed preliminary design and programming necessary to support this project. Any additional funds required for design services will be provided by the agency.

**(B) What is the existing program and how will it be improved?**

Existing programs and facilities are located within leased space located at the Black eagle business park on Overland Rd. and Maple Grove Rd. New College owned facilities will be required for accreditation to support long term feasibility and to better serve the community as a whole. It is anticipated at this time that a first phase building will occur on-site to support approximately 200,000s.f.

**(C) What will be the impact on your operating budget?**

Additional operating costs will be incurred related to utilities and maintenance. Some costs will be offset through relocation of some services and programs. Revenue will also be generated to support operations of the facility through retail and convention services.

**(D) What are the consequences if this project is not funded?**

Student fee increases may have to occur and it is likely the timing of the project would be delayed. The project scope would be impacted including the reduction of some services.

Estimated Budget:			Funding:		
Land			PBF	\$	750,000
A / E Fees	\$	6,000,000	General Account		
Construction	\$	45,000,000	Agency Funds		
5% Contingency	\$	4,500,000	Federal Funds		
FF&E	\$	4,500,000	Other	\$	59,250,000
Other					
<b>Total</b>	<b>\$</b>	<b>60,000,000</b>	<b>Total</b>	<b>\$</b>	<b>60,000,000</b>

Agency Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*[Signature]*  
5-31-17

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**BOISE STATE UNIVERSITY, IDAHO STATE UNIVERSITY, and  
UNIVERSITY OF IDAHO**

**SUBJECT**

Report on National Collegiate Athletic Association (NCAA) Academic Progress Rate (APR) Scores

**REFERENCE**

August 2016

Board received annual NCAA APR Report

**BACKGROUND/DISCUSSION**

NCAA instituted the APR tracking system in 2004 in response to public concerns over academic performance and graduation rates among student athletes. The system has evolved over time, and the process is now adjusting to changes implemented in 2011 at the behest of NCAA college presidents. The APR is determined by using eligibility and retention data for each student-athlete on scholarship during an academic year. Student-athletes are awarded points for each semester they are enrolled and for each semester they are eligible for intercollegiate competition. The single and multi-year APR is determined as a percentage of points earned divided by total points possible for that cohort, with the resulting number multiplied by 1,000. The highest possible score for a team is 1000 (as calculated by the process described in the paragraph below). The NCAA calculates the APR rate as a four-year rolling average. Currently, the benchmark minimum score for each sport is 930, which the NCAA equates with a 50% graduation rate. Teams that fall below the 930 minimum are subject to sanctions which may include loss of scholarships. APR averages which fall below 900 over time may also include restrictions on practice time, loss of post-season competition eligibility, and other penalties.

**Calculation of the APR.** A team's APR cohort for a given year is composed of student-athletes who receive financial aid based on athletic ability; if a team does not offer athletic aid, then the cohort consists of those student-athletes who are listed on the varsity roster on the first day of competition. Each student-athlete in the APR cohort has the ability to earn two points for each regular academic term of full-time enrollment. One point is awarded if the student-athlete is academically eligible to compete in the following regular academic term. The other point is awarded if the student-athlete is retained by the institution (i.e., returns to school as a full-time student) in the next regular academic term. Student-athletes who graduate are given both the eligibility and retention points for the term. Squads can also earn a delayed graduation point if a student-athlete who left the institution without graduating returns to the institution and graduates. At the start of each academic year, each Division I team's APR is calculated by adding all points earned by student-athletes in the team's cohorts in each of the previous four years, dividing that total by the number of possible points the student-athletes could have earned and multiplying by 1,000. Thus, an APR of 950 means that the student-

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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athletes in the cohort earned 95 percent of the eligibility and retention points that they could have earned.

**Eligibility and Retention Rates.** A squad's eligibility rate is calculated by taking all of the eligibility points earned during the previous four years, dividing that total by the number of eligibility points that could have been earned during that time and multiplying by 1,000. A squad's retention rate is calculated similarly using retention points earned and retention points possible.

**IMPACT**

APR reports from the three NCAA member institutions are provided. All three institutions report that they are meeting the 930 APR benchmark and/or are making progress toward that goal with the two exceptions: Football and Men's Cross Country at University of Idaho. Both of these teams were granted exceptions by the NCAA which provided relief to the post-season ban and associated penalties.

**ATTACHMENTS**

Institution narrative and NCAA 2015 – 2016 Academic Progress Rates	
Boise State University APR Summary	Page 5
Boise State University APR Report by Subgroups	Page 6
Boise State University APR Report with Eligibility and Retention	Page 9
Idaho State University APR Summary	Page 11
Idaho State University APR Report by Subgroups	Page 13
Idaho State University APR Report with Eligibility and Retention	Page 15
University of Idaho APR Summary	Page 17
University of Idaho APR Report by Subgroups	Page 18
University of Idaho APR Report with Eligibility and Retention	Page 20

**STAFF COMMENTS AND RECOMMENDATIONS**

Overall, each of the three NCAA member institutions is making marked progress in APR scores. After any adjustments granted by the NCAA, all teams at all three of the universities have met the four-year 930 APR benchmark, with the exception of Football and Men's Cross Country at the University of Idaho (however, both teams were provided exemptions from the NCAA which relieved imposition of post-season competition sanctions). The APR system is a useful element in institutions' toolkits to track and encourage academic success for student athletes. When coupled with additional measures, such as grade point averages and graduation/degree completion results, the APR can provide performance metrics to support data-informed decisions and effective engagement by athletic departments and senior university leadership in support of the Board's academic goals.

This year staff has asked each institution to provide two formats for the APR reports. Both reports show the single and multiyear APR scores. The first report shows the percentile rank within the sport, all sports, Division I, public institutions, Football Bowl Subdivision, Football Championship Subdivision, and finally Division



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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football). The second report includes the Multi-year Rate Upper Confidence Boundary and the multiyear and single year APR scores for Eligibility/Graduation and for Retention.

**Multiyear Rate Upper Confidence Boundary.** A squad-size adjustment is a statistical margin of error, or confidence interval, applied by the NCAA when limited data are available to estimate a team's APR with appropriate confidence. The adjustment helps ensure that small squads are not penalized unfairly based on a small set of observations. Confidence intervals, commonly used in statistics, roughly represent a range of scores within which the true APR likely resides. The upper confidence boundary of a team's APR has to be below 925 for that team to be subject to APR penalties. The squad-size adjustment currently only applies to squads with three or fewer years of data or four-year cohorts of fewer than 30 student-athletes.

**BOARD ACTION**

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

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**Boise State University**  
**Spring 2016 NCAA Academic Progress Rate (APR) Report Summary**

Boise State Athletics earned its second-highest multi-year NCAA Academic Progress Rate for the 2015-16 reporting year, combining for a department score of 980. Several teams established APR records and four teams earned national accolades.

Boise State's men's and women's golf, women's tennis and swimming & diving programs each received Public Recognition Awards from the NCAA for having multi-year APR scores in the top-10 percent of their respective sports nationally. Each sport posted perfect multi-year scores of 1,000, all marks that tie for first nationally within their respective programs.

Eight programs recorded perfect single-year scores of 1,000 for 2015-16 - women's basketball, men's cross country, men's golf, women's golf, gymnastics, swimming & diving, women's tennis and men's track & field.

The Broncos' football team recorded a multi-year score of 979, a score that ranked second in the Mountain West and tied for 27th nationally amongst FBS schools.

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Boise State University

Date of Report: 05/09/2017

This report is based on NCAA Division I Academic Progress Rate (APR) data submitted by the institution for the 2012-13, 2013-14, 2014-15 and 2015-2016 academic years.

*[Note: All information contained in this report is for four academic years. Some squads may still have small sample sizes within certain sport groups. In accordance with the Family Educational Rights and Privacy Act's (FERPA's) interpretation of federal privacy regulations, data cells containing three or fewer student-athletes have been suppressed and are indicated by an \* symbol. The information in this report does not reflect any changes to data made after this date.]*

The following chart represents by-sport APR averages for noted subgroups. National aggregates are based on all squads that have certified their academic data as final.

Sport (N)	Multiyear APR	2015 - 2016 APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I (Non-Football)
<b>By Sport - Men's</b>										
Men's Basketball (351)	971	980	50th-60th	20th-30th	966	963	972	970	961	968
Men's Cross Country (314)	964	1,000	10th-20th	10th-20th	979	974	989	983	974	980
Football (253)	979	968	70th-80th	30th-40th	962	959	970	966	958	NA
Men's Golf (302)	1,000	1,000	90th-100th	80th-90th	984	981	990	986	982	983
Men's Tennis (260)	970	921	20th-30th	20th-30th	981	978	985	983	979	981

<sup>1</sup> Specific information on the playing and practice season penalty may be located in the APP General Summary document located on the Reports tab within the APP data collection portal.

<sup>2</sup> The team is also subject to a penalty that was previously conditionally waived; however, the team failed to meet the condition and the penalty must now be imposed.

<sup>3</sup> Denotes that team is not subject to ineligibility for postseason competition based on institutional, athletics and student resources and the team's Graduation Success Rate.

<sup>4</sup> Denotes that team is not subject to ineligibility for postseason competition due to the team's demonstrated academic improvement.

<sup>5</sup> The team's Level One penalty has been waived.

<sup>6</sup> The team's Level Two penalty has been waived.

<sup>8</sup> The team is subject to a penalty that was previously conditionally waived; however, the team failed to meet the condition and the penalty must now be imposed.

<sup>9</sup> The team's Postseason ineligibility has been waived.

<sup>10</sup> The team's penalty waiver request is pending.

<sup>11</sup> Denotes that team's APR data is under review.

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Boise State University

Date of Report: 05/09/2017

Sport (N)	Multiyear APR	2015 - 2016 APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I (Non-Football)
Men's Track (283)	955	1,000	10th-20th	1st-10th	971	966	981	974	966	975
Men's Wrestling (76)	982	990	60th-70th	40th-50th	973	972	977	975	972	976
<b>By Sport - Women's</b>										
Women's Basketball (349)	969	1,000	20th-30th	20th-30th	980	977	986	981	978	981
Women's Cross Country (348)	993	973	50th-60th	70th-80th	988	986	991	991	983	989
Women's Golf (263)	1,000	1,000	90th-100th	80th-90th	990	989	993	994	987	989
Women's Gymnastics (61)	995	1,000	40th-50th	70th-80th	994	993	997	993	997	1,000
Softball (295)	973	944	10th-20th	20th-30th	983	981	989	986	980	985
Women's Soccer (332)	987	955	40th-50th	50th-60th	986	984	991	988	984	986
Women's Beach Volleyball (34)	1,000	1,000	90th-100th	80th-90th	993	992	995	992	1,000	993

<sup>1</sup> Specific information on the playing and practice season penalty may be located in the APP General Summary document located on the Reports tab within the APP data collection portal.

<sup>2</sup> The team is also subject to a penalty that was previously conditionally waived; however, the team failed to meet the condition and the penalty must now be imposed.

<sup>3</sup> Denotes that team is not subject to ineligibility for postseason competition based on institutional, athletics and student resources and the team's Graduation Success Rate.

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<sup>9</sup> The team's Postseason ineligibility has been waived.

<sup>10</sup> The team's penalty waiver request is pending.

<sup>11</sup> Denotes that team's APR data is under review.

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Boise State University

Date of Report: 05/09/2017

Sport (N)	Multiyear APR	2015 - 2016 APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I (Non-Football)
Women's Swimming and Diving (194)	1,000	1,000	90th-100th	80th-90th	991	990	993	991	993	989
Women's Tennis (318)	1,000	1,000	90th-100th	80th-90th	988	987	991	990	986	988
Women's Track (335)	973	955	20th-30th	20th-30th	982	979	989	985	978	985
Women's Volleyball (334)	990	979	40th-50th	60th-70th	987	985	991	990	984	985
By Sport - Co-Ed										

<sup>1</sup> Specific information on the playing and practice season penalty may be located in the APP General Summary document located on the Reports tab within the APP data collection portal.

<sup>2</sup> The team is also subject to a penalty that was previously conditionally waived; however, the team failed to meet the condition and the penalty must now be imposed.

<sup>3</sup> Denotes that team is not subject to ineligibility for postseason competition based on institutional, athletics and student resources and the team's Graduation Success Rate.

<sup>4</sup> Denotes that team is not subject to ineligibility for postseason competition due to the team's demonstrated academic improvement.

<sup>5</sup> The team's Level One penalty has been waived.

<sup>6</sup> The team's Level Two penalty has been waived.

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<sup>9</sup> The team's Postseason ineligibility has been waived.

<sup>10</sup> The team's penalty waiver request is pending.

<sup>11</sup> Denotes that team's APR data is under review.

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Boise State University

Date of Report: 07/14/2017

This report is based on NCAA Division I Academic Progress Rate (APR) data submitted by the institution for the 2012-13, 2013-14, 2014-15 and 2015-2016 academic years. Institutions are encouraged to forward this report to appropriate institutional personnel on campus.

*[Note: All information contained in this report is for four academic years. Some squads may still have small sample sizes within certain sport groups. In accordance with the Family Educational Rights and Privacy Act's (FERPA's) interpretation of federal privacy regulations, institutions should not disclose statistical data contained in this report for cells made up of three or fewer students without student consent.]*

Sport	APR			Eligibility/Graduation		Retention	
	Multiyear Rate (N)	Multiyear Rate Upper Confidence Boundary	2015 - 2016 (N)	Multiyear Rate	2015 - 2016	Multiyear Rate	2015 - 2016
Men's Basketball	971 (52)	N/A	980 (13)	981	962	960	1,000
Men's Cross Country	964 (43)	N/A	1,000 (15)	940	1,000	951	929
Football	979 (356)	N/A	968 (91)	989	987	959	935
Men's Golf	1,000 (41)	N/A	1,000 (12)	1,000	1,000	1,000	1,000
Men's Tennis	970 (37)	N/A	921 (10)	955	895	970	947
Men's Track	955 (83)	N/A	1,000 (23)	942	1,000	935	952
Men's Wrestling	982 (100)	N/A	990 (28)	959	981	984	981
Women's Basketball	969 (60)	N/A	1,000 (14)	974	1,000	963	1,000
Women's Cross Country	993 (69)	N/A	973 (20)	985	974	985	972
Women's Golf	1,000 (37)	N/A	1,000 (10)	1,000	1,000	1,000	1,000

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

N/A = No APR or not applicable.

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<sup>1</sup> Denotes APR that does not subject the team to ineligibility for postseason competition based on institutional, athletics and student resources and the team's Graduation Success Rate.

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<sup>9</sup> Denotes APR that requires an APP Improvement Plan be created for this sport.

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Boise State University

Date of Report: 07/14/2017

Sport	APR			Eligibility/Graduation		Retention	
	Multiyear Rate (N)	Multiyear Rate Upper Confidence Boundary	2015 - 2016 (N)	Multiyear Rate	2015 - 2016	Multiyear Rate	2015 - 2016
Women's Gymnastics	995 (51)	N/A	1,000 (12)	990	1,000	1,000	1,000
Women's Softball	973 (89)	N/A	944 (23)	971	956	976	933
Women's Soccer	987 (124)	N/A	955 (29)	987	964	979	946
Women's Beach Volleyball	1,000 (6)	1,000	1,000 (6)	1,000	1,000	1,000	1,000
Women's Swimming	1,000 (112)	N/A	1,000 (29)	1,000	1,000	1,000	1,000
Women's Tennis	1,000 (34)	N/A	1,000 (9)	1,000	1,000	1,000	1,000
Women's Track	973 (135)	N/A	955 (30)	977	966	957	944
Women's Volleyball	990 (54)	N/A	979 (14)	1,000	1,000	968	957

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**Idaho State University**  
**Spring 2016 NCAA Academic Progress Rate (APR) Report Summary**

The 2015-16 one year score for the whole department was 969. This is the 5<sup>th</sup> highest single year score for ISU's overall APR (2011-12: 983, 2012-13: 983, 2013-14: 984, 2014-15: 973). This is the second year in a row the overall score for the department has dropped from the previous year. The one-year Eligibility score was the 4<sup>th</sup> highest ever for the department with a score of 971 and the one year Retention score was the 5<sup>th</sup> highest ever for the department with a score of 961.

- 4 of ISU's 15 teams scored a perfect 1000 (Down from 5 last year)
  - Men's Tennis had their third perfect 1000 in a row for their one-year score to move their four-year score to a 983. The four-year score of 983 is the highest four-year score ever for Men's Tennis. In addition, the four year retention score (964) and the four year eligibility score (1000) are the highest ever for Men's Tennis.
  - Women's Basketball had 3<sup>rd</sup> 1000 score in 5 years to push their Four year score to a 991. The one year score of 1000 improved from last years score of 983.
  - Women's Tennis achieved a perfect 1000 for the 6<sup>th</sup> time ever and the 3<sup>rd</sup> time in the past 4 years. With the bonus point they earned the one year score was actually over 1000 (1032) and pushed their four year score to a perfect 1000. They were a perfect 1000 in the one-year retention score for the 4<sup>th</sup> year in a row. They received a public recognition from the NCAA for this score.
  - Volleyball achieved a perfect 1000 for the 7<sup>th</sup> time in the 12 year history of the APR. The four-year score for volleyball is at a 990 which ties their record for the highest four year score for them. This is the 4<sup>th</sup> year in a row they have had a 990 for the four year score.
- Men's Basketball one year score dropped for the third year in a row (1000, 981, 960, 898). The 898 for the 2015-16 year is their second lowest one-year score ever.
- Women's Cross Country saw a decrease their one-year score from 1000 to 985 but an increase in their four-year score from 982 to 991.
- Women's Track saw a large jump in their one-year score from a 967 in 2014-15 to a 992 in 2015-16. This helped their four-year score to increase to a 987.

The 2015-16 four-year average for the whole department was the 2<sup>nd</sup> highest ever at 978 down from last year's record of 980. The four-year Eligibility score was the 2<sup>nd</sup> highest ever for the department with a score of 975 and the four year Retention score was also the 2<sup>nd</sup> highest ever for the department with a score of 973

- Football had its first four-year score decrease in 5 years dropping from a 978 to a 965.
- Women's Golf dropped below a perfect four-year score of 1000 for the first time since 2008-12. The one-year score of 944 put them at a four-year score of 984.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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- Women's Basketball achieved a record four-year score for them at a 991. This ties their four-year score record from last year of 991.
- Men's Cross Country achieved its highest four year eligibility score ever (982). In addition, Men's Cross Country was given an upper confidence boundary statistical adjustment so their four-year score is a 986 now (instead of a 965).
- Men's Tennis achieved their highest four-year score ever with a 983. This is the third year in a row they have set a four year score record. Additionally they set the record for highest four year retention score (964) and highest four year eligibility score (1000)
- Women's Soccer's achieved a record four year score of 988. Additionally they tied their highest one-year Eligibility score of 1000 which they have achieved 5 times.
- Women's Tennis achieved their highest four-year score with a 1000. The previous record was 982 for the 2011-15 four-year period. Their retention score for the four-year period was also a perfect 1000.
- Women's Track achieved their highest four-year score with a 987. The previous record for Women's' Track was 983 from the 2011-15 four year period and 983 from the 2010-14 four year period. Women's Track also achieved their highest four-year eligibility score of 984. Additionally, the one-year retention score of 1000 was their highest ever.
- Volleyball has tied its top four-year mark of 990 (2009-13, 2010-14 and 2011-15). This marks the fourth year in a row that the four-year mark has been 990 while the one-year mark is 1000. The marks of 990 for both retention and eligibility also tie the record for volleyball.
- Softball dropped by 1 point in their four-year score from a 986 to a 985. Their one-year score fell for the second year in a row.
- Men's Basketball had their second highest four-year score at 959.

Summary

- 4 teams made 1 year score improvements from the year before (Men's Track, Women's Basketball, Women's Tennis, Women's Track,
  - 2 teams (Men's Tennis, Volleyball) had the same 1 year score, a perfect 1000, as they did in the 2014-15 school year.
  - Women's Soccer had the same 1 year score from the previous year (988)
- 4 Teams made 4 year score improvements from the year before. (Men's Tennis, Women's Cross Country, Women's Soccer, Women's Tennis, Women's Track)
  - Volleyball stayed the same at 990
  - Women's Basketball stayed the same at 991
- 7 teams saw a decrease in their 1 year scores (Men's Basketball, Men's Cross Country, Football, Women's Cross Country, Women's Golf, Softball)
- 6 teams saw a decrease in their 4 year scores (Men's Basketball, Men's Cross Country, Football, Men's Track, Women's Golf, Softball )

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Idaho State University

Date of Report: 05/09/2017

This report is based on NCAA Division I Academic Progress Rate (APR) data submitted by the institution for the 2012-13, 2013-14, 2014-15 and 2015-2016 academic years.

*[Note: All information contained in this report is for four academic years. Some squads may still have small sample sizes within certain sport groups. In accordance with the Family Educational Rights and Privacy Act's (FERPA's) interpretation of federal privacy regulations, data cells containing three or fewer student-athletes have been suppressed and are indicated by an \* symbol. The information in this report does not reflect any changes to data made after this date.]*

The following chart represents by-sport APR averages for noted subgroups. National aggregates are based on all squads that have certified their academic data as final.

Sport (N)	Multiyear APR	2015-2016 APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I (Non-Football)
<b>By Sport - Men's</b>										
Men's Basketball (351)	959	898	30th-40th	10th-20th	966	963	972	970	961	968
Men's Cross Country (314)	964	941	20th-30th	10th-20th	979	974	989	983	974	980
Football (253)	965	947	50th-60th	10th-20th	962	959	970	966	958	NA
Men's Tennis (260)	983	1,000	40th-50th	40th-50th	981	978	985	983	979	981
Men's Track (283)	963	961	30th-40th	10th-20th	971	966	981	974	966	975

<sup>1</sup> Specific information on the playing and practice season penalty may be located in the APP General Summary document located on the Reports tab within the APP data collection portal.

<sup>2</sup> The team is also subject to a penalty that was previously conditionally waived; however, the team failed to meet the condition and the penalty must now be imposed.

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# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Idaho State University

Date of Report: 05/09/2017

Sport (N)	Multiyear APR	2015-2016 APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	P u b l i c Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I (Non-Football)
<b>By Sport - Women's</b>										
Women's Basketball (349)	991	1,000	70th-80th	60th-70th	980	977	986	981	978	981
Women's Cross Country (348)	991	985	40th-50th	60th-70th	988	986	991	991	983	989
Women's Golf (263)	984	944	20th-30th	40th-50th	990	989	993	994	987	989
Softball (295)	985	966	40th-50th	50th-60th	983	981	989	986	980	985
Women's Soccer (332)	988	988	40th-50th	50th-60th	986	984	991	988	984	986
Women's Tennis (318)	1,000	1,000	90th-100th	80th-90th	988	987	991	990	986	988
Women's Track (335)	987	992	50th-60th	50th-60th	982	979	989	985	978	985
Women's Volleyball (334)	990	1,000	50th-60th	60th-70th	987	985	991	990	984	985
<b>By Sport - Co-Ed</b>										

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# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Idaho State University

Date of Report: 05/10/2017

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Sport	APR			Eligibility/Graduation		Retention	
	Multiyear Rate (N)	Multiyear Rate Upper Confidence Boundary	2015 - 2016 (N)	Multiyear Rate	2015 - 2016	Multiyear Rate	2015 - 2016
Men's Basketball	959 (51)	N/A	898 (13)	970	920	947	875
Men's Cross Country	964 (29)	986	941 (9)	982	1,000	945	882
Football	965 (309)	N/A	947 (75)	964	955	954	939
Men's Tennis	983 (34)	N/A	1,000 (10)	1,000	1,000	964	1,000
Men's Track	963 (112)	N/A	961 (27)	954	961	972	961
Women's Basketball	991 (61)	N/A	1,000 (15)	1,000	1,000	982	1,000
Women's Cross Country	991 (87)	N/A	985 (17)	988	971	988	1,000
Women's Golf	984 (31)	N/A	944 (9)	967	889	1,000	1,000
Women's Softball	985 (70)	N/A	966 (16)	993	1,000	962	897
Women's Soccer	988 (92)	N/A	988 (24)	989	1,000	976	976

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# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: Idaho State University

Date of Report: 05/10/2017

Sport	APR			Eligibility/Graduation		Retention	
	Multiyear Rate (N)	Multiyear Rate Upper Confidence Boundary	2015 - 2016 (N)	Multiyear Rate	2015 - 2016	Multiyear Rate	2015 - 2016
Women's Tennis	1,000 (33)	N/A	1,000 (9)	984	1,000	1,000	1,000
Women's Track	987 (159)	N/A	992 (34)	984	985	984	1,000
Women's Volleyball	990 (52)	N/A	1,000 (14)	990	1,000	990	1,000

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**University of Idaho**  
**Spring 2016 NCAA Academic Progress Rate (APR) Report Summary**

The University of Idaho sponsors sixteen NCAA sports and of those, thirteen currently maintain a 4-year average of at least 960. In 2015-2016, seven of those sports posted a perfect 1000 single year score. Those sports include men's and women's basketball, men's and women's cross country, men's and women's golf, and women's tennis. Women's golf scored a perfect 1000 for the sixth year in a row and was recently honored by the NCAA for performing in the top 10 percent of all squads in their respective sport.

Overall, the multiyear APR scores increased for the entire department. Idaho's average multiyear APR score, by sport, is 969.71, an increase of 7.85 points from the prior year's average. Idaho's average single year APR score is 984.86. That is an increase of 14 points compared to the prior year's average. In comparison with the other Big Sky Conference programs, the University of Idaho athletic department ranks 1<sup>st</sup> out of 12. Football is ranked 5<sup>th</sup> out of 11 for single year APR when compared to the other Sun Belt Football programs.

Football and Men's Cross Country are the only sports below the benchmark 930 Multiyear Rate to be eligible for post-season competition. However, both teams met exceptions that provided relief to the post-season ban and associated penalties. Football's two-year average for academic years 2014-15 and 2015-16 was 958. This met the NCAA two-year APR average requirement of 950 to be exempt from all penalties. Their four-year average was 927, a 23-point increase from the prior four-year average. Men's Cross Country met the small roster exemption, allowing them to compete for post-season competition.

Football's implementation of the APR Improvement Plan under Head Coach Paul Petrino has proven effective as their single year rate has increased steadily over the past three years. The team incurred level-one penalties in 2014-15, received a conditional waiver for the level-two penalties in 2015-16 and 2016-17 due to the increase in performance, and will meet the 950 two-year average exemption that would provide relief from any additional penalties in 2017-18.

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: University of Idaho

Date of Report: 05/09/2017

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<b>By Sport - Men's</b>										
Men's Basketball (351)	985	1,000	80th-90th	50th-60th	966	963	972	970	961	968
Men's Cross Country (314)	925	1,000	1st-10th	1st-10th	979	974	989	983	974	980
Football (253)	927	959	1st-10th	1st-10th	962	959	970	966	958	NA
Men's Golf (302)	966	1,000	10th-20th	10th-20th	984	981	990	986	982	983
Men's Tennis (260)	942	968	1st-10th	1st-10th	981	978	985	983	979	981

<sup>1</sup> Specific information on the playing and practice season penalty may be located in the APP General Summary document located on the Reports tab within the APP data collection portal.

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<sup>5</sup> The team's Level One penalty has been waived.

<sup>6</sup> The team's Level Two penalty has been waived.

<sup>8</sup> The team is subject to a penalty that was previously conditionally waived; however, the team failed to meet the condition and the penalty must now be imposed.

<sup>9</sup> The team's Postseason ineligibility has been waived.

<sup>10</sup> The team's penalty waiver request is pending.

<sup>11</sup> Denotes that team's APR data is under review.



# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: University of Idaho

Date of Report: 05/09/2017

Sport (N)	Multiyear APR	2015 - 2016 APR	Percentile Rank within Sport	Percentile Rank within All Sports	All Division I	Public Institutions	Private Institutions	Football Bowl Subdivision	Football Championship Subdivision	Division I (Non-Football)
Men's Track (283)	962	977	20th-30th	10th-20th	971	966	981	974	966	975
<b>By Sport - Women's</b>										
Women's Basketball (349)	981	1,000	40th-50th	40th-50th	980	977	986	981	978	981
Women's Cross Country (348)	994	1,000	50th-60th	70th-80th	988	986	991	991	983	989
Women's Golf (263)	1,000	1,000	90th-100th	80th-90th	990	989	993	994	987	989
Women's Soccer (332)	989	989	40th-50th	50th-60th	986	984	991	988	984	986
Women's Swimming and Diving (194)	966	992	1st-10th	10th-20th	991	990	993	991	993	989
Women's Tennis (318)	984	1,000	30th-40th	40th-50th	988	987	991	990	986	988
Women's Track (335)	981	980	40th-50th	40th-50th	982	979	989	985	978	985
Women's Volleyball (334)	974	938	10th-20th	20th-30th	987	985	991	990	984	985
<b>By Sport - Co-Ed</b>										

<sup>1</sup> Specific information on the playing and practice season penalty may be located in the APP General Summary document located on the Reports tab within the APP data collection portal.

<sup>2</sup> The team is also subject to a penalty that was previously conditionally waived; however, the team failed to meet the condition and the penalty must now be imposed.

<sup>3</sup> Denotes that team is not subject to ineligibility for postseason competition based on institutional, athletics and student resources and the team's Graduation Success Rate.

<sup>4</sup> Denotes that team is not subject to ineligibility for postseason competition due to the team's demonstrated academic improvement.

<sup>5</sup> The team's Level One penalty has been waived.

<sup>6</sup> The team's Level Two penalty has been waived.

<sup>8</sup> The team is subject to a penalty that was previously conditionally waived; however, the team failed to meet the condition and the penalty must now be imposed.

<sup>9</sup> The team's Postseason ineligibility has been waived.

<sup>10</sup> The team's penalty waiver request is pending.

<sup>11</sup> Denotes that team's APR data is under review.

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: University of Idaho

Date of Report: 01/23/2017

This report is based on NCAA Division I Academic Progress Rate (APR) data submitted by the institution for the 2012-13, 2013-14, 2014-15 and 2015-2016 academic years. Institutions are encouraged to forward this report to appropriate institutional personnel on campus.

*[Note: All information contained in this report is for four academic years. Some squads may still have small sample sizes within certain sport groups. In accordance with the Family Educational Rights and Privacy Act's (FERPA's) interpretation of federal privacy regulations, institutions should not disclose statistical data contained in this report for cells made up of three or fewer students without student consent.]*

Sport	APR			Eligibility/Graduation		Retention	
	Multiyear Rate (N)	Multiyear Rate Upper Confidence Boundary	2015 - 2016 (N)	Multiyear Rate	2015 - 2016	Multiyear Rate	2015 - 2016
Men's Basketball	985 (54)	N/A	1,000 (15)	991	1,000	980	1,000
Men's Cross Country	925 (24) <sup>5 3</sup>	963	1,000 (6)	872	1,000	978	1,000
Football	927 (347) <sup>9</sup>	N/A	959 (85)	911	945	930	966
Men's Golf	966 (39)	N/A	1,000 (9)	974	1,000	958	1,000
Men's Tennis	942 (40)	N/A	968 (9)	942	1,000	941	933
Men's Track	962 (83)	N/A	977 (23)	911	977	974	977
Women's Basketball	981 (56)	N/A	1,000 (15)	1,000	1,000	963	1,000
Women's Cross Country	994 (44)	N/A	1,000 (12)	988	1,000	988	1,000
Women's Golf	1,000 (32)	N/A	1,000 (7)	1,000	1,000	1,000	1,000
Women's Soccer	989 (95)	N/A	989 (23)	994	978	977	978

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

N/A = No APR or not applicable.

N = Number of student-athletes represented.

<sup>1</sup> Denotes APR that does not subject the team to ineligibility for postseason competition based on institutional, athletics and student resources and the team's Graduation Success Rate.

<sup>2</sup> Denotes APR that does not subject the team to ineligibility for postseason competition due to the team's demonstrated academic improvement.

<sup>3</sup> Denotes APR that does not subject the team to ineligibility for postseason competition due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 930 for that team to be subject to ineligibility for postseason competition. Squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

<sup>4</sup> Denotes APR that does not subject the team to penalties due to the team's demonstrated academic improvement.

<sup>5</sup> Denotes APR that does not subject the team to penalties due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 930 for that team to be subject to penalties. The squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

<sup>6</sup> Denotes APR based on a one year cohort, not subject to ineligibility for postseason competition and/or any penalties.

<sup>7</sup> Denotes APR based on a two year cohort, not subject to ineligibility for postseason competition and/or any penalties.

<sup>8</sup> Denotes that team is not subject to ineligibility for postseason competition and/or penalties based on institutional resources.

<sup>9</sup> Denotes APR that requires an APP Improvement Plan be created for this sport.

# NCAA Division I 2015 - 2016 Academic Progress Rate Institutional Report

Institution: University of Idaho

Date of Report: 01/23/2017

Sport	APR			Eligibility/Graduation		Retention	
	Multiyear Rate (N)	Multiyear Rate Upper Confidence Boundary	2015 - 2016 (N)	Multiyear Rate	2015 - 2016	Multiyear Rate	2015 - 2016
Women's Swimming	966 (108)	N/A	992 (33)	976	1,000	957	985
Women's Tennis	984 (34)	N/A	1,000 (9)	985	1,000	984	1,000
Women's Track	981 (100)	N/A	980 (27)	968	980	973	980
Women's Volleyball	974 (54)	N/A	938 (15)	929	917	980	958

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

N/A = No APR or not applicable.

N = Number of student-athletes represented.

<sup>1</sup> Denotes APR that does not subject the team to ineligibility for postseason competition based on institutional, athletics and student resources and the team's Graduation Success Rate.

<sup>2</sup> Denotes APR that does not subject the team to ineligibility for postseason competition due to the team's demonstrated academic improvement.

<sup>3</sup> Denotes APR that does not subject the team to ineligibility for postseason competition due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 930 for that team to be subject to ineligibility for postseason competition. Squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

<sup>4</sup> Denotes APR that does not subject the team to penalties due to the team's demonstrated academic improvement.

<sup>5</sup> Denotes APR that does not subject the team to penalties due to the squad-size adjustment. The "upper confidence boundary" of a team's APR must be below 930 for that team to be subject to penalties. The squad-size adjustment does not apply to teams with four years of APR data and a multiyear cohort of 30 or more student-athletes.

<sup>6</sup> Denotes APR based on a one year cohort, not subject to ineligibility for postseason competition and/or any penalties.

<sup>7</sup> Denotes APR based on a two year cohort, not subject to ineligibility for postseason competition and/or any penalties.

<sup>8</sup> Denotes that team is not subject to ineligibility for postseason competition and/or penalties based on institutional resources.

<sup>9</sup> Denotes APR that requires an APP Improvement Plan be created for this sport.

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**SUBJECT**

Update on Cybercore Integration Center (CIC) and Collaborative Computing Center (C3) facilities project

**REFERENCE**

May 2016	Idaho State Board of Education (Board) received status update on progress of CIC/C3 project.
August 2016	Board approved exploration of cooperative project for the CIC/C3 facilities with Idaho National Laboratory (INL), contingent upon Board's final approval of the project at a future date.
September 2016	Board approved submission of a draft concurrent resolution on the CIC/C3 facilities project to the 2017 session of the Idaho Legislature.
February 2017	Board authorized Executive Director to make purchase offer for acquisition of Idaho State University Foundation-owned parcel for siting of the CIC facility.
March 2017	Legislature approved Senate Concurrent Resolution 105, authorizing Board to enter into arrangements with Idaho State Building Authority (ISBA) for financing and construction management of the C3 and CIC facilities.

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND/DISCUSSION**

Staff will present a brief update on the status of activities related to planning and construction of the new CIC and C3 facilities, including the following areas:

- Update on proposed facility sites, surveys
- Construction Manager at Risk (Request for Quotation results and vendor selection)
- Document updates (lease, sub-lease, purchase agreement, etc.)
- Educational collaboration discussions
- Financing (bond) process
- Project schedule
- Anticipated future Board actions (including legislative follow-up)

Key issues remaining for resolution in the negotiation and drafting of the subleases between Battelle Energy Alliance (as sublessee) and the Board (as sublessor) include:

- inclusion of the legislative requirement that throughout the term of the sublease there be a collaboration between INL and Idaho's public higher

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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education institutions for research and educational opportunities in order to ensure that the facilities will be of public use and will provide a public benefit;

- clarification that the Board is not responsible for the design or construction of the two buildings; and
- clarification regarding responsibility of payment for any extraordinary conditions and repairs beyond the scope of routine maintenance.

Board approval will be required for the following key legal documents related to the project:

- the purchase agreement for the parcel owned by the Idaho State University Foundation by the Board;
- the ground lease of the two parcels by the Board as lessor to the Idaho State Building Authority (ISBA) as lessee;
- the development agreement between the ISBA and the Board regarding the construction of the two buildings by the ISBA;
- the Facility Lease of the two buildings by the ISBA as lessor to the Board as lessee; and
- and the subleases of the two buildings by the Board as sublessor to Battelle as sublessee.

As specified in Senate Concurrent Resolution 105, the Board and ISBA must report final lease terms and financial details to the Joint Finance-Appropriations Committee, the Senate Education Committee and the House of Representatives Education Committee. The feasibility of the project is also subject to ISBA being able to obtain financing through the bond market, at interest rates that are compatible with the projected lease rates for the facilities.

**IMPACT**

In accordance with the intent of the Legislature, the proposed project must provide opportunities for collaboration in research-related and other educational activities among the Idaho National Laboratory (INL), the research universities, and other components of Idaho's public education system. In addition to collaborative efforts which will take place on site at the two new facilities, the capabilities made possible by the C3 and CIC facilities should also support educational programs carried out at the research universities at higher education locations throughout the state.

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff will provide a status update on activities and negotiations, current through the day of the Board meeting, and will be ready to answer questions from Board members.

**BOARD ACTION**

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

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**BOISE STATE UNIVERSITY**

**SUBJECT**

Construction of Micron Center for Materials Research

**REFERENCE**

August 2015	Idaho State Board of Education (Board) approved Six-Year Capital Improvement Plan
October 2015	Board approved planning and design of Center for Materials Science Research
February 2016	Board approved name Micron Center for Materials Research

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.K.1.

**BACKGROUND/DISCUSSION**

Boise State University (BSU) seeks Board approval for the construction of the Micron Center for Materials Research.

In October of 2015, after receiving a \$25 million gift from Micron, BSU received Board approval for planning and design of a new Center for Materials Research to support the growth and prominence of the Materials Science and Engineering (MSE) program. This program is the leading program in the northwest and the PhD program has the largest enrollment of any doctoral level engineering program in Idaho. The Division of Public Works (DPW) was authorized to secure design services and the architectural design team of Hummel Architects/Anderson Mason Dale (AMD) was selected and is in the process of completing design development documents. Hoffman Construction was selected as the construction manager at risk and has been providing input related to constructability, cost and timeline.

The new state-of-the-art building will be located on University Drive on the block directly west of the Engineering Building/Micron Engineering building. The location and design of the building have been thoughtfully considered to showcase the engineering and research mission of the building and to allow for easy access to the new academic space.

The building will provide approximately 97,000 gross square feet including world class research laboratory and computational spaces that will ultimately accommodate MSE faculty/principal investigators in all of the following areas: DNA/bio nano, thin films, applied electrochemistry, computational, and materials chemistry research. In addition to the laboratory spaces, the building will house

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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teaching laboratories, departmental and faculty offices, graduate student and post-doctoral spaces, informal learning areas, and associated support spaces.

The building also includes a large tiered lecture hall and two 80 seat classrooms, which have been designed to facilitate active learning teaching methodologies. These new classrooms will be general assignment classrooms and will help offset BSU's need for additional medium/large classrooms on the southeastern portion of campus. A program summary has been included as Attachment 1.

This project is anticipated to go out to bid in December 2017. Construction will be completed in early spring 2020 with occupancy the summer of 2020.

**IMPACT**

This project will be procured through the construction manager at risk process through the State of Idaho Division of Public Works and/or the State of Idaho Division of Purchasing standard processes as appropriate.

Current cost estimates include a construction cost of \$42.2 million. Contingencies, architectural and engineering fees, commissioning, testing and other administrative and soft costs bring the estimated total project cost to \$50.5 million.

Portions of the work, including build-out of the third floor laboratories and offices and a portion of the first floor labs will be bid as additive alternates in an effort to assure a successful award within the budget. Even with the margin which additive alternates may provide, continuing volatility and inflation in the construction market create risk for BSU. Accordingly, BSU has incorporated contingency funds into the estimated project cost should they be necessary to award the bid. In the event that bid and alternate results come in below estimates, BSU may proceed with the purchase and installation of furniture, fixtures and equipment for this project within the budget authorized by the Board.

The funding for the project leverages the strategic facility fee by utilizing several additional funding sources including a donation from the Micron Corporation, \$10 million in Permanent Building Fund (PBF) Major Capital Project funding and additional cash donations and pledges. The projected funding package is as follows:

PBF funds (FY2018):	\$10,000,000
Advancement via Fundraising:	\$25,500,000
Strategic Facilities Fees Bonds:	<u>\$15,000,000</u>
Total	\$50,500,000

This project will be brought back to the Board for financing approval prior to contract award.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**ATTACHMENTS**

Attachment 1 – Program Summary	Page 5
Attachment 2 – Project Budget	Page 6
Attachment 3 – Capital Project Tracking Sheet	Page 7

**STAFF COMMENTS AND RECOMMENDATIONS**

BSU's request conforms to all requirements established for capital construction projects specified in Board Policy V.K. Board approval of the financing plan for the project will be sought in a separate Board action, in accordance with current Board policy.

Staff recommends approval

**BOARD ACTION**

I move to approve the request by Boise State University for construction of the Materials Science Research Center for a total cost not to exceed \$50.5 million subject to financing approval at a future Board meeting.

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

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**Center for Materials Science Research  
Building Program Summary**

Space Type	Net Area (SF)
Research Labs	
Dry	2,880
Instrumentation	5,345
Wet	13,845
Teaching Labs	3,726
Classrooms/Lecture Hall	13,383
Offices and Support	8,610
Other	6,412
<b>Total Net Assignable Space</b>	<b>54,201</b>
<b>Total Building Gross Area</b>	<b>97,344</b>

**Center for Materials Science Research**  
**Project Budget**

Project Number:	DPW16-207
Project Title:	Materials Science Research Center
Date:	8/1/2017

Category	Project Budget
Architectural Fees	\$ 4,595,000.00
Construction Costs	\$ 42,215,000.00
Testing, Inspections and Misc.	\$ 355,716.00
Construction Contingency	\$ 1,059,284.00
<b>Subtotal</b>	<b>\$ 48,225,000.00</b>

University Costs	\$ 2,275,000.00
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Total Project	\$ 50,500,000.00
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**Office of the Idaho State Board of Education  
Capital Project Tracking Sheet  
August 2017**

**History Narrative**

**Institution/Agency:** Boise State University      **Project:** Micron Center for Materials Research

**Project Description:** Construction for Micron Center for Materials Research

**Project Use:** New Building to House Academic, Research and support spaces for College of Engineering, Materials Science Program and General Assignment Classrooms

**Project Size:** 97,300 GSF

	Sources of Funds				Use of Funds			
	PBF	ISBA	Other *	Total Sources	Planning	Use of Funds Const	Other	Total Uses
Planning	\$ -	\$ -	\$ 3,400,000	\$ 3,400,000	\$ 3,256,000		\$ 144,000	\$ 3,400,000
Construction	\$ 10,000,000	\$ -	\$ 37,100,000	\$ 47,100,000	\$ 429,000	\$ 39,450,000	\$ 7,221,000	\$ 47,100,000
<b>Total Project Costs</b>	\$ 10,000,000	\$ -	\$ 40,500,000	\$ 50,500,000	\$ 3,685,000	\$ 39,450,000	\$ 7,365,000	\$ 50,500,000

History of Funding:	[----- * Other Sources of Funds -----]						
	PBF	ISBA	Institutional Funds	Student Revenue	Other (Gifts)	Total Other	Total Funding
Aug-15	\$ -	\$ -	\$ 3,400,000			\$ 3,400,000	\$ 3,400,000
Jul-17	\$ 10,000,000					\$ -	\$ 10,000,000
Aug-17				11,600,000	25,500,000	\$ 37,100,000	\$ 37,100,000
					-	-	-
<b>Total</b>	\$ 10,000,000	\$ -	\$ 3,400,000	\$ 11,600,000	\$ 25,500,000	\$ 40,500,000	\$ 50,500,000

Revised: 4/5/04

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**IDAHO STATE UNIVERSITY FOUNDATION**

**SUBJECT**

Bengal Pharmacy Annual Report

**REFERENCE**

February 2013	Implementation of the Bengal Pharmacy, a limited liability company, was presented to the Idaho State Board of Education (Board) as an information item; referred to the Business Affairs and Human Resources (BAHR) committee for review.
April 2013	Board approved ISU Foundation's request for implementation of the Bengal Pharmacy, a limited liability company, and establish a maximum of two pharmacies and report progress to the Board after the first year of operation.
June 2014	Annual Report of the Bengal Pharmacy reported to the Board.
April 2015	Board approved ISU Foundation's request for expansion of a telepharmacy to Challis.
December 2015	Board approved ISU Foundation's request for expansion of a telepharmacy to Council.
March 2016	Board provided ISU Foundation with criteria for future telepharmacy expansion

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Sections V.E.2. and I.J.1.a.

**BACKGROUND/DISCUSSION**

After approval by the Board in April 2013, the Idaho State University Foundation (ISU Foundation) created the Bengal Pharmacy with the intent of enhancing the student educational experience, College of Pharmacy faculty research opportunities, revenue generation, and to provide needed service to partner communities. All of these goals have been met.

Bengal Pharmacy, located on the Pocatello campus, provides community pharmacy services to faculty, staff, and students as well as the wider local community. In June of 2014, Bengal Pharmacy collaborated with Lost Rivers Medical Center to open a remote dispensing site (telepharmacy) in Arco, Idaho and, in July 2015, in Challis, Idaho. Both towns had lost their only community pharmacy and Bengal Pharmacy partnered with the communities to re-establish this valuable service. Without the telepharmacy services the next-nearest pharmacy would have been a 120 mile round-trip to Blackfoot or, in the case of Challis, to Salmon (130 miles round-trip). A similar arrangement was established in March 2017 with Adam County Health Center in Council, Idaho (50 miles one-

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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way from the next nearest pharmacy). Additionally, the pharmacy operation enhances the economic viability of critical access hospitals and clinics by allowing for 'one-stop shopping' within the community and keeping care, and business, in town.

The development of Bengal Pharmacy's telepharmacy program required close collaboration with the Idaho Board of Pharmacy. Telepharmacies are only allowed in communities without any other pharmacy services; the Board of Pharmacy has only approved telepharmacy sites greater than 15-20 miles from the next nearest pharmacy. Under this model, Bengal's telepharmacies are staffed with certified pharmacy technicians, but the supervising pharmacist is located in Pocatello at the Bengal Pharmacy site on campus.

This system serves as an important model for students to learn about pharmacy delivery and business practices in remote locations. In addition, College of Pharmacy faculty members have received several grants to support research on telepharmacy services.

Bengal Pharmacy has learned a great deal about models for delivering and growing telepharmacy services. Subsequently, several communities in rural Idaho have approached Bengal Pharmacy to develop additional telepharmacy sites. These communities are lacking or at risk of losing pharmacy services. The latest community indicating an urgent need for telepharmacy services is Kendrick. Kendrick is at least 50 miles round trip to the next nearest pharmacy.

This agenda item is included to provide the Board with an annual update of Bengal's operation.

**IMPACT**

The ISU Foundation, Bengal Pharmacy, and the College of Pharmacy believe the telepharmacy model is advantageous to both the institutions and to the partner communities served. The program does not require any financial resources from the state, as it is self-sufficient. Expansion of the telepharmacy service is expected to enhance health in the communities served, increase program profitability, and expand the educational and research opportunities within the University. No telepharmacy expansion will ever occur in communities with existing pharmacy services.

The ISU Foundation and Bengal Pharmacy will continue to provide the Board with annual updates on these programs.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**ATTACHMENTS**

Attachment 1 - Annual report slide deck

Page 5

**STAFF COMMENTS AND RECOMMENDATIONS**

In May 2017, the Board's Executive Director approved expansion of the Bengal Pharmacy program to include a telepharmacy operation in Kendrick, Idaho, in collaboration with Gritman Medical Center (Moscow, Idaho). The Business Affairs and Human Resources Committee was briefed on this program expansion in June 2017, in accordance with previously-established Board protocol for Bengal Pharmacy expansion initiatives.

**BOARD ACTION**

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

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# State Board of Education

August 9/10, 2017

Rex Force, PharmD

ISU Division of Health Sciences

# Background

- ❖ Remote, rural pharmacies closing
  - ❖ 490 rural communities in US lost pharmacy services between 2003-13
  - ❖ Several in Idaho....more coming...?
  - ❖ Economic realities of community pharmacy
- ❖ North Dakota has robust telepharmacy program – 60+ sites
  - ❖ Alaska Native Health, Montana
- ❖ Not all states allow telepharmacy programs
  - ❖ Primary concerns: security/diversion, safety
  - ❖ Required waiver

# Board of Pharmacy Requirements for Bengal Rx Waiver

- Limits competition – must be only pharmacy service in community without other options
- Tighter monitoring of controlled substances
- Certified technician must be present (2000 hours of training)
- Quality improvement program
  - Error and workflow tracking
- Drug testing of employees
- Heightened security – video monitoring
- Lower ratios of technicians:pharmacist compared with traditional pharmacies

# Bengal Pharmacy, LLC – 3 Goals

- 1) Provide educational experience to students
  - ◆ Best practices for rural health care
- 2) Practice innovation and research laboratory for faculty
  - ◆ Service to university community and external partners, including rural Idaho
- 3) Generate revenue for foundation and university to benefit students and academic programs

# Timeline

- Approved by SBOE in mid-April 2013
- First Rx filled - June 17, 2013
- Fully operational in Pocatello – Mid-Sept. 2013
- Arco opportunity – Oct. 2013
- Petition Board of Pharmacy for telepharmacy waiver
  - March 27, 2014, approved
- Lost Rivers/Arco telepharmacy grand opening – June 20, 2014
- Challis opened – July 14, 2015
- Council opened – March 2017
- Kendrick proposed for Q3 or 4 2017



# Bengal Pharmacy Progress

- Meeting the mission:
  - 5 ISU College of Pharmacy Faculty
    - New faculty starting July 2017 to develop new care services
  - 2 Pharmacists from Family Medicine
    - Support research and care for patients with HIV and HCV
  - 4 Pharmacy Residents – including Rural Community Pharmacy Resident
  - 8 APPE pharmacy students per year
  - MBA internships
  - 11 Career path interns
  - Partnership with the ISU Pharmacy Technician Program (2018)
- Provide research laboratory & platform for grant applications
  - HIV Patients
  - Faculty research training fellowship funded
    - Pilot grant funded
    - Research agreements with rural sites
  - Research on error rates and workflows
  - Clinical Pharmacy Services with CHCs



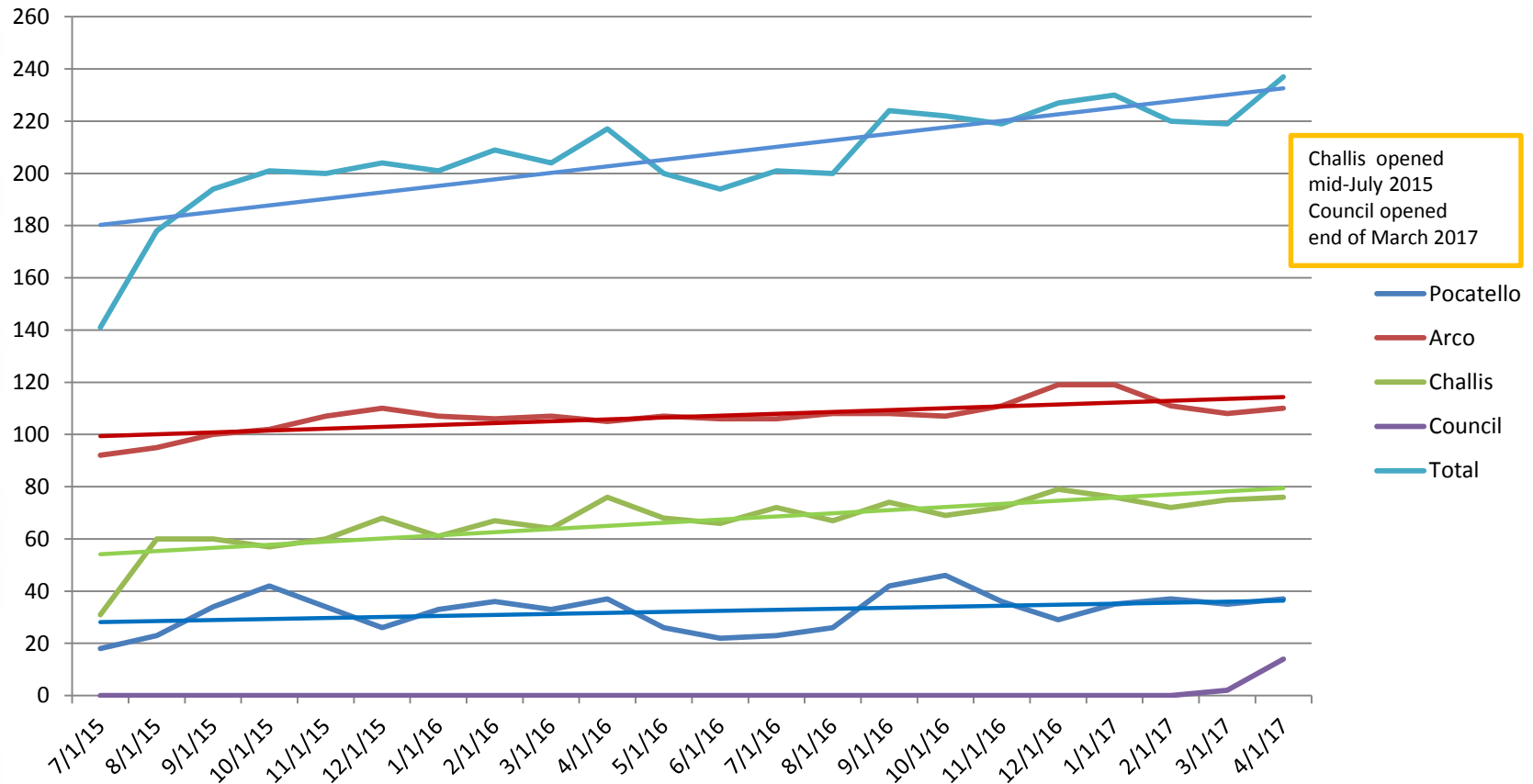


# Progress

- Innovation and leadership by College of Pharmacy
  - Close partnership with Board of Pharmacy and communities -Arco/Lost Rivers Medical Center, Challis Area Health Center, Adams County Health Center and Gritman Medical Center
- Profitable model for student experience
  - No state-appropriated monies
- Important safety net for rural communities and vulnerable populations
- Enhances viability of rural clinics and hospitals
  - One-stop shopping keeps health care in town
  - Revenue source for clinics and critical access hospitals
  - Economic impact of telepharmacy

# Growth in Business

## Bengal Pharmacy Avg Daily Scrip Volume by Month



# Financial Stability

- July 1, 2016 through May 31, 2017 (11 months)

– Total Income	<b>\$4,790,712</b>
– <u>Cost of Goods Sold</u>	<b><u>\$3,861,313</u></b>
– Gross Profit	<b>\$ 893,242</b>
– <u>Total Expenses</u>	<b><u>\$ 732,124</u></b>
– <i>NET PROFIT</i>	<b><i>\$ 161,092</i></b>

# Challenges

- Technology issues
  - Bandwidth
- Space
  - Pharmacy
  - Telepharmacy center
- Staffing
  - Technician help in rural areas
  - Partnership with Butte County High School
  - One tech-in-training
  - Scholarship program for Class of 2016
- Growth





# Next Steps

- Council –Adams Co. Health Center Pharmacy opened doors in March 2017
- Kendrick – partnership with Gritman Medical Center (late 2017)



# Questions and Discussion

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**IDAHO STATE UNIVERSITY**

**SUBJECT**

Approval of License Agreement for Space and Joint Operations and Service Agreement between Idaho State University (ISU) and the Idaho College of Osteopathic Medicine (ICOM) for use of the expanded ISU Anatomy and Physiology Lab.

