

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 16, 2021

TAB	DESCRIPTION	ACTION
1	FY 2022 OPERATING BUDGETS	Motion to approve
2	FY 2023 LINE ITEMS	Motion to approve
3	OPTIONAL FEES RECOMMENDATIONS	Information item
4	SYSTEM OPTIMIZATION UPDATE	Information item
5	AMENDMENT TO BOARD POLICY - V.T. FEE WAIVERS – PARTIAL WAIVER EXTENSION	Motion to approve
6	BOISE STATE UNIVERSITY Professional Fees – Construction Management Program	Motion to approve
7	BOISE STATE UNIVERSITY Professional Fees – Computer Science Program	Motion to approve
8	STATEWIDE FINANCIAL AID CONSORTIUM AGREEMENT	Information item

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 16, 2021

SUBJECT

Approval of FY 2022 Appropriated Funds Operating Budgets

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Section II.F.b.v.; V.B.3.b.ii., 4.b., 5.c, 6.b.

BACKGROUND/DISCUSSION

Pursuant to Board policy V.B., each institution and agency prepares an operating budget for appropriated funds, non-appropriated auxiliary enterprises, non-appropriated local services, and non-appropriated other.

For the appropriated funds operating budget, Board policy V.B.3.b.ii provides as follows: “each institution or agency prepares an operating budget for the next fiscal year based upon guidelines adopted by the Board. Each budget is then submitted to the Board in a summary format prescribed by the Executive Director, for review and formal approval before the beginning of the fiscal year.” The appropriated operating budgets have been developed based on appropriations enacted during the 2021 session.

For the college and universities’ non-appropriated operating budgets, Board policy V.B. requires reports of revenues and expenditures to be submitted to the State Board of Education at the request of the Board. Currently, these operating budgets are available on each institution’s website and are available upon request.

Operating budgets are presented in two formats: budgets for agencies, health education programs, and special programs contain a summary (displayed by program, by source of revenue, and by expenditure classification) and a budget overview that briefly describes the program and changes from the previous fiscal year. All sources of revenues are included (i.e. General Funds, federal funds, miscellaneous revenue, and any other fund source).

For the college and universities, postsecondary career technical education and agricultural research and extension, supplemental information is provided including personnel costs summarized by type of position. The college and universities’ reports contain information about appropriated funds, which only include state General Funds, endowment funds, and appropriated student fees.

IMPACT

Approval of the budgets establishes agency and institutional fiscal spending plans for FY 2022 and allows the agencies and institutions to continue operations from FY 2021 into FY 2022.

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ATTACHMENTS

Attachment 1 – Charts - FY 2022 General Funds by Program
Attachment 2 – Office of the State Board of Education Operating Budget
Attachment 3 – Idaho Public Television Operating Budget
Attachment 4 – Division of Vocational Rehabilitation Operating Budget
Attachment 5 – Public Charter Commission Operating Budget
Attachment 6 – Charts - FY 2022 Appropriated Funds Budget by Function
Attachment 7 – College and Universities Summary of Appropriated Budget
Attachment 8 – Boise State University FY 2022 Budget Overview
Attachment 9 – Boise State University Appropriated Budget
Attachment 10 – Boise State University Salary Changes
Attachment 11 – Idaho State University FY 2022 Budget Overview
Attachment 12 – Idaho State University Appropriated Budget
Attachment 13 – Idaho State University Salary Changes
Attachment 14 – University of Idaho FY 2022 Budget Overview
Attachment 15 – University of Idaho Appropriated Budget
Attachment 16 – University of Idaho Salary Changes
Attachment 17 – Lewis-Clark State College FY 2022 Budget Overview
Attachment 18 – Lewis-Clark State College Appropriated Budget
Attachment 19 – Lewis-Clark State College Salary Changes
Attachment 20 – Charts - FY 2022 Budgeted Positions by Type
Attachment 21 – College and Universities Personnel Costs
Attachment 22 – Career Technical Education FY 2022 Budget Overview
Attachment 23 – Career Technical Education Appropriated Budget
Attachment 24 – Agricultural Research & Extension FY 2022 Budget Overview
Attachment 25 – Agricultural Research & Extension Appropriated Budget
Attachment 26 – Agricultural Research & Extension Personnel Costs
Attachment 27 – Health Education Programs Operating Budget
Attachment 28 – Special Programs Operating Budget
Attachment 29 – FY 2022 PBFAC Recommended Alteration and Repair Projects

STAFF COMMENTS AND RECOMMENDATIONS

Budgets were developed according to legislative intent and/or Board guidelines. There was funding for an ongoing Change in Employee Compensation (CEC) in FY 2022, which combined with restoration of the FY 2021 CEC, totaled 4%. Representatives from the institutions will be available to answer specific questions.

Budgets were compiled without the inclusion of federal stimulus funds, such as CARES Act funding for there to be consistency for year-to-year comparisons. Institutions will indicate their use of COVID relief funds in the quarterly reporting to the Audit Committee.

Attachment 20 presents a system-wide summation of personnel costs by institution, by classification and also includes the number of new positions added

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at each institution. Board policy requires prior Board approval for the following positions:

- Salaries for new appointments to dean, associate/assistant dean, vice president and equivalent positions above the College and University Professional Association for Human Resources (CUPA-HR) median rate for such positions. (II.F.2.b.)
- Any position at a level of vice-president (or equivalent) and above, regardless of funding source. (II.B.3.a.)
- The initial appointment of an employee to any type of position at a salary that is equal to or higher than 75% of the chief executive officer's annual salary. (II.B.3.b.)
- The employment agreement of any head coach or athletic director (at the institutions only) longer than three years, or for a total annual compensation amount of \$350,000 or higher, and all amendments thereto. (II.B.3.c.)
- Non-classified employee contracts (other than for athletic directors or coaches) over one year. (II.F.1.b.v.)

All other hiring authority has been expressly delegated to the presidents. Therefore, Board review of the operating budgets is the best opportunity for the Board to see the number of new positions added year-over-year.

For informational purposes only, the list of FY 2022 maintenance (Alteration and Repair) projects recommended by the Permanent Building Fund Advisory Council is included in Attachment 29.

Staff recommends approval.

BOARD ACTION

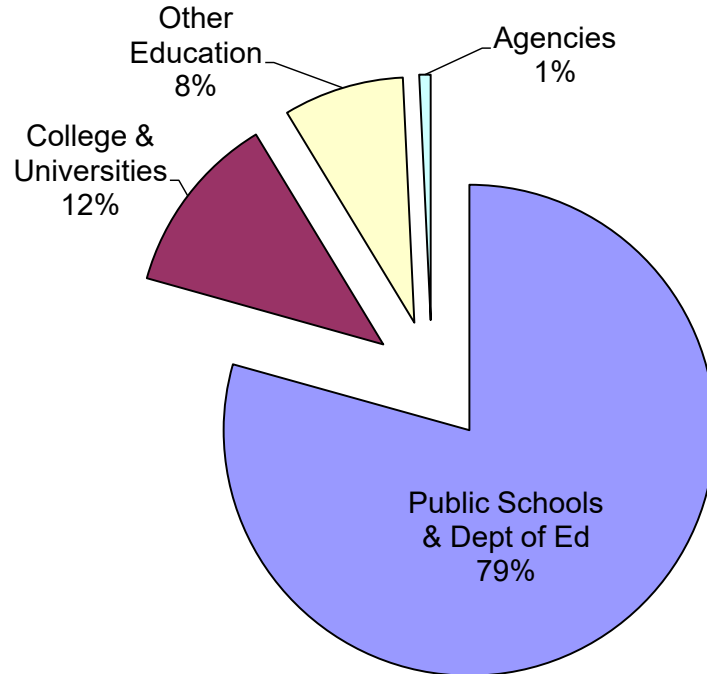
I move to approve the FY 2022 operating budgets for the Office of the State Board of Education, Idaho Public Television, Division of Vocational Rehabilitation, College and Universities, Career Technical Education, Agricultural Research and Extension Service, Health Education Programs and Special Programs, as presented in Attachments 2-28.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

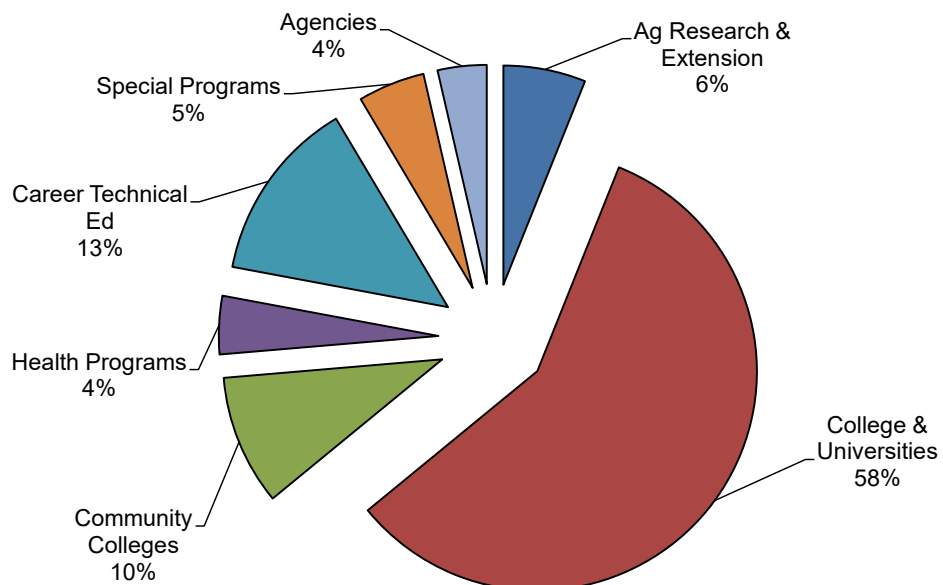
State Board of Education

FY22 General Funds by Program

Includes Public Schools and Department of Education General Funds



Excludes Public Schools and Department of Education General Funds



OFFICE OF THE STATE BOARD OF EDUCATION
FY 2022 Operating Budget

	FY 2021 BUDGET	FY 2022 BUDGET	PERCENT of CHANGE
By Cost Center:			
Office of the State Board of Education			
Administration	12,656,200	20,574,700	62.57%
IT and Data Management	2,684,800	2,891,400	7.70%
Office of School Safety and Security		1,076,900	100.00%
Scholarship Programs	27,757,900	27,759,800	0.01%
System Wide Needs	3,167,900	2,167,900	-31.57%
Total Programs	46,266,800	54,470,700	17.73%
By Fund Source:			
General Fund - OSBE	5,152,800	5,210,000	1.11%
General Fund - IT and Data Management	2,669,800	2,876,400	7.74%
General Fund - Office of School Safety/Security		496,500	N/A
General Fund - Scholarships	22,232,600	22,234,000	0.01%
Federal Funds	502,100	502,100	0.00%
Federal Funds - CARES Act		8,284,000	N/A
Federal Funds - Office of School Safety/Security		250,700	N/A
Federal Funds - GEARUP	4,525,300	4,525,800	0.01%
Miscellaneous Revenue OSBE	6,884,000	6,461,300	-6.14%
Miscellaneous IT and Data Management	15,000	15,000	0.00%
Miscellaneous Office of School Safety/Security		329,700	100.00%
Miscellaneous - Postsecondary Credit	1,000,000	1,000,000	0.00%
Systemwide Needs	2,167,900	2,167,900	0.00%
Systemwide Needs - Cybersecurity	1,000,000		
Indirect Cost Recovery Fund	117,300	117,300	0.00%
Total Funds	46,266,800	54,470,700	17.73%
By Expenditure Classification:			
Personnel Costs	5,226,700	6,227,400	19.15%
Operating Expenditures	11,847,200	6,089,000	-48.60%
Capital Outlay		6,152,400	100.00%
Trustee/Benefit Payments	29,192,900	36,001,900	23.32%
Lump Sum	0	0	N/A
Total Expenditures	46,266,800	54,470,700	17.73%
Full Time Positions	50.60	55.75	10.18%

Budget Overview

The Office of the State Board of Education (OSBE) received a 2% ongoing CEC as well as a small decrease in sick leave benefits, and contract inflation, and a decrease of \$263K for master educator premiums. \$8.3M in CARES Act funding was appropriated for FY 2022. IT and Data Management received an additional \$166K as a FY21 supplemental appropriation that was not included in the original FY21 appropriation transfer from the Department of Education to OSBE. The Office of School Safety and Security was transferred from Division of Building Safety to OSBE. The Public Charter School Commission was transferred out of OSBE as a new standalone agency under the Board. \$1M one time funding for cybersecurity was removed in System Wide Needs for FY 2022.