**REFERENCE**

February 2016	Idaho State Board of Education (Board) approved a Collaborative Affiliation Agreement.
August 2016	Board approved execution of a Ground Lease for ICOM to build its medical education building on the ISU Meridian campus.
February 2017	Board approved the Anatomy and Physiology Lab Building Addition on the ISU Meridian campus.

**APPLICABLE STATUTES, RULE OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.I. 5.b.

**BACKGROUND / DISCUSSION**

On February 25, 2016, in a special meeting of the Board, ISU was authorized to execute the Collaborative Affiliation Agreement between ISU and ICOM for the creation of a college of osteopathic medicine on the ISU-Meridian campus. The Collaborative Affiliation Agreement provides for the execution of a lease between the parties for an initial period of forty (40) years, with the opportunity to extend the lease for two (2) additional ten (10) year periods. Under the terms of the Ground Lease Agreement between ISU and ICOM, ISU will lease 2.8 acres, owned by ISU, on which ICOM will build its school and related improvements.

Pursuant to Section 5.d. of the Ground Lease, ICOM “shall not provide or offer, directly, or through third parties, any new facilities, programs, or services, including but not limited to anatomy and physiology laboratories, without prior written approval from ISU, that would duplicate, infringe, or compete with current or planned health science academic or health science research programs and/or impact ISU’s strategic planning for expansion of new, allied, or existing health science programs; provided, however, in no event shall this Section 5.d. limit or impact [ICOM’s] right to operate for the Permitted Use. Upon mutual, written agreement by the Parties, [ICOM] will have access to ISU facilities and services, such as the anatomy and physiology laboratories, necessary for its medical education.”

ISU currently has an anatomy and physiology lab (A&P Lab), and ICOM would like to use the space for training its students. However, ISU’s A&P Lab is not large

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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enough to accommodate ICOM's students and ISU's growing need for lab space as it expands its programs.

To assist with this need, ICOM will pay up to \$2.5 million to build out the space to add an additional 3,795 square feet to the A&P Lab in exchange for a 40-year license agreement to use the space for 205 hours per year. The Division of Public Works (DPW) has already begun preliminary work so the A&P Lab will be ready for use in August 2018.

The proposed License Agreement (at Attachment 1) is contingent upon the parties' execution of a mutually-acceptable Joint Operation and Services Agreement (JOSA), which will become Exhibit B of the Agreement. The proposed JOSA document is found at Attachment 3.

**IMPACT**

ICOM will pay up to \$2.5 million for the cost of construction to increase the amount of laboratory space in ISU-Meridian for use by both ISU and ICOM. ISU will own the space. Arrangements for operating the A&P lab, for ordering supplies, and for recouping direct costs from ICOM will be managed by a Laboratory Advisory Committee, comprised of representatives of ISU and ICOM, who will report, respectively, to the ISU Vice President for Health Sciences and the Dean/Chief Academic Officer of ICOM.

**ATTACHMENTS**

Attachment 1 - License Agreement for use of A&P Lab space	Page 5
Attachment 2 - Schematic diagram of expanded A&P Lab	Page 15
Attachment 3 - Joint Operations and Services Agreement	Page 17

**STAFF COMMENTS AND RECOMMENDATIONS**

The expansion of the ISU A&P lab was approved by the Board in February 2017, as a component of a revised ISU six-year capital plan, which added this project to the previously-approved ISU FY2018 six-year plan. ISU received a Permanent Building Fund (PBF) allocation for its number one capital project request for FY2018, and, with limited institutional reserves, the A&P Lab project, with its projected 2018 commissioning date, was made possible by up-front funding provided by ICOM. While funding for the lab expansion is being provided by ICOM, ISU is working through DPW for the design and construction of the facility. The Permanent Building Fund Advisory Council (PBFAC) approved preliminary design of the project and authorized ISU and DPW to proceed with the planning and specification phase of the project at the PBFAC meeting on August 1, 2017. The university anticipates that it will return to the Board in October 2017 for approval to move forward into the construction phase of the project. Construction is expected to commence in November 2017, and substantial completion of the expanded lab is planned for July 2018.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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The proposed License Agreement for Space and Joint Operations and Services Agreement (JOSA) establish the procedures through which ICOM will share the A&P Lab space for a projected 230 hours out of a total 900 hours of available lab hours per year. This represents approximately 23% of the available lab hours. In exchange for its investment of not more than \$2.5 million for the lab expansion project, ICOM will be gaining access to the entire lab facility for 40 years—and, in exchange for that \$2.5 million investment, ISU will be covering direct and indirect costs including utility and daily operating costs, laboratory fixtures and equipment, dissection tables and instruments, carts, tables, 3D models, and surgical lights, etc. ICOM will reimburse ISU for the cost of supplies/consumables and other expenses as determined by the Laboratory Advisory Committee. Under the proposed JOSA arrangements for the Laboratory Advisory Committee, unanimous consent of the ISU and ICOM representatives is required before any matters are considered to be approved. This appears to establish a veto power for both parties on some operations of ISU's A&P Lab.

**BOARD ACTION**

I move to authorize Idaho State University to enter into the License Agreement for Space with the Idaho College of Osteopathic Medicine as presented in Attachment 1.

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

**AND**

I move to authorize Idaho State University to enter into the Joint Operations and Services Agreement with the Idaho College of Osteopathic Medicine as presented in Attachment 3.

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

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## **LICENSE AGREEMENT**

THIS LICENSE AGREEMENT ("License Agreement") is hereby entered into effective upon the date of the last required signature (the "Effective Date"), by and between the STATE OF IDAHO, by and through the Idaho State University, located at 921 So. 8<sup>th</sup> Ave., Pocatello, Idaho, 83209, (the "Licensor") and Idaho College of Osteopathic Medicine, LLC located at 1311 E. Central Drive, Meridian, Idaho 83642 (the "Licensee"), for the purpose of licensing of the use of the Premises (as hereinafter defined). The Licensor and the Licensee are hereinafter referred to collectively as the "Parties."

### **WITNESSETH**

WHEREAS, the Parties entered into that certain Collaborative Affiliation Agreement dated February 26, 2016; and

WHEREAS, the Parties entered into that certain Ground Lease dated September 15, 2016; and

WHEREAS, the Parties entered into that certain Letter Agreement to amend the Ground Lease dated January 25, 2017 (the Ground Lease as amended by the Letter Agreement, hereinafter the "Ground Lease"); and

WHEREAS, the Licensor wishes to the grant and the Licensee wishes to accept a license related to the use of the Premises (as hereinafter defined) in accordance with the terms and conditions set forth in this License Agreement; and

WHEREFORE, in consideration of the mutual covenants, agreements, and conditions contained in this License Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows.

**1. LICENSE OF PREMISES.** The Licensor does hereby grant to Licensee a non-exclusive License to use, in accordance with the terms of this License Agreement and the JOSA (as hereinafter defined), that certain anatomy and physiology lab located in the Idaho State University Meridian Health Science Center, and as more particularly described as the A & P Laboratory Phase 1, Phase 3, Bioskills Phase 1, Anatomy Instruction Studio, Virtual Lab, storage and prep rooms, and common areas in Exhibit A attached hereto and incorporated herein by reference (the "Premises"), together with the non-exclusive right and easement to use the necessary ingress and egress, in common with Licensor and the occupants of the building in which the Premises are located (the "Building").

Notwithstanding anything herein to the contrary, this License Agreement shall be contingent upon the Parties execution and delivery of a mutually acceptable Joint Operations and Services Agreement ("JOSA"), a copy of which is attached hereto as Exhibit B and incorporated

herein by reference.

**2. TERM.** The term of this License Agreement shall be in effect for a period of forty (40) years plus two (2) additional ten (10) year terms at Licensee's option (unless, at the time Licensee delivers notice of its election to extend, Licensee is in default beyond any applicable cure period), or until (i) the termination of the Ground Lease; (ii) the cessation by Licensee of the operation of the college of osteopathic medicine (the "School"); (iii) the denial, withdrawal, loss or suspension of Licensee's COCA (or equivalent successor entity) accreditation and exhaustion of the appeals processes provided by COCA (or equivalent successor entity) standards; or (iv) written agreement of the Parties. The term of this License Agreement shall commence upon the later of (i) the start of first year classes of the School, or (ii) the date of substantial completion of the Premises by Licensors, meaning the date when the Premises are ready for use by Licensee, subject to completion of minor details of construction or minor mechanical adjustments that do not significantly interfere with Licensee's use. The Premises will be substantially complete by August 1, 2018.

**3. PAYMENT.** In consideration of Licensee paying Prepayment Funds (as hereinafter defined), the Licensee shall, in accordance with the terms of this License Agreement and the JOSA, have exclusive access to and use of the Premises at times mutually agreed to in writing by the Parties, for the initial term of forty (40) years, which covers the following fixed costs related to the Premises and the Building: i) use and indirect costs: utility costs and other expenses associated with daily Building operations and ii) the provision, repair and replacement, except as otherwise expressly provided in this License Agreement or the JOSA, of laboratory fixtures and equipment, and laboratory items, including but not limited to, dissection tables, dissection instruments, carts, tables, storage, 3D models, and surgical lights. If Licensee intends to exercise its option to extend the license per Section 2 of this License Agreement, Licensee must give Licensors not less than sixty (60) days' notice and the Parties shall enter into a commercially reasonable and mutually acceptable license payment schedule for the renewal term(s) of the License Agreement. Licensee will provide prepayment funds to Licensors for up to a maximum of \$2,500,000, or the construction costs of Phase 3 directly attributable or related to Licensee's intended use of the Premises (as depicted in Exhibit A), whichever is less (the "Prepayment Funds"). Prepayment Funds will be payable to Licensors within thirty (30) days of Licensors' receipt of invoices and related documentation. The Parties hereby acknowledge and agree that the first payment of Prepayment Funds shall be made no earlier than October 2017.

**4. ACCEPTANCE OF PREMISES.** Licensee's inspection and acceptance of the Premises is based upon what may be reasonably observed by one untrained or unfamiliar with building inspections. At Licensee's discretion and cost, Licensee may have particular conditions or parts of the Premises inspected by one trained or familiar with building inspections. In no event shall Licensee's inspection, or inspection by any agent of Licensee, be deemed a waiver of any defects in the Premises.

**5. DUTIES OF LICENSEE AND LICENSOR: NO WASTE; REPAIRS.** Licensee will not commit waste on the Premises, nor will it alter, disfigure or deface any part of the Building, grounds, or any other part of the Premises, including fixtures. Licensee shall only be responsible for the costs to repair any damages caused by Licensee over and above normal wear and tear.

Any necessary repairs, except those actually necessitated by Licensee's waste, alteration, disfigurement or defacement shall be made solely at the Licensors expense and shall be commenced immediately and diligently pursued to completion in a workmanlike manner and must comply with all applicable codes, ordinances, rules and regulations. Licensee agrees to promptly notify Licensors of any necessary repairs.

The Licensee agrees, in accordance with and subject to the terms and conditions of the JOSA, to comply with such reasonable rules and regulations as may be established by the Licensors.

**6. SERVICES.** Licensors covenants that it shall provide and/or perform the following services for the duration of the term of this License Agreement and any extensions thereof: lawn and grounds care, snow removal, lighting, heat/air, sewer, water, gas, electricity, trash and garbage collection. The Licensors shall maintain the Premises as well as the exterior walls, roof, and structural supports of the Building of which said Premises are a part together with driveways, parking areas, sidewalks, and exterior grounds in good order and repair. Licensors shall also furnish proper maintenance, repair and lighting of the Premises, common stairways, hallways, restrooms, entryways, elevators, and other common areas of the Building. Licensors shall maintain the common areas of the Building in reasonably good order and condition, except for damage caused by Licensee, or its employees, agents, contractors or invitees. Licensors shall use best efforts to restore any service that becomes unavailable. Provided, however, that if Licensee is prevented from making reasonable use of the Premises as set forth above and such interruption or unavailability occurs during the initial forty (40) year term, such term shall be extended for a period equal to the time Licensee is prevented from making reasonable use of the Premises and the otherwise applicable portion of Prepayment Funds related to such period shall be applied to such extension. Licensee agrees to immediately notify Licensors in writing of any interruption of use.

**7. PERSONAL INJURY DAMAGES.** Licensee agrees to defend and hold Idaho State University and the State of Idaho harmless for any and all claims based on use of the Premises by Licensee, provided that Licensee shall have no such obligation related to acts or omissions of employees or invitees of the Licensors.

**8. INDEMNIFICATION.** To the extent allowable under Idaho law, Licensors hereby agrees to defend, indemnify and save Licensee harmless from and against any and all liability, loss, damage, cost, and expense, including court costs and attorneys' fees of whatever nature or type, whether or not litigation is commenced, that the Licensee may incur, by reason of any act or omission of the Licensors, its employees or agents or any breach or default of the Licensors in the performance of its obligations under this License Agreement. The foregoing indemnity shall not apply to any injury, damage or other claim resulting solely from the act or omission of the Licensee.

**9. USE OF PREMISES.** Licensee shall use the Premises for education, research and related services in keeping with the purpose for which the Premises are intended, and, except as otherwise agreed in writing between the parties, for no other uses without the written consent of Licensors. Licensee shall not commit or permit the commission of any acts on said Premises nor use or permit the use of said Premises in any way that violates or conflicts with any law, statute, ordinance, or

governmental rule or regulation, whether now in force or hereafter enacted, governing said Premises.

# **10. DESTRUCTION OF PREMISES.**

A. Damage or Destruction Renders Premises Unfit for Use. If, during the term of this License Agreement, the Premises, or any portion thereof, shall be destroyed or damaged by fire, water, wind or any other cause not the fault of Licensee so as to render the Premises unfit for use by Licensee, the Licensors shall at Licensors' sole cost and expense promptly repair the same and either (i) if such damage occurs during the initial forty (40) year term, such term shall be extended for a period equal to the time Licensee is prevented from using the Premises and the otherwise applicable portion of Prepayment Funds related to such period shall be applied to such extension, or (ii) if such damage occurs during a renewal term, then license fees payable under this License Agreement shall be abated for the time and to the extent Licensee is prevented from using the Premises. If comparable space, reasonably acceptable to Licensee, can be provided by the Licensors within thirty (30) days of the date of destruction or damage, the Licensee shall relocate to such substitute space and all relocation costs shall be at the sole expense of the Licensors. License fees, if any, will be continued upon use of the substitute space at the lesser of: (i) the current license rate; or (ii) the market rate for the substitute space. If the Licensors elects to restore or rebuild the Premises, Licensee shall be relocated back to the Premises, at the sole cost and expense of Licensors, upon substantial completion of the Premises by Licensors, meaning the date when the Premises are ready for use by Licensee, subject to completion of minor details of construction or minor mechanical adjustments that do not significantly interfere with Licensee's use. In the event Licensors elects not to restore or rebuild the Premises, such relocation shall be for the remainder of this License Agreement and any extension thereof. Notwithstanding the foregoing, if Licensee does not relocate for any reason and Licensors elects not to restore or rebuild the Premises, Licensee may terminate this License Agreement without liability of any kind save payment, if any, for actual use of the Premises to the date of the destruction or damage.

## **B. Some Portion Fit for Use.**

- 1) Notwithstanding any other provision of this License Agreement, if less than fifty percent (50%) of the Premises are destroyed or damaged, and if that portion of the Premises may be restored within one (1) year to as good a condition as originally received, the Licensee shall continue this License Agreement and Licensors shall have the option restore or rebuild the Premises. Provided, however, that if such damage occurs during the initial forty (40) year term, such term shall be extended for a period equal to the time, from the date of such damage or destruction, that it takes Licensors to restore the Premises and the otherwise applicable portion of Prepayment Funds related to such period shall be applied to such extension.
- 2) If the Licensors elects to restore or rebuild pursuant to the option provided in paragraph 10.B.1, one of the following will apply: (i) if such damage occurs during the initial forty (40) year term, such term shall be extended for a period equal to the time Licensee is prevented from using the Premises, or (ii) if such damage occurs

during a renewal term, then the license fees otherwise due Licensor by Licensee shall be abated equal to the daily cost of the unused Premises for that period of time during which restoration or rebuilding of the Premises occurs. If the Licensee is unable to use all or part of the Premises during the restoration, then, at the option of the Licensor, the Licensee may be relocated to comparable space, reasonably acceptable to Licensee, and all relocation costs shall be at the sole expense of the Licensor. If such restoration or rebuilding exceeds one (1) year beyond the date of the destruction or damage to the Premises, Licensee may terminate this License Agreement without liability of any kind save payment for actual use of the Premises to the date of the destruction or damage.

In the event a termination occurs, in accordance with this Section 10, prior to the expiration of the initial forty (40) year term, Licensor agrees to repay Licensee the pro-rata balance of the Prepayment Funds (acknowledging the Prepayment Funds are to be equally applied on an annual basis over the initial forty-year term) within sixty (60) days from the date of such termination.

**11. DEFAULT.** In the event that either party shall default in the performance of any term, covenant, or condition of this License Agreement or the JOSA, the party not in default may, at its option, terminate this License Agreement in accordance with the terms set forth herein. In the event this License Agreement is terminated as a result of a Licensor default, prior to the expiration of the initial forty (40) year term, Licensor agrees to repay Licensee the pro-rata balance of the Prepayment Funds (acknowledging the Prepayment Funds are to be equally applied on an annual basis over the initial forty year term) within sixty (60) days from the date of termination. The party alleging default must provide written notice of said default, specifying the alleged default, and the receiving party shall have fifteen (15) days to cure or, provided that the failure is of a nature that it cannot be cured within such fifteen (15) day period, the defaulting party shall not be in default of this License Agreement if it commences the cure of such failure within such fifteen (15) day period and thereafter diligently pursues the curing of same and completes the cure within sixty (60) days.

**12. NO ASSIGNMENT OR SUBLICENSING.** Licensee shall not encumber, assign, or otherwise transfer this License Agreement, any right or interest in this License Agreement, or any right or interest in said Premises without the written consent of Licensor, which consent and approval shall not be unreasonably withheld, conditioned or delayed. Notwithstanding the foregoing, Licensee shall have the right, without Licensor's prior consent to assign the License to any Affiliate (as defined below) of Licensee (a "Permitted Transfer"). For the purposes of this Section 12, an "Affiliate" shall be any entity that (a) is controlled by, controlling or under common control of Licensee and (ii) has a reasonable amount of experience and knowledge in operating a business for the Permitted Use (as defined in the Ground Lease). Except for a Permitted Transfer, the factors to be considered by Licensor in granting or withholding its consent and approval to the proposed assignment or sublicense could include (i) the assignee's or sublicensee's financial condition; and (ii) a determination of whether the assignee's or sublicensee's proposed use is consistent with the restrictions of Section 5 of the Ground Lease. Licensee shall bear the burden and expense of establishing that the proposed assignee or sublicensee satisfies the foregoing criteria.

**13. OFFICIALS, AGENTS AND EMPLOYEES NOT PERSONALLY LIABLE.** It is agreed by and between the Parties that in no event shall any official, officer, employee, manager, member or agent of the State of Idaho or Licensee be in any way liable or responsible for any covenant or agreement contained in this License Agreement, express or implied, nor for any statement, representation or warranty made in or in any way connected with this License Agreement or the Premises. In particular, and without limitation of the foregoing, no full-time or part-time agent or employee of the State of Idaho or Licensee shall have any personal liability or responsibility under this License Agreement, and the sole responsibility and liability for the performance of this License Agreement and all of the provisions and covenants contained in this License Agreement shall rest in and be vested with the State of Idaho or Licensee, respectively.

**14. RELATION OF PARTIES.** The Parties agree and acknowledge that neither shall be considered the employer, agent, representative, or contractor of the other by reason of this License Agreement, nor shall they be deemed to be partners. The relationship between the Parties is solely that of licensor and licensee.

**15. NOTICES.** Any notice required to be served in accordance with the terms of this License Agreement shall be sent by registered or certified mail. Any notice required to be sent by the Licensee shall be sent to the Licensor at 921 So. 8<sup>th</sup> Ave., Stop 8410, Pocatello, ID 83209. Any notice required to be sent by the Licensor shall be sent to 1311 E. Central Drive, Meridian, Idaho 83642. In the event of a change of address by either Licensor or Licensee, the Parties agree to notify each other in writing within ten (10) days of the date of any such change.

**16. INSURANCE.** The Licensor shall maintain an insurance policy (or policies) for the purpose of insuring property and liability risks regarding the Premises. Any such policy obtained by the Licensor shall be at its sole and absolute expense, and Licensee shall have no obligation to obtain or pay for such insurance. During the Term of this License Agreement and any extensions thereof, Licensee shall maintain commercial general liability insurance in the amounts of one million dollars (\$1,000,000) and two million dollars (\$2,000,000) aggregate and shall provide a certificate of liability insurance naming Idaho State University and the State of Idaho as additional insureds.

**17. HEIRS AND ASSIGNS.** Subject to the provisions herein related to assignments, the terms of this License Agreement shall apply to the heirs, executors, administrators, successors and assigns of both the Licensor and the Licensee in like manner as to the original Parties.

**18. NON-WAIVER.** The failure of the Licensor or Licensee to insist upon strict performance of any of the covenants and agreements of this License Agreement or to exercise any option contained in this License Agreement shall not be construed as a waiver or relinquishment of any such covenant or agreement, but the same shall be and will remain in full force and effect unless such waiver is evidenced by the prior written consent of authorized representatives of the Licensor and Licensee.

**19. MODIFICATION.** This License Agreement may be modified only by the prior written consent of authorized representatives of the Licensor and Licensee.

**20. MATERIAL REPRESENTATIONS.** The Parties agree and acknowledge that the



representations and acknowledgments made in this License Agreement are material and the Parties have relied upon them in entering this License Agreement.

**21. SEVERABILITY.** If any term or provision of this License Agreement is held by the courts to be illegal or in conflict with any existing law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be continued and enforced as if the invalid term or provision were not contained in this License Agreement.

**22. RECORDING.** Upon the request of either party, the Parties agree to execute and record a short form or memorandum of this License Agreement.

**23. GOVERNING LAW.** It is agreed that this License shall be governed by, construed, and enforced in accordance with the laws of the State of Idaho.

**24. COMPLETE STATEMENT OF TERMS.** No other understanding, whether oral or written, whether made prior to or contemporaneously with this License Agreement, shall be deemed to enlarge, limit or otherwise affect the operation of this License Agreement.

IN WITNESS WHEREOF, the Parties have executed this License Agreement as set forth above.

LICENSOR: IDAHO STATE UNIVERSITY

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

STATE OF \_\_\_\_\_)

\_\_\_\_\_)ss.  
COUNTY OF \_\_\_\_\_)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, known or identified to me to be the person whose name is subscribed to the foregoing instrument on behalf of Idaho State University, as Licensor, and acknowledged to me that he/she executed the same on behalf of the Licensor.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

\_\_\_\_\_  
Notary Public

Commission expires on \_\_\_\_\_ Residing at \_\_\_\_\_

LICENSEE: IDAHO COLLEGE OF OSTEOPATHIC MEDICINE, LLC

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

STATE OF \_\_\_\_\_)

\_\_\_\_\_ )ss.  
COUNTY OF \_\_\_\_\_)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, known or identified to me to be the person whose name is subscribed to the foregoing instrument on behalf of \_\_\_\_\_ as Licensee, and acknowledged to me that he/she executed the same on behalf of the Licensee.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

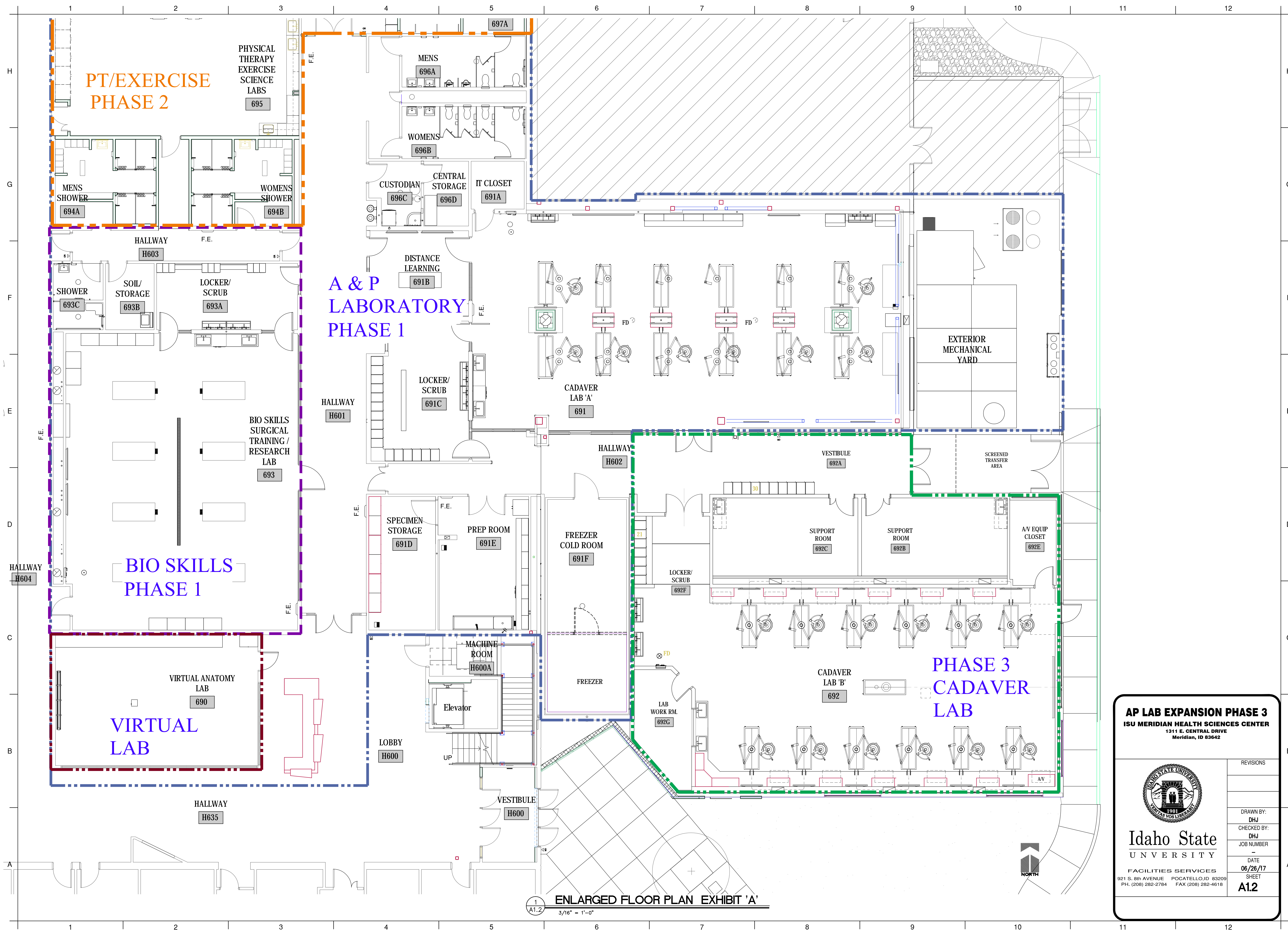
\_\_\_\_\_  
Notary Public

Commission expires on \_\_\_\_\_ Residing at \_\_\_\_\_


**EXHIBIT A**

**The Premises**

**As indicated in the attached drawing: A & P Laboratory Phase 1, Phase 3, Bioskills Phase 1, Anatomy Instruction Studio, Virtual Lab, storage and prep rooms, and common areas**



**AP LAB EXPANSION PHASE 3**  
ISU MERIDIAN HEALTH SCIENCES CENTER  
1311 E. CENTRAL DRIVE  
Meridian, ID 83642



**Idaho State**  
UNIVERSITY

FACILITIES SERVICES  
921 S. 8th AVENUE POCA TELLO, ID 83209  
PH. (208) 282-2784 FAX (208) 282-4618

REVISIONS	

DRAWN BY:	DHJ
CHECKED BY:	DHJ
JOB NUMBER	-
DATE	06/26/17
SHEET	A1.2

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**JOINT OPERATIONS AND SERVICES AGREEMENT**

THIS JOINT OPERATIONS AND SERVICES AGREEMENT ("JOSA") is hereby entered into effective upon the date of the last required signature (the "Effective Date"), by and between Idaho State University, located at 921 So. 8<sup>th</sup> Ave., Pocatello, Idaho, 83209, (the "Licensor") and Idaho College of Osteopathic Medicine, LLC located at 1311 E. Central Drive, Meridian, Idaho 83642 (the "Licensee"). The Licensor and the Licensee are referred to each as a "Party" and collectively as the "Parties".

**WITNESSETH**

WHEREAS, the Parties have determined that Licensee shall locate its college of osteopathic medicine on a parcel of land located at ISU-Meridian; and

WHEREAS, the Parties entered into a Collaborative Affiliation Agreement on February 26, 2016; and

WHEREAS, the Parties entered into a Ground Lease on September 15, 2016; and

WHEREAS, the Parties entered into a License Agreement on \_\_\_\_\_ (the "License Agreement") for the license of that certain anatomy and physiology lab space as more particularly described in the License Agreement (the "Premises"); and

WHEREAS, in furtherance of the relationship established by and through the Collaborative Agreement, the Ground Lease and the License Agreement, the Parties desire to enter into this Agreement, which shall govern the joint use of, management, and operation of the Premises;

WHEREFORE, in consideration of the mutual covenants, agreements, and conditions contained in this JOSA and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows.

**ARTICLE 1  
LABORATORY ADVISORY COMMITTEE**

Licensor and Licensee shall establish a Laboratory Advisory Committee (the "Committee"), which shall be made up of three (3) members from each Party. The Committee shall meet monthly, or as otherwise determined to be necessary by written consent of both Parties, to discuss all elements of laboratory operations and expenses related to the Premises and Licensee's use thereof. The Committee will make recommendations on educational, financial, and operational matters to the Vice President for Health Sciences at Idaho State University and the President/CEO and the Dean/CAO of the Idaho College of Osteopathic Medicine (each a "Representative" and collectively, the "Representatives"). Matters to be addressed by the Committee shall include, but not be limited to, elements set forth in Articles 2 and 3 herein. Within not more than five (days) from the date that the Committee presents its recommendations, the Representatives shall provide written consent or rejection of such matters. Only those matters which receive unanimous consent of the Representatives shall be deemed approved. Approved actions shall be promptly commenced and diligently pursued to completion, in accordance with the approved recommendations of the Committee.

**ARTICLE 2  
DIRECT COSTS**

Licensors shall be solely responsible, subject to the review and recommendations of the Representatives, for the timely and efficient procurement, management and operations of the general facilities and items necessary for Licensee's intended use of the Premises including, but not limited to, those items set forth below. Licensors shall pass through to Licensee, the actual, direct and documented (as set forth herein) costs for the following:

1. Mutually acceptable and commercially reasonable cadaver purchase, delivery and preparation for Licensee's use (subject to the approval of the Representatives, excepting the initial procurement which may be otherwise approved by Licensee and which shall ensure that necessary cadavers are available to Licensee prior to the commencement date of the License Agreement and this JOSA), transportation, preparation, and storage;
2. Laboratory consumables, including but not limited to, personal protective equipment, gloves, aprons, masks, and eye protection;
3. Laboratory wetting agents;
4. Cleaning products and equipment; and
5. Licensors personnel costs directly related to or arising from Licensee's use of the Premises.

Licensors shall maintain such items separately from its own, and establish a documentation, accounting, and inventory/storage procedure to ensure that an accurate, detailed invoice will be produced and presented to Licensee at the end of each semester.

If Licensors shall fail to timely procure or perform its obligations set forth in this Article 2, and shall not cure such default within fifteen (15) days of its receipt of notice of such failure from Licensee, Licensee may, at its option, without waiving any claim for damages for breach of this JOSA, at any time thereafter, cure such failure for the account of Licensors and any amount paid or any liability incurred by Licensee, including, but not limited to, additional costs related to expediting delivery of such item(s) (including cadavers) but excepting such expense(s) that would have been otherwise passed through to Licensee in accordance with the terms hereof, shall be deemed paid or incurred for the account of Licensors, and Licensors agrees to reimburse Licensee, within thirty (30) days of its receipt of an invoice therefor, and, to the extent allowable by applicable law, save Licensors harmless therefrom.

**ARTICLE 3  
OTHER COSTS**

Except as otherwise provided for herein or as otherwise set forth in the License Agreement, Licensee shall reimburse Licensors for other costs associated with the ongoing operation of the Premises. These costs shall be based upon Licensee's use of the Premises relative to the total available hours for lab use, as may be amended from time to time:

$$205 \text{ hours (Licensee's use)} / 900 \text{ hours (available lab time)} = 23\%$$

These costs shall include, but are not limited to:

1. Following the commencement of the term of the License Agreement, and subject to the approval of the Representatives, costs related to the addition or replacement of (i) Capital equipment, (ii)



laboratory technology, (iii) laboratory fixtures, (iv) carts, tables, storage, models, and (v) equipment/technology improvement and/or replacement costs.

#### ARTICLE 4 GENERAL PROVISIONS

Capitalized Terms. Capitalized terms used in this JOSA and not otherwise defined herein shall have the meaning ascribed to them in the License Agreement.

Term. The term of this JOSA shall commence upon the commencement date of the License Agreement and shall thereafter be coterminous with the term of the License Agreement.

Records and Audits. Licensor agrees to keep complete, accurate and current records in sufficient detail to enable the sums payable by Licensee to be determined. Such records shall be kept for a minimum of three (3) years. Licensee will have the right, upon reasonable notice and not more often than once every year, at its own cost, to appoint a certified public accountant who is reasonably acceptable to Licensor, and who agrees to execute a suitable nondisclosure agreement, to examine such books, records and accounts during Licensor's normal business hours to verify Licensor's charges hereunder. Such auditor will be instructed to report only whether the correct amounts have been invoiced, and if not, the amount of the adjustment required. If any such examination discloses a shortfall or overpayment in the amounts due hereunder, the appropriate Party will promptly reimburse the other Party for the full amount of such shortfall or overpayment.

Indemnification. The Parties agree to defend, indemnify, and hold each other harmless (Licensor, to the extent permitted by the Idaho Tort Claims Act) from and against any and all claims arising from any negligent or intentional act or omission by its respective agents, contractors, or employees related to the use of the Premises as contemplated by the License Agreement and this JOSA.

Conflict of Terms. In the event of any conflict between the terms of this Agreement and the terms of the License Agreement, the terms of the License Agreement shall prevail.

Non-Waiver. The failure of either Party to insist upon strict performance of any of the covenants and agreements of this JOSA shall not be construed as a waiver or relinquishment of any such covenant or agreement, but the same shall be and will remain in full force and effect unless such waiver is evidenced by the prior written consent of authorized representatives of the Parties.

Modification. This JOSA may be modified only in writing, signed by duly authorized representatives of the parties.

Severability. If any term or provision of this JOSA is held to be illegal or in conflict with any existing law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall continue and be enforced as if the invalid term or provision were not contained in this JOSA.

Heirs and assigns. The terms of this JOSA shall apply to the heirs, executors, administrators, successors, and assigns of the Parties in like manner as to the original Parties.

Governing Law. This JOSA shall be governed by, construed, and enforced in accordance with the laws of the State of Idaho.

Complete Statement of Terms. Except as otherwise expressly set forth herein, no other understanding, whether oral or written, whether made prior to or contemporaneously with this JOSA, shall be deemed to enlarge, limit, or otherwise affect the operation of this JOSA.

IN WITNESS WHEREOF, the Parties have executed this JOSA as set forth above.

IDAHO STATE UNIVERSITY

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

IDAHO COLLEGE OF OSTEOPATHIC MEDICINE, LLC

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**UNIVERSITY OF IDAHO**

**SUBJECT**

Capital Project Authorization Request, Planning and Design Phases, for the Washington, Wyoming, Alaska, Montana and Idaho (WWAMI) Medical Education Building Improvements and Expansion, University of Idaho (UI), Moscow, Idaho.

**REFERENCE:**

August 2016	Idaho State Board of Education (Board) approved Capital Budget Request and UI six-year capital construction plan
April 2017	Board approved lease agreement with Gritman Medical Park for WWAMI program space

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedure, Section V.K.1, and Section V.K.3.a

**BACKGROUND/DISCUSSION**

This agenda item is an authorization request to allow UI to proceed with the Planning and Design phases of a Capital Project to renovate and expand an existing building on campus—the Business Technology Incubator (BTI) building—and convert it for use supporting the WWAMI Medical Education program at UI. Previous authorization for this effort was achieved through the FY2018 Permanent Building Fund (PBF) process in the amount of \$2,400,000. This agenda item represents an expansion of the initial authorization request for this project effort in the amount of \$1,220,000. The new, revised, total project effort is \$3,620,000. In compliance with Idaho State Board of Education Governing Policies & Procedure, Section V.K.3.a, this Authorization Request is limited to the Planning and Design Phases of the overall effort.

**Planning Background**

Idaho's WWAMI Medical Education Program is a partnership with the University of Washington School of Medicine and the states of Washington, Wyoming, Alaska, Montana, and Idaho. Students who enter the program are dual enrolled at UI and the University of Washington School of Medicine and complete their foundations phase of medical school at the Moscow campus. Begun in 1971, WWAMI is a nationally accredited medical school program, not a premedical program. Through WWAMI, 40 Idaho medical students complete their first and second year of medical training in Idaho each year.

The state of Idaho has supported the growth of the program over the last few years, doubling the student count from twenty seats to forty seats. Further, the changing curriculum now requires a given cohort to spend 18 months on campus (previously 12 months), resulting in an overlap of student cohorts from one year to the next. Changing pedagogy and accreditation requirements result in the need for more

collaborative, active learning spaces. Thus, program space needs are growing rapidly, with a need to accommodate 80 students at a time, compared to only 20 students previously.

The WWAMI program has operated out of the 3rd floor of the Student Health Center for many years, supported by anatomy lab space at nearby Washington State University and a dedicated classroom elsewhere on the Moscow campus. The desire is to meet all of these space needs, to include all necessary collaboration and student support spaces for the expanded and overlapping cohorts, and to build collaborative relationships with the medical community in Moscow. To accomplish this, UI is pursuing a strategy of strategically leveraging funds and existing opportunities.

Earlier this year, UI identified an opportunity to lease space in a new Medical Office Building recently constructed by Gritman Medical Center of Moscow. UI sought and received authorization to commission Gritman Medical Center to construct a Morgue and Anatomy Lab facility in the leased space via a tenant improvement process funded as part of the lease expenses. This places the WWAMI Anatomy Lab and an associated Active Learning Classroom within the Gritman Medical Center Campus in Downtown Moscow, and provides WWAMI the opportunity take part in collaborative learning efforts, and programs in conjunction with the resources and staff of the Gritman Medical Center. That project is underway. Construction is expected to start in late September 2017.

In parallel, UI has identified an existing campus building, previously used as a Business and Technology Incubator (BTI), to serve as the new home base for the WWAMI program. This existing, one story building is located on the east edge of campus and is adjacent to, and within visual and walking distance of, the city's medical complex and the Gritman Medical Center. This location is ideal and supports opportunities for further collaboration and synergies with the local medical community desired both by the community and the UI.

A recent feasibility study and analysis finds converting the BTI building will still fall short of fully meeting WWAMI's space needs. For this reason, UI looks to construct an addition to the west side of the facility, providing additional space, primarily for expanded student lab space with supporting small exam rooms. The renovation and expansion of the former BTI will provide expanded student study, interaction, and support space, meeting accreditation requirements for the expanded cohorts. The additional space may also house faculty office and administrative support functions. The apportionment of uses assigned to the addition versus those to be part of the renovation of the existing space will be determined through the planning process.

#### **Proposed Project Description**

The renovations funded by UI will provide flexible, active learning classrooms. Other renovated spaces will include faculty offices, updated conference space, and

student study and support space. These renovations are needed to support the expanded enrollment and revised (UI-based) curriculum of the WWAMI program.

The renovated and expanded space will also provide student clinical lab space and associated small exam rooms. Such spaces support interactive group instruction for the students in conducting medical examinations, patient interview skills, and in developing 'bedside' manners. The expanded space will support both private and group student study spaces dictated under medical instruction accreditation requirements.

### **Authorization Request**

This request is for the requisite Capital Project Design Phase Authorization necessary to plan and design the improvements and expansion of the former Business Technology Incubator in support of the WWAMI program.

The total project effort, including the DPW portion, is currently estimated at \$3,620,000, to include design and construction costs and appropriate and precautionary contingency allowances.

The project is consistent with the strategic goals and objectives of UI. The project is fully consistent with UI's strategic plan, specifically:

**Goal One, Innovate** – This project supports the needs of the increased cohort sizes in the WWAMI program, previously authorized by the Legislature, and will result in an increased number of medical education graduates in the state of Idaho;

**Goal 2, Engage** – This project supports collaboration with the medical community with Moscow, and the State of Idaho thus increasing the quality of the educational experiences and opportunities offered to students enrolled in the WWAMI program;

**Goal 3, Transform** - The WWAMI Medical Education program transforms the lives of the students themselves as they seek to achieve their aspirations in entering the medical professions, and by extension, transforms the lives of their future patients across Idaho.

In addition the project is fully consistent with the principles, goals, and objectives of UI's Long Range Campus Development Plan (LRCDP)

### **IMPACT**

The immediate fiscal impact of this effort is to fund Planning and Design Phase costs of the project, with projected expenditures of approximately \$330,000. The overall project effort is anticipated to be \$3,620,000.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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***Overall Project***

**Funding**

State	\$ 2,400,000
Federal (Grant):	
Other (UI)	
Central University	1,220,000
Gifted Funds	<u>                    </u>

Total	\$ 3,620,000
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**Estimate Budget**

A/E & Consultant Fees	\$ 330,000
Construction	2,490,000
Construction Cont.	249,000
FFE	220,000
Project Cont.	<u>331,000</u>

Total	\$ 3,620,000
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**ATTACHMENTS**

Attachment 1 – Capital Project Tracking Sheet

Page 5

**STAFF COMMENTS AND RECOMMENDATIONS**

The expanded scope of the originally-approved \$2.4 million Permanent Building Fund project is being financed with an additional \$1.2 million in institution funds. Per Board Policy V.K.1., Board approval is required when a project's cost increases by more than \$1,000,000. Following the planning and design phase of this project, UI will return to the Board to obtain approval to proceed with construction. This initiative makes a major contribution to the Board's efforts to expand and enhance medical education and health services throughout the state.

Staff recommends approval.

**BOARD ACTION**

I move to approve the request by the University of Idaho to implement the Planning and Design phases of a capital project for improvements and expansion of the former Business Technology Incubator in support of the curriculum and program needs of the WWAMI Medical Education Program, for an amount not to exceed \$3,620,000, as described in the materials submitted to the Board. Approval includes the authority to execute all necessary and requisite consulting and vendor contracts to fully implement the Planning and Design phases of the project.

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

<b>1 Institution/Agency:</b>	University of Idaho	<b>Project:</b>	Additional Capital Project Authorization Request, Planning, Programming and Design Phases, WWAMI Medical Education Building Improvements and Expansion, University of Idaho, Moscow, Idaho.
<b>2 Project Description:</b>	a Capital Project to provide for the planning, programming and design of project to renovate and expand the an existing building on campus, the Business Technology Incubator (BTI) building and convert it for use supporting the Washington, Wyoming, Alaska, Montana, Idaho (WWAMI) Medical Education program at the University of Idaho		
<b>3 Project Use:</b>	<p>The existing Business Technology Incubator (BTI) building is to be renovated in support of the programmatic needs of the WWAMI Medical Education Program. The renovations will provide flexible, active learning classrooms. Other renovated spaces will include faculty offices, updated conference space, and student study and support space. Additional space will need to be created to fully support the needs of the growing WWAMI program.</p> <p>The expansion space will provide student clinical lab space and associated small exam rooms. Such spaces support interactive group instruction for the students in conducting medical examinations, patient interview skills, and in developing 'bedside' manners. Additional space will support both private and group student study spaces dictated under medical instruction accreditation requirements.</p>		
<b>4 Project Size:</b>	The existing BTI building is approximately 17,000 sf. An expansion/addition of up to perhaps 6,000 sf is anticipated. Size of the expansion is to be verified through the Design Phase		

6		Sources of Funds				Use of Funds*			
7	Project Cost History:				Total		Use of Funds		Total
8		PBF	ISBA	Other	Sources	Planning	Const	Other**	Uses
9	Initial Cost of Project, Planning, Programming and Design Phase Authorization request. August 2017	\$ 2,400,000	\$ -	\$ 1,220,000	\$ 3,620,000	\$ 330,000	\$ 2,739,000	\$ 551,000	\$ 3,620,000
10									
11	History of Revisions:								
12									
13									
14									
15									
16	Total Project Costs	\$ 2,400,000	\$ -	\$ 1,220,000	\$ 3,620,000	\$ 330,000	\$ 2,739,000	\$ 551,000	\$ 3,620,000

\*\* FFE & Project Contingency. Any carry forward amounts are to be used in future phases which may be approved by the Board of Regents.

17		[-----Other Sources of Funds-----]								
18										
19	<b>History of Funding:</b>	<b>PBF</b>	<b>ISBA</b>	<b>Institutional Funds (Gifts/Grants)</b>	<b>Student Revenue</b>	<b>Other****</b>		<b>Total Other</b>	<b>Total Funding</b>	
20	Initial Project funding via the FY2018 PBF Process. Funds will be available 1 July 2017.	\$ 2,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400,000	
21	Initial Cost of Project, Planning, Programming and Design Phase Authorization request. August 2017	\$ -	\$ -	\$ -	\$ -	\$ 1,220,000		\$ 1,220,000	\$ 1,220,000	
22										
23										
24										
25	<b>Total</b>	<b>\$ 2,400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,220,000</b>		<b>\$ 1,220,000</b>	<b>\$ 3,620,000</b>	

**TAB 8 Page 5**

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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**UNIVERSITY OF IDAHO**

**SUBJECT**

Amendment to media rights contract

**REFERENCE**

June 2016

Idaho State Board of Education (Board) approved completion of contract negotiations for new contract with Learfield Communications and authorized the Executive Director to sign the completed contract.

**APPLICABLE STATUTE, RULE, OR POLICY**

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

**BACKGROUND/DISCUSSION**

The University of Idaho (UI) seeks approval from the Board to amend its existing contract with Learfield Communications, Inc. (Learfield), operating through Idaho Vandals Sports Properties, LLC. The proposed amendment is found in Attachment 1. The current contract which will be amended is found in Attachment 2.

The amendment addresses revised terms negotiated by UI with Learfield which will accomplish the following:

1. A fixed term for the agreement through June 30, 2031 – an additional 10 years over the current contract term of 5 years.
2. A \$600K capital contribution from Learfield to UI. The contribution is to acquire “Improvements” for the Arena (such as a scoreboard or electronic reader board) which are to be purchased from a Learfield company (ANC Sports Enterprises).
3. Clarification of UI’s payment to Learfield relating to the Albertsons signage on the arena scoreboard (the total payment is to be \$80,000 of the \$500,000 to be received from Albertsons) as well as a promise that Learfield will control rights for the full arena scoreboard advertising once the term of the Albertsons agreement ends. Learfield revenue from this portion of the arena score board will apply towards the revenue sharing hurdle described in 6 below.
4. Transfer of control to Learfield of the football stadium scoreboard signage once the current signage agreements end. Revenue generated by Learfield from the scoreboard will then count towards the revenue sharing hurdle described in 6 below.
5. Increase the total Guaranteed Royalty paid by Learfield to UI over the term of the agreement by \$150,000 over the final 5 years of the amended agreement.
6. Increase the revenue sharing hurdle (after which Learfield revenue is split with UI 50-50) by a total of \$2,855,000 over the term of the amended agreement. Note that the impact of this change will occur only if (and only to the extent) the original revenue sharing hurdles are exceeded.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 10, 2017**

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**IMPACT**

The financial impact this item will have includes the \$600,000 contribution to the Idaho Arena project, a reduction of \$20,000 in the payment due Learfield from the Albertsons sponsorship for the Idaho Arena, and an increase in the guaranteed revenue stream from Learfield in the amount of \$150,000.

UI's commitment to the contract terms is extended by 10 years so as to allow time for Learfield to absorb the economic impact of its contribution to the Idaho Arena project.

**ATTACHMENTS**

Attachment 1 – Proposed Amendment

Page 3

Attachment 2 – Executed Agreement

Page 9

**STAFF COMMENTS AND RECOMMENDATIONS**

In accordance with Board Policy V.I.3., Board approval is required for contracts for services which, over the duration of a contract, will exceed \$1,000,000 as is the case with the proposed amendment to the existing Learfield contract.

Staff recommends approval.

**BOARD ACTION**

I move to approve the request by the University of Idaho for approval of the proposed amendment to the Learfield contract in substantial conformance to the terms set forth in Attachment 1 to the Board materials, and to authorize the Vice President for Finance to execute all necessary documents associated therewith.

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

## AMENDMENT TO MULTI-MEDIA RIGHTS AGREEMENT

THIS AMENDMENT TO MULTI-MEDIA RIGHTS AGREEMENT (the “Amendment”) is made and entered into as of the \_\_\_\_ day of July, 2017, by and between THE REGENTS OF THE UNIVERSITY OF IDAHO (the “University”) and IDAHO VANDALS SPORTS PROPERTIES, LLC, a Missouri limited liability company qualified to do business in the State of Idaho (“IVSP”).

### BACKGROUND

- A. IVSP and the University are parties to that certain Multi-Media Rights Agreement dated July 1, 2016 (the “Agreement”).
- B. IVSP and the University have agreed to amend the Agreement to, among other things, extend the Term and update the financial terms of the Agreement.
- C. Capitalized terms not otherwise defined in this Amendment shall have the meanings ascribed thereto in the Agreement.

NOW, THEREFORE, in consideration of the foregoing Background, the mutual promises and covenants recited herein, and other valuable consideration, IVSP and the University (the “Parties”) amend the Agreement by this Amendment and agree as follows:

- A. Term of Agreement. Section 1.2 of the Agreement is hereby deleted in its entirety and replaced with the following:

**1.2 Term of Agreement.** This Agreement is legally binding upon the Parties as of the Effective Date but is meant to cover the period commencing as of July 1, 2016 and continuing through June 30, 2031 (the “Term”), unless otherwise terminated as provided herein. Each contract year of the Agreement shall commence on July 1, and end on June 30 and such period shall sometimes hereafter be referred to as “Athletic Year.”

- B. Albertson’s Inventory. The Agreement is hereby amended to add the following as a new Section 2.30:

**2.30 Albertson’s Inventory.** In consideration of the sponsorship inventory the University granted to Albertson’s under the agreement between the two parties (the “Albertson’s Agreement”), commencing with the Athletic Year in which the scoreboard which is the subject of the Albertson’s Agreement is in service and used for athletic events and each Athletic Year thereafter until the termination or expiration of the current term of the Albertson’s Agreement, the University will pay IVSP \$10,000 on or before June 30 of such Athletic Year. Such amounts will belong exclusively to IVSP and will not be included in the calculation of AGR. Upon the early termination or the expiration of the current term of the Albertson’s

Agreement, all sponsorship inventory previously granted to Albertson's under the Albertson's Agreement shall belong exclusively to IVSP for the remainder of the Term with revenue collected therefrom included in the calculation of AGR.

- C. Stadium Scoreboard Inventory. The Agreement is hereby amended to add the following as a new Section 2.31:

**2.31 Stadium Scoreboard Inventory.** Upon the early termination or the expiration on June 30, 2023 of the University's existing sponsorship agreements that provide scoreboard inventory in the Stadium (the "Scoreboard Inventory") to certain clients (the "Stadium Scoreboard Clients"), the Scoreboard Inventory shall belong exclusively to IVSP for the remainder of the Term with revenue collected therefrom included in the calculation of AGR. University agrees to facilitate introductions between IVSP and (1) the Stadium Scoreboard Clients and (2) other potential clients who have expressed interest in advertising in the in the to-be-constructed basketball arena on the University's campus (the "New Arena").

- D. Guaranteed Royalty Fee. Section 4.1 of the Agreement is hereby deleted in its entirety and replaced with the following:

**4.1 Guaranteed Royalty Fee.** As payment for the rights licensed under this Agreement, IVSP will pay University the Guaranteed Royalty Fee in such amounts as set forth below. The Guaranteed Royalty Fee described below is based upon all of the Assumptions being accurate. If any or all of the Assumptions do not occur, are not accurate or do not remain in effect for the entire Term, then such occurrence shall constitute a Diminishing Event and the process set forth in the definition of a Diminishing Event shall be initiated. If the Base Sponsorship Inventory or elements are materially reduced or eliminated, University will either replace inventory or reasonably alleviate those issues specifically identified by IVSP in writing associated with such inventory to IVSP's reasonable satisfaction, failing which, such occurrence shall constitute (i) a material breach of this Agreement, or (ii) a Diminishing Event and the process described above for a Diminishing Event relating to the Assumptions shall be initiated for the Base Sponsorship Inventory.