The Legislature moved 6 FTP and \$1,076,900 in total spending authority to OSBE for the Office of School

IDAHO PUBLIC TELEVISION
FY 2022 Operating Budget

		FY 2021 BUDGET	FY 2022 BUDGET	PERCENT of CHANGE
1	By Program:			
2	Delivery System and Administration:			
3	Technical Services	1,675,859	1,741,514	3.92%
4	Administration	1,402,518	1,422,780	1.44%
5	Educational Content:			
6	Programming Acquisitions (1)	1,814,906	2,089,792	15.15%
7	IdahoPTV Productions (2)	1,567,582	1,838,595	17.29%
8	Special Productions/Projects (3)	272,340	100,000	(63.28%)
9	Communications	992,022	1,076,117	8.48%
10	Development (4)	1,057,872	1,283,903	21.37%
11	Total Programs	8,783,100	9,552,700	8.76%
12				
13	By Fund Source:			
14	General Fund - PC /OE / Capital Lease	2,678,300	2,719,200	1.53%
15	General Fund - Capital (One-Time)	-	-	
	GEERs Fund (0345)	-	100,000	100.00%
16	Federal Funds (5)	50,000	500,000	900.00%
17	Local Funds	5,782,460	6,133,500	6.07%
18	Special Productions/Projects (3)	272,340	100,000	(63.28%)
19	Total Funds	8,783,100	9,552,700	8.76%
20				
21	By Expenditure Classification:			
22	Personnel Costs	5,221,100	5,690,100	8.98%
23	Operating Expenditures:			
24	Communication & Programming	1,589,591	1,709,231	7.53%
25	Employee Development & Travel	204,150	207,715	1.75%
26	Professional, Admin & Other Services	444,639	483,392	8.72%
27	Supplies, R&M Services	359,539	366,139	1.84%
28	Utilities and Gas	166,050	169,750	2.23%
29	Leases and Rentals (6)	561,082	220,058	(60.78%)
30	Miscellaneous	236,949	254,415	7.37%
31	Total Operating Expenditures	3,562,000	3,410,700	(4.25%)
32	Capital Outlay (7)	-	451,900	100.00%
33	Total Expenditures	8,783,100	9,552,700	8.76%
34				
35	FTP Count	69.48	70.48	1.44%

37 **Notes:**

38 FY 2021 budget per HB 579; FY 2022 budget per HB 283

39 (1) Reflects 17.6% increase in PBS dues.

40 (2) Increase in production capital equipment

40 (3) Reduction in COVID-19 related programing.

41 (4) Increased costs due to increased donor base (postage, direct mail, credit card fees).

42 (5) Increase relates to the spending authority for the Preschool Development Grant.

Note: The \$450,000 grant is currently on hold.

43 (6) Reduction relates to the implementation of GASB 87 standard for leases.

DIVISION OF VOCATIONAL REHABILITATION
FY 2022 Operating Budget

		FY 2021 BUDGET	FY 2022 BUDGET	PERCENT of CHANGE
1				
2	By Program:			
3	Vocational Rehabilitation	24,154,000	24,427,500	1.13%
4	Comm. Supp. Employ. Work Svcs. (CSE)	3,591,000	3,595,800	0.13%
5	Council for the Deaf & Hard of Hearing	373,700	390,100	4.39%
6				
7	Total Programs	28,118,700	28,413,400	1.05%
8	By Fund Source:			
9	General Fund	8,125,600	8,202,200	0.94%
10	Federal Funds	17,868,800	18,096,400	1.27%
11	Miscellaneous Revenue	981,600	970,900	-1.09%
12	Dedicated Funds	1,142,700	1,143,900	0.11%
13	Total Funds	28,118,700	28,413,400	1.05%
14	By Expenditure Classification:			
15	Personnel Costs	[2] 11,080,200	11,300,400	1.99%
16	Operating Expenditures			
17	Communications	252,200	264,000	4.68%
18	Employee Dev./Memberships	49,800	52,000	4.42%
19	Professional & General Services	935,000	875,000	-6.42%
20	Travel	166,100	150,000	-9.69%
21	Supplies & Insurance	119,700	135,000	12.78%
22	Rents	619,000	600,000	-3.07%
23	Other	160,800	169,400	5.35%
24	Total Operating Expenditures	2,302,600	2,245,400	-2.48%
25	Capital Outlay	[1] 42,800	260,500	508.64%
26	Trustee/Benefit Payments	[3] 14,693,100	14,607,100	-0.59%
27	Total Expenditures	28,118,700	28,413,400	1.05%
28	Full Time Positions	150.00	150.00	0.00%
	Budget Overview			
29	FY21 Funded with HB605, FY22 Funded with SB1152			
30	[1] GASB changes in accounting for leases			
31	[2] Implementation of CEC			
32	[3] Shifted T&B to OE to support FTE in Misc. Revenue and Dedicated Funds.			

PUBLIC CHARTER COMMISSION
FY 2022 Operating Budget

	FY 2021 BUDGET	FY 2022 BUDGET	PERCENT of CHANGE
1 By Program:			
2 Charter School Commission	532,800	1,195,800	124.44%
3 Total Programs	<u>532,800</u>	<u>1,195,800</u>	<u>124.44%</u>
4			
5 By Fund Source:			
6 General Fund	171,600	174,100	1.46%
7 Authorizer Fees	361,200	1,021,700	182.86%
8 Total Funds	<u>532,800</u>	<u>1,195,800</u>	<u>124.44%</u>
9			
10 By Expenditure Classification:			
11 Personnel Costs	389,000	581,700	49.54%
12 Operating Expenditures:	143,800	614,100	
13 Capital Outlay	(7)	-	100.00%
14 Total Expenditures	<u>532,800</u>	<u>1,195,800</u>	<u>124.44%</u>
15			
16 FTP Count	4.00	5.00	25.00%
17			

18 **Notes:**

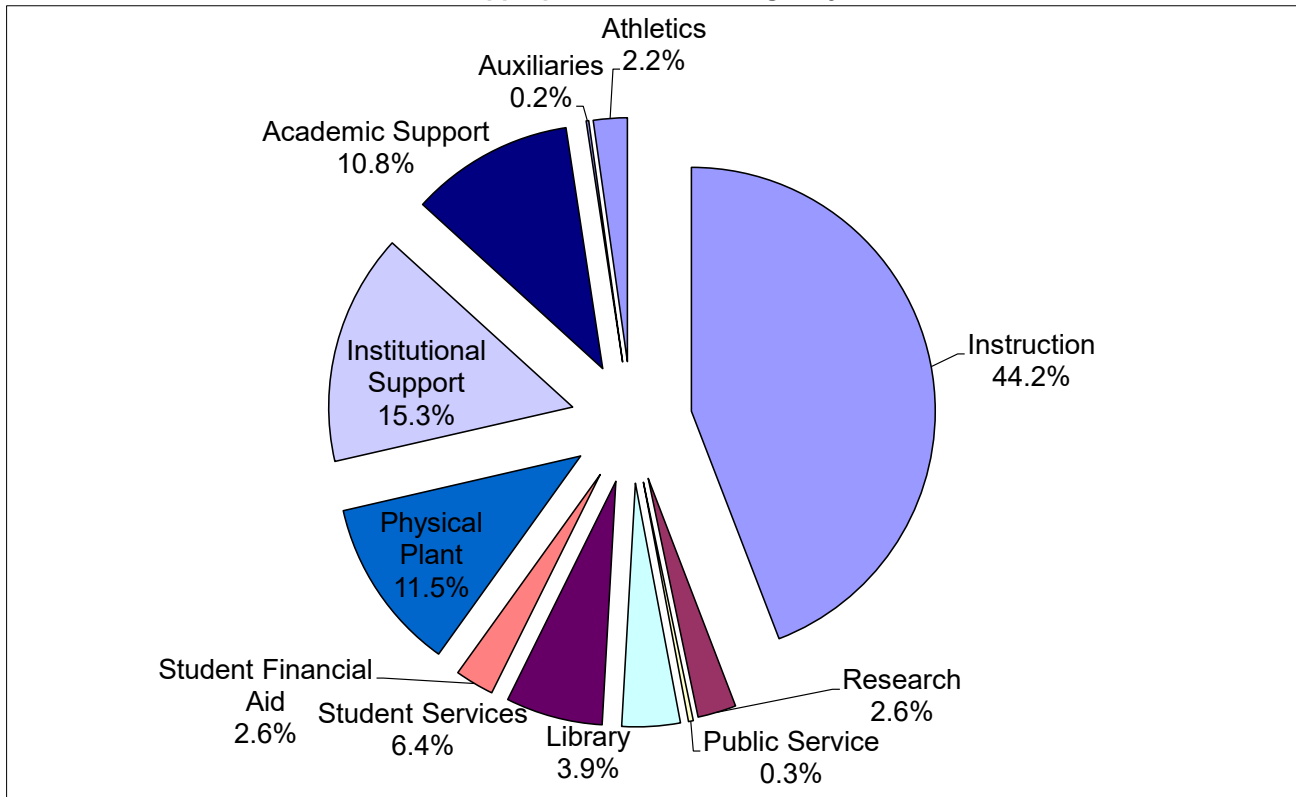
19 FY 2022 budget per SB 1192 includes benefit cost increases and a 2% CEC.

20 Public Charter Commission was moved out of the Office of the Board of Education into its own agency budget.

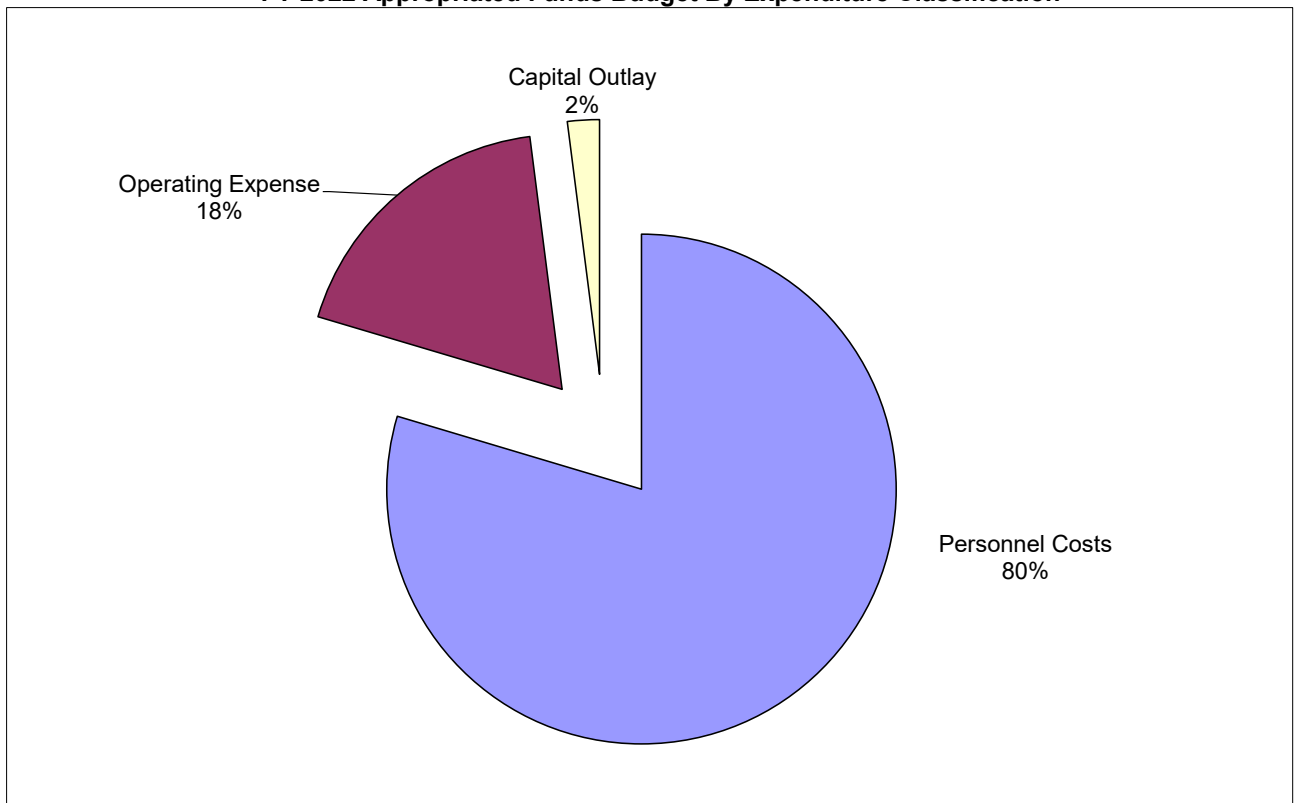
21 The Commission received 1.0 FTP and \$80,000 in spending authority for a Financial Manager.

22 The Commission received one-time spending authority for Authorizer Fees so it would have access to the funds,
 23 and in future years - reappropriation can be given because the money's will have been "previously appropriated."

COLLEGE & UNIVERSITIES
FY 2022 Appropriated Funds Budget By Function



FY 2022 Appropriated Funds Budget By Expenditure Classification



COLLEGE & UNIVERSITIES SUMMARY**Budget Distribution by Activity and Expense Class**

July 1, 2021 - June 30, 2022

	FY2021 Original Budget		FY2022 Original Budget		Changes from	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
Revenue by Source						
1 State General Account - ongoing	\$299,836,900	51.27%	\$308,366,500	51.56%	\$8,529,600	2.84%
2 State General Account - one time	0	0.00%	0	0.00%	0	0.00%
3 State Endowments	18,670,200	3.19%	19,632,800	3.28%	962,600	5.16%
4 Millennium Fund/Economic Recovery	531,000	0.09%	0	0.00%	(531,000)	-100.00%
5 Student Tuition and Fees	265,762,500	45.44%	270,101,200	45.16%	4,338,700	1.63%
6 Total Operating Revenues	<u>\$584,800,600</u>	<u>100.00%</u>	<u>\$598,100,500</u>	<u>100.00%</u>	<u>\$13,299,900</u>	<u>2.27%</u>
Expenses						
By Function:						
7 Instruction	\$262,360,289	45.07%	\$266,584,693	44.16%	\$4,224,404	1.61%
8 Research	15,186,615	2.61%	15,432,475	2.56%	245,860	1.62%
9 Public Service	2,001,740	0.34%	2,007,596	0.33%	5,856	0.29%
10 Library	23,330,773	4.01%	23,294,846	3.86%	(35,927)	-0.15%
11 Student Services	38,235,958	6.57%	38,793,828	6.43%	557,870	1.46%
12 Student Financial Aid	14,745,726	2.53%	15,618,318	2.59%	872,592	5.92%
13 Physical Plant	63,581,153	10.92%	69,410,217	11.50%	5,829,064	9.17%
14 Institutional Support	88,961,969	15.28%	92,633,808	15.34%	3,671,839	4.13%
15 Academic Support	59,747,110	10.26%	65,475,692	10.84%	5,728,582	9.59%
16 Auxiliaries	1,025,528	0.18%	1,063,838	0.18%	38,310	3.74%
17 Athletics	12,900,939	2.22%	13,429,789	2.22%	528,850	4.10%
18 Total Bdgt by Function	<u>\$582,077,800</u>	<u>100.00%</u>	<u>\$603,745,100</u>	<u>100.00%</u>	<u>\$21,667,300</u>	<u>3.72%</u>
19 By Expense Class:						
20 Personnel Costs:						
21 Salaries:						
22 Faculty	\$161,110,621	27.77%	\$165,499,907	27.41%	\$4,389,286	2.72%
23 Executive/Admin	22,492,776	3.88%	22,684,342	3.76%	191,566	0.85%
24 Managerial/Prof	95,137,879	16.40%	100,011,304	16.57%	4,873,425	5.12%
25 Classified	46,714,293	8.05%	47,799,319	7.92%	1,085,026	2.32%
26 Grad Assist	12,683,522	2.19%	13,454,822	2.23%	771,300	6.08%
27 Irregular Help	6,081,233	1.05%	6,679,635	1.11%	598,402	9.84%
28 Total Salaries	<u>\$344,220,324</u>	<u>59.33%</u>	<u>\$356,129,329</u>	<u>58.99%</u>	<u>\$11,909,005</u>	<u>3.46%</u>
29 Personnel Benefits	120,778,956	20.82%	124,516,988	20.62%	3,738,032	3.09%
30 Total Pers Costs	<u>\$464,999,280</u>	<u>80.15%</u>	<u>\$480,646,317</u>	<u>79.61%</u>	<u>\$15,647,037</u>	<u>3.36%</u>
31 Operating Expense:						
32 Travel	1,425,910	0.25%	1,601,520	0.27%	175,610	12.32%
33 Utilities	13,990,486	2.41%	16,874,106	2.79%	2,883,620	20.61%
34 Insurance	3,521,795	0.61%	4,315,195	0.71%	793,400	22.53%
35 Other Oper. Exp	84,049,419	14.49%	88,115,838	14.59%	4,066,419	4.84%
36 Total Oper. Exp	<u>\$102,987,610</u>	<u>17.75%</u>	<u>\$110,906,659</u>	<u>18.37%</u>	<u>\$7,919,049</u>	<u>7.69%</u>
37 Capital Outlay:						
38 Depart Equipment	1,362,919	0.23%	1,334,520	0.22%	(28,399)	-2.08%
39 Library Acquisitions	10,816,713	1.86%	10,857,604	1.80%	40,891	0.38%
40 Total Cap Outlay	<u>\$12,179,632</u>	<u>2.10%</u>	<u>\$12,192,124</u>	<u>2.02%</u>	<u>\$12,492</u>	<u>0.10%</u>
41 Tot Bdgt by Exp Class	<u>\$580,166,522</u>	<u>100.00%</u>	<u>\$603,745,100</u>	<u>100.00%</u>	<u>\$23,578,578</u>	<u>4.06%</u>
42 One-time 27th Payroll (GF)	\$0		\$0		\$0	
43 One-time Capital Outlay	\$0		\$0		\$0	
44 One-time Other	\$4,807,978		\$0		(\$4,807,978)	
45 Activity Total	<u>\$584,974,500</u>		<u>\$603,745,100</u>		<u>\$18,770,600</u>	<u>3.21%</u>
46 TOTAL FTE POSITIONS	4,739.91		4,756.75		16.84	0.36%
47 Budget Deficit - reserve funds	(173,900)		(5,644,600)			

**BOISE STATE UNIVERSITY
FY2022 BUDGET OVERVIEW
Appropriated Funds**

FY 2021 Base Operating Budget	\$243,000,000
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Adjustments to Base from State General Funds

Personnel Benefits	357,300
Risk Mgmt./Controller's/Treasurer's Fees	384,100
Change in Employee Comp. (CEC)	1,612,700
Compensation Schedule Changes	6,600
Enrollment Workload Adjustments	1,247,300

Adjustments from OT State General Funds

Program Adjustments OT Reduction	(1,500,000)
NET INCREASE FROM STATE GENERAL FUNDS	\$2,108,000

Changes in Tuition and Fee Revenue

Tuition Revenue from Enrollment Growth	2,900,000
OT Tuition Revenue from Prior Years	4,700,000
Revenue from Self-funded Programs (eCampus, summer)	1,292,000
NET INCREASE FROM TUITION AND FEES	\$8,892,000

FY 2022 Base Operating Budget	\$254,000,000
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Boise State's FY2022 proposed base operating budget of \$254,000,000 will be funded through \$109.7 million in state general fund and \$141.3 million in student tuition and fee revenues. State general funds provide 43% of the university's base appropriated funding and 16% of the university's overall operating budget. The proposed budget includes an increase of \$4.2 million in annual tuition revenues primarily attributable to increases in non-resident, eCampus, and summer enrollments. In addition, the proposed budget includes \$4.7 million in one-time tuition revenue from prior year tuition revenues collected in excess of budgeted tuition revenue.

The following are highlights of the FY 2022 appropriated operating budget.

- Salary Adjustments: State general funding received in FY21 and FY22 will cover approximately a 2% CEC for university employees. Boise State is will cover the remaining 2% CEC the legislature approved for state employees with one-time tuition revenue. The university anticipates covering this 2% CEC in future years through future tuition rate increases and/or enrollment growth. In the event these ongoing revenues are not

realized, the university has communicated to employees that 1% of their CEC increase may not continue into FY23.

- Faculty Promotions: \$540,000 in tuition revenue is allocated to cover faculty promotions.
- Benefit Increases: \$728,300 is allocated to fund a mandated increase in variable benefit rates. \$357,300 of this increase is funded with state general funds and \$371,000 is funded with tuition revenues.
- Enrollment Workload Adjustment: State general funding will provide \$1,247,300 to fund enrollment growth. This increase was offset by a \$1,500,000 state budget cut requiring the university to absorb additional costs attributable to enrollment growth.
- eCampus: \$2.1 million is allocated for increased instructional and support costs for online programs.
- Strategic Investments: A strategic budget allocation process is underway to fund initiatives in support of the university's new strategic plan "Blueprint for Success."

In addition, provisions in House Bill 387 allows for unexpended tuition revenue from prior years to be expended in FY2022. Boise State's total FY2022 operating budget will include these one-time funds.

BOISE STATE UNIVERSITY

Budget Distribution by Activity and Expense Class

July 1, 2021 - June 30, 2022

	FY2021 Original Budget		FY2022 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
Revenue by Source						
1 State General Account - ongoing	\$107,580,200	44.27%	\$111,188,200	43.77%	\$3,608,000	3.35%
2 State General Account - one time		0.00%	(1,500,000)	-0.59%	(1,500,000)	0.00%
3 State Endowments		0.00%		0.00%	0	0.00%
4 Millennium Fund/Economic Recovery		0.00%		0.00%	0	0.00%
5 Student Tuition and Fees	135,419,800	55.73%	144,311,800	56.82%	8,892,000	6.57%
6 Total Operating Revenues	\$243,000,000	100.00%	\$254,000,000	100.00%	\$11,000,000	4.53%
Expenses						
By Function:						
7 Instruction	\$119,268,495	49.08%	\$121,216,695	47.72%	\$1,948,200	1.63%
8 Research	5,447,746	2.24%	5,451,591	2.15%	3,845	0.07%
9 Public Service	1,779,365	0.73%	1,842,339	0.73%	62,974	3.54%
10 Library	8,149,819	3.35%	8,332,042	3.28%	182,223	2.24%
11 Student Services	14,564,839	5.99%	14,658,936	5.77%	94,097	0.65%
12 Student Financial Aid	2,100,000	0.86%	2,100,000	0.83%	0	0.00%
13 Physical Plant	20,150,561	8.29%	23,782,271	9.36%	3,631,710	18.02%
14 Institutional Support	37,389,846	15.39%	39,196,169	15.43%	1,806,323	4.83%
15 Academic Support	31,097,129	12.80%	34,367,757	13.53%	3,270,628	10.52%
16 Auxiliaries		0.00%		0.00%	0	0.00%
17 Athletics	3,052,200	1.26%	3,052,200	1.20%	0	0.00%
18 Total Bdgt by Function	\$243,000,000	100.00%	\$254,000,000	100.00%	\$11,000,000	4.53%
By Expense Class:						
20 Personnel Costs:						
21 Salaries:						
22 Faculty	\$68,509,289	28.38%	\$70,270,071	27.67%	\$1,760,782	2.57%
23 Executive/Admin	8,713,330	3.61%	8,957,835	3.53%	244,505	2.81%
24 Managerial/Prof	44,726,472	18.53%	47,778,985	18.81%	3,052,513	6.82%
25 Classified	12,718,436	5.27%	13,439,513	5.29%	721,077	5.67%
26 Grad Assist	5,473,949	2.27%	5,549,106	2.18%	75,157	1.37%
27 Irregular Help	676,976	0.28%	984,426	0.39%	307,450	45.42%
28 Total Salaries	\$140,818,452	58.34%	\$146,979,936	57.87%	\$6,161,484	4.38%
29 Personnel Benefits	49,292,882	20.42%	51,363,660	20.22%	2,070,778	4.20%
30 Total Pers Costs	\$190,111,334	78.76%	\$198,343,596	78.09%	\$8,232,262	4.33%
31 Operating Expense:						
32 Travel	\$0	0.00%	\$0	0.00%	0	0.00%
33 Utilities	4,854,860	2.01%	5,004,860	1.97%	150,000	3.09%
34 Insurance	1,253,764	0.52%	1,661,264	0.65%	407,500	32.50%
35 Other Oper. Exp	41,690,825	17.27%	45,530,953	17.93%	3,840,128	9.21%
36 Total Oper. Exp	\$47,799,449	19.80%	\$52,197,077	20.55%	\$4,397,628	9.20%
37 Capital Outlay:						
38 Depart Equipment	\$262,630	0.11%	\$235,704	0.09%	(26,926)	-10.25%
39 Library Acquisitions	3,194,787	1.32%	3,223,623	1.27%	28,836	0.90%
40 Total Cap Outlay	\$3,457,417	1.43%	\$3,459,327	1.36%	\$1,910	0.06%
41 Tot Bdgt by Exp Class	\$241,368,200	100.00%	\$254,000,000	100.00%	\$12,631,800	5.23%
42 One-time 27th Payroll (GF)	\$0		\$0		\$0	
43 One-time Capital Outlay	\$0		\$0		\$0	
44 Unallocated CEC + Target Positi	\$1,631,800		\$0		(\$1,631,800)	
45 Activity Total	\$243,000,000		\$254,000,000		\$11,000,000	4.53%
46 TOTAL FTE POSITIONS	1,849.14		1,875.94		26.80	1.45%
47 Budget Deficit: Holdbacks	\$0		\$0			