Subject to any adjustments under this Agreement, the Guaranteed Royalty Fee for the Term shall be as follows:

<u>Athletic Year</u>	<u>Guaranteed Royalty Fee</u>
2016-2017	\$760,000
2017-2018	\$775,000
2018-2019	\$790,000
2019-2020	\$805,000
2020-2021	\$820,000
2021-2022	\$835,000
2022-2023	\$850,000
2023-2024	\$865,000
2024-2025	\$880,000
2025-2026	\$895,000
2026-2027	\$920,000
2027-2028	\$945,000
2028-2029	\$970,000
2029-2030	\$995,000
2030-2031	\$1,020,000

All Guaranteed Royalty Fees owed by IVSP shall be paid one-half on or before December 31 and one-half on or before May 15<sup>th</sup> of the current Athletic Year, with a final settle-up derived through adjustments made on or before October 31<sup>st</sup> of the following Athletic Year. For purposes of memorialization, the above Guaranteed Royalty Fee amounts take into account the expectation that IVSP will continue to receive its share of pouring rights revenues, such share to be consistent with past practice. Should University restructure its pouring rights agreement or enter into a new pouring rights agreement, and as a result receives a greater amount of revenue than it had received previously, IVSP's credit in connection with such contract will be adjusted accordingly. University shall pay IVSP a commission equal to twenty percent (20%) of the gross revenues collected by or on behalf of University or any Third Party Rights Holder (as defined below) after the Termination Date from any

Marketing & Sponsorship Agreements. University shall pay such commissions to IVSP as and when the gross revenue is collected by or on behalf of University or the Third Party Rights Holder. On or promptly after the Termination Date, IVSP will assign all Marketing & Sponsorship Agreements (other than multi-school Marketing & Sponsorship Agreements) to University or its then athletics multi-media rights holder (“Third Party Rights Holder”). The fact that a Marketing & Sponsorship Agreement is assigned to a Third Party Rights Holder shall not relieve University of its obligation to pay IVSP the commissions described in this Section 4.1 nor shall any amendment, restatement or modification of a Marketing & Sponsorship Agreement entered into after the Termination Date relieve University of its obligation to pay IVSP the commissions described in this Section 4.1.

- E. Signing Bonus; Capital Subsidy Payments. Section 4.2 of the Agreement is hereby deleted in its entirety and replaced with the following:

**4.2 Signing Bonus; Capital Subsidy Payment.** In consideration for the University executing this Agreement, IVSP will pay University a signing bonus of \$50,000, which will be paid on or before April 15, 2017. IVSP will also make a capital subsidy payment to University in the amount of \$600,000 in the 2019 – 2020 Athletic Year (the “Capital Subsidy Payment”). The Capital Subsidy Payment shall be used by University for mutually agreed revenue generating assets or initiatives that increase the value of the partnership assets, including, but not limited to, a scoreboard in the New Arena, a forty foot scorer’s table in the New Arena and LED signage above each tunnel in the New Arena (collectively the “Improvements”), and all sponsorship inventory created by the Improvements shall belong exclusively to IVSP during the Term, subject to the exclusivity exclusions set forth in this Agreement. University will consult with IVSP on any such Improvements early enough in the process so that IVSP can provide design suggestions to maximize the inventory that will result from the Improvements, and University shall be required to use ANC Sports Enterprises, LLC for the Improvements assuming they provide market competitive value and pricing.” An extension bonus of \$100,000 will also be paid on June 30, 2024.

- F. Revenue Sharing. Section 4.5 of the Agreement is hereby deleted in its entirety and replaced with the following:

**4.5 Revenue Sharing.** Subject to any adjustments under this Agreement, in addition to the Guaranteed Royalty Fee listed in Section 4.1 above, IVSP will pay University 50% of collected AGR, if any, that exceeds the AGR Hurdle Amounts set forth below:

<u>Athletic Year</u>	<u>AGR Hurdle Amount</u>
2016 – 2017	\$1,525,000
2017 – 2018	\$1,570,000
2018 – 2019	\$1,615,000
2019 – 2020	\$1,695,000
2020 – 2021	\$1,775,000
2021 – 2022	\$1,855,000
2022 – 2023	\$1,935,000
2023 – 2024	\$2,015,000
2024 – 2025	\$2,095,000
2025 – 2026	\$2,175,000
2026 – 2027	\$2,265,000
2027 – 2028	\$2,330,000
2028 – 2029	\$2,395,000
2029 – 2030	\$2,460,000
2030 – 2031	\$2,525,000

- G. Amendment Shall Control. To the extent there is any variance or inconsistency between the terms set forth in the Agreement and the terms set forth in this Amendment, the terms of this Amendment shall control but in all other respects, the terms of the Agreement shall remain in full force and effect.
- H. Counterparts. This Amendment may be executed in counterparts by facsimile or electronic signature, each of which shall be deemed an original and each counterpart together shall constitute one document.
- I. Entire Agreement. This Amendment, along with the Agreement, constitutes the entire agreement between the Parties with respect to the subject matter hereof/thereof and supersedes all other agreements, arrangements and understandings with respect to the subject matter hereof/thereof.

*[Signature Page Follows]*

**IN WITNESS WHEREOF**, IVSP and the University have entered into this Amendment as of the date first set forth above.

**FOR THE REGEENTS OF THE  
UNIVERSITY OF IDAHO**

**IDAHO VANDALS SPORTS  
PROPERTIES, LLC**

By: Learfield Communications, LLC, its  
Member

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Greg Brown  
President & Chief Executive Officer



*University of Idaho – Agreement No. UI-xxx*  
**MULTI-MEDIA RIGHTS AGREEMENT**

THIS MULTI-MEDIA RIGHTS AGREEMENT (“Agreement”) is made and entered as of the 1<sup>st</sup> day of July, 2016 (the “Effective Date”) by and between THE REGENTS OF THE UNIVERSITY OF IDAHO (“University”) and IDAHO VANDALS SPORTS PROPERTIES, LLC (“IVSP”), a Missouri limited liability company qualified to do business in the State of Idaho. This Multi-Media Rights Agreement is based on University of Idaho Request for Proposals No. 16-22M and includes all terms and conditions as stated in RFP 16-22M.

**AGREEMENT**

**1. Definitions; Term; Mutual Cooperation.**

**1.1 Definitions.** All capitalized terms used in this Agreement and not otherwise defined will have the meaning set forth below.

**Additional Benefit Cost** means the cost to IVSP of providing Additional Fulfillment Benefits to Excluded Sponsors.

**Additional Fulfillment Benefits** means Fulfillment Benefits in addition to those that are referenced in agreements which exist as of the Effective Date to be provided to Excluded Sponsors as of or after the Effective Date.

**Additional Multi-Media Rights** means collegiate athletic marketing, sponsorship and promotional rights that exist as of the Effective Date but are not initially provided to IVSP under this Agreement or come into existence during the Term. When Additional Multi-Media Rights are granted to IVSP during the Term, the provisions of Section 2.26 will be followed by the Parties.

**AGR** means IVSP’s gross collected revenue less the following: (i) agency commissions; (ii) sponsor fulfillment costs such as tickets, merchandise, promotional elements, out-of-pocket costs of sales; (iii) third party rights fees such as NCAA or NIT related sponsorship fees; (iv) collection and/or litigation expenses incurred by IVSP in connection with any third party litigation related to IVSP’s performance under the Agreement, including but not limited to those incurred in connection with collection efforts against sponsors; and (v)

any other credits, deductions or adjustments provided for under this Agreement or identified as deductions from AGR in a separate writing signed by the Parties.

**Agreement** means this Amended and Restated Multi-Media Rights Agreement between IVSP and University, as the same may be amended or modified from time to time.

**AGR Hurdle Amount** means the amounts set forth in Section 4.5 of this Agreement as they may be adjusted pursuant to the provisions of this Agreement.

**Alternative Program Technology** means technology for the delivery of Programs that may come into existence during the Term.

**App** means a specialized program using software that can be run on the Internet, on a computer, on a smart phone, a smart watch, tablet or other electronic device.

**Applicable Rules** means applicable University, Athletic Conferences, or NCAA rules, regulations and policies.

**Arena** means the Cowan Spectrum (or Memorial Gymnasium in the case of overflow games) where University's men's and women's intercollegiate home basketball games are played.

**Assumptions** means (a) the inventory available to IVSP for sponsorship sales throughout the Term is not less than the Base Sponsorship Inventory and (b) all of the rights licensed exclusively to IVSP under the Agreement are available to IVSP throughout the Term.

**At-Event Impact Sponsorships** means sponsors for pre-game, time-out, half-time, period and quarter breaks sponsored promotional activities and special game-day, on-field, on-court promotions or contests as well as official game sponsorships.

**Athletic Conference** means the Big Sky for all sports except football (which is the Sun Belt) or any other NCAA sanctioned conference of which the University becomes a member after the Effective Date.

**Athletic Department** means the University of Idaho Department of Athletics.

**Athletic Event Content** means University's copyrighted content from Athletic Events.

**Athletic Events** means all University intercollegiate athletics activities held in Athletic Facilities.

**Athletics Facilities** means all of the athletic facilities owned or controlled by the University or made available to the Athletic Department for its use by reason of any lease or other written agreement as of the Effective Date; any new or newly acquired facilities in which Athletic Events occur after the Effective Date shall become an "Athletic Facility" for purposes of this Agreement.

**Athletic Year** means the period of time measured from July 1 through June 30 during the period of the Term.

**Base Sponsorship Inventory** means the sponsorship and promotional inventory in connection with Athletic Events which was available for sponsorship and promotional sales during the 2014 – 2015 Athletic Year.

**Base Ticket Amount** means the number of tickets provided by to IVSP by University for itself and its sponsors and advertisers during the 2014 – 2015 Athletic Year. The locations of the tickets will be mutually agreed upon between the Parties but in no event will the tickets be in less desirable locations of the tickets provided to sponsors during the 2014 – 2015 Athletic Year.

**Big Sky** means the Big Sky Conference, of which the University is a member.

**Blog Sponsorship** means a sponsorship of Game Coverage occurring through a blog.

**Campus Vendor** means a Person who provides goods or services to the University under a Campus Vendor Agreement.

**Campus Vendor Agreement** shall mean an agreement between a Campus Vendor and University as a whole and not solely related to the Athletic Department that was procured in conjunction with an athletic sponsorship agreement between IVSP and the Campus Vendor. For example, IVSP obtains a Marketing & Sponsorship Agreement with Charter Communications (“Charter Sponsorship Agreement”) who at the same time enters into an agreement with the University to provide cable television services for University’s dormitories (“Charter Cable Agreement”) with the Charter Sponsorship Agreement remaining in effect only if the Charter Cable Agreement remains in effect.

**Conference Action** means Athletic Conference by agreement(s) with or on behalf of the member institutions, including University and one (1) or more Persons that eliminates or diminishes or impairs any rights which IVSP otherwise holds under this Agreement.

**Conference Agreement** means an agreement entered into by the Athletic Conference on behalf of its members which includes the University.

**Content** means the Athletic Department’s game clips, highlights and live audio of Athletic Events.

**Digital Media Rights** means all University official athletic platforms including websites, mobile web and mobile applications, social media channels such as Facebook, Twitter and Instagram, e-mail and other digital marketing, in-venue digital screens and platforms and all digital distribution of Content.

**Diminishing Event** means any event, action, change in circumstances or occurrence described as such in this Agreement which has the effect or is likely to have the effect of diminishing, impairing or eliminating or otherwise negatively impacting IVSP's Multi-Media Rights including the Base Sponsorship Inventory. When a Diminishing Event is referred to in this Agreement, the process for determining if a Diminishing Event has occurred and the remedies for the Diminishing Event may be described in each Section of this Agreement in which the Diminishing Event is mentioned and if not, the following process and remedies shall be initiated: IVSP shall submit to University a substantiation of the value attributable to the rights which are not available or the rights which are negatively affected by the Diminishing Event along with reasonable substantiation for its calculation whereupon the Parties will meet within thirty (30) days thereafter to discuss IVSP's calculation and agree upon the remedy for IVSP's loss of the rights which could include any of the following or a combination thereof: (i) a reduction in the Guaranteed Royalty Fee; (ii) an extension of the Term; (iii) granting IVSP Additional Multi-Media Rights; (iv) providing IVSP with additional tickets; (v) providing IVSP with Additional Fulfillment Benefits; (vi) adjusting the AGR Hurdle Amount and/or reducing the Revenue Share Percentage; or (vii) any other remedy that the Parties may agree upon. The Parties will continue to meet and negotiate in good faith until a remedy is agreed upon. The effective date of the action taken from the preceding list (or any other remedy agreed upon) will be for the Athletic Year in which the Diminishing Event occurs or as the Parties otherwise agree. The Parties agree that the remedy agreed upon may remain in effect beyond the Athletic Year in which the Diminishing Event occurs due to the fact that some Diminishing Events can have an effect that lasts beyond the Athletic Year in which it occurs.

**Displaced Game** shall mean a University scheduled home football, men's basketball or women's basketball game that is moved to a neutral location or the visiting team's location as a result of a Force Majeure event or for any other reason beyond the control of IVSP.

**Donor Contribution** means a contribution of money or other valuable consideration made to the University or the Athletic Department by a Person which results in that Person's name being placed on, in or around an Athletic Facility which can be seen or viewed by the general public. For the avoidance of doubt and clarification, a Donor Contribution does not include a contribution to University or the Athletic Department by any Person whose name appears only in the non-public viewing areas of an Athletic Facility such as the basketball coaches'



lounge, the weight room or the media room. The Person whose name appears in a non-public viewing area may not under any circumstance include Multi-Media Rights that have been exclusively granted to IVSP under this Agreement. The granting of any Multi-Media Rights to that Person shall constitute a Diminishing Event and the process for a Diminishing Event shall be followed. A Donor Contribution alone shall not constitute a Diminishing Event but if as a result of the Donor Contribution IVSP loses one or more sponsors or is in breach of its agreement with a sponsor, the Parties shall negotiate in good faith to make IVSP whole for the loss of such sponsor(s) which will include any refund, credit or damages owed by IVSP to the sponsor(s) by reason of a breach of IVSP's contract with such sponsor(s). University acknowledges and agrees that making IVSP "whole" could involve a remedy that covers more than one Athletic Year depending upon the value of the sponsor to IVSP, and whether the sponsor was granted exclusivity in a sponsorship category and the term of the sponsorship agreement with such sponsor(s).

**Excluded Categories** means a sponsorship which directly promotes the sale of: tobacco products, but does not include the industry growers responsibility messaging, which is permissible; firearms; sexually explicit products or services; distilled liquors, wine and beer; material that is defamatory, obscene, profane, vulgar or otherwise considered socially unacceptable or offensive to the general public or may cause harm to student-athlete health, safety and welfare. For clarification and the avoidance of doubt, except for Excluded Categories, IVSP may sell a sponsorship and/or promotion in any other category throughout the Term.

**Excluded Sponsors** means those sponsors with whom University alone is permitted to contract. University acknowledges and agrees however that as of the Effective Date and for the remainder of the Term, there are no Excluded Sponsors and there will be no Excluded Sponsors, other than in the pouring rights and apparel categories, both of which will be contracted exclusively by University. IVSP shall have the right to upsell all Excluded Sponsors. University will not enter into any other agreements with Persons during the Term if any of such agreements include any of the Multi-Media Rights granted to IVSP under this Agreement. University will not, without IVSP's prior written consent, amend its contract with the pouring rights partner or enter into a new contract with a pouring rights partner that expands the exclusivity restrictions set forth in such contract, including by granting additional exclusivity categories or expanding the definition of existing categories (e.g., the definition of "beverages") beyond the exclusivity restrictions set forth in such contract as of

the Effective Date in order to protect IVSP from losing future sponsorship sales opportunities.

**Exclusivity Sponsor** means a sponsor of IVSP who is granted exclusive sponsorship rights within a particular sponsorship category.

**Fulfillment Benefits** means those benefits, such as tickets or signage, which IVSP will provide to Excluded Sponsors under Retained Agreements. If any Retained Agreements are amended or if any future agreements are in effect with an Excluded Sponsor that require IVSP to provide Additional Fulfillment Benefits, then before IVSP is required to provide the Additional Fulfillment Benefits, IVSP and University will meet to determine if the Additional Fulfillment Benefits are available and if they are available, the Additional Benefit Cost, which when agreed upon, shall be deducted by IVSP from the Guaranteed Royalty Fee.

**Game Breaks** means stoppage in an Athletic Event as a result of half-time, quarter breaks, game time-outs as well as pre-game and post-game periods of time surrounding the Athletic Event.

**Game Coverage** means ongoing, regular and real-time commercial coverage of Athletic Events which not only include the game action but also includes Game Breaks.

**Guaranteed Royalty Fee** means the amounts set forth in Section 4.1 of this Agreement as they may be adjusted in accordance with this Agreement.

**Hospitality Rights** means opportunities for fans to obtain food, drinks and tickets to University Athletic Events through specific designated programs established by IVSP.

**IVSP** means Idaho Vandals Sports Properties, LLC.

**IVSP Apps** means athletic-related Apps created by or for IVSP using Content.

**IVSP Financial Records** means any information University receives from IVSP under this Agreement which concerns the personal, financial or other affairs of IVSP, its members, stockholders, officers, directors, employees and sponsors including, but not limited to, sales summaries, revenue sharing reports, settle-up documents and any other documents relating to the reporting of financial and sales information by IVSP to University.

**Licensing Agreement** means University's existing agreement with its exclusive licensing agency, as it may be amended, as well as any substitute or replacement licensing agreement.

**Limitations** means the amount of time during Game Breaks which IVSP may allot for University Signage so as not to interfere with the use of Game Breaks by IVSP for its sponsorships.

**Major Sponsorship Category** means the sponsorship categories of telecommunications (including

wireless), insurance, banking (including financial services), automobile, health care and isotonic and soft drink beverages.

**Marketing & Sponsorship Agreement** means any agreement entered into between IVSP and any third party (including any customer, sponsor or advertiser) in which any Multi-Media Rights are granted to such third party and where the term of such agreement extends beyond the Termination Date including any renewal, modification or extension of such agreement regardless of whether such renewal, modification or extension is entered into during or after the term of this Agreement.

**Material Rule Change** means (i) any change in applicable law, rule, regulation or order of any governing authority having jurisdiction over University (specifically including without limitation the University's Board of Trustees) or IVSP, (ii) any change in applicable constitution, bylaws, regulations or policies of the NCAA or any Athletic Conference, (iii) any change in any NCAA and Athletic Conference policies and agreements, (iv) any change in policy or practices of University or its Athletics Department related to the licensed rights, including without limitation any restrictions or limitations on the nature of permissible categories for which IVSP may sell sponsorships, or (v) any other change in restrictions or impairments upon IVSP's exercise of its sponsorship or related rights with respect to the licensed rights caused by actions of University (including its employees, agents or anyone affiliated with University), by the Conference or by the NCAA.

**Minimum Number of Games** means thirteen (13) regular season home men's basketball games and thirteen (13) regular season home women's basketball games each played at the Arena and five (5) regular season home football games played in the Stadium.

**Multi-Media Rights** shall mean the exclusive sales and marketing rights set forth in this Agreement as further described in Section 2.1 through 2.24 inclusive and Section 2.26 with only those exceptions as specifically set forth herein, to all inventory associated with Athletic Events and Athletic Facilities, including, but not limited to, print, media, sponsorships, existing or new signage not already contracted to other Persons as of the Effective Date, and other promotional and sponsorship rights for football, men's and women's basketball games and other intercollegiate sports; including souvenir game programs and roster cards, at-event hospitality, at-event impact (such as product displays and sampling, couponing and title and presenting sponsorships), branding of products including the branding of concession products (i.e., "Lay's Potato Chips" as opposed to merely "Potato Chips"), highlight DVDs,



coaches' endorsements, rivalry series sponsorships; existing or new temporary or permanent signage and promotional rights for home basketball games and all games, (except pre/post season tournament games) played at Neutral Venues where University is designated as the home team; temporary and permanent signage and promotional rights for all University home football games and all games played at Neutral Venues where University is designated as the home team; radio play-by-play broadcast rights and coaches' radio shows for all University intercollegiate sports, and television coaches' shows for all university intercollegiate sports, official athletic website sponsorship; digital rights, social media platforms such as but not limited to Facebook, You Tube, Twitter and Instagram and any other sponsor-related or promotional rights to University's athletic programs that may be subsequently agreed to between the Parties. For the avoidance of doubt, Multi-Media Rights shall also include the exclusive world-wide audio account of each event initiated at and from the athletic venue and at and from each coach's show irrespective of how the audio is thereafter transmitted.

**NCAA** means the National Collegiate Athletic Association, of which University is a member as well as any successor organization of which University is a member.

**Network** means a television network created by or for the Athletic Conference which includes the University.

**Neutral Venue** means an athletic venue other than an Athletic Facility at which a University game is played.

**New Inventory Items** means all new inventory installed by University in an Athletic Facility after Effective Date or a material upgrade in existing inventory which is capable and likely to add value to or enhance IVSP's then existing inventory. New Inventory Items do not include New Signage. All sponsorship rights for New Inventory shall belong exclusively to IVSP and sold by IVSP with the revenue collected therefrom included in the calculation of AGR.

**New Naming Rights Agreement** means any agreement entered into after Effective Date by the University granting naming rights to any Person for any part or all of an Athletic Facility.

**New Signage** means existing signage in the Arena, the Stadium, or any other Athletic Facility which is materially upgraded or signage which did not exist on the Effective Date in the Arena, the Stadium, or any other Athletic Facility including but not limited to LED or DLP signage or new digital/videoboard displays.

**New Technology** means forms or methods of distributing broadcasts, exhibitory signage and/or delivering Content that were not being used by IVSP on the Effective Date. For the



avoidance of doubt and clarification, New Technology is intended to replace, improve upon or enhance technology which currently exists as of the Effective Date but is not intended to grant IVSP any rights not otherwise provided in this Agreement.

**OAS** means the Official Athletic Website of the Athletic Department. The domain name for this site is [www.govandals.com](http://www.govandals.com).

**OAS Contract** means the contract in existence on the Effective Date for hosting the OAS with NeuLion, or any replacement or subsequent contract for hosting the OAS.

**Other Programs** means printed game day-type publications for football, men's basketball or women's basketball games as well as other University intercollegiate sports.

**Other Television Opportunities** may include, without limitation, television play-by-play programming at IVSP's expense of live and/or delayed televised broadcasting of football, men's and women's basketball games and men's and women's basketball championship preview shows live from the championship site. The provisions of Section 2.9 of this Agreement will determine whether or not Other Television Opportunities are available to IVSP and if they are available, the provisions of Section 2.26 of this Agreement relating to Additional Multi-Media Rights will be followed by the Parties.

**Person** means an individual, a sole proprietorship, a partnership (general or limited), a corporation, a limited liability company, an association, a joint stock company, a trust, a foundation, a joint venture, an unincorporated organization or any other business entity.

**Printed Materials** means the following Athletic Department printed promotional items: team rosters, ticket backs, parking passes, ticket applications and mailing inserts, ticket envelopes, posters, sports calendars, trading cards and schedule cards.

**Program** shall mean a game day-type publication for a University intercollegiate athletic team.

**Replaced Vendor** means a University vendor who also has a sponsorship agreement with IVSP and who then terminates its sponsorship agreement with IVSP because that vendor was replaced by the University.

**Retained Agreements** means sponsorship agreements between University and an Excluded Sponsor as well as agreements between University and an Excluded Sponsor which include sponsorship benefits for an Excluded Sponsor as well as other matters.

**Revenue Share Percentage** means 50%.

**Satellite Agreements** means Satellite Rights which are included in an agreement between SiriusXM Satellite Radio and the Athletic Conference or any other Person including any amendment(s) thereto.

**Satellite Rights** means the satellite radio play-by-play broadcast of University men's basketball games as well as the rights to produce any other athletic programming including shoulder programming.

**S.I.L.** means sponsorships in public places which make use of a University logo.

**Specific Sponsorships** means retail promotions which make use of a University Mark, including, but not limited to, using a University Mark in mutually agreed point of sale advertising such as an end cap display at the end of an aisle in a grocery store or a department store, a countertop display, a permanent display or a temporary display in a business establishment.

**Stadium** means the Kibbie Dome.

**Station** means a radio station or any other broadcast media outlet.

**Strategic Partnerships** means agreements obtained for the Athletic Department (other than trade benefits) with Persons for marketing, merchandise, promotional rights in connection with Persons who can provide services or products in the Athletic Department (i.e., the bus company transporting University's team(s) to the Athletic Event).

**Sun Belt** means the Sun Belt Conference, of which the University is a member.

**Termination Date** means the last date of this Agreement.

**Third Party Signage** means the signage of an Excluded Sponsor or a sponsor of the Big Sky Network or any other Network in an around an Athletic Facility.

**Threshold Amount** means the in-kind, trade benefits provided to the Athletic Department in the same or similar categories as those identified in Schedule 4.4 of this Agreement with an appropriate dollar amount in each of those categories. The Threshold Amount is \$300,000.

**Unauthorized Ticket Use** means the use of tickets to Athletic Events by a Station for a commercial sponsorship or commercial underwriting of any kind.

**University** means University of Idaho.

**University Action** means the University entering into a New Naming Rights Agreement or similar agreement with a competitor of an IVSP Sponsor at an Athletic Facility or receiving a Donor Contribution from a competitor of an IVSP Sponsor at an Athletic Facility.

**University Marks and Indicia** means the University's name, its trademarks, service marks, logos, symbols, college colors and other licensed indicia, all of which may be used by IVSP and its



sponsors in accordance with this Agreement. The particular University Marks and Indicia are set forth in Schedule A to this Agreement.

**University Promotions** means the University's right during Game Breaks to promote University fundraising efforts, development projects, sports, the University, University events or accomplishments or athletic-related activities but not University's individual academic departments.

**University Signage** means University's use of signage in an Athletic Facility during Game Breaks solely for University Promotions.

**VSF** means the Vandal Scholarship Fund, a 501(c)(3) tax exempt corporation separate from the University, and includes all local area chapters in addition to its national board of directors. VSF is not a party to this Agreement.

**Violating Blog** means a blog containing Game Coverage, a Blog Sponsorship or which violates University or Athletic Conference policy.

**1.2 Term of Agreement.** This Agreement is legally binding upon the Parties as of the Effective Date but is meant to cover the period commencing as of July 1, 2016 and continuing through June 30, 2021 (the "Term"), unless otherwise terminated as provided herein. Each contract year of the Agreement shall commence on July 1 and end on June 30 and such period shall sometimes hereafter be referred to as "Athletic Year". University shall have the right to extend the Term on the same terms and conditions contained herein for up to two (2) successive five (5) year renewal terms (each, a "Renewal Period"), by giving IVSP written notice at least ninety (90) days prior to the end of Term (or with respect to the second Renewal Period, at least ninety (90) days prior to the end of the first Renewal Period). The first Renewal Period shall commence July 1, 2021 and continue through June 30, 2026, and the second Renewal Period shall commence July 1, 2026 and continue through June 30, 2031

**1.3 Mutual Cooperation.** Throughout the Term, it is the Parties' intention to cooperate to maximize the opportunities that will foster growth in both the amounts and the potential sources of revenue under this Agreement. To that end, the Parties, including University's Athletic Director (and/or his/her designee) will meet, as they mutually agree is necessary, to discuss the rights and inventory granted to IVSP and any unexpected problems arising therefrom to arrive at mutually satisfactory solutions. The General Manager of IVSP will meet each month with University's Athletic Director or his/her designee at times mutually agreeable to the Parties. University will use reasonable efforts to inform University's Athletic Department staff (including coaches) of the

specific responsibilities that are required of them in order to fulfill the Athletic Department's obligations to IVSP under this Agreement.

## **2. Grant of Rights; University Obligations.**

**2.1 Grant of Exclusive Radio Broadcast Rights; Satellite Rights.** University hereby grants to IVSP, subject to any restrictions and modifications set forth by this Agreement, the exclusive right to, during the Term, make or cause to be made live radio (including satellite radio under the terms that are more particularly described below in this Section 2.1, high definition radio, Spanish radio broadcasts, internet streaming and audio podcasts) broadcasts of all exhibition, pre-season, regular-season and post-season football, and men's and women's basketball games, and, at IVSP's option: (i) basketball events such as Midnight Madness; (ii) any other University inter-collegiate sport. All of such broadcast rights shall be exclusive to IVSP and shall also include any game or games selected for broadcasting by any local, regional or national radio network. Rights to the games specified under this Section 2.1 are exclusive of all other individual and independent networks except those officially designated as origination stations or networks of radio stations considered by University as part of the radio following the opposing team involved in the game being broadcast. University acknowledges that broadcast rights to post-season conference and national tournaments are important to IVSP's revenue. IVSP's inability to obtain such rights shall constitute a Diminishing Event. If at any time during the Term, either the Athletic Conference negotiates a Satellite Agreement which includes the University or IVSP negotiates a Satellite Agreement on behalf of the University with SiriusXM or another Person independent of the Athletic Conference, all revenue which University might receive under a Satellite Agreement shall be paid over to IVSP by University and included in AGR. All sponsorships in connection with IVSP's radio broadcast rights are exclusive to IVSP and its affiliates on the Idaho Vandal Sports Network.