BOISE STATE UNIVERSITY
Summary of Salary Changes for FY2022 by Employee Group

Institution/Agency by Group	Existing Positions							Position Adjustments		Total			
	FY2021 FTE	FY2021 Salary Base	Salary Adjustments			FY2022 Salary Base	% Incr	FTE	Salary	FY2022 FTE	FY2022 Salary Base	% change	
General Education (Approp Only)													
Faculty													
Professor	197.02	\$19,169,086	\$150,000	\$682,712		\$832,712	\$20,001,798	4.3%	-0.45	(132,294)	196.57	\$19,869,504	3.7%
Associate Professor	226.46	\$19,081,760	\$259,000	\$704,857		\$963,857	\$20,045,616	5.1%	0.76	(136,824)	227.22	\$19,908,793	4.3%
Assistant Professor	198.85	\$15,857,170	\$7,000	\$615,209		\$622,209	\$16,479,379	3.9%	9.08	128,986	207.93	\$16,608,365	4.7%
Instr/Lect	140.28	\$6,983,086	\$16,500	\$259,983		\$276,483	\$7,259,569	4.0%	0.35	24,673	140.63	\$7,284,242	4.3%
Part-Time Instructor	0.00	\$7,418,187				\$0	\$7,418,187	0.0%	0.00	(819,020)	0.00	\$6,599,167	-11.0%
Total Faculty	762.61	\$68,509,290	\$432,500	2,262,760	\$0	\$2,695,260	\$71,204,550	3.9%	9.74	(934,479)	772.35	\$70,270,071	2.6%
Executive/Administrative	49.29	\$8,713,330		\$346,756		\$346,756	\$9,060,086	4.0%	-0.55	(102,251)	48.74	\$8,957,835	2.8%
Managerial/Professional	687.38	\$44,726,472		\$1,887,669		\$1,887,669	\$46,614,141	4.2%	17.65	1,164,844	705.03	\$47,778,985	6.8%
Classified	349.86	\$12,718,436		\$632,195		\$632,195	\$13,350,631	5.0%	-0.04	88,882	349.82	\$13,439,513	5.7%
Student/Teaching Assistant	0.00	\$5,473,949				\$0	\$5,473,949	0.0%	0.00	75,157	0.00	\$5,549,106	1.4%
Irregular Help	0.00	\$676,976				\$0	\$676,976	0.0%	0.00	307,450	0.00	\$984,426	45.4%
Total	1,849.14	\$140,818,453	\$432,500	5,129,380	\$0	\$5,561,880	\$146,380,333	3.9%	26.80	\$599,603	1,875.94	\$146,979,936	4.4%
Idaho Small Business Development Center													
Faculty													
Professor						\$0	\$0	0.0%					
Associate Professor						\$0	\$0	0.0%					
Assistant Professor						\$0	\$0	0.0%					
Instr/Lect						\$0	\$0	0.0%					
Part-Time Instructor						\$0	\$0	0.0%					
Total Faculty		\$0	\$0	\$0	\$0	\$0	\$0	0.0%					
Executive/Administrative						\$0	\$0	0.0%					
Managerial/Professional	1.86	\$106,346		3,722	0	3,722	\$110,068	3.5%	6.97	\$397,835	8.83	\$507,903	
Classified						\$0	\$0	0.0%					
Student/Teaching Assistant						\$0	\$0	0.0%					
Irregular Help	0.00					\$0	\$0				0.00	\$0	
Total	1.86	\$106,346	\$0	\$3,722	\$0	\$3,722	\$110,068	0.0%	6.97	\$397,835	8.83	\$507,903	
TechHelp													
Faculty													
Professor						\$0	\$0	0.0%					
Associate Professor						\$0	\$0	0.0%					
Assistant Professor						\$0	\$0	0.0%					
Instr/Lect						\$0	\$0	0.0%					
Part-Time Instructor						\$0	\$0	0.0%					
Total Faculty			\$0	\$0	\$0	\$0	\$0	0.0%					
Executive/Administrative						\$0	\$0	0.0%					
Managerial/Professional	3.25	\$204,287		\$7,110		\$7,110	\$211,397	3.5%	0.00	\$45,233	3.25	\$256,630	
Classified						\$0	\$0	0.0%					
Student/Teaching Assistant						\$0	\$0	0.0%					
Irregular Help						\$0	\$0					\$0	
Total	3.25	\$204,287	\$0	\$7,110	\$0	\$7,110	\$211,397	0.0%	0.00	\$45,233	3.25	\$256,630	

IDAHO STATE UNIVERSITY

FY2022 Budget Overview

The Idaho State University FY2022 budget represents the university's continued commitment and progress toward:

- Growth through mission-focused student recruitment and retention
- Optimization and alignment of resources in support of strategic priorities
- Systems and structures that foster innovation, stewardship, and long-term fiscal sustainability
- Trust, transparency, and inclusivity in budget development and administration

Background and Context

During the FY2021 budget development cycle, Idaho State University undertook an extensive budget balancing exercise to address its ongoing structural deficit and also deal with one-time rescission of state funding. More than \$11.3 million of permanent budget reductions were recommended by ISU's Leadership Council and approved by the Administrative Council for implementation over fiscal years 2021 and 2022. The \$5 million one-time rescission was addressed by implementing a mandatory furlough program and centralization of all salary savings.

Throughout fiscal year 2021, ISU has focused on maintaining high-quality academic programs and services during the COVID-19 pandemic by maintaining in-person instruction wherever possible, investing in distance-learning infrastructure, and reducing, or eliminating, operations in many revenue generating units. Many of the increased costs and lost revenues resulting from the pandemic and pandemic response have been covered by federal COVID relief funds; as a result, ISU projects a positive financial outcome for FY2021.

FY2022 Budget Overview

ISU's FY2022 appropriated budget reflects an initial deficit of \$5.64 million, prior to accounting for CARES and ARP federal grant funding. The primary drivers for the gap in FY2022 revenues and expenses are FY2021 declines in undergraduate enrollment; implementation of two years' CEC; fringe rate increases; and increased insurance, contracts, licenses, and associated operating expenses. After factoring in federal COVID-relief funds, ISU's all funds revenue and expenditure budget is balanced for FY2022.

The FY2022 expenditure budget is \$147.25 million, a \$9.37 million increase over FY2021. This is primarily due to restoration of one-time furlough and centralized salary savings and implementation of the FY2021 and FY2022 CEC. Changes in general appropriation resources are reported on the following page.

FY2021 General Appropriation Resources Summary of Changes

Base Appropriation (excluding one-time)	\$ 139,203,300
Adjustments to Base:	
Funding Reduction	\$ (500,000)
Personnel Benefits	314,500
Risk Management/Controller's/Attorney's Fees	256,400
Change in Employee Compensation	1,329,000
Enrollment Workload Adjustment	865,400
Endowment Funds	<u>39,900</u>
Net Change in Base State Funding	\$ 2,368,200
Net Change in Base Tuition and Fees	<u>\$ 37,000</u>
FY2022 Adjusted Base	\$ 141,608,500

Looking Ahead

ISU will continue to work toward long-term fiscal sustainability through strategic growth, resource optimization, and expenditure controls. Specifically, growing enrollment is essential to eliminate year-over-year budget deficits. Investments in program growth, student recruitment, and retention in recent years appear to be paying off, with Fall 2021 enrollment trending up 8% over 2020 after four weeks of registration activity.

However, ISU will continue to face an annual structural budget challenge whenever a CEC increase is approved by the legislature. For those employees not on the appropriated budget, ISU must identify approximately \$590,000 of funding for every 1% CEC increase.

IDAHO STATE UNIVERSITY

Budget Distribution by Activity and Expense Class

July 1, 2021 - June 30, 2022

	FY2021 Original Budget		FY2022 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
Revenue by Source						
1 State General Account - ongoing	\$81,350,500	58.44%	\$83,592,000	59.03%	\$2,241,500	2.76%
2 State General Account - one time	0	0.00%	0	0.00%	0	0.00%
3 State Endowments	4,264,800	3.06%	4,391,500	3.10%	126,700	2.97%
4 Millennium Fund/Economic Recovery	0	0.00%	0	0.00%	0	0.00%
5 Student Tuition and Fees	53,588,000	38.50%	53,625,000	37.87%	37,000	0.07%
6 Total Operating Revenues	\$139,203,300	100.00%	\$141,608,500	100.00%	\$2,405,200	1.73%
Expenses						
By Function:						
7 Instruction	\$63,063,800	45.74%	\$67,510,562	45.85%	\$4,446,762	7.05%
8 Research	4,856,300	3.52%	5,201,540	3.53%	345,240	7.11%
9 Public Service	0	0.00%	0	0.00%	0	0.00%
10 Library	5,749,000	4.17%	6,019,463	4.09%	270,463	4.70%
11 Student Services	8,372,800	6.07%	9,098,306	6.18%	725,506	8.67%
12 Student Financial Aid	5,699,100	4.13%	6,571,692	4.46%	872,592	15.31%
13 Physical Plant	18,372,500	13.32%	19,021,590	12.92%	649,090	3.53%
14 Institutional Support	14,708,200	10.67%	15,654,558	10.63%	946,358	6.43%
15 Academic Support	12,482,200	9.05%	13,268,684	9.01%	786,484	6.30%
16 Auxiliaries	39,600	0.03%	45,722	0.03%	6,122	15.46%
17 Athletics	4,540,900	3.29%	4,860,983	3.30%	320,083	7.05%
18 Total Bdgt by Function	\$137,884,400	100.00%	\$147,253,100	100.00%	\$9,368,700	6.79%
By Expense Class:						
20 Personnel Costs:						
21 Salaries:						
22 Faculty	\$38,175,794	27.69%	\$40,823,055	27.72%	\$2,647,261	6.93%
23 Executive/Admin	5,570,660	4.04%	5,641,053	3.83%	70,393	1.26%
24 Managerial/Prof	19,584,517	14.20%	21,661,149	14.71%	2,076,632	10.60%
25 Classified	12,779,328	9.27%	13,417,686	9.11%	638,358	5.00%
26 Grad Assist	2,577,800	1.87%	3,181,308	2.16%	603,508	23.41%
27 Irregular Help	3,770,001	2.73%	3,887,649	2.64%	117,648	3.12%
28 Total Salaries	\$82,458,100	59.80%	\$88,611,900	60.18%	\$6,153,800	7.46%
29 Personnel Benefits	29,050,700	21.07%	31,820,900	21.61%	2,770,200	9.54%
30 Total Pers Costs	\$111,508,800	80.87%	\$120,432,800	81.79%	\$8,924,000	8.00%
31 Operating Expense:						
32 Travel	\$681,900	0.49%	\$780,000	0.53%	98,100	14.39%
33 Utilities	3,682,100	2.67%	3,580,100	2.43%	(102,000)	-2.77%
34 Insurance	727,300	0.53%	778,900	0.53%	51,600	7.09%
35 Other Oper. Exp	17,654,900	12.80%	17,888,900	12.15%	234,000	1.33%
36 Total Oper. Exp	\$22,746,200	16.50%	\$23,027,900	15.64%	\$281,700	1.24%
37 Capital Outlay:						
38 Depart Equipment	\$527,500	0.38%	\$552,600	0.38%	25,100	4.76%
39 Library Acquisitions	3,101,900	2.25%	3,239,800	2.20%	137,900	4.45%
40 Total Cap Outlay	\$3,629,400	2.63%	\$3,792,400	2.58%	\$163,000	4.49%
41 Tot Bdgt by Exp Class	\$137,884,400	100.00%	\$147,253,100	100.00%	\$9,368,700	6.79%
42 One-time 27th Payroll (GF)	\$0		\$0		0	
43 One-time Capital Outlay	\$0		\$0		0	
44 Unallocated CEC + Target Positic	\$1,492,800		\$0		(1,492,800)	
45 Activity Total	\$139,377,200		\$147,253,100		\$7,875,900	5.65%
46 TOTAL FTE POSITIONS	1,241.56		1,238.73		(2.83)	-0.23%
47 Budget Deficit - reserves/CARES A	(\$173,900)		(\$5,644,600)			

IDAHO STATE UNIVERSITY

Summary of Salary Changes for FY2022 by Employee Group

Institution/Agency by Group	Existing Positons								Position Adjustments		Total		
	FY2021		Promotion	Salary Adjustments			FY2022		FTE	Salary Base	FTE	FY2022 Salary	
	FTE*	Salary Base**		Perf/Exp	Equity	Total	Salary	% Incr					
General Education													
Faculty	496.88	36,267,342	170,950	1,111,670	-	1,282,620	37,549,962	3.54	-0.73	1,275,501	496.15	38,825,462	PROOF 88,611,900
Adjunct Faculty	0.00	1,908,452	-	-	-	-	1,908,452	0.00	0.00	89,141	0.00	1,997,593	
Executive/Administrative	33.10	5,570,660	-	169,951	-	169,951	5,740,611	3.05	-2.12	(99,558)	30.98	5,641,053	
Managerial/Professional	315.54	19,584,517	-	597,490	-	597,490	20,182,007	3.05	5.87	1,479,142	321.41	21,661,149	
Classified	396.04	12,779,328	-	389,875	-	389,875	13,169,203	3.05	-5.84	248,482	390.20	13,417,686	
Teaching Assistant	0.00	2,577,800	-	-	-	-	2,577,800	0.00	0.00	603,508	0.00	3,181,308	
Irregular Salaries	0.00	3,770,001	-	-	-	-	3,770,001	0.00	0.00	117,648	0.00	3,887,649	
Total	1,241.56	82,458,100	170,950	2,268,986	-	2,439,936	84,898,036	2.96	-2.82	3,713,864	1,238.73	88,611,900	
23,400,000													
Idaho Dental Education Program													
Faculty	1.30	83,296		2,541		2,541	85,837	3.05	-0.05	-	1.25	85,837	PROOF 300,621
Adjunct Faculty	0.00	59,200		-		-	59,200	0.00	0.00	5,900	0.00	65,100	
Executive/Administrative	0.00	-		-		-	-	N/A	0.00	-	0.00	-	
Managerial/Professional	1.10	119,052		3,632		3,632	122,684	3.05	0.02	-	1.13	122,684	
Classified	0.00	-		-		-	-	0.00	0.00	-	0.00	-	
Teaching Assistant	0.00	-		-		-	-	N/A	0.00	-	0.00	-	
Irregular Salaries	0.00	29,000		-		-	29,000	N/A	0.00	(2,000)	0.00	27,000	
Total	2.40	290,548	-	6,173	-	6,173	296,721	2.12	-0.03	3,900	2.38	300,621	
Idaho Museum of Natural History													
Faculty	0.80	54,361		1,658		1,658	56,019	N/A	0.00	-	0.80	56,019	PROOF 423,236
Adjunct Faculty	0.00	-		-		-	-	N/A	0.00	-	0.00	-	
Executive/Administrative	0.66	67,425		2,057		2,057	69,482	3.05	0.00	-	0.66	69,482	
Managerial/Professional	5.20	225,152		6,869		6,869	232,021	3.05	0.65	53,913	5.85	285,934	
Classified	0.00	-		-		-	-	N/A	0.00	-	0.00	-	
Teaching Assistant	0.00	-		-		-	-	N/A	0.00	-	0.00	-	
Irregular Salaries	0.00	11,800		-		-	11,800	N/A	0.00	-	0.00	11,800	
Total	6.66	358,738	-	10,584	-	10,584	369,322	2.95	0.65	53,913	7.31	423,236	
Family Medicine Residency													
Faculty	2.24	443,001		13,515		13,515	456,516	3.05	-0.00	(5)	2.24	456,511	PROOF 1,399,767
Adjunct Faculty	0.00	-		-		-	-	N/A	0.00	-	0.00	-	
Executive/Administrative	0.00	-		-		-	-	N/A	0.00	-	0.00	-	
Managerial/Professional	7.43	747,404		22,802		22,802	770,206	3.05	0.50	52,174	7.93	822,380	
Classified	2.00	72,800		2,221		2,221	75,021	3.05	0.00	(5,402)	2.00	69,619	
Teaching Assistant	0.00	-		-		-	-	N/A	0.00	-	0.00	-	
Irregular Salaries	0.00	-		-		-	-	N/A	0.00	51,257	0.00	51,257	
Total	11.67	1,263,205	-	38,538	-	38,538	1,301,743	3.05	0.49	98,024	12.16	1,399,767	

* FY2021 FTE figures updated to reflect final adopted position list.

** FY2021 Salary Base includes \$4.75M one-time reduction for mandatory furloughs and central salary savings.

**UNIVERSITY OF IDAHO
FY 2022 Budget Overview
Appropriated Funds**

FY 2021 Base Operating Budget (excl. one-time)	\$166,000,000
Adjustments to Base from State General Funds:	
Benefits	\$312,900
CEC	1,405,200
Social Justice Reduction	(500,000)
SWCAP and State ITS Billings	311,500
Total Adjustments from State General Funds	\$1,529,600
Adjustments to Base from Tuition:	\$711,300
Adjustments to Base from Land Grant Endowments:	\$759,100
FY 2022 Base Operating Budget	<u>\$169,000,000</u>

The FY 2022 General Education operating budget totals \$169,000,000, an increase of \$3,000,000 from FY 2021 driven primary by increased state funding but supplemented by an increase in land grant endowment funding and minor adjustments to estimated net tuition. In setting the FY 2022 budget, the university assumed flat net fee paying enrollment from FY 2021 to FY 2022 as part of the implementation of our sustainable budget model.

The majority of expense adjustments for FY 2022 were related to the implementation of CEC which included use of both the FY 2021 CEC (\$1,403,900) and FY 2022 CEC (\$1,405,200) funding from the state. Due to keeping tuition rates flat for both these years, no tuition revenue was included in the CEC funding pool. The \$500,000 social justice reduction, while reflected as a reduction to our base in the state appropriation, is anticipated to be a one-time reduction and therefore the university plans to cover this reduction using one-time resources.

As the university moves forward with its sustainable budget model, we will continue to focus on ensuring that all university resources are used in an effective manner to meet the strategic priorities of the university. The model provides the roadmap for setting the budget and for implementing resource allocations in a responsible manner that rewards performance which moves us towards our goals. The FY 2022 budget is the first set under the parameters of this new model and reflects a university-wide effort to establish reasonable revenue estimates and spending plans. The university community has had the opportunity to provide feedback on the model as a whole and units have had significant input into the metrics that will drive their funding, leading to buy in as well as a common understanding of how funding will work moving into the future.

While the university faced historic budget and operational challenges as a result of COVID-19, we took these challenges head on and feel that the new sustainable budget model and this FY 2022 budget provide the University of Idaho a solid footing for success.

UNIVERSITY OF IDAHO

Budget Distribution by Activity and Expense Class

July 1, 2021 - June 30, 2022

	FY2021 Original Budget		FY2022 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
Revenue by Source						
1 State General Account - ongoing	\$93,596,300	56.38%	\$95,125,900	56.29%	\$1,529,600	1.63%
2 State General Account - one time	0	0.00%	0	0.00%	0	0.00%
3 State Endowments	11,738,400	7.07%	12,497,500	7.39%	759,100	6.47%
4 Millennium Fund/Economic Recover	0	0.00%	0	0.00%	0	0.00%
5 Student Tuition and Fees	60,665,300	36.55%	61,376,600	36.32%	711,300	1.17%
6 Total Operating Revenues	\$166,000,000	100.00%	\$169,000,000	100.00%	\$3,000,000	1.81%
Expenses						
By Function:						
7 Instruction	\$63,908,968	38.83%	\$62,448,964	36.95%	(\$1,460,004)	-2.28%
8 Research	4,882,569	2.97%	4,791,069	2.83%	(91,500)	-1.87%
9 Public Service	0	0.00%	0	0.00%	0	0.00%
10 Library	8,361,665	5.08%	8,130,358	4.81%	(231,307)	-2.77%
11 Student Services	11,694,625	7.11%	11,431,825	6.76%	(262,800)	-2.25%
12 Student Financial Aid	5,981,026	3.63%	5,981,026	3.54%	0	0.00%
13 Physical Plant	21,436,988	13.02%	23,143,447	13.69%	1,706,459	7.96%
14 Institutional Support	30,028,055	18.24%	32,595,295	19.29%	2,567,240	8.55%
15 Academic Support	13,361,076	8.12%	15,416,635	9.12%	2,055,559	15.38%
16 Auxiliaries	974,528	0.59%	1,006,716	0.60%	32,188	3.30%
17 Athletics	3,966,600	2.41%	4,054,665	2.40%	88,065	2.22%
18 Total Bdgt by Function	\$164,596,100	100.00%	\$169,000,000	100.00%	\$4,403,900	2.68%
By Expense Class:						
20 Personnel Costs:						
21 Salaries:						
22 Faculty	\$44,457,836	27.01%	\$44,878,160	26.56%	\$420,324	0.95%
23 Executive/Admin	6,834,131	4.15%	6,748,801	3.99%	(85,330)	-1.25%
24 Managerial/Prof	25,563,844	15.53%	25,545,123	15.12%	(18,721)	-0.07%
25 Classified	18,337,845	11.14%	18,494,126	10.94%	156,281	0.85%
26 Grad Assist	4,631,773	2.81%	4,724,408	2.80%	92,635	2.00%
27 Irregular Help	870,843	0.53%	1,332,432	0.79%	461,589	53.00%
28 Total Salaries	\$100,696,272	61.18%	\$101,723,050	60.19%	\$1,026,778	1.02%
29 Personnel Benefits	34,440,644	20.92%	33,705,321	19.94%	(735,323)	-2.14%
30 Total Pers Costs	\$135,136,916	82.10%	\$135,428,371	80.14%	\$291,455	0.22%
31 Operating Expense:						
32 Travel	\$744,010	0.45%	\$821,520	0.49%	77,510	10.42%
33 Utilities & Debt Service	4,457,126	2.71%	7,442,746	4.40%	2,985,620	66.99%
34 Insurance	1,352,831	0.82%	1,687,131	1.00%	334,300	24.71%
35 Other Oper. Exp	18,261,502	11.09%	19,128,935	11.32%	867,433	4.75%
36 Total Oper. Exp	\$24,815,469	15.08%	\$29,080,332	17.21%	\$4,264,863	17.19%
37 Capital Outlay:						
38 Depart Equipment	\$486,689	0.30%	\$460,116	0.27%	(26,573)	-5.46%
39 Library Acquisitions	4,157,026	2.53%	4,031,181	2.39%	(125,845)	-3.03%
40 Total Cap Outlay	\$4,643,715	2.82%	\$4,491,297	2.66%	(\$152,418)	-3.28%
41 Tot Bdgt by Exp Class	\$164,596,100	100.00%	\$169,000,000	100.00%	\$4,403,900	2.68%
42 One-time 27th Payroll (GF)	\$0		\$0		\$0	
43 One-time Capital Outlay	\$0		\$0		\$0	
44 Unallocated CEC / Target Positio	\$1,403,900		\$0		(\$1,403,900)	
45 Activity Total	\$166,000,000		\$169,000,000		\$3,000,000	1.81%
46 TOTAL FTE POSITIONS	1,309.23		1,295.85		(13.38)	-1.02%
47 Budget Deficit: Holdbacks	\$0		\$0			

UNIVERSITY OF IDAHO
Summary of Salary Changes for FY2022 by Employee Group

Institution/Agency by Group	FY2021 Budget Book		Annual Salary Process							Midyear Changes and Position Adjustments		FY2022 Budget Book		
			Salary Adjustments											
			FY2021											
			Across the Board											
	FTE	Salary Base	Promotion	Merit (CEC) *	Equity/Other		Total	Salary	% Incr	FTE	Salary Base	FTE	Salary	% Incr
General Education (U1)														
Faculty														
Professor	132.93	\$ 14,812,918.00	\$ 93,360.00	\$ 272,772.84	\$ -	\$ -	\$ 366,132.84	\$ 15,179,050.84	2.47%	(0.07)	\$ (250,522.84)	132.86	\$ 14,928,528.00	0.78%
Associate Professor	153.43	13,399,866.00	110,433.80	279,973.35	-	-	390,407.15	13,790,273.15	2.91%	2.21	1,684.85	155.64	13,791,958.00	2.93%
Assistant Professor	117.35	8,451,905.00	-	152,747.03	-	-	152,747.03	8,604,652.03	1.81%	(19.54)	(1,366,310.03)	97.81	7,238,342.00	-14.36%
Other	85.38	7,793,147.00	-	84,084.52	-	-	84,084.52	7,877,231.52	1.08%	5.06	1,042,100.48	90.44	8,919,332.00	14.45%
Total Faculty	489.09	\$ 44,457,836.00	\$ 203,793.80	\$ 789,577.74	\$ -	\$ -	\$ 993,371.54	\$ 45,451,207.54	2.23%	(12.34)	\$ (573,047.54)	476.75	\$ 44,878,160.00	0.95%
Executive/Administrative	37.95	6,834,131.00	-	185,198.42	-	-	185,198.42	7,019,329.42	2.71%	(1.94)	(270,528.42)	36.01	6,748,801.00	-1.25%
Managerial/Professional	360.18	25,563,844.00	-	591,538.18	-	-	591,538.18	26,155,382.18	2.31%	(7.98)	(610,259.18)	352.20	25,545,123.00	-0.07%
Classified	422.01	18,337,845.00	-	392,479.81	-	-	392,479.81	18,730,324.81	2.14%	8.88	(236,198.81)	430.89	18,494,126.00	0.85%
Teaching Assistant	-	4,631,773.00	-	92,635.00	-	-	92,635.00	4,724,408.00	2.00%	-	-	-	4,724,408.00	2.00%
Irregular Help	-	870,843.00	-	-	-	-	-	870,843.00	0.00%	-	461,589.00	-	1,332,432.00	53.00%
Total	1,309.23	\$ 100,696,272.00	\$ 203,793.80	\$ 2,051,429.15	\$ -	\$ -	\$ 2,255,222.95	\$ 102,951,494.95	2.24%	(13.38)	\$ (1,228,444.95)	1,295.85	\$ 101,723,050.00	1.02%

* CEC for faculty is shown in their post-promotion rank

LEWIS-CLARK STATE COLLEGE
FY2022 BUDGET OVERVIEW
Appropriated Funds

2022 State Budget Overview

FY 2021 Base Operating Budget (excl. one-time) \$36,066,300

Adjustments to Base from State General Funds

FY 2021 State Funds Base	\$17,309,900
Personnel Benefits	\$60,600
SWCAP	\$41,400
CEC	\$247,100
Compensation Schedule Changes	\$1,400
Nursing Program Support	\$400,000
Tuition Offset	<u>\$400,000</u>
FY 2022 Base State General Funds	\$18,460,400

Net Increase in Base State General Funds \$1,150,500

Adjustments to Base from Endowment Funds

FY 2021 Endowment Funds	\$2,667,000
Normal School Endowment Fund Adjustment	<u>\$76,800</u>
FY 2022 Base State Endowment Funds	\$2,743,800

Net Increase in Endowment Funds \$76,800

Adjustments to Base from Tuition Funds

FY 2021 Tuition Base Budget	\$16,089,400
FY 2022 Tuition Base Budget	\$15,287,800

Net Decrease in Tuition Budget (\$801,600)

NET INCREASE IN ALL BASE FUNDS \$425,700

FY 2022 All Funds Base Budget	<u>\$36,492,000</u>
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FY 2022 Operating Budget	<u>\$36,492,000</u>
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General Fund (50.59%)	\$18,460,400
Normal School Endowment (7.52%)	\$2,743,800
Tuition (41.89%)	\$15,287,800

The FY2022 General Education operating budget totals \$36,492,000, a reduction of \$105,300 over the FY 2021 operating budget of \$36,597,300 (incl. one-time funds). State General Fund appropriations increased by \$1,150,500 or 6.64% in ongoing funding. An increase in personnel benefits, SWCAP, CEC and Compensation Schedule

Changes provided \$350,500 of the increase. Additionally, LCSC received new funding in the amount of \$400,000 for Nursing Program support as well as \$400,000 for a tuition offset. State Endowment appropriations increased \$76,800 from the FY2021 funding level. Budgeted revenue generated by student tuition, compared to FY 2021 enrollment, contributed to a decrease of \$801,600 or 4.9%.