**2.2 Radio On-Air Talent.** IVSP will employ, at its expense, any and all personnel it deems necessary to conduct broadcasts covered by the Agreement. University will provide charter transportation for up to two (2) broadcast personnel (including on-air talent) and (subject to availability) current and potential sponsors for football and men's basketball games. IVSP will be responsible for all other transportation expenses for broadcast personnel (including airfare and/or ground transportation, as the case may be), and IVSP will be responsible for all lodging and incidental expenses of broadcast personnel. If charter transportation is not available for football or men's basketball games, IVSP will be responsible for commercial air travel for those games.

**2.3 Programming.** IVSP shall produce, originate, broadcast and distribute the following programming with state-of-the-art equipment:

- A. Men's Basketball Games. IVSP will provide live broadcasts of each regular-season men's basketball game (conference and non-conference), Athletic Conference Tournament and other post-season games (if available) for University. Each men's basketball game broadcast shall include pre-game and post-game shows with live or taped, as available, coaches' interviews, in addition to comprehensive description of game action. IVSP shall provide for a play-by-play announcer, a color commentator and a producer, pay all costs associated with the operation and production of the Idaho Vandal Sports Network except for those travel costs which are the responsibility of the University as set forth in Section 2.2.
- B. Women's Basketball Games. IVSP will provide live broadcasts of each regular-season women's basketball game (conference and non-conference), Athletic Conference Tournament and other post-season games (if available) for University. Each women's basketball game broadcast shall include pre-game and post-game shows with live or taped, as available, coaches' interviews, in addition to comprehensive description of game action. IVSP shall provide for a play-by-play announcer and pay all costs associated with the operation and production of the Idaho Vandal Sports Network except for those travel costs which are the responsibility of the University as set forth in Section 2.2.
- C. Football Games. IVSP will provide live broadcasts of each regular-season football game (conference and non-conference) and other post-season games (if available) for University. Each football game broadcast shall include pre-game and post-game shows with live or taped, as available, coaches' interviews, in addition to comprehensive description of game action. IVSP shall provide for a play-by-play announcer, a color commentator and a producer, pay all costs associated with the operation and production of the Idaho Vandal Sports Network except for those travel costs which are the responsibility of the University as set forth in Section 2.2.
- D. Other Sports. If, in the reasonable opinion of IVSP, it is economically feasible for IVSP to broadcast the games of other University sponsored intercollegiate sports teams, IVSP will broadcast each regular season (conference and non-conference) Athletic Conference championship, playoff or tournament game or other post-season



game (if available). Irrespective of whether IVSP broadcasts the games of other University sponsored intercollegiate sports teams, the rights to such broadcasts are retained exclusively by IVSP.

- E. Coaches' Radio Shows and Daily Shows. Throughout the Term, IVSP shall have exclusive rights to and shall use commercially reasonable efforts to produce, sell and commercially distribute a weekly one-hour radio show featuring, for basketball, the head men's basketball coach, and for football, the head football coach, and shall make such shows available to its radio network affiliates. IVSP need only broadcast such shows if in its reasonable determination the broadcast of such shows are economically feasible. If IVSP broadcasts a coach's show for football and/or men's basketball, University will make available and provide the services of the head coach for each such coach's show. University will pay the compensation, if any, of each coach for such shows. Further, IVSP will be granted the exclusive rights, at its option, to produce coaches' radio shows for other intercollegiate sports. If IVSP broadcast's a coach's show for football and/or men's or women's basketball, University shall include a requirement in the employment contract for each head coach of such sports that the coach to be in attendance at each show agreed to under his contract, provided the time commitments undertaken by the coach is consistent with the coach's primary coaching responsibilities. The coach's shows may be broadcast with the coach participating by telephone in certain instances, or, through an assistant coach under certain circumstances. However, if IVSP elects to broadcast such shows, University shall use commercially reasonable efforts to provide the head coach shows live. In this regard, it is agreed that a period of time which is sufficient for the production of a sixty (60) minute weekly radio show will not unduly interfere with a coach's primary responsibility to University. IVSP may sell a specific placement of any or all of the coaches' shows at a location to be determined by IVSP, such as a local restaurant or other campus or off-campus location and University will make the coach available at such location. Placement of any coaches' shows at a location outside of the Moscow, Idaho metropolitan area will require University's prior approval which approval will not be unreasonably withheld or delayed. The failure or refusal of any coach to participate in such shows as requested by IVSP which failure or refusal continues after IVSP provides notice to the University of such failure or refusal shall

be deemed a Diminishing Event. IVSP shall have a first option to produce and broadcast coaches' shows for all other University intercollegiate teams. If IVSP elects not to broadcast any such coaches' shows, the University shall not authorize any other Person to broadcast such shows; provided, however, that University may authorize its student-run television or radio station to produce and broadcast such shows so long as such shows contain no commercial sponsorship of any kind. IVSP shall also have the exclusive right, at its option, throughout the Term, to produce, sell and commercially distribute a daily (Monday through Friday) radio show featuring University coaches and Athletic Department officials. With input from University, IVSP shall also have the exclusive right throughout the Term, but not the obligation, to produce other radio programming, including game broadcasts of other Athletic Events, in order to create new sponsorship inventory and programming and exposure opportunities for University. Under no circumstance shall a University coach participate in any radio show which features the coach; provided, however, a coach may participate in interviews of limited duration (less than 10 minutes) conducted on a non-recurring, non-compensated basis, during the sports segment of a news report or on a talk radio sports show not more than once per season. The revenue collected from any coaches' show broadcast by IVSP shall be included in the calculation of AGR.

#### **2.4 Athletic Internet Site and Internet Video Streaming and e-Commerce.**

University's OAS will be produced by the University throughout the Term. Editorial content on the OAS shall be controlled by the University. University hereby grants to IVSP the exclusive rights to all revenue-generating opportunities (including any third party royalties or fees), which now or at any time during the Term may exist on the University's OAS, including, but not limited to, all rights to sell sponsorships in the form of company logos and messages on University's OAS, audio and visual streaming of sponsorship messages and direct internet access to other websites, the right to make use of social media platforms including the Athletic Department's (official and institutional) Facebook, YouTube and Twitter presences and the right to use and monetize Athletic Department's Content which University agrees to supply to IVSP at no cost to IVSP. Any revenue generated from such opportunities shall be included in the calculation of AGR. Content supplied by University to IVSP shall be up-to-date, relevant and enriched, with its focus being to drive more traffic to the OAS. University may use its own Apps for its athletic teams to be used on mobile devices, tablets

and computers for recruiting and similar purposes but in no event shall University Apps contain or reference any commercial sponsorships of any kind or be monetized in any manner such as through the sale of subscriptions for the Apps or the sale of merchandise through the Apps unless the revenue derived therefrom is paid over by University to IVSP and included in AGR. Further, University agrees that it will not supply Content for the Apps to the detriment of the Content to be supplied by University to IVSP under this Section 2.4. Subject to the written approval of the University, and unless otherwise prohibited by the OAS Contract or any subsequent hosting agreement, IVSP may create and monetize IVSP Apps using Content with the revenue from IVSP Apps included in the calculation of AGR. If the rights to on-line video streaming of athletic events on the OAS becomes available during the Term, such rights shall be deemed Multi-Media Rights hereunder and the University shall grant IVSP those rights on an exclusive basis, and the fees attributable thereto shall belong exclusively to IVSP for the remainder of the Term, and no adjustment to the Guaranteed Royalty Fee shall be made but the revenue collected by IVSP shall be included in the calculation of AGR. University will supply IVSP, at no cost to IVSP, all licenses, rights, clearances, consents and permissions related to Content, photos, music, logos, videos, messaging and the like which may be required under the OAS Contract, any other hosting agreement, any Sponsorship Agreement, or for IVSP Apps. All resulting revenue derived by IVSP under this Section 2.4 shall be added into the calculation of AGR.

**2.5 Digital Media Rights.** Subject to any Conference Agreement existing on the Effective Date but not thereafter, IVSP shall also have throughout the Term, exclusive right to use, exploit, monetize and retain the revenue from sponsorship and promotional rights associated with Digital Media Rights with all revenue included in the calculation of AGR. IVSP shall have the exclusive right to represent University in all advertising and sponsorship opportunities related to any University Wi-Fi/DAS/IPTV system installed during the Term in any Athletic Facility.

**2.6 Blogs.** University grants IVSP the exclusive rights throughout the Term to provide Game Coverage and to provide commercial sponsorship or promotion in such "Game Coverage" on a blog or other similar means which features, describes, includes or discusses any University team in action as it occurs provided that the blog adheres to any applicable NCAA or Athletic Conference rules. The Parties anticipate that such blog will be made available on University's OAS. Nothing herein shall prevent University from writing its own blog(s) provided that no University written blog relating to the Athletics Department or Athletic Events may contain any commercial underwriting



or commercial sponsorship of any kind. If either University or IVSP become aware of any Violating Blog, University will take all reasonable actions to eliminate the Violating Blog.

**2.7 New Technology.** The Parties recognize that from time to time New Technology may arise or be created that was not contemplated by the Parties or specifically mentioned in this Agreement. The rights to distributing and delivering Content by or through any form of New Technology that is not otherwise included in an existing Conference Agreement shall be included as part of the exclusive rights granted to IVSP, and the revenue from such rights shall be added to the AGR.

**2.8 Coach's Television Show.** Throughout the Term, IVSP shall have the exclusive right, but not the obligation, to broadcast and sell all of the sponsorship inventory in a weekly coach's television show and/or a video magazine show for football, men's basketball and women's basketball. In the event IVSP elects to produce such shows, IVSP will cover the cost of clearing and producing each show. From and after the Effective Date, University shall be responsible for any compensation due to the head football coach, the head men's basketball coach and the head women's basketball coach for their participation in such shows, and will ensure that each coach participates in the shows and attends the production live and in person as requested by IVSP. The failure or refusal of any coach to participate in such shows as requested by IVSP which failure or refusal continues after IVSP provides notice to the University of such failure or refusal shall be deemed a Diminishing Event. IVSP will retain all of the sponsorship inventory for each show and retain all of the revenue from any sponsorship sales attributable to each of such shows. The revenue collected from sponsorship sales shall be included in AGR. In lieu of an over-the-air broadcast of a coach's show, IVSP shall have the exclusive right to broadcast each such show over the internet, sell all of the sponsorship inventory related to the show and retain all of the revenue therefrom. The revenue collected from sponsorship sales shall be included in AGR. IVSP shall also have the exclusive right, at its option, throughout the Term to produce, sell and commercially distribute a weekly television coach's show and/or video magazine show for any other University intercollegiate team.

**2.9 Other Television Rights.** IVSP shall have the exclusive right to Other Television Opportunities which are not, as of the Effective Date, restricted by an Athletic Conference, the NCAA or a Network. Such Other Television Opportunities include, but are not limited to, live and/or delayed broadcasting of football, men's basketball, and women's basketball games, a video magazine show, pre-game programming, starting line-ups and keys to the game, half-time coverage including a scoreboard show, a feature on a University player or coach, interviews with the

University coaches as well as the opposing team's coach. University will publicize the Other Television Opportunities by including programming information, affiliates list and other pertinent information on its regular schedule of press releases and Athletics publications. IVSP shall hire the broadcast crew subject to University's approval, which approval will not be unreasonably withheld. IVSP will pay travel cost for all televised men's basketball road games whose broadcast rights belong to IVSP for on-air talent including airfare, hotel and meals. However, if the University charts a flight for a televised road men's basketball game, the University will make available two (2) seats on any such chartered flight. IVSP will retain all revenue generated from the Other Television Opportunities and such collected revenue will be included in the calculation of AGR.

**2.10 Appearances and Endorsements by University Coaches.** IVSP will have the opportunity to make use of the current Head Football, Head Men's Basketball, Head Women's Basketball coaches and other University coaches for IVSP sponsored events and sponsor interactions up to five (5) times in each Athletic Year at no cost to IVSP or its sponsors provided that the appearance is within thirty (30) miles of University's campus. While it is IVSP's preference that University coaches do not provide endorsements for any products or services, under no circumstances will University allow its coaches to participate, directly or indirectly, in the endorsement of any products or services that directly compete with the products or services offered by IVSP's University-specific advertisers or sponsors or directly or indirectly states or implies endorsement by the University.

**2.11 Video/DVD Rights.** If IVSP and University mutually agree that a season ending highlight video or DVD is warranted for a particular team, IVSP shall, at its expense, produce or cause to be produced and sell and/or cause to be sold, such video or DVD and IVSP shall retain all of the revenue derived therefrom; provided, however, any such revenue shall be considered part of the AGR. IVSP shall also have the exclusive right to produce and sell a season Video/DVD for football and men's basketball. The collected revenue from a Video/DVD shall be considered part of the AGR. As between the Parties, the editorial content and the packaging layout/design of each such video or DVD must have University's approval, which approval will not be unreasonably withheld, delayed or conditioned. If IVSP elects not to produce a highlight video or DVD for a particular team but University wishes to do so, University may, at its sole cost and expense, produce or cause to be produced a highlight video or DVD for that team but the sponsorship and sales rights shall be retained exclusively by IVSP with all collected revenue included in the calculation of AGR.

## 2.12 Game Program Production and Sponsorship Rights.

2.12.1 Football and Men's and Women's Basketball. IVSP shall have the exclusive right to print, publish, distribute and sell advertising and sponsorship space in football and men's and women's basketball game Programs. If the Parties mutually agree that it is economically feasible to print, publish, distribute and sell advertising and sponsorship space in a football, a men's basketball Program and/or a women's basketball Program as well as sell and distribute Programs for all home games played by University and those designated as home games although played on a neutral site, during its regular season, IVSP will undertake that obligation. All costs of preparing, printing and vending souvenir event Programs for all regular season home games will then be the responsibility of IVSP. Any Programs to be produced will be in a form, size and manner mutually agreed upon. If IVSP believes that Other Programs are financially viable and sustainable, upon mutual agreement of the Parties, IVSP will print, publish, distribute and sell sponsorship space in Other Programs, as well as sell and/or distribute the Other Programs. IVSP's rights with respect to Other Programs are exclusive and are part of the Multi-Media Rights granted to IVSP regardless of whether IVSP elects to produce Other Programs. The revenue collected from Programs and Other Programs less commissions and sales tax shall be included in the calculation of AGR but editorial content of Programs and Other Programs shall be retained by University.

2.12.2 Matters Relating to Football, Men's Basketball and Women's Basketball Game Programs. IVSP agrees to produce a football, a men's basketball Program and/or a women's basketball Program. University shall be responsible for providing all written content and editing thereof that is required for each Program with the quantity of Programs produced determined by IVSP based upon its projection of sales demand. University will retain final editorial control of all content, but not advertising or sponsorships, in the Programs. To that end, if a Program is to be produced, University shall be responsible for supplying IVSP or its printer with static (i.e., not time-sensitive) game Program content not less than 35 days (or other timeframe mutually agreed upon in writing by the Parties) prior to a Program's publication. IVSP will provide University with such number of complimentary Programs as mutually agreed upon. Any additional Programs requested by University above the amount agreed upon to be paid for by University at IVSP's actual cost, as evidenced by receipt or invoice. To the extent University is not utilizing all of the

Programs, the Parties will negotiate in good faith a reduced number of complimentary Programs on a going forward basis. Sponsorship revenue from game day Programs, along with net vending revenue (net vending revenue means gross revenue less sales tax and commissions) from game-day Program sales shall be considered as revenue billed and when collected by IVSP, included in AGR. If it is agreed that a Program will be produced, the Parties will meet annually to discuss issues pertaining to the game Programs, including the format, and “look” of the game Programs for the upcoming seasons if either of the Parties make a request for such meeting.

2.12.3 Alternative Delivery of Game Program Content. The Parties acknowledge that there may likely be another manner of delivering Program and Other Program content and sponsorships through Alternative Program Technology. If Alternative Program Technology comes into existence during the Term, the right to sell sponsorships and derive any other related sources of income from the Alternative Program Technology shall belong exclusively to IVSP throughout the Term and IVSP, after consultation with University, may eliminate or phase out the use of Programs and/or Other Programs with the Alternative Program Technology. IVSP shall be responsible for the costs associated with Alternative Program Technology but those costs shall be subtracted from the revenue collected by IVSP from Alternative Program Technology in calculating revenue.

**2.13 Sponsorship Signage.** Throughout the Term, but subject to the rest of the provisions of this Section 2.13, University grants IVSP the exclusive rights to sell sponsorships on all the existing as well as all the future permanent signage (electronic or otherwise) and temporary signage in all University Athletic Facilities, including, but not limited to, the Arena and the Stadium, and further grants to IVSP the exclusive rights to sell sponsorships on all permanent and temporary signage, in all other Athletic Facilities.

When New Signage is installed in any Athletic Facility, IVSP shall have advisory input in value engineering the final design and programming content of the New Signage in order that IVSP can better manage the sponsorships which will result from the New Signage. University will give strong consideration to engaging ANC Sports Enterprises, LLC to provide any New Signage in an Athletic Facility including being the ongoing content provider for such New Signage. All of the rights to sponsorships available in connection with the New Signage shall be licensed exclusively to IVSP throughout the Term; provided, however, if any New Signage is in replacement of signage for an Excluded Sponsor (“Replaced Signage”), then the Excluded Sponsor shall be entitled to the use

of that New Signage in lieu of the Replaced Signage so long as the New Signage is not more prominent or better located than the Replaced Signage.

University reserves the rights to utilize University Signage (electronic, digital or otherwise) during Game Breaks for University Promotions as mutually agreed upon but in no event for any commercial underwriting or commercial sponsorship of any kind. University acknowledges and agrees that the primary purpose of Game Breaks, in the context of this Agreement, shall be for the use of sponsors and therefore IVSP shall have the right to impose reasonable Limitations on University Signage. The actual time allotted for sponsorship signage shall be mutually agreed upon between the Parties by April 1<sup>st</sup> of each Athletic Year of the Term for the following Athletic Year.

If any Third Party Signage encroaches upon a IVSP sponsor's signage by reason of the Third Party Signage being visible either during a telecast or by the general public in an Athletic Facility, a Diminishing Event shall have occurred and the process for a Diminishing Event shall be followed which in this instance may also include University crediting IVSP with the amount of any credit or refund that IVSP may need to pay its sponsor as a result of the Third Party Signage.

2.13.1 Athletic Facility Sponsorship Rights. Subject to the provisions of Section 2.14, the specific Athletic Facility exclusive sponsorship rights include the following signage, which are all deemed Multi-Media Rights:

**Stadium Elements:**

- Electronic ribbon-board fascia displays
- Temporary signage
- Videoboard sponsorship displays and promotions at all events
- Tarps (on sidelines and/or end zone)
- Team entry canopy signage (if available)
- Public Address announcements at University athletic events
- Press conference backdrops
- Coaches' headsets
- Video board features, promotions, replay swipes, PSAs and billboards
- Cold air balloon signage if and when available
- Sideline equipment crates
- Sideline cooling systems
- Sideline employees (e.g., chain crew, managers, etc. clothing and equipment, if available)

- Team Benches
- Play Clock(s)
- Mobile Applications and Wi-Fi Access/Splash Pages
- Video board features, promotions, replay swipes, PSAs and billboards
- Virtual Signage rights during telecasts, subject to any rights retained by the broadcasting entity (e.g., ESPN)
- Main Scoreboard panels or positions (excluding all static positions)
- Any sideline and end zone sponsorship panels
- Scoreboard tri-vision panels
- Field-level signage and banners
- Message Center Displays
- Concourse Displays
- Goal Post padding signage
- Digital Ribbon Board signage
- Television monitors and screens
- Restroom signage
- Subject to the provisions of Section 2.13.6, the sponsorship sales rights for plastic cups, cup holders, souvenir cups, food containers, napkins, plates, wrappers and the like
- New Signage
- Other opportunities as reasonably approved by University

**Arena Elements:**

- All digital signage located in or about the Arena including the main scoreboard ad panels, auxiliary boards, and fascia
- Vomitory displays
- Rights to University's main scoreboard ad panels, auxiliary boards and fascia
- Rights to LED displays
- Any scorer's table, press row or baseline table sponsorship panels (rotational digital or static)
- Message center displays
- Video sponsorship displays
- Public address announcements



- Team entry canopies/signage
- Basketball goal post padding subject to applicable requirements, including without limitation University, Athletic Conference or NCAA rules, regulations and policies (collectively, “Applicable Rules”)
- Backboard supports
- Temporary playing surface logo opportunities (based on Athletic Conference and NCAA rules and limitations)
- Shot clock sponsorship panels subject to Applicable Rules
- Static signage opportunities in and around concession areas, facility entries/exits, lobbies, restrooms, concourses, portal entries/exits into seating areas
- Concourse, concession and lobby tabling and displays
- Temporary or permanent ad displays for special events
- Courtside, rotational and permanent signage
- Mezzanine permanent and rotational signage
- End-wall permanent and rotational signage
- Subject to the provisions of Section 2.13.6, the sponsorship sales rights for plastic cups, cup holders, souvenir cups, food containers, napkins, plates, wrappers and the like
- LED and LDP displays
- University, opposing team and scorer’s table chairback sponsorship
- Press Backdrop
- Blimp signage
- New Signage
- Other opportunities as reasonably approved by University

**Other Sports Venues:**

- Main scoreboard ad panels
- Any sideline and end-line sponsorship panels
- Message center displays
- Public address announcements
- University and opposing team bench and dugout signage
- Field fence panel signage

- Temporary or permanent playing surface logo opportunities
- Static signage opportunities that either currently exist or which IVSP may elect to sell in and around concession areas, facility entries/exits, restrooms, concourses, portal entries/exits into seating areas
- Temporary signage and displays for special events
- Subject to the provisions of Section 2.13.6, the sponsorship sales rights for plastic cups, cup holders, souvenir cups, food containers, napkins, plates, wrappers and the like
- Press Backdrop
- New Signage
- Other opportunities, subject in each case to prior approval by University

#### 2.13.2 Existing Message Board, Videoboard Rights, and Public Address Announcements.

Throughout the Term, University grants IVSP the exclusive rights to secure sponsors for announcements, messages and videoboard displays on existing public address, scoreboards or videoboards including, but not limited to, out of town scores, trivia, statistics, features, segments, replays, commercial logo branded messages and contests at all Athletic Facilities. University will provide IVSP and its sponsors the necessary production and execution support needed for such announcements and messages at no cost to IVSP. IVSP and/or its sponsors shall be responsible for all extraordinary costs.

2.13.3 Maintenance of Sponsorship Signs, Message Boards and Videoboards. IVSP shall be responsible for all costs and expenses relative to any copy or art changes for replacement of existing signs, including, but not limited to, the identification of new sponsors or the upgrade of existing sponsor signs. University will be responsible for the maintenance of both the existing and any new permanent signage and equipment, including the videoboards, rotating signage and static signage. University will also be responsible for payment of the game-day video board production charges. University will use commercially reasonable efforts to ensure that all such signage will be fully functional and operational as needed, and will promptly make any repairs necessary. Notwithstanding the foregoing, IVSP will be responsible, at its sole cost and expense, for any repair or maintenance to signage or equipment necessitated by the negligence of IVSP, its agents, employees, officers, subcontractors, licensees, or partners. Other than as a result of a force majeure event, if any signage is not fully functional and operational and, as a result, a IVSP sponsor's message is not shown in accordance with IVSP's agreement with that sponsor and further, if that



sponsor is unwilling to accept make-good benefits from IVSP for the message not shown which results in IVSP having to refund or credit a portion or all of the sponsorship fee ("Credit Amount") to the sponsor, then the Guaranteed Royalty Fee shall be reduced, dollar for dollar by the Credit Amount.

2.13.4 Temporary Signage at Neutral Venues. IVSP shall have the rights to sell and/or create temporary signage opportunities at University games or events which occur at a Neutral Venue. Any such temporary signage shall be paid for, erected, maintained and operated at the sole cost and expense of IVSP. All of the revenue received by IVSP from any temporary signage shall be included in the AGR each year.

2.13.5 Sale of Branded Products Multi-Media Rights. Throughout the Term, University grants IVSP the exclusive right to sell sponsorships for all branded products in all Athletic Facilities' concessions areas and IVSP will work with the concessionaire to develop branded product opportunities. The revenue from such sponsorship sales shall be included in the calculation of AGR. University will instruct all concessionaires to exclusively discuss with IVSP the purchase of a sponsorship from IVSP if the concessionaire wishes to have its or a third party's name or trademark on products (i.e., napkins, wrappers, cups, plates and the like) but to the extent that a concessionaire does not wish to place a sponsorship on such items, then the concessionaire must use such items with no recognition or sponsorship of the concessionaire or any other Person on such items (i.e., plain paper napkin, plain cup, plain sandwich wrappers). For the avoidance of doubt and clarification, nothing in this Section 2.13.5 is intended to restrict a concessionaire from selling a product in a branded format if the name of the company providing the product is the name used to brand the items. For example, the sale of Pepsi-Cola in a Pepsi-Cola branded cup is permitted but the sale of Pepsi-Cola in a cup branded with the name of another sponsor other than Pepsi-Cola is not permitted by the concessionaire.

2.13.6 New Inventory Items. Except as otherwise agreed to by the Parties, throughout the Term, all New Inventory Items shall be marketed and sold exclusively by IVSP. IVSP will retain all revenue generated from the New Inventory Items with the collected revenue included in the calculation of AGR.

2.13.7 Arena Renovations. Within sixty (60) days following (i) the announcement of any major renovation to the Arena or (ii) the opening of a newly constructed basketball arena (the "New Arena") that will replace the Arena and which is to occur during the Term, the Parties shall meet to engage in good faith negotiations regarding an amendment to this Agreement in light of such

renovation or New Arena, related additional and new inventory, rights and revenue opportunities. It is the expectation of the Parties that any renovation to the Arena or new Arena will include inventory at least equivalent to that made available to IVSP hereunder in the Arena and that the good faith negotiations will focus on the value of the inventory beyond that which is equivalent to what is made available to IVSP hereunder in the Arena. Notwithstanding the preceding, the Parties have discussed a proposed donation by a single entity (the “Discussed Donor”) and agree that, in the New Arena, the University will be able to acknowledge the Discussed Donor’s donation on the underbelly board of the main scoreboard. University agrees that (i) IVSP will have the exclusive right to sell sponsorship to all other aspects of the main scoreboard, and (ii) any agreement with the Discussed Donor on the underbelly of the main scoreboard regarding such donation and recognition will not include any exclusivity provision or any other restriction on IVSP’s ability to sell sponsorships during the Term. If, despite the Parties’ expectations, the inventory is not at least equivalent to that made available to IVSP hereunder in the Arena, a Diminishing Event shall have occurred and the process for a Diminishing Event shall be followed. The Improvements made to the Arena with Capital Subsidy Payments shall not be considered a renovation of the Arena.