For FY 2022, the College continues to be fiscally conservative by pausing and reflecting before filling positions, forgoing funding faculty promotions for one year and projecting potential expense as we bring promotions back over the next 5 years, and is prepared for anticipated continued enrollment declines. We will evaluate where to strategically invest in positions as we move the College forward.

Overall, the FY 2022 budget reflects a College wide effort to align anticipated revenue to expenses and to be responsive to uncertain economic conditions.

LEWIS-CLARK STATE COLLEGE

Budget Distribution by Activity and Expense Class

July 1, 2021 - June 30, 2022

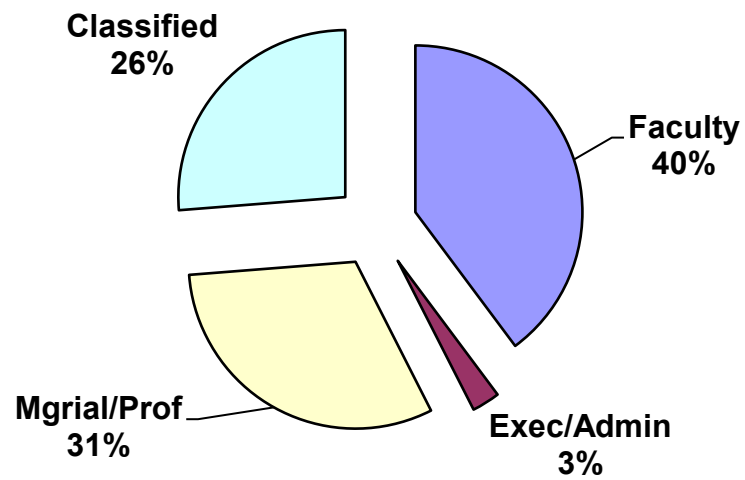
	FY2021 Original Budget		FY2022 Original Budget		Changes from Prior Year	
	Amount	% of Total	Amount	% of Total	Amount	% Chge
Revenue by Source						
1 State General Account - ongoing	\$17,309,900	47.30%	\$18,460,400	50.59%	\$1,150,500	6.65%
2 State General Account - one time		0.00%		0.00%	0	0.00%
3 State Endowments	2,667,000	7.29%	2,743,800	7.52%	76,800	2.88%
4 Millennium Fund/Economic Recovery	531,000	1.45%	0	0.00%	(531,000)	-100.00%
5 Student Tuition and Fees	16,089,400	43.96%	15,287,800	41.89%	(801,600)	-4.98%
6 Total Operating Revenues	\$36,597,300	100.00%	\$36,492,000	100.00%	(\$105,300)	-0.29%
Expenses						
By Function:						
7 Instruction	\$16,119,026	44.04%	\$16,869,709	46.23%	\$750,683	4.66%
8 Research	0	0.00%	93,500	0.26%	93,500	0.00%
9 Public Service	222,375	0.61%	187,462	0.51%	(34,913)	-15.70%
10 Library	1,070,289	2.92%	913,408	2.50%	(156,881)	-14.66%
11 Student Services	3,603,694	9.85%	3,781,542	10.36%	177,848	4.94%
12 Student Financial Aid	965,600	2.64%	965,600	2.65%	0	0.00%
13 Physical Plant	3,621,104	9.89%	3,710,136	10.17%	89,032	2.46%
14 Institutional Support	6,835,868	18.68%	5,660,334	15.51%	(1,175,534)	-17.20%
15 Academic Support	2,806,705	7.67%	2,836,968	7.77%	30,263	1.08%
16 Auxiliaries	11,400	0.03%	11,400	0.03%	0	0.00%
17 Athletics	1,341,239	3.66%	1,461,941	4.01%	120,702	9.00%
18 Total Bdgt by Function	\$36,597,300	100.00%	\$36,492,000	100.00%	(\$105,300)	-0.29%
19 By Expense Class:						
20 Personnel Costs:						
21 Salaries:						
22 Faculty	\$9,967,702	27.45%	\$10,498,376	28.77%	\$530,674	5.32%
23 Executive/Admin	\$1,374,655	3.79%	\$1,485,263	4.07%	110,608	8.05%
24 Managerial/Prof	\$5,263,046	14.49%	\$5,835,048	15.99%	572,002	10.87%
25 Classified	\$2,878,684	7.93%	\$2,718,935	7.45%	(159,749)	-5.55%
26 Grad Assist		0.00%		0.00%	0	0.00%
27 Irregular Help	763,413	2.10%	475,128	1.30%	(288,285)	-37.76%
28 Total Salaries	\$20,247,500	55.75%	\$21,012,750	57.58%	\$765,250	3.78%
29 Personnel Benefits	7,994,730	22.01%	8,339,585	22.85%	344,855	4.31%
30 Total Pers Costs	\$28,242,230	77.76%	\$29,352,335	80.43%	\$1,110,105	3.93%
31 Operating Expense:						
32 Travel	\$0	0.00%	\$0	0.00%	0	0.00%
33 Utilities	996,400	2.74%	996,400	2.73%	0	0.00%
34 Insurance	187,900	0.52%	187,900	0.51%	0	0.00%
35 Other Oper. Exp	6,442,192	17.74%	5,506,265	15.09%	(935,927)	-14.53%
36 Total Oper. Exp	\$7,626,492	21.00%	\$6,690,565	18.33%	(\$935,927)	-12.27%
37 Capital Outlay:						
38 Depart Equipment	\$86,100	0.24%	\$86,100	0.24%	0	0.00%
39 Library Acquisitions	363,000	1.00%	363,000	0.99%	0	0.00%
40 Total Cap Outlay	\$449,100	1.24%	\$449,100	1.23%	\$0	0.00%
41 Tot Bdgt by Exp Class	\$36,317,822	100.00%	\$36,492,000	100.00%	\$174,178	0.48%
42 One-time 27th Payroll (GF)	\$0		\$0		0	
43 One-time Capital Outlay	\$0		\$0		0	
44 Unallocated CEC + Target Position	\$279,478		\$0		(279,478)	
45 Activity Total	\$36,597,300		\$36,492,000		(\$105,300)	-0.29%
46 TOTAL FTE POSITIONS	339.98		346.23		6.25	1.84%
47 Budget Deficit - reserve funds	\$0		\$0			

LEWIS-CLARK STATE COLLEGE

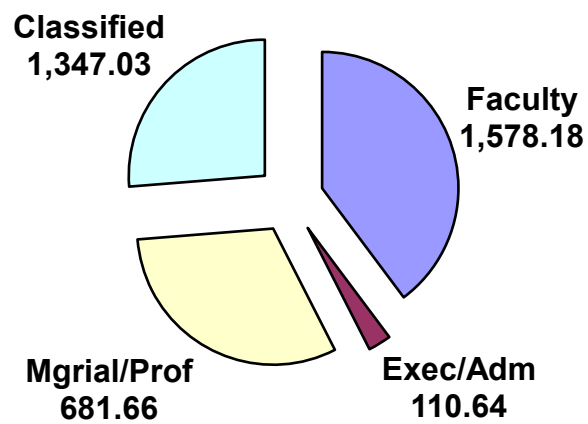
Summary of Salary Changes for FY2022 by Employee Group

Institution/Agency by Group	Existing Positions								Position Adjustments		Total	
	FY2021		Promotion	Salary Adjustments			FY2022		FTE	Salary Base	FY2022	FY2022
	FTE	Salary Base		Merit (CEC)	Equity	Total	Salary	% Incr				Salary Base
General Education												
Faculty												
Professor	37.92	2,836,833	0	122,124	0	122,124	2,958,957	4.30	0.00	(26,818)	37.92	2,932,139
Associate Professor	47.68	2,967,005	0	114,272	0	114,272	3,081,277	3.85	(0.68)	(43,773)	47.00	3,037,504
Assistant Professor	36.05	1,915,831	0	67,443	0	67,443	1,983,274	3.52	6.12	380,455	42.17	2,363,729
Instr/Lect	22.98	1,110,525	0	26,703	0	26,703	1,137,228	2.40	(2.07)	(109,732)	20.91	1,027,496
Part-Time Instructor	0.00	1,137,508	0	0	0	0	1,137,508	0.00	0.00	0	0.00	1,137,508
Total Faculty	144.63	9,967,702	0	330,542	0	330,542	10,298,244	3.32	3.37	200,132	148.00	10,498,376
Executive/Administrative	12.30	1,374,655	0	27,067	0	27,067	1,401,722	1.97	1.00	83,541	13.30	1,485,263
Managerial/Professional	97.26	5,263,046	0	199,184	0	199,184	5,462,230	3.78	9.66	372,818	106.92	5,835,048
Classified	85.79	2,878,684	0	89,707	0	89,707	2,968,391	3.12	(7.78)	(249,456)	78.01	2,718,935
Irregular Help	0.00	763,413	0	0	0	0	763,413	0.00	0.00	(288,285)	0.00	475,128
Total	339.98	20,247,500	0	646,500	0	646,500	20,894,000	3.19	6.25	118,750	346.23	21,012,750

**College & Universities
FY22 Budgeted Positions by Type - % of Total**



**College & Universities
FY22 Budgeted Positions by Type - FTP**



COLLEGE & UNIVERSITIES
Operating Budget Personnel Costs Summary
July 1, 2021 - June 30, 2022

		FY2021 Original Budget				FY2022 Original Budget			
Classification		FTE	Salaries	Benefits	Total	FTE	Salaries	Benefits	Total
BOISE STATE UNIVERSITY									
1	Faculty	762.61	\$68,509,289	\$21,727,145	\$90,236,434	772.35	\$69,300,316	\$21,898,055	\$91,198,371
2	Executive/Administrative	49.29	8,713,330	2,893,445	11,606,775	48.74	8,809,225	2,772,526	11,581,751
3	Managerial/Professional	687.38	44,726,472	16,913,508	61,639,980	705.03	46,969,984	18,201,172	65,171,156
4	Classified	349.86	12,718,436	7,458,486	20,176,922	349.82	13,168,572	7,468,867	20,637,439
5	Irregular Help		676,976	79,480	756,456		984,426	88,598	1,073,024
6	Graduate Assistants		5,473,949	220,818	5,694,767		5,549,106	221,964	5,771,070
7	TOTAL	1,849.14	\$140,818,452	\$49,292,882	\$190,111,334	1,875.94	\$144,781,629	\$50,651,182	\$195,432,811
8	Number of New Positions					26.80			
9									
10									
IDAHO STATE UNIVERSITY									
12	Faculty	496.88	\$38,175,794	\$12,960,859	\$51,136,653	496.15	\$40,823,055	\$14,225,759	\$55,048,814
13	Executive/Administrative	33.10	5,570,660	1,851,631	7,422,291	30.98	5,641,053	1,968,730	7,609,783
14	Managerial/Professional	315.54	19,584,517	6,593,251	26,177,768	321.41	21,661,149	7,559,751	29,220,900
15	Classified	396.04	12,779,328	7,279,957	20,059,285	390.20	13,417,686	7,540,749	20,958,435
16	Irregular Help		3,770,001	338,967	4,108,968		3,887,649	117,708	4,005,357
17	Graduate Assistants		2,577,800	26,036	2,603,836		3,181,308	408,203	3,589,511
18	TOTAL	1,241.56	\$82,458,100	\$29,050,700	\$111,508,800	1,238.74	\$88,611,900	\$31,820,900	\$120,432,800
19	Number of New Positions					(2.82)			
20									
21									
UNIVERSITY OF IDAHO									
23	Faculty	489.09	\$44,457,836	\$13,520,564	\$57,978,400	476.75	\$44,878,160	\$13,194,182	\$58,072,342
24	Executive/Administrative	37.95	6,834,131	2,389,864	9,223,995	36.01	6,748,801	2,286,800	9,035,601
25	Managerial/Professional	360.18	25,563,844	10,682,004	36,245,848	352.20	25,545,123	10,422,410	35,967,533
26	Classified	422.01	18,337,845	7,665,220	26,003,065	430.89	18,494,126	7,545,606	26,039,732
27	Irregular Help		870,843	85,725	956,568		1,332,432	114,591	1,447,023
28	Graduate Assistants		4,631,773	97,267	4,729,040		4,724,408	141,732	4,866,140
29	TOTAL	1,309.23	\$100,696,272	\$34,440,644	\$135,136,916	1,295.85	\$101,723,050	\$33,705,321	\$135,428,371
30	Number of New Positions					(13.38)			
31									
32									
LEWIS CLARK STATE COLLEGE									
34	Faculty	144.63	\$9,967,702	\$3,611,749	\$13,579,451	148.00	\$10,498,376	\$3,777,717	\$14,276,093
35	Executive/Administrative	12.30	1,374,655	\$418,745	1,793,400	13.30	1,485,263	\$460,356	1,945,619
36	Managerial/Professional	97.26	5,263,046	\$2,269,237	7,532,283	106.92	5,835,048	\$2,541,568	8,376,616
37	Classified	85.79	2,878,684	\$1,630,796	4,509,480	78.01	2,718,935	\$1,517,468	4,236,403
38	Irregular Help		763,413	\$64,203	827,616		475,128	\$42,476	517,604
39	Graduate Assistants		0		0		0		0
40	TOTAL	339.98	\$20,247,500	\$7,994,730	\$28,242,230	346.23	\$21,012,750	\$8,339,585	\$29,352,335
41	Number of New Positions					6.25			
42									
43									
TOTAL COLLEGE & UNIVERSITIES									
45	Faculty	1,893.21	\$161,110,621	\$51,820,317	\$212,930,938	1,893.25	\$165,499,907	\$53,095,713	\$218,595,620
46	Exec/Admin	132.64	22,492,776	7,553,685	30,046,461	129.03	22,684,342	7,488,412	30,172,754
47	Mgrial/Prof	1,460.36	95,137,879	36,458,000	131,595,879	1,485.56	100,011,304	38,724,901	138,736,205
48	Classified	1,253.70	46,714,293	24,034,459	70,748,752	1,248.92	47,799,319	24,072,690	71,872,009
49	Irregular Help	0.00	6,081,233	568,375	6,649,608	0.00	6,679,635	363,373	7,043,008
50	Graduate Assistants	0.00	12,683,522	344,121	13,027,643	0.00	13,454,822	771,899	14,226,721
51	TOTAL	4,739.91	\$344,220,324	\$120,778,956	\$464,999,280	4,756.76	\$356,129,329	\$124,516,988	\$480,646,317
52	Number of New Positions					16.85			

Idaho Division of Career Technical Education

Postsecondary Career Technical Education

Appropriated Funds - FY 2022

Funds are appropriated to Idaho Division of Career Technical Education (IDCTE) for career technical education programs and services. The State Board of Education approved the allocation of the appropriation to postsecondary career technical education at its April 21, 2021 meeting. IDCTE requests approval of the fiscal year 2022 operating budget for postsecondary career technical education.