#### **2.14 Naming Rights; Campus Vendor Contracts.**

2.14.1 New Naming Rights Agreements or Donor Contributions. Except as set forth in Section 2.14.2 below, University shall not have any limitations under this Agreement with respect to it granting naming rights to any part or all of an Athletic Facility under a New Naming Rights Agreement or through a Donor Contribution. Notwithstanding any other provision of this Agreement, University shall have the right to reference an Athletic Facility or designated part thereof by the name agreed to pursuant to a New Naming Rights Agreement or as a result of a Donor Contribution, and display an acknowledgement sign in a public area in proximity to the named area or designated purpose of the Donor Contribution. Such references/signage will not be considered a Diminishing Event and the space allocated for such signage will not be considered part of sponsorship inventory, provided such signage/space was not previously used for sponsorship signage. However, if as a result of a New Naming Rights Agreement or a Donor Contribution, IVSP loses any of its sponsorship rights or sponsorship inventory related to that Athletic Facility, or if the New Naming Rights Agreement or the Donor Contribution results in a University Action occurring which results in IVSP’s loss of an Exclusivity Sponsorship or it being liable to the Exclusivity Sponsor for breach of contract, a Diminishing Event shall have occurred and the process for a Diminishing Event shall be followed. The foregoing provision is intended to apply with respect to a

New Naming Rights Agreement or Donor Contribution the University may enter into with respect to an Athletic Facility. The Parties agree that, other than with respect to such New Naming Rights Agreement or Donor Contribution, neither the University nor anyone acting on its behalf will enter into any other agreement with any third party granting such person or entity rights similar to those granted or licensed to IVSP under this Agreement, unless IVSP agrees in writing on a case-by-case basis. University also agrees that any and all sponsorship and promotional opportunities with respect to University Athletics or its teams during the Term will be granted only in connection with a corporate sponsorship agreement through IVSP pursuant to the provisions of this Agreement. In the event University desires to engage a third party to market or sell naming rights to any Athletic Facility at any time during the Term, University will provide written notice thereof to IVSP and the Parties will negotiate in good faith, on an exclusive basis, the terms and conditions pursuant to which University would engage IVSP or one of its affiliates to provide such services. Such negotiating period shall commence as of the date IVSP receives the written notice and continue for ninety (90) days thereafter (the “Exclusive Naming Rights Negotiating Period”). If the Parties are unable to reach agreement during the Exclusive Naming Rights Negotiating Period, University shall be permitted to enter into an agreement with a third party to market and sell such naming rights provided such agreement is on financial terms no less favorable to the University than the final offer made to the University by IVSP.

2.14.2 Game Day Naming Rights. Subject to University’s prior approval which approval will not be unreasonably withheld, delayed or conditioned, throughout the Term, IVSP shall have the exclusive right to create areas of congregation in the Arena, the Stadium and in other Athletic Facilities that can be used as a game day related naming rights opportunity for a IVSP sponsor Any revenue collected from a sponsor who obtains such naming rights opportunity will be included in the calculation of AGR.

2.14.3 Campus Vendor Agreements. If a Campus Vendor Agreement is no longer in effect with a Campus Vendor and if as a result of the Campus Vendor Agreement being terminated, the Campus Vendor no longer remains a sponsor of IVSP, then a Diminishing Event shall be deemed to have occurred and the process for a Diminishing Event shall be followed unless IVSP is able to replace the Campus Vendor with a sponsor in the same category as the Campus Vendor who spends an amount with IVSP equal to or greater than the amount spent by the Campus Vendor. A Diminishing Event shall not, however, occur if the reason why the Campus Vendor Agreement is no longer in effect due to either a breach of the Campus Vendor Agreement by the Campus Vendor or

a failure of the Campus Vendor to provide products or services to the University which are commensurate with industry standards at competitive prices. A Diminishing Event will also occur if a change in the status of a Campus Vendor creates any new restrictions on IVSP's sales efforts if IVSP is prevented from selling a sponsorship or promotions to a Campus Vendor.

**2.15 Promotional Items and Events.** Throughout the Term, University grants IVSP the exclusive rights to the following promotional items and events.

**2.15.1 Printed Promotional Item Rights.** IVSP will have the exclusive right to sell sponsorships on all University Athletic Department's Printed Materials, subject to any Applicable Rules. The cost of the Printed Materials shall be borne by the University. If IVSP creates or develops a sponsorship that includes materials other than the Printed Materials, then it shall be responsible for the purchase and cost of those materials. IVSP will determine the sponsors and IVSP and University will mutually determine the amounts of Printed Materials to be provided. The design and editorial content for Printed Materials shall be mutually agreed upon by University and IVSP. IVSP shall have the exclusive sponsorship sales rights for all Printed Materials produced or funded by University and University will consult with IVSP in connection with the sponsor's logo recognition (i.e., size and placement of a sponsor's logo on a schedule poster) to ensure that the sponsorship value of the sponsor is adequately protected and recognized. IVSP shall provide all logo and materials to University in a timely manner in accordance with production schedules provided to IVSP.

**2.15.2 Game Sponsorship; Promotional Sponsorship Rights and At-Event Impact Sponsorship Sales.** IVSP will have, at a minimum, the exclusive right to secure sponsors for At-Event Impact Sponsorship Sales. University reserves the right to use, at no cost and expense to IVSP, any Game Breaks for University's Promotions. However, the Parties shall negotiate in good faith regarding the impact from any such activities (such as corporate recognition for a fundraising event) on IVSP's ability to sell, and a corresponding make-good of lost rights or inventory may be provided to IVSP. In addition, the Limitations described in Section 2.13 shall likewise be applicable to the University Promotions. IVSP promotional activities may include, but are not limited to, premium item giveaways, fan contests on the field, floor, or in the stands, sponsored entertainment acts, exit product samplings, inflatables, games, temporary or permanent, couponing and free entrance and exit product distribution and product displays. By the 15<sup>th</sup> of May for each Athletic Year, IVSP will coordinate and discuss with University an annual game/event promotions sale plan.

University will provide IVSP with assistance in the sponsorship, promotions and implementation/facilitation as needed during these game-related activities. Subject to any qualifications set forth herein, the following At-Event Impact Sponsorship Sales Inventory will be available throughout the Term exclusively to IVSP and will be deemed part of the Multi-Media Rights:

- Product displays
- Exit sampling, couponing and free exit product distribution to fans attending Athletic Events
- Title and/or presenting sponsorships of Athletic Events with the approval of University which approval will not be unreasonably withheld, delayed or conditioned any men's or women's basketball event as approved by the NCAA
- Pre-game, post-game, half-time and timeout in-arena/stadium, on-court/field promotions, contests, mascot/cheerleader appearances, corporate recognition/presentations, and/or giveaways
- Plastic souvenir cups and concession (food) containers for all Athletic Facilities subject to any applicable requirements, including without limitation Applicable Rules or matters otherwise addressed in this Agreement
- Mascot/Cheerleader appearances
- Inflatables/games
- Varsity team tournaments and special events
- Ancillary entertainment opportunities such as half-time shows
- Midnight madness-type events
- Dance Team and Cheerleader Sponsorships

The revenue collected by IVSP by virtue of its rights under this Section 2.15.2 shall be included in the calculation of AGR.

2.15.3 Game Day Hospitality Rights. Throughout the Term, University grants IVSP the exclusive rights to manage and sell Hospitality Rights and any revenue collected from Hospitality Rights shall be added to the calculation of AGR. IVSP will have the exclusive right to sell the following sponsorships:

- Title Sponsorships
- Game day Title Sponsors Hospitality



- Exterior Wrap co-branding with University
- Stage Banners and Other Signage
- Food vendors and beverage sales. For the avoidance of doubt and clarification, University will retain the revenue from the sale of food, and beverages but IVSP shall have the exclusive right to negotiate and sell sponsorship opportunities with the food and beverage vendors and retain the revenue therefrom which shall be included in the calculation of AGR.

2.15.4 Fan Festival Rights. In addition to those rights described in Section 2.15.2 and 2.15.3, throughout the Term, IVSP shall have the exclusive right to sell sponsorships, sponsorship packages (including tickets, meals and beverage vouchers) and corporate involvement for any new or existing interactive fan festival or related activities (“Fan Festival Rights”). Any revenue collected by IVSP from such Fan Festival Rights shall be added to the AGR.

2.15.5 Licensing Opportunities & Retail Promotions. Commensurate with historical broadcast and sponsorship agreements, and subject in all events to University rules, the Licensing Agreement and University’s other licensing agreements, throughout the Term, on a non-exclusive basis, University grants IVSP the right to use University Marks on a royalty-free basis to IVSP and its sponsors with regard to any promotions, sponsorships, Specific Sponsorships, commercial endorsements, or any other marketing activities covered in this Agreement; provided, however, IVSP agrees that the sale of University logo-bearing merchandise by IVSP is prohibited unless such sales occur through a licensed University provider and such provider is required to pay to University royalties at the then applicable premium royalty rate on all sales of such merchandise; provided, further, however, prior to such usage in connection with the implementation of partnerships and production of products and sponsorship activities conducted by IVSP pursuant to the rights granted by University to IVSP under this Agreement, IVSP shall be required to submit in writing or via e-mail to the official designated by the University (the “Trademark Licensing Director”) for approval, which approval will not be unreasonably withheld, delayed or conditioned. Once approved, IVSP need not again need the approval of the Trademark Licensing Director of the University if the subsequent use of the University Mark is substantially similar to the prior use. The approval of the University Marks by the Trademark Licensing Director is limited solely to whether or not the University Marks are being used correctly but in no event shall approval

be conditioned upon any creative or alternative manner of displaying the University Marks suggested by the Trademark Licensing Director. For the avoidance of doubt and clarification, IVSP's use of the University Marks in order to conduct its everyday business such as using the University Marks on its letterhead, business cards, sales presentation materials, sponsor gifts and the like, does not require the University's, or the Trademark Licensing Director's approval. The Guaranteed Royalty Fee is based in part upon IVSP's ability to continue to sell specific S.I.L. IVSP shall have the right to sell S.I.L. throughout the Term subject to University's or the Trademark Licensing Director's approval of the artwork used in S.I.L. which approval will not be unreasonably withheld, delayed or conditioned. For the avoidance of doubt and clarification, in no event shall IVSP or its sponsors be required to pay any royalty when using the University Marks in connection with a sponsorship or promotion involving an item on which the University Marks appear if the item is given away by IVSP or the sponsor as part of a promotion as opposed to the item being sold by IVSP or a sponsor. University acknowledges and agrees that items using the University Marks that are sold are the only items which are subject to a royalty.

IVSP and those IVSP sponsors of University will have the exclusive right to use tickets in their retail promotions and all their projects which are related to IVSP's rights under this Agreement. The Parties agree not to allow the use of athletic event tickets for promotional purposes that specifically compete with IVSP's sponsorship sales efforts by all other parties without the approval of University and IVSP, not to be unreasonably withheld.

2.15.6 Trademark Licensing Agent. University will give strong consideration to engaging Learfield Licensing Partners, LLC ("LLP") as its exclusive trademark agent. The Parties acknowledges that the synergies that could be realized between IVSP, which holds the Multi-Media Rights, and LLP, if LLP were to be the University's trademark licensing agent, would result in an increased awareness of the University's brand which, in turn, could lead to increased sponsorship and licensing revenue.

**2.16 Rivalry Series; Neutral Site Games.** The Parties will cooperate in the development of additional promotional marketing opportunities, including, but not limited to, the right to market and/or create one or more corporate-sponsored rivalry series for all Athletic Events. The decisions as to whether a rivalry series is to be created and the specific details of any new rivalry series events will require the mutual agreement of the Parties. The rights obtained by University surrounding any rivalry series shall be on an exclusive basis, including game sponsorships, print rights and all other

promotional items.

To the extent that a University game is scheduled to be played at a Neutral Venue where University is designated as the home team and/or where the sponsorship and promotion rights are granted to University alone or in conjunction with another Person, the Parties will negotiate in good faith for a period of not less than sixty (60) days to determine the cost of implementing and producing the rights applicable to the Neutral Venue game, the amount, if any, that IVSP will contribute to that cost, the potential revenue to be afforded from the rights to Neutral Venue Game, the number of Neutral Venue games to be played during the Term, the remaining Term during which the rights to a Neutral Venue game might be available to IVSP and the value retained by University in connection with the game (collectively, the “Negotiation Matters”). The Parties will continue to meet and negotiate in good faith until the Negotiation Matters are agreed upon. If the rights to the Neutral Venue game(s) are granted to IVSP, this Agreement shall be amended to include the terms and conditions governing the rights to the Neutral Venue game(s). If the rights to the Neutral Venue game(s) are obtained by IVSP, they shall then be incorporated into and made a part of IVSP’s Multi-Media Rights. University will not permit the selection of any competitor of an IVSP client in a Major Sponsorship Category, for a title sponsorship, a secondary or a “presenting” sponsorship without the consent of IVSP. For the avoidance of doubt and clarification, a game will not under any circumstances be considered a Neutral Venue game if a ticket to that game is part of a season ticket package offered for sale by the University.

**2.17 Miscellaneous Sponsorship Opportunities.** Throughout the Term, University grants IVSP the following exclusive miscellaneous sponsorship opportunities which will be deemed part of the Multi-Media Rights, the collected revenue from which shall be included in the calculation of AGR:

- E-mail blasts or linkable factors within existing University combined messages
- Pep Band, Dance Team and Cheerleader Sponsorships
- Any additional or new broadcast, print and/or internet programming
- E-commerce (including but not limited to apparel, merchandise, DVDs, memorabilia, publications, photos, videos, auctions) should any or all become available during the Term
- Live and Archived Audio/Video Subscription-based Streaming
- Live Stats should it become available during the Term
- E-Newsletters



- Live and Archived Audio/Video Subscription-based Streaming
- Live Stats through wireless devices
- Affinity Products and Specialty Merchandise
- Strategic partnership (i.e., business-to-business) opportunities that leverage the University brand and result in the sponsor becoming a preferred provider for the University – for example, office supplies, managed print, overnight courier service, cleaning services, healthcare, etc.

**2.18 Coach's Branding Rights.** In the event that the University acquires the right to trademark one or more phrases identified with a University coach and/or a particular University athletic program, or if the University acquires the right to make use of the likeness of a University coach (each a "Coach's Branding Right"), University will not use a Coach's Branding Right in any manner detrimental to IVSP's rights under this Agreement. In addition, before University enters into an agreement with any third party to commercialize a Coach's Branding Right ("Branding Agreement"), University will meet and negotiate exclusively with IVSP for a period of thirty (30) days ("Negotiation Period") to arrive at mutually agreeable terms for a Branding Agreement. University agrees that it will not solicit, review or entertain any other offers or proposals from any third party relating to a Coach's Branding Right prior to or during the Negotiation Period. If by the end of the Negotiation Period, the Parties are unable to agree upon the terms and conditions of a Branding Agreement, University may thereafter solicit and receive an offer from any third party for a Coach's Branding Right ("Third Party Offer"); provided, however, before accepting a Third Party Offer, IVSP will have a ROFR to obtain the Coach's Branding Right on the same terms and conditions of the Third Party Offer. IVSP shall have thirty (30) days to agree to meet the terms and conditions of the Third Party Offer and obtain the Coach's Branding Right. If IVSP does not agree to the terms of the Third Party Offer or if IVSP does not notify the University within such thirty (30) day period as to whether IVSP does or does not wish to accept the terms of the Third Party Offer, then University may proceed with and enter into a Branding Agreement based upon the Third Party Offer; provided, however, the terms and conditions of the Branding Agreement under the Third Party Offer must contain provisions that restrict the party making the Third Party Offer from using a Coach's Branding Right to the detriment of IVSP's rights under this Agreement. University further agrees that if it enters into an employment agreement with a coach or amends an existing employment agreement with a coach under which the coach and not the University will retain the Coach's Branding Right ("Coach's Employment Agreement"), the terms of the Coach's

Employment Agreement will include a provision that restricts the Coach from using a Coach's Branding Right in a manner which is detrimental to IVSP's rights under this Agreement or the rights of an existing IVSP sponsor.

**2.19 Arena/Stadium Use.** With the prior approval of University, not to be unreasonably withheld, delayed or conditioned, during each Athletic Year of the Term, IVSP will have the right to make use of mutually agreed upon unnamed areas of the Arena and the Stadium for game day related sponsor events and interactions with fans at no cost to IVSP or the sponsor (other than the sponsorship fee paid by the sponsor to IVSP). IVSP will be responsible for out of pocket expenses related to such sponsor and fan events such as tables, chairs, and set-up.

**2.20 Displaced Games.** If a Displaced Game should occur during the Term, then a Diminishing Event shall have occurred and the process for a Diminishing Event shall be initiated; provided, however, if the Displaced Game is replayed in the same season with another home game involving the original team, or if IVSP retains all of its sponsorship benefits under this Agreement at the Neutral Venue where the Displaced Game is played (each a "Replacement Game"), then there shall not be a Diminishing Event. If there is no Replacement Game and the Displaced Game is a result of anything other than a force majeure event, then a fair and equitable adjustment in the Guaranteed Royalty Fee will be negotiated in good faith by the Parties which could include any credit due a sponsor by IVSP or other monetary loss incurred by IVSP to a sponsor whose sponsorship benefits are not provided to the sponsor because of the Displaced Game.

**2.21 Minimum Number of Games.** If in any Athletic Year of the Term, the Minimum Number of Games are not played, a Diminishing Event shall be deemed to occur and upon such occurrence, the following process shall be followed: IVSP shall submit to University a substantiation of the value attributable to the game(s) which were not played along with reasonable substantiation for its calculation whereupon the Parties will meet within thirty (30) days thereafter to discuss IVSP's calculation and agree upon the remedy for IVSP's loss of the rights which could include any of the following or a combination thereof: (i) a reduction in the Guaranteed Royalty Fee; (ii) an extension of the Term; (iii) granting IVSP Additional Multi-Media Rights; (iv) providing IVSP with additional tickets; or (v) any other remedy that the Parties may agree upon. The Parties will continue to meet and negotiate in good faith until a remedy is agreed upon.

**2.22 Campus-wide Opportunities.** While IVSP's Multi-Media Rights do not include the right to sell sponsorships in connection with University campus-wide business relationships ("Campus-wide Opportunities"), University recognizes that IVSP's marketing capabilities can

provide additional sources of revenue to University that might not otherwise be obtained but not for IVSP's involvement. University therefore agrees to strongly consider working with IVSP to establish a business relationship which allows IVSP to obtain Campus-wide Opportunities for University.

**2.23 Tickets, Parking and Other Merchandising/Hospitality.** Throughout the Term, University shall provide IVSP, at no cost, with (i) a suite (and all associated game tickets and parking passes generally associated with a suite) at the Arena for all home men's and women's basketball games consistent with past practice, (ii) a suite (and all associated game tickets and parking passes generally associated with a suite) at the Stadium for all home football games, and (iii) tickets to Athletic Events in amounts and in locations requested from time to time by IVSP (subject to availability), including requests for tickets to be included within sponsorship packages, but in no event shall University provide IVSP with less than the Base Ticket Amount. IVSP shall have the right to purchase an agreed upon number of tickets to the tournaments, Conference Championships and other NCAA tournament games in which a University team participates.

University shall also provide IVSP, at no cost to IVSP, the same number of parking passes as were provided for University's sponsors during the 2014 – 2015 Athletic Year. Said parking passes shall be of the same or better quality as locations provided by University during the 2014 – 2015 Athletic Year.

IVSP will have the right to use tickets in their retail promotions and all their projects which arise directly from IVSP's rights under this Agreement. The Parties agree not to allow the use of Athletic Department event tickets by Persons for promotional purposes that specifically compete with IVSP's sponsorship sales efforts ("Restriction") without the approval of IVSP, not to be unreasonably withheld. It is understood that the University maintains the ability to offer tickets in exchange for the promotion of licensing merchandise on a limited basis, and for marketing incentives to increase attendance (each an "Approved Use"). An Approved Use shall not, however, include the use of tickets in conjunction with a corporate sponsorship or promotion. For example, if station WFNI ("Station") is provided with fifty (50) tickets to a University men's basketball game ("Complimentary Tickets") in exchange for Station promoting the game on behalf of University but Station then sells a corporate sponsorship in connection with the Complimentary Tickets, such use of the Complimentary Tickets by the Station is not an Approved Use but Station's offering of the Complimentary Tickets to the first 50 listeners who call into the Station would be an Approved Use. For the avoidance of doubt, tickets provided for an Approved Use shall be subject to an agreement

between University and the Station which shall contain language substantially similar to that set forth in Appendix A of this Agreement in order that the tickets are used only for an Approved Use. If despite such restriction, tickets are not used for an Approved Use and University recovers any revenue received by Station from a Non-Approved Use, University will pay over to IVSP any revenue University receives which shall be included in AGR.

**2.24 Credentials and Parking.** University will provide IVSP at no cost appropriate access credentials and parking on all game days for IVSP's staff members and its senior executives for client development and sponsorship and promotion implementation in an amount not less than that which was historically provided by University to its marketing services providers during the 2014 – 2015 Athletic Year and which is reasonably necessary for IVSP's staff to perform all of its game day activities.

**2.25 Office Space.** In order to facilitate IVSP's efforts on behalf of University, from the date of the LOA and throughout the Term, University shall provide to IVSP furnished office space outside of the Arena but proximate to the Athletic Department ("Space"). No rental or similar fee will be charged to IVSP by University for the Space but IVSP will be responsible for payment of out of pocket expenses such as supplies, long distance telephone calls and internet service. Subject to availability, Space shall be of a size to accommodate up to two (2) full-time IVSP employees and one (1) intern. The Space will be have telephone service and internet access. During the Term, IVSP will continue to analyze total revenue and client base and, upon the mutual agreement of IVSP and University, will increase the staffing when warranted. If IVSP desires to expand its staff solely to improve its ability to carry out its responsibilities under this Agreement, and subject to availability, University shall provide IVSP with additional office space in reasonable proximity to the Space or in a different area. IVSP shall ensure that any and all of its employees and agents in the Premises comply at all times with all applicable requirements, including, without limitation, federal, state, municipal and county laws and University, Athletic Conference and NCAA rules, regulations and policies.

**2.26 Additional Multi-Media Rights.** The University recognizes that the development and marketing of Additional Multi-Media Rights for universities with major athletic programs is both dynamic and evolving and that opportunities for Additional Multi-Media Rights may become available during the Term. Accordingly, the Athletic Department expects that IVSP will seek Additional Multi-Media Rights. If during the Term Additional Multi-Media Rights come into effect either by reason of their development by IVSP, its affiliated entities or by reason of them becoming



available at other IVSP affiliated entities, it shall notify the University of those Additional Multi-Media Rights and provided that such Additional Multi-Media Rights are not prohibited by University rules or regulations, Athletic Conference rules or regulations or NCAA rules or regulations, then such Additional Multi-Media Rights shall be licensed exclusively to IVSP for the remainder of the Term. When Additional Multi-Media Rights become available to IVSP, the following procedure shall be followed: An amendment to this Agreement will be signed by University and IVSP identifying the specific Additional Multi-Media Rights granted by University to IVSP. The Additional Multi-Media Rights granted to IVSP by University shall be exclusive to IVSP for the remainder of the Term. IVSP will retain all collected revenue from the Additional Multi-Media Rights which will be included in the calculation of AGR.

**2.27 Vandal Scholarship Fund.** The Parties acknowledge that many corporate sponsors currently have portions of their packages which include contributions to the VSF. These relationships will continue and may increase or decrease during the Term and the Parties realize that in the course of these relationships the VSF may solicit such corporations for donations. Nothing in this Agreement shall control the actions of the VSF and no actions of the VSF shall reflect on the duties and obligations of the Parties under this Agreement. However, the Parties agree to mutually cooperate and work together with VSF.

The Parties acknowledge that existing or new VSF donors may from time to time express interest in developing a corporate advertising package, and/or existing or new corporate partners may express an interest in becoming involved in the VSF as part of their overall involvement with the University. The Parties will work cooperatively to direct VSF donors and/or corporate partners to the appropriate entity to meet their individual needs, but at no time will they solicit or otherwise give incentive to trade VSF donations for corporate agreements or vice versa.

The Parties further recognize that there are existing VSF trade agreements in which corporate and/or individuals donate goods and/or services exclusively for recognition by the VSF. Any current or new such agreements are for the sole benefit of the VSF, and any expense or recognition will be the sole responsibility of the VSF.

**2.28 Facilities Technology Evaluation.** Promptly following the full execution of this Agreement, IVSP will cause its affiliate, ANC Sports Enterprises, LLC, to provide to University, at no cost, a facilities technology evaluation and game day consultation.

**2.29 Non Intercollegiate Athletic Uses.** For the avoidance of doubt, the Multi-Media Rights granted exclusively to IVSP under this Agreement relate only to the University's

intercollegiate athletic teams, the Athletic Events, the Athletic Facilities and all other matters managed or overseen by the University's Athletic Department. The rights granted hereunder do not include the right to sell sponsorships on behalf of the rest of the University or any department or division thereof, and except as specifically provided herein, University departments, divisions or groups, including student groups, are not prohibited from promoting or seeking sponsorships for non-intercollegiate athletic events held in any of the Athletic Facilities or elsewhere provided however neither the University nor any of the departments or groups referenced above shall replace any sponsorship signage placed in any Athletic Facility by IVSP. Examples include but are not limited to the Jazz Festival, graduation, academic conferences, etc.

### **3. IVSP Obligations.**

**3.1 Efficient Operation.** Except as otherwise provided in this Agreement, IVSP will furnish all labor, management, supplies, and equipment necessary to fulfill its obligations herein; provided, however University will provide non-financial assistance for sponsorship fulfillment and execution (principally, execution of game-day promotions for IVSP's sponsors such as on-field or on-court contest during pre-game, half-time or a time out) at no expense to IVSP consistent with the fulfillment expectation provided by University during the 2014 – 2015 Athletic Year. Throughout the Term, University will continue to pay for traditional Athletic Department expenditures associated with Multi-Media Rights such as video board and scoreboard maintenance, media guide production, OAS hosting and maintenance as identified in the OAS Contract, coaches' talent fees, ticket promotional materials and advertising, merchandising, facilities, operations and Athletic Event operations.

**3.2 Excluded Categories of Sponsorships.** Notwithstanding anything contained in this Agreement to the contrary, IVSP may not sell any sponsorships in Excluded Categories.

**3.3 Permits.** IVSP will be financially responsible for obtaining all required permits and licenses and hereby agrees to comply with pertinent University rules and policies and municipal, county, state and federal laws, and will assume liability for all applicable taxes such as sales and property taxes. IVSP agrees to cooperate with University to avoid or minimize any potential unrelated business income tax but in no event shall IVSP be liable for any such tax that might be attributable to University by reason of this Agreement.

**3.4 Successful Performance.** Recognizing that successful performance of this Agreement is dependent on mutual cooperation between IVSP and University, IVSP will meet

regularly with University to review IVSP's operations pursuant this Agreement and make necessary adjustments.

**3.5 Pricing and Packaging of Inventory.** The development of the pricing and the packaging of all sponsorship inventory available to IVSP under this Agreement shall be made in the sole and absolute discretion of IVSP.

#### **4. Payments to the University.**

**4.1 Guaranteed Royalty Fee.** As payment for the rights licensed under this Agreement, IVSP will pay University the Guaranteed Royalty Fee in such amounts as set forth below. The Guaranteed Royalty Fee described below is based upon all of the Assumptions being accurate. If any or all of the Assumptions do not occur, are not accurate or do not remain in effect for the entire Term, then such occurrence shall constitute a Diminishing Event and the process set forth in the definition of a Diminishing Event shall be initiated. If the Base Sponsorship Inventory or elements are materially reduced or eliminated, University will either replace inventory or reasonably alleviate those issues specifically identified by IVSP in writing associated with such inventory to IVSP's reasonable satisfaction, failing which, such occurrence shall constitute (i) a material breach of this Agreement, or (ii) a Diminishing Event and the process described above for a Diminishing Event relating to the Assumptions shall be initiated for the Base Sponsorship Inventory.