The allocation of funds for the fiscal year 2022 postsecondary operating budget is based on the strategic plan for career technical education in Idaho as well as Board and legislative intent.

The fiscal year 2022 postsecondary budget reflects an overall increase of \$343,500 or 0.7%. The increase is due to personnel benefit and CEC costs of \$838,200 and offset by removal of one-time capital (\$215,000) and moving the Fire Service Training program from CEI to IDCTE of (\$279,700) in personnel. This budget does not contain capital replacement or line items.

The following schedule is provided for review:

Postsecondary State Appropriations Summary - FY 2022

Idaho Division of Career Technical Education
By Appropriation Unit, Account Category and Fund

	FY 2022*	FY 2021**	% Inc/(Dcr)	
1 EDEA - Administration (2.6%)				
2 By Account Category				
3 50 Personnel Costs	1,782,200	3,097,500	(42.5%)	(1)
4 55 Operating Expenditures	386,300	380,900	1.4%	
5 Total	2,168,500	3,478,400	(37.7%)	
6 By Fund				
7 10000 General Fund	2,148,500	3,140,900	(31.6%)	(1)
8 34800 Federal Grants	20,000	337,500	(94.1%)	(1)
9 Total	2,168,500	3,478,400	(37.7%)	
11 EDEB - Secondary and General (28.1%)				
12 By Account Category				
13 50 Personnel Costs	1,574,600	484,300	225.1%	(1)
14 55 Operating Expenditures	1,134,700	667,000	70.1%	(1)
15 70 Trustee and Benefit Payments	20,973,800	20,479,400	2.4%	(4)
16 Total	23,683,100	21,630,700	9.5%	
17 By Fund				
18 10000 General Fund	16,153,500	14,092,600	14.6%	(1)
19 10000 General Fund (One-Time)	0	377,300	(100.0%)	(2)
20 27400 Hazardous Materials	0	67,800	(100.0%)	(1)
21 34500 Federal COVID-19 Relief	210,000	0		(3)
22 34800 Federal Grants	7,294,600	7,078,000	3.1%	
23 34900 Miscellaneous Revenue	25,000	15,000	66.7%	(1)
24 Total	23,683,100	21,630,700	9.5%	
26 EDEC - Postsecondary (58.5%)				
27 By Account Category				
28 50 Personnel Costs	43,209,800	40,518,700	6.6%	
29 55 Operating Expenditures	3,534,000	3,518,500	0.4%	
30 60 Capital Outlay		204,300	(100.0%)	
31 70 Trustee and Benefit Payments	2,500,000	0		(4)
32 Total	49,243,800	44,241,500	11.3%	
33 By Fund				
34 10000 General Fund	49,243,800	44,037,200	11.8%	(1)
35 10000 General Fund (One-Time)	0	204,300	(100.0%)	
36 Total	49,243,800	44,241,500	11.3%	
38 EDED - Educator Services (3.4%)				
39 By Account Category				
40 50 Personnel Costs	166,500	0		(1)
41 55 Operating Expenditures	509,900	0		(1)
42 70 Trustee and Benefit Payments	2,222,900	1,881,900	18.1%	(1,4)
43 Total	2,899,300	1,881,900	54.1%	
44 By Fund				
45 10000 General Fund	2,624,300	1,711,900	53.3%	(1)
46 21800 Displaced Homemaker	0	170,000	(100.0%)	(1)
47 34900 Miscellaneous Revenue	275,000	0		
48 Total	2,899,300	1,881,900	54.1%	
50 EDEJ - Related Programs (7.4%)				

		FY 2022*	FY 2021**	% Inc/(Dcr)	
51	By Account Category				
52	50 Personnel Costs	593,100	237,700	149.5%	(1,5)
53	55 Operating Expenditures	313,100	433,500	(27.8%)	(1,5)
54	70 Trustee and Benefit Payments	5,294,700	3,719,900	42.3%	(4,5)
55	Total	6,200,900	4,391,100	41.2%	
56	By Fund				
57	10000 General Fund	2,837,400	1,107,700	156.2%	(1)
58	21800 Displaced Homemaker	170,000			(1)
59	27400 Hazardous Materials	67,800			(1)
60	34800 Federal Grants	3,110,700	2,983,400	4.3%	(6)
61	34900 Miscellaneous Revenue	15,000	300,000	(95.0%)	(1)
62	Total	6,200,900	4,391,100	41.2%	
64	EDEK - Other Services (Continuous Appropriation per IC 33-4904)				
65	By Account Category				
66	70 Trustee and Benefit Payments	0	0		
67	Total	0	0		
68	By Fund				
69	31901 Motorcycle Safety Training	0	0		
70	Total	0	0		
72	All Functions				
73	By Account Category				
74	50 Personnel Costs	47,326,200	44,338,200	6.7%	
75	55 Operating Expenditures	5,878,000	4,999,900	17.6%	
76	60 Capital Outlay	0	204,300	(100.0%)	
77	70 Trustee and Benefit Payments	30,991,400	26,081,200	18.8%	
78	Total	84,195,600	75,623,600	11.3%	(7)
79	By Fund				
80	10000 General Fund	73,007,500	64,090,300	13.9%	
81	10000 General Fund (One-Time)	0	581,600	(100.0%)	
82	21800 Displaced Homemaker	170,000	170,000	0.0%	
83	27400 Hazardous Materials	67,800	67,800	0.0%	
84	34500 Federal COVID-19 Relief	210,000	0		
85	34800 Federal Grants	10,425,300	10,398,900	0.3%	
86	34900 Miscellaneous Revenue	315,000	315,000	0.0%	
87	Total	84,195,600	75,623,600	11.3%	(7)

* Realigned for Luma project implementation and net of prior ongoing 2% base reduction

2% CEC; .5% variable benefits; no change in health premium

** Net of ongoing 2% base reduction and subsequent one-time 5% budget reduction

2% CEC; .55% variable benefits; no change in health premium

1) FY 2022 Luma project realignment; zero-sum agency-wide

2) Funding for InSpIRE cohort (S1329) and shift to in-house Inspire 2.0 (S1426)

3) FY 2022 HERF funds remaining balance available until Sep. 30, 2021

4) FY 2022 Building Idaho's Future (BIF) funding = \$4,750,000 in Trustee and Benefit Payments

5) FY 2022 Moved Fire Service Training program from postsecondary to IDCTE; zero-sum

6) Federal Apprenticeship grant; increases in Adult Education and Perkins grants

7) \$8.57M variance significantly from \$4.75M BIF in FY 2022 and \$3.4M (5% reduction) in FY 2021;

7.4% increase over the FY 2021 original appropriation.

University of Idaho
FY2022 Budget Overview
Agricultural Research and Extension Service

In FY2022 the Agricultural Research and Extension Service (ARES) Appropriation received an increase of 1.8% from the original FY2021 appropriation, including an additional \$479,300 for Changes in Employee Compensation, and \$107,400 for benefit costs.

From FY2021, the ongoing ARES appropriation changed spending plans between object lines to accomplish the 2% permanent budget reduction with the least impact on service delivery to Idahoans. Therefore, the allocation of funding by object reflects ARES's ability, per the appropriation bill language, to move spending authority between categories as needed and what is being submitted reflects the current spending plan as follows:

- Reduction of \$297,300 in Operating Expenditures
- Increase of \$297,300 in Personnel Costs.

With the support of the ARES appropriation, the University of Idaho's College of Agricultural and Life Sciences will continue to serve the needs of the citizens and stakeholders of Idaho.

UNIVERSITY OF IDAHO
AVAILABILITY AND ALLOCATION OF FUNDS FOR FY2022
AGRICULTURAL RESEARCH AND EXTENSION SYSTEM

1	FUNDS AVAILABLE	FTE	AMOUNT
2			
3	FY2021 Operating Budget Base	306.99	\$ 32,108,400
4	Adjustments: Reappropriation		
5	Adjustments: Appropriation Adjustment- Executive Holdback		(1,605,400)
6	Adjustments: Remove One-Time Restore Rescissions		1,605,400
7			
8			-
9	Adjustments: FTP Additions		-
10	Adjustments: FTP Adjustment	(6.48)	
11	FY2021 Adjusted Budget Base	300.51	\$ 32,108,400
12			
13	Additional Funding for FY2021		
14			\$ -
15			-
16	Total Funding Reduction	-	\$ -
17	Total Funds Available for FY2021	300.51	\$ 32,108,400
18			
19			
20			
21	ALLOCATION OF FUNDS		
22			
23	FY2022 Adjusted Budget Base	300.51	\$ 32,108,400
24			
25	MCO Increases/Decreases to Budget Base		
26	Replacement items		\$ -
27	Inflationary Adjustments		\$ -
28	Benefit Costs		\$ 107,400
29	Change in Employee Compensation		\$ 479,300
30			
31	Total MCO Increases/Decreases	-	\$ 586,700
32			
33	Enhancements to Budget Base		
34	Occupancy Costs	-	
35	FTE Reduction	(6.74)	
36			
37	Total Enhancements	(6.74)	\$ -
38			
39	Total Increases	(6.74)	\$ 586,700
40			
41	FY2022 Operating Budget	293.77	\$ 32,695,100

AGRICULTURAL RESEARCH & EXTENSION SERVICE

Operating Budget Personnel Costs Summary

July 1, 2021 - June 30, 2022

	FY2021 Operating Budget				FY2022 Operating Budget				
Classification	FTE	Salaries	Benefits	Total	FTE	Salaries	Benefits	Total	
Faculty	168.05	\$13,181,687	\$4,040,973	\$17,222,660	164.74	\$13,695,903	\$4,127,094	\$17,822,997	
Executive/Administrative	2.13	406,379	\$124,758	531,137	2.13	415,786	\$125,328	541,114	
Managerial/Professional	36.84	2,613,436	\$1,092,416	3,705,852	36.08	2,654,267	\$1,110,292	3,764,559	
Classified	93.49	3,979,950	\$1,663,619	5,643,569	90.82	3,882,367	\$1,623,117	5,505,484	
Irregular Help		348,017	27,493	375,510		348,017	29,929	377,946	
Graduate Assistants		432,000	9,072	441,072		480,000	14,400	494,400	
TOTAL	300.51	\$20,961,469	\$6,958,332	\$27,919,800	293.77	\$21,476,340	\$7,030,160	\$28,506,500	
Personnel Cost per FY2021 JFAC Proof				\$27,622,500	Personnel Cost per FY2022 JFAC Proof				\$28,209,200
Variation				\$297,300 ⁽¹⁾	Variation				\$297,300 ⁽¹⁾

(1) The additional \$297,300 in PC are reduced from OE to reflect current ARES spending plans.

Per the appropriation bill language, ARES was given the exemption to move spending authority between categories as needed.

HEALTH EDUCATION PROGRAMS

FY 2022 Operating Budget

	FY 2021 BUDGET	FY 2022 BUDGET	PERCENT of CHANGE
By Program:			
WIMU Veterinary Education	2,205,500	2,258,800	2.42%
WWAMI Medical Education	6,680,400	6,879,400	2.98%
Idaho Dental Education Program	1,960,700	2,010,900	2.56%
University of Utah Medical Education	2,208,800	2,446,600	10.77%
Family Medicine Residencies	5,865,000	6,023,700	2.71%
Boise Internal Medicine Residency	895,000	895,000	0.00%
Psychiatry Residency	597,800	837,800	40.15%
Eastern Idaho Medical Residencies	1,805,000	2,165,000	19.94%
Total Programs	22,218,200	23,517,200	5.85%
By Fund Source:			
General Fund	21,880,900	23,166,800	5.88%
Student Fee Revenue	337,300	350,400	3.88%
Total Funds	22,218,200	23,517,200	5.85%
By Expenditure Classification:			
Personnel Costs	4,520,500	4,745,900	4.99%
Operating Expenditures	2,292,700	2,334,600	1.83%
Capital Outlay	5,500	5,500	0.00%
Trustee & Benefits	15,399,500	16,431,200	6.70%
Lump Sum	0	0	0.00%
Total Expenditures	22,218,200	23,517,200	5.85%
Full Time Position	37.65	39.65	5.31%

Budget Overview

The FY 2022 budget for Health Education Programs reflects a 5.85% increase including contract inflation totaling \$293.6k, 2% ongoing CEC of \$78.8k, and benefit cost decrease of \$17.9k. University of Utah program received \$180k for three new psychiatry residents at \$60k each. Family Medicine Residency received 1 FTP and \$50k for resident support. Family Medicine Residency received \$120k and 2 FTP for the third year of the Idaho State University Family Medicine Residency program Rexburg rural training track at a per resident amount of \$60k each. Psychiatry Residency received \$240k for four new residents at \$60k each. Eastern Idaho Medical Residencies received \$360k for six new residents at \$60k each. Bingham Internal Medicine funding was reduced to zero after it lost its accreditation.