Subject to any adjustments under this Agreement, the Guaranteed Royalty Fee for the Term shall be as follows:

<u>Athletic Year</u>	<u>Guaranteed Royalty Fee</u>
2016-2017	\$760,000
2017-2018	\$775,000
2018-2019	\$790,000
2019-2020	\$805,000
2020-2021	\$820,000

In the event University extends the term of the Agreement for the first Renewal Period, the

Guaranteed Royalty Fee for such period shall be as follows:

<u>Athletic Year</u>	<u>Guaranteed Royalty Fee</u>
2021-2022	\$835,000
2022-2023	\$850,000
2023-2024	\$865,000
2024-2025	\$880,000
2025-2026	\$895,000

In the event University extends the term of the Agreement for the second Renewal Period, the Guaranteed Royalty Fee for such period shall be as follows:

<u>Athletic Year</u>	<u>Guaranteed Royalty Fee</u>
2026-2027	\$910,000
2027-2028	\$925,000
2028-2029	\$940,000
2029-2030	\$955,000
2030-2031	\$970,000

All Guaranteed Royalty Fees owed by IVSP shall be paid one-half on or before December 31 and one-half on or before May 15<sup>th</sup> of the current Athletic Year, with a final settle-up derived through adjustments made on or before October 31<sup>st</sup> of the following Athletic Year. For purposes of memorialization, the above Guaranteed Royalty Fee amounts take into account the expectation that IVSP will continue to receive its share of pouring rights revenues, such share to be consistent with past practice. Should University restructure its pouring rights agreement or enter into a new pouring rights agreement, and as a result receives a greater amount of revenue than it had received previously,



IVSP's credit in connection with such contract will be adjusted accordingly. University shall pay IVSP a commission equal to twenty percent (20%) of the gross revenues collected by or on behalf of University or any Third Party Rights Holder (as defined below) after the Termination Date from any Marketing & Sponsorship Agreements. University shall pay such commissions to IVSP as and when the gross revenue is collected by or on behalf of University or the Third Party Rights Holder. On or promptly after the Termination Date, IVSP will assign all Marketing & Sponsorship Agreements (other than multi-school Marketing & Sponsorship Agreements) to University or its then athletics multi-media rights holder ("Third Party Rights Holder"). The fact that a Marketing & Sponsorship Agreement is assigned to a Third Party Rights Holder shall not relieve University of its obligation to pay IVSP the commissions described in this Section 4.1 nor shall any amendment, restatement or modification of a Marketing & Sponsorship Agreement entered into after the Termination Date relieve University of its obligation to pay IVSP the commissions described in this Section 4.1.

**4.2 Signing/Extension Bonus.** In consideration for the University executing this Agreement IVSP will pay University a signing bonus of \$50,000, which will be paid on or before April 15, 2017. In the event University extends the Term for the first Renewal Period as contemplated in Section 1.2 of this Agreement, IVSP will pay University a one-time extension bonus of \$100,000, which will be paid on or before June 30, 2022.

**4.3 Other Reductions to Guaranteed Royalty Fee; Conference Action or Material Rule Change.** Notwithstanding anything contained in this Agreement to the contrary, a Diminishing Event shall be deemed to have occurred and the process for a Diminishing Event shall be initiated if any one or all of the following events occur and thereby reduce IVSP's revenue during the Term:

- A. University's football or men's basketball team incurs disciplinary sanctions which prevent the team from appearing in post-season games, conference championship games or post-season conference tournaments, NCAA or NIT tournaments; or
- B. The football or men's basketball program is eliminated or substantially curtailed; or
- C. The football team is no longer a member of the Sun Belt, the Big Sky or another comparable (in IVSP's reasonable opinion) conference.
- D. The men's basketball program is no longer a member of the Big Sky or any other comparable (in IVSP's reasonable opinion) conference; or
- E. The cancellation for any reason of a scheduled University football or men's basketball home game being played at its originally scheduled athletic venue; or

- F. A Conference Change that materially diminishes or restricts IVSP's ability to obtain sponsorship agreements or to otherwise exercise its licensed rights under this Agreement. For purposes of this section, a "Conference Change" means a change in University's athletic conference affiliation or a material change in the nature of the Athletic Conference, whether because of (i) University's withdrawal or departure from an Athletic Conference in which it is a member or (ii) the Athletic Conference disbands or merges with another conference.
- G. If, during the Term, University and/or its athletics program is the subject of Material Adverse Publicity (as defined below), whether due to sanctions by the NCAA for major violations in its athletic programs or otherwise, which Material Adverse Publicity materially diminishes or restricts IVSP's ability to retain or obtain sponsorship agreements or to otherwise exercise the licensed rights. For purposes of this section, "Material Adverse Publicity" means public attention or scandal in the form of television, print media, internet news reports, or other public news reporting, after the date hereof, that arises from and relates to activities, conduct, investigations or situations on campus at University or affecting or relating to University's athletic programs and which public attention or scandal is of such a negative or adverse nature that sponsors or potential sponsors considering sponsoring University athletics are or could be prompted to discontinue sponsorships or the pursuit of new or replacement sponsorships as a result of not wanting to be associated with the negative image or scandal; provided, however, that such Material Adverse Publicity must not have been directly caused by any act or omission of IVSP or its employees or subcontractors.

Nothing in this Agreement is intended to allow University, the Athletic Department, the Conference or the NCAA to take back in whole or in part any rights licensed exclusively to IVSP under this Agreement or to allow the University, the Athletic Department, the Conference or the NCAA to enact a Material Rule Change. If (i) University is requested by the Conference to approve of a Conference Action, (ii) University is requested by the Conference or the NCAA to adopt a Material Rule Change or (iii) University or the Athletic Department wish to enact a Material Rule Change, University must obtain IVSP's prior written consent which may be granted or withheld in IVSP's sole and absolute discretion. If IVSP is willing to grant its consent to a Conference Action or a Material Rule Change, its consent will be conditioned upon University entering into an amendment to this Agreement

satisfactory in all respects to IVSP ("Amendment") under which University agrees to make IVSP whole for all financial ramifications of the Conference Action or the Material Rule Change for the remainder of the Term together with all out-of-pocket expenses incurred by IVSP in connection with the Amendment. Until and unless the Amendment is fully executed by the Parties, IVSP's consent shall not be considered granted or deemed granted or inferred by reason of any conduct of IVSP. Any action or attempt by the University to approve, enact or comply with a Material Rule Change or Conference Action without IVSP's prior written consent, shall be deemed a material breach of this Agreement.

**4.4 Athletic Department Trade.** IVSP will use commercially reasonable efforts to secure or renew each athletic year of the Term up to the Threshold Amount of in-kind, trade benefits in exchange for sponsorship rights for the Athletic Department in each Athletic Year as more particularly described on Schedule 4.4. The cost of any merchandising elements associated with Athletic Department trade agreements shall be the sole responsibility of University and not IVSP. If the Athletic Department requests in writing for IVSP to provide trade benefit in excess of the Threshold Amount during any Athletic Year and if IVSP is able to provide that trade, then University will pay IVSP a commission equal to 70% of the trade's value or at IVSP's option, it may deduct the commission amount from the Guaranteed Royalty Fee. If IVSP, with the agreement of University, eliminates, replaces or reduces certain trade agreements below the levels documented on Schedule 4.4, then the Guaranteed Royalty Fee will be increased by 30% of the fair market value of the trade lost, up to a maximum loss of \$50,000 (or a \$15,000 increase in the Guaranteed Royalty Fee). Any commission paid to IVSP or credited against the Guaranteed Royalty Fee shall not be included in the calculation of AGR. IVSP reserves the right to substitute alternative inventory to current trade customers if those customers are otherwise displacing potential cash paying customers.

**4.5 Revenue Sharing.** Subject to any adjustments under this Agreement, in addition to the Guaranteed Royalty Fee listed in Section 4.1 above, IVSP will pay University 50% of collected AGR that exceeds the AGR Hurdle Amounts set forth below:

<u>Athletic Year</u>	<u>AGR Amount</u>
2016-2017	\$1,525,000
2017-2018	\$1,570,000

2018-2019	\$1,615,000
2019-2020	\$1,660,000
2020-2021	\$1,705,000

In the event University extends the term of the Agreement for the first Renewal Period, the AGR Amount for such period shall be as follows:

<u>Athletic Year</u>	<u>AGR Amount</u>
2021-2022	\$1,750,000
2022-2023	\$1,795,000
2023-2024	\$1,840,000
2024-2025	\$1,885,000
2025-2026	\$1,930,000

In the event University extends the term of the Agreement for the second Renewal Period, the Guaranteed Rights Fee for such period shall be as follows:

<u>Athletic Year</u>	<u>Guaranteed Rights Fee</u>
2026-2027	\$1,960,000
2027-2028	\$1,990,000
2028-2029	\$2,020,000
2029-2030	\$2,050,000
2030-2031	\$2,080,000

#### **4.6 Other Considerations.**

**4.6.1 Media Payments to Coaches and Staff Members.** The University is obligated to make media payments to selected coaches and staff members according to a schedule contained in

their respective employment contracts and subject to the conditions therein. The University may request from time to time that Learfield make media payments directly to selected coaches and staff members, provided the total amount does not exceed the net amount of the Guaranteed Rights Fee. Subject to any legal restrictions or adverse tax consequences, Learfield will use its commercially reasonable efforts to make such payments, provided the University has made a request for such payments in a writing signed by the Director of Athletics. Any such payment agreed to by Learfield shall decrease the Guaranteed Rights Fee accordingly and will be paid in a manner consistent with the timing of the regularly scheduled payments described below. All coaches payments, or other redirection of Guaranteed Rights Fee funds, will be made in conjunction with either the December 31 or May 15 rights fee payments, and deducted from that date's Guaranteed Rights Fee due the University. All such payments for each individual coach or staff member shall not exceed the amount set out in said employment contract. Learfield will provide the appropriate tax forms to these individuals.

**4.6.2 Base-Level Sponsorship Tickets.** The University will provide to Learfield season tickets to football and men's and women's basketball, along with individual game day tickets at the quantity of 2015 – 2016 Athletic Year. The University reserves the right to invoice for such tickets and the Guaranteed Rights Fee will be reduced for the cost of said invoiced tickets.

**4.6.3 Additional Tickets.** The University reserves the right to invoice Learfield for any number of individual game tickets for football games, provided the total amount does not exceed the Guaranteed Rights Fee. The Guaranteed Rights Fee will be reduced dollar-per-dollar for the cost of these tickets.

## **5. Miscellaneous.**

**5.1 General Terms and Conditions.** The terms and conditions contained in this Agreement will govern and will take precedence over any different or additional terms and conditions which either Party may have included in any documents attached to or accompanying this Agreement or in any correspondence previously sent to the other Party. Any handwritten changes on the face of this document will be ignored and have no legal effect unless initialed by both Parties.

**5.2 Choice of Law, Forum Selection, Entire Agreement and Amendment.** This Agreement will be construed under Idaho law (without regard for choice of law considerations). This Agreement, including the Schedules attached hereto, constitutes the entire agreement and understanding of the Parties concerning the Athletics Multi-Media Rights licensed to IVSP by

University and replaces any prior or contemporaneous agreement, whether written or oral, between them with respect to its subject matter included the Original Agreement and the Amendments. No amendments to this Agreement will be effective unless in writing and signed by IVSP and by University. Courts located in the City of Moscow, State of Idaho shall have exclusive jurisdiction over any disputes relative to this Agreement.

**5.3 Assignment.** IVSP may not assign any rights or obligations of this Agreement without the prior approval of University. This Agreement will be binding upon IVSP, and its successors and assigns, if any. Any assignment attempted to be made in violation of this Agreement will be void *ab initio*. IVSP's use of third party vendors to assist or enable IVSP to carry out its obligations under this Agreement or to enable IVSP to exercise its rights under this Agreement shall not constitute an assignment in whole or in part of this Agreement, and IVSP shall remain obligated and responsible for the performance of any such third party vendors.

**5.4 Termination.** Either Party may terminate this Agreement in whole or in part for cause upon ninety (90) days written notice if the other Party (a) fails to comply with any material term or condition of this Agreement and fails to cure such non-compliance within sixty (60) days following receipt of written notice thereof from the other Party, or (b) becomes insolvent or files for bankruptcy protection, or (c) fails to comply in a material way with the requirements of this Agreement and fails to cure such non-compliance within sixty (60) days following receipt of written notice thereof from the other Party. Notwithstanding anything contained in this Section 5.4, the terminating Party must state with particularity the specific matters of the other Party's non-compliance, whereupon the other Party shall have sixty (60) days to cure such matters, or a longer period determined in the reasonable discretion of the terminating Party if said other Party is diligently pursuing a cure.

**5.5 Independent Contractor.** IVSP will perform its duties hereunder as an independent contractor and not as an employee of University. Neither IVSP nor any agent or employee of IVSP will be or will be deemed to be an agent or employee of University for any purpose. IVSP will pay when due all required employment taxes and income tax withholding, including all federal and state income tax on any monies paid to IVSP pursuant to this Agreement. IVSP and its employees are not entitled to tax withholding, worker's compensation, unemployment compensation, or any employee benefits, statutory or otherwise from University. IVSP will be solely responsible for the acts and omissions of IVSP, its employees and agents. IVSP shall provide worker's compensation



for all its employees and indemnify, defend and hold harmless University and its trustees, officers, employees and agents therefrom.

**5.6 Non-Waiver.** No waiver by any Party of any default or nonperformance will be deemed a waiver of subsequent default or nonperformance.

**5.7 Records.** IVSP shall establish, maintain, report as needed, and submit upon request records of all transactions conducted under this Agreement. All financial reporting records must be kept consistent with the manner in which IVSP's affiliated entities keep their records.

**5.8 Reporting; Auditing.** IVSP and University shall cooperatively identify and agree upon useful reports to be provided by IVSP to University and the frequency of providing such reports. Not more than once during each Athletic Year of the Term and once in the year following the last Athletic Year of the Term, upon thirty (30) days prior notice, University, through its employees or a third party accounting and auditing firm, shall have the right at its cost and expense, to audit, inspect and copy at IVSP's parent company's headquarters in Jefferson City, Missouri such financial and business records of IVSP in order to verify amounts paid hereunder, including without limitation AGR. In the event any material underpayment variance (greater than 5%) is revealed by such an audit, the costs of such audit shall be borne by IVSP.

**5.9 University Information; IVSP Information.** IVSP agrees that any information it receives during the course of its performance, which concerns the personal, financial, or other affairs of University, its trustees, officers, employees or students will be kept confidential in conformance with and subject to all state and federal laws relating to privacy. University agrees that any information it receives from IVSP under this Agreement which concerns the personal, financial or other affairs of IVSP, its members, stockholders, officers, directors, employees and sponsors including, but not limited to, sales summaries, revenue sharing reports, settle-up documents and any other documents relating to the reporting of financial and sales information by IVSP to University (collectively, "IVSP Financial Records") will be kept confidential in conformance with and subject to all state and federal laws relating to privacy or mandatory disclosure.

University acknowledges and agrees that all of the financial terms and conditions contained in this Agreement are considered part of the IVSP Financial Records, deemed by IVSP to be proprietary and confidential to IVSP, and shall remain as such absent a written waiver by IVSP.

**5.10 Insurance.** At all times during its performance under this Agreement, IVSP will obtain and keep in force comprehensive general and professional liability insurance, including coverage for death, bodily or personal injury, property damage, including products liability, libel

and slander, media and broadcasting liability and automobile coverages with limits of not less than \$1,000,000 each claim and \$2,000,000 in the aggregate, along with umbrella coverage in the amount of \$15,000,000. All certificates evidencing such insurance (a) will be provided to University on or before the Effective Date; (b) will name (as to the general liability coverages) University, its governing board and its officers and employees as additional insureds; and (c) to the extent allowable by IVSP's insurance carrier, will provide for notification to University within at least thirty (30) days prior to expiration or cancellation of such insurance. IVSP represents that it will maintain worker's compensation insurance to the extent required by Indiana law. At all times during the Term, University will keep and maintain in-force the coverages and amounts described in this Section 5.10 and provide IVSP a Certificate evidencing such coverage and will name, to the extent allowable by University's carrier, IVSP, its members, their officers, directors, shareholders, employees and agents as additional insureds.

**5.11 Indemnification.** IVSP agrees to defend, indemnify and hold harmless University, its governing board, faculty, employees, officers, volunteers and agents, from and against all liability, injuries, claims or damages (including claims of bodily injury or property damage) and loss, including costs, expenses, and attorneys' fees, which arise from the negligent acts and omissions of IVSP, its employees, officers and agents under this Agreement or from IVSP's failure to comply with its obligation under this Agreement. For the avoidance of doubt and clarification, nothing in this Section 5.11 with respect to IVSP's indemnification is intended to create any liability on the part of IVSP for any unrelated business taxable income. Subject to the limits of liability specified in Idaho Code 6-901 through 6-929, known as the Idaho Tort Claims Act, University agrees to defend, indemnify and hold harmless IVSP, its members, parent companies, employees, officers, directors, sponsors and agents from all liabilities, injuries, claims or damages (including claims of bodily injury or property damage) and loss, including costs and expenses, and attorneys' fees, which arise from the negligent acts or omissions of University, its officers, employees and agents or from University's failure to comply with its obligation under this Agreement. Notwithstanding anything to the contrary contained in this Agreement, in no event shall either Party be obligated to indemnify the other Party with respect to (i) any indirect, incidental or consequential damages or for the lost profits, lost revenues of damage to goodwill or reputation or (ii) any claim arising solely from intentional, grossly negligent, reckless or negligent act of the party seeking indemnification.

**5.12 Notices/Administration.** Except as otherwise provided in this Agreement, all notices, requests and other communications that a Party is required or elects to deliver will be in



writing and delivered personally, or by facsimile or electronic mail (provided such delivery is confirmed), or by a recognized overnight courier service or by United States mail, first-class, certified or registered, postage prepaid, return receipt requested, to the other Party at its address set forth below or to such other addresses as such Party may designate by notice given pursuant to this section:

**If to University:**

UNIVERSITY OF IDAHO  
Rob Spear, Director of Athletics  
875 Perimeter Drive MS 2302  
Moscow, ID 83844-2302  
E-mail Address: [rspear@uidaho.edu](mailto:rspear@uidaho.edu)

**With a copy to:**

Office of General Counsel  
UNIVERSITY OF IDAHO  
127 Administration Bldg.  
P.O. Box 443158  
Moscow, ID 83844-3158  
E-mail Address: [generalcounsel@uidaho.edu](mailto:generalcounsel@uidaho.edu)

**If to IVSP:**

IDAHO VANDALS SPORTS PROPERTIES, LLC  
c/o Learfield Communications, Inc.  
Attention: Greg Brown  
2400 Dallas Parkway, Suite 500  
Plano, TX 75093  
Facsimile No: (469) 241-0110  
E-mail Address: [gbrown@learfield.com](mailto:gbrown@learfield.com)

**With a copy to:**

John Raleigh  
Learfield Communications, Inc.  
2400 Dallas Parkway, Suite 500  
Plano, TX 75093  
Facsimile No: (469) 241-0110  
E-mail Address: [jraleigh@learfield.com](mailto:jraleigh@learfield.com)

**5.13 Severability.** If any provision of this Agreement is invalid or unenforceable with respect to any Party, the remainder of the Agreement, or the application of such provision to persons other than those as to which it is held invalid or unenforceable, will not be affected and each

provision of the remainder of the Agreement will be valid and be enforceable to the fullest extent permitted by law.

**5.14 Survivability.** The terms, provisions, representations, and warranties contained in this Agreement that by their sense and context are intended to survive the performance thereof by any of the Parties hereunder will so survive the completion of performance and termination of this Agreement, including the making of any and all payments hereunder.

**5.15 Force Majeure.** No Party will be considered to be in default solely as a result of its delay or failure to perform its obligations herein when such delay or failure arises out of causes beyond the reasonable control of the Party. Such causes may include, but are not restricted to, acts of God or the public enemy, including, but not limited to, acts of terrorism, acts of state or the United States in either its sovereign or contractual capacity, fires, floods, epidemics, strikes and unusually severe weather; but in every case, delay or failure to perform must be beyond the reasonable control of and without the fault or negligence of the Party. The provisions of this Section 5.15 shall not, however, release (a) University from any reduction in the Guaranteed Royalty Fee owed by IVSP as a result of an event described in Section 4.3 D of this Agreement except as set forth therein, or (b) IVSP from any obligation to pay monies owed hereunder in accordance with the timeline for such payments set forth herein.

**5.16 Counterparts.** This Agreement may be executed in two counterparts, each of which shall be deemed an original, and both of which will constitute one Agreement.

**5.17 Non-Solicitation.** University agrees that during the Term and for a period of eighteen (18) months after its termination, irrespective of the reason for its termination, University's athletic department shall not directly or indirectly, hire or solicit any employee of IVSP or any of its affiliated companies or encourage any such person to terminate its relationship with any of them unless IVSP grants University's athletic department permission to do so. IVSP agrees that during the Term and for a period of eighteen (18) months after its termination, irrespective of the reason for its termination, none of them shall directly or indirectly, hire or solicit any employee of Athletic Department or encourage any such person to terminate its relationship with Athletic Department unless Athletic Department grants their permission to do so. The Parties each acknowledge that a breach of this section shall entitle the other Party to injunctive relief. Notwithstanding the foregoing, nothing in this Section 5.17 shall be interpreted to or shall operate to prohibit a party from hiring any person who responds to a publicly-available job posting of general circulation, and which job posting is not otherwise demonstrably targeted to a particular employee of a Party.

**5.18 Headings.** The headings of the sections of this Agreement are used for convenience only and do not form a substantive part of the Agreement.

**5.19 Injunctions.** In addition to any other remedies permitted by law, should either Party violate the terms set forth herein, the non-violating Party may be entitled to injunctive relief against the other to restrain any further violation of these provisions. Should either Party be successful in obtaining injunctive relief under this Section 5.19, the other Party shall pay all costs and expenses associated therewith, including reasonable attorney's fees.

**5.20 University's Representations and Warranties.** University represents and warrants to IVSP that (a) University has the right to license the rights to IVSP as set forth herein (collectively the "Licensed Rights"); (b) University will not, other than as permitted by this Agreement, directly or indirectly license in whole or in part the Licensed Rights to a Person or make use of the Licensed Rights for itself; (c) University is authorized to timely carry out and/or fulfill any obligation of University to IVSP under this Agreement; (d) except for any existing agreements with the Athletic Conference or the NCAA which were in effect on the date of this Agreement and other agreements that are set forth on a Schedule to this Agreement, University has not entered into any agreements with any Person which grants exclusive or non-exclusive intercollegiate athletic sponsorship or broadcast rights to any Person. Throughout the Term, except as otherwise provided in this Agreement, University shall not directly or indirectly grant any Person any of the Licensed Rights granted exclusively to IVSP under this Agreement. University will use commercially reasonable efforts to assist IVSP in protecting the rights licensed to IVSP in this Agreement.

**5.21 IVSP's Representations and Warranties.** IVSP represents and warrants to University that (a) IVSP has the right to license the Licensed Rights from University as set forth herein; (b) IVSP is authorized to timely carry out and/or fulfill any obligation of IVSP to University under this Agreement; and (c) the performance of this Agreement by IVSP does not require the consent of any third party and does not violate, conflict with, result in a breach of, or constitute a default under any applicable law, judgment, order, injunction, decree, rule or regulation of any government agency or body.

**5.22 Disclaimer of Other Representations and Warranties.** EXCEPT AS OTHERWISE EXPRESSLY SET FORTH IN THIS AGREEMENT, THE PARTIES MAKE NO REPRESENTATIONS AND EXTEND NO WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

**5.23 Intellectual Property.** The Parties agree that, as between them, University owns all intellectual property rights associated with University, the Athletic Department, its athletic teams, its Athletic Facilities and the associated events and broadcasts. The ownership of intellectual property which results from activities associated with this Agreement, will remain with University. IVSP hereby agrees to assign or have assigned any rights necessary to effect the foregoing provision. Each Party shall retain ownership of any of its patents, copyrights, trademarks, proprietary information or intellectual property developed prior to or after the Effective Date of this Agreement.

IVSP agrees that the broadcast and sponsorship intellectual property rights defined herein shall belong to University. University will maintain all right, title, and ownership in its name, trademarks, service marks, logos, symbols, college colors and other licensed indicia, including the Licensed Marks, and IVSP acknowledges and agrees that any goodwill derived from use of the Licensed Marks hereunder shall inure solely to the benefit of University and that IVSP will take no steps to challenge or undermine University's ownership of the Licensed Marks. Upon dissolution, termination or expiration of this Agreement, all use of the Licensed Marks by IVSP shall cease.

**5.24 Use of the Name "Idaho Vandals Sports Properties, LLC".** IVSP agrees the use of the name "Idaho Vandals Sports Properties, LLC" is permitted for IVSP's use solely in accordance with IVSP's performance under this Agreement. Further, IVSP agrees to defend, indemnify and hold harmless University, its officers, employees and agents from any claims, demands, causes of action, damages including reasonable attorney fees caused by or arising out of IVSP's use of the name "Idaho Vandals Sports Properties, LLC". If IVSP misuses the name "Idaho Vandals Sports Properties" or upon termination of this Agreement, IVSP shall cease using the name "Idaho Vandals Sports Properties". If University requires that IVSP cease using the Butler name for reasons other than misuse or termination of this Agreement, IVSP shall be entitled to offset its actual out-of-pocket costs incurred as a result of its ceasing the use of the Butler name from the next Guaranteed Royalty Fee due University by IVSP. For purposes of this Section 5.24, "actual out-of-pocket expenses" shall include filing and registration fees, printing, stationery, postage and all other expenses reasonably related to obtaining a new name.

**5.25 Consents.** Whenever consent or approval is required, unless otherwise provided herein, the consent or approval shall not be unreasonably withheld, delayed or conditioned.

**5.26 Entire Agreement.** This Agreement, including the Schedules attached to this Agreement, constitutes the entire Agreement between University and IVSP concerning the Athletics

Multi-Media Rights licensed to IVSP by University and supersedes any prior oral or written understandings or agreements of the Parties with respect to its subject matter.

**IN WITNESS WHEREOF**, IVSP and University have entered into this Agreement as of the date specified above.

**FOR THE REGENTS OF THE  
UNIVERSITY OF IDAHO**

**IDAHO VANDALS SPORTS PROPERTIES,  
LLC**

By: Learfield Communications, Inc.,  
Member

By:   
Name: JULIA R. MCILROY  
Title: Director, Contracts & Purchasing Services

By:   
Name: GREG BROWN  
Title: Chief Executive Officer



**SCHEDULE A**  
**UNIVERSITY MARKS AND INDICIA**

SCHEDULE 4.4

LIST OF TRADE BENEFITS

ATTACHED

**APPENDIX A****LANGUAGE FOR INSERTION INTO TICKET AGREEMENT**

All tickets being provided by University to Station under this Agreement may only be used by Station for the purpose of promoting the game to which the tickets apply on behalf of the University and may not under any circumstances be used in whole or in part by Station for any commercial sponsorship or commercial underwriting of any kind ("Unauthorized Ticket Use"). If Station makes use of any tickets provided by University for any Unauthorized Ticket Use, then upon notification, Station will agree to discontinue such activity. If the Unauthorized Ticket Use is not discontinued, then Station and University will negotiate an acceptable remedy, which may include reimbursing the University for the cost of the tickets or the value associated with the Unauthorized Ticket Use. For clarification a Station may offer tickets to the first 50 callers to Station as part of an unsponsored Station contest.