SPECIAL PROGRAMS

FY 2022 Operating Budget

		FY 2021 BUDGET	FY 2022 BUDGET	PERCENT of CHANGE
1				
2	By Program:			
3	Forest Utilization Research	1,421,000	1,447,700	1.88%
4	Geological Survey	1,105,200	1,128,300	2.09%
5	Scholarships and Grants:			
6	Idaho Promise Scholarship - A			0.00%
7	Atwell Parry Work Study Program	1,186,000	1,186,000	0.00%
8	Teachers/Nurses Loan Forgiveness	0	0	0.00%
9	Armed Forces/Public Safety Officers	200,000	200,000	0.00%
10	Scholarships Program Manager	90,000	91,400	1.56%
11	Opportunity Scholarship	20,777,300	20,777,300	0.00%
12	Postsecondary Credit Scholarship	1,000,000	1,000,000	0.00%
13	GEARUP Scholarship	4,504,600	4,505,100	0.01%
14	Total Scholarships and Grants	27,757,900	27,759,800	0.01%
15	Museum of Natural History	624,700	637,200	2.00%
16	Small Business Development Centers	681,400	1,223,000	79.48%
17	TechHelp	362,800	671,500	85.09%
18	Total Programs	31,953,000	32,867,500	2.86%
19	By Fund Source:			
20	General Fund	26,427,700	26,516,700	0.34%
21	Miscellaneous Funds	1,000,000	1,000,000	0.00%
22	Federal Funds	4,525,300	5,350,800	18.24%
23	Total Funds	31,953,000	32,867,500	2.86%
24	By Expenditure Classification:			
25	Personnel Costs	4,099,100	4,188,600	2.18%
26	Operating Expenditures	186,000	1,011,000	443.55%
27	Capital Outlay			0.00%
28	Trustee/Benefit or Lump Sum Payments	27,667,900	27,667,900	0.00%
29	Total Expenditures	31,953,000	32,867,500	2.86%
30	Full Time Position	46.59	46.59	0.00%

Budget Overview

The FY 2022 budget for Special Programs reflects a 2.86% increase including a 2% CEC and benefit increases. Small Business Development Centes received \$525k for CARES Act spending authority. TechHelp received \$300k for CARES Act spending authority.

FY2021 ALTERATION AND REPAIR PROJECT REQUESTS

AGENCY / INSTITUTION

DPW AGENCY PRIORITY
RECOMMENDED REQUESTS

EDUCATION, STATE BOARD OF

BOISE STATE UNIVERSITY			
Renovations/Upgrades, Labs	400,000	400,000	1
Classroom Improvements, Active Learning	1,100,000	1,100,000	2
Roof Replacement, Hemingway	150,000	150,000	3
Modular Data Center	1,400,000	1,400,000	4
Hood Integration, Research Lab	500,000	500,000	5
Renovations, 1st Floor, Albertsons Library	250,000	250,000	6
BOISE STATE UNIVERSITY CONTINUED			
Roof Replacement, Children Center, College of Education		200,000	7
Renovation for CID, Albertsons Library, Ph 2	300,000	300,000	8
Electronic Access, Ph 3	300,000	300,000	9
Brick Plaza Replacements	350,000	350,000	10
Roof Replacement, ExtraMile Arena		1,000,000	11
Replace Boiler, Yanke Family Research Park	400,000	400,000	12
Replace Main Air Handler, Liberal Arts		500,000	13
Sidewalk Repair, Campus Wide		145,000	14
Master Plan/Study, Infrastructure Assessment, Ph 1	80,000	80,000	15
Replace Electrical Switch Gear, SPEC		100,000	16
HVAC Validation, Science Building	120,000	125,000	17
Renovate Office Suite, Rms 210/215, Albertsons Library		100,000	18
Replace Clean Room HEPA Filter		80,000	19
Replace Chiller, ExtraMile Arena		800,000	20
Library Acoustics Renovation, Albertsons Library		125,000	21
Replace HVAC System, Pool, Kinesiology Annex		800,000	22
Research Facility, Human Environment Systems		250,000	23
Power Loop, South Campus		350,000	24
Replace HVAC Controls, Multiple Buildings		800,000	25
Upgrade Emergency Equipment, Campus Wide		100,000	26
Emergency Generator Network, Campus Wide		300,000	27
Renovate 1st Floor, Grant Avenue Annex 1		150,000	28
Upgrade Fire Alarm/Emergency Notification		100,000	29
Upgrade Plumbing System, Bronco Gym		200,000	30
Upgrade Rooftop Access/Fall Protection, Multiple Buildings		250,000	31
Mass Notification System, Campus Wide		230,000	32
Pedestrian/Bicycle Circulation, MP/Safety Improvements, Campus Wide		300,000	33
Pull-Down Stations, Emergency Notification System, Multiple Buildings		105,000	34
Upgrades, Data Center, MEC 204		160,000	35
Upgrade Student Study Areas, Engineering		100,000	36
Upgrade Deionized Water Distribution System, Lab, Science Building		950,000	37
Replace/Add Emergency Phone, Ph 3, Campus Wide		150,000	38
Masonry Repair, Campus Wide		150,000	39
GenSet Backup, Science		300,000	40
Replace Skylights, Yanke, Engineering		200,000	41
Fire Suppression, Gage Street		85,000	42
Remodel Entry, SMASH		250,000	43
Exterior Wayfinding Signage, Ph 1, Campus Wide		500,000	44
Replace Window Film, SMASH		30,000	45
Replace Carpet, Albertsons Library		200,000	46
Fume Control, Paint Booth, HML		75,000	47
Electrical Expansion, Albertsons Library		300,000	48
SUBTOTAL	5,350,000	15,790,000	

FY2021 ALTERATION AND REPAIR PROJECT REQUESTS

AGENCY / INSTITUTION	DPW RECOMMENDED	AGENCY REQUESTS	PRIORITY
IDAHO STATE UNIVERSITY			
Remodel Classrooms 108A/108B, Roy F. Christensen	112,200	112,200	1
Restore Fire Doors, Reed Gym	120,000	120,000	2
Remodel Scene Shop, Stephens Performing Arts Center	98,800	98,800	3
Replace Roof, Oboler Library	592,600	592,600	4
Remodel/Expand Clinic, Ph 2, Meridian	979,300	979,300	5
Remodel Classrooms, Liberal Arts	644,200	644,200	6
Replace Carpet, 1st/2nd Floors, Graveley Hall	149,900	149,900	7
Replace Roof, ERC	232,600	232,600	8
Roof Replacement, Partial, Reed Gym	283,500	283,500	9
Repair Utility Tunnel, Pocatello Campus	950,000	950,000	10
Replace Cooling Tower Pumps/Valves, Roy F. Christensen	54,000	54,000	11
Replace Roof, Roy F. Christensen	748,200	748,200	12
Replace Chillers, Lecture Center	205,850	205,850	13
IDAHO STATE UNIVERSITY CONTINUED			
Replace Chiller, Physical Science		449,420	14
Replace Chiller, Chemistry, Physical Science		510,370	15
Replace VFDs, Ph 1, Various Buildings		350,000	16
Repairs/Upgrades, HVAC, Ph 2, Administration		1,250,360	17
Replace Windows, Ph 1, Administration		1,185,500	18
Concrete Repair, Pocatello Campus		149,000	19
Replace Concrete/Landscaping, Hypostyle		112,200	20
New Flooring, Corridor, Meridian		222,600	21
Exterior LED Lighting, Meridian		45,100	22
Roof Replacement, Colonial Hall		76,600	23
Upgrades, Entry, Meridian		125,250	24
Exterior Lighting, Memorial Dirve, Pocatello		219,900	25
Exterior Lighting, MLK Jr. Way, Pocatello		218,600	26
Exterior Lighting, Red Hill Road, Pocatello		37,800	27
Exterior Lighting, Stacy Dragila Way, Pocatello		173,400	28
Exterior Lighting, Cesar Chavez & Humboldt St., Pocatello		164,500	29
Flooring Replacement, Ph 2, Liberal Arts		168,000	30
Install Storefront Glazing, Business Administration		42,600	31
LED Lighting, Plant Sciences/College of Education		196,900	32
New Breakroom, Administration		50,700	33
Remodel Restroom, 2nd Floor, Graveley Hall		90,600	34
ADA Restroom Remodel, Speech Pathology & Audiology		30,000	35
ADA Restroom Remodel, Albion Hall		48,700	36
Replace Lighting, Bartz Way, Pocatello		167,000	37
Remodel Career Center, Museum		207,600	38
Carpet/Paint, Corridor, College of Education		54,800	39
Repaint Exterior, Meridian		98,300	40
Door Access Control, Ph 2, Multiple Buildings		571,800	41
SUBTOTAL	5,171,150	12,188,750	
IDAHO STATE UNIVERSITY -- UNIVERSITY PLACE			
Relocate Testing Center, Tingey, Idaho Falls	346,800	346,800	1
Concrete Repair, Idaho Falls Campus		90,000	2
Re-Engineer Stormwater Controls, Idaho Falls		627,900	3
Flooring Replacement, CHE		156,600	4
SUBTOTAL	346,800	1,221,300	

PBFAC
RECOMMENDATION

FY2021 ALTERATION AND REPAIR PROJECT REQUESTS

AGENCY / INSTITUTION	DPW RECOMMENDED	AGENCY REQUESTS	PRIORITY
UNIVERSITY OF IDAHO			
Repairs/Repaving, Idaho Ave Expansion	1,075,100	1,075,100	1
Replace AC Mains, Domestic Water System, Ph 1	852,700	852,700	2
Roof Replacment, Menard Law Building	586,400	586,400	3
Storm Sewer/Pavement Repairs, Rayburn Street	260,000	260,000	4
Study/Plan, University Water Systems	150,000	150,000	5
Roof Repair, Reclaimed Water Storage Tank	40,500	40,500	6
Exterior Masonry Repairs, Admin Building, Ph 1	909,500	909,500	7
Upgrades/Improvements, SCADA Systems, Ph 1	970,000	970,000	8
HVAC Upgrade, Janssen Engineering Building, Ph 4		749,900	9
Replace Windows, Morrill Hall, Ph 2	250,000	250,000	10
Repair/Improvements, Sanitary/Storm Sewer Systems		155,300	11
Emergency Generator, Steam Plant		850,000	12
Emergency Generator, Domestic Water System		611,400	13
Repairs, Campus Drive, Ph 2		716,400	14
Repairs, Campus Drive, Ph 3		750,000	15
Roof Replacement, Student Health Center		285,000	16
Recoat I-Tank Exterior, Domestic Water System		203,300	17
Reconfigure/Rebuild, Nez Perce Drive		936,500	18
Replace AC Mains, Domestic Water System, Ph 2		665,300	19
Exterior Masonry Repairs, Admin Building, Ph 2		850,000	20
UNIVERSITY OF IDAHO CONTINUED			
Replace Floor, Lower Level, Niccolls Building		262,500	21
HVAC Upgrade, Life Sciences South, Ph 3		1,298,300	22
HVAC, LHSOM, Ph 1		909,500	23
HVAC, Gibb Hall, Ph 2		1,296,200	24
Replace Undercrossing, Perimeter Drive, Paradise Creek		1,082,300	25
Replace Roof, Hays/Forney Halls		538,500	26
Replace AC Mains, Domestic Water System, Ph 3		606,200	27
HVAC, Administration Building, Ph 2		1,299,300	28
HVAC, Gibb Hall, Ph 3		1,299,300	29
Replace Roof, Facilities Services		475,000	30
SUBTOTAL	5,094,200	20,934,400	
LEWIS-CLARK STATE COLLEGE			
Roof Replacement, Activity Center/Activity Center West	220,000	220,000	1
Access Points, Campus Security, Center for Arts and History	225,000	225,000	2
Study, Deferred Maintenance	75,000	75,000	3
Study, Information Technology Infrastructure	50,000	50,000	4
Fire/Sprinkler System, Mechanical/Technical Building	475,000	475,000	5
Remodel, First Floor, Clearwater		700,000	6
Individual Building Metering, Campus Wide		90,000	7
HVAC, Retro Commissioning		60,000	8
SUBTOTAL	1,045,000	1,895,000	
NORTH IDAHO COLLEGE			
Restroom Remodel/Refresh, Hedlund	275,000	275,000	1
Roof Replacement, Hedlund	526,000	526,000	2
Steam Plant Elimination, Ph 2		465,201	3
Window Replacement, Molstead Library	83,508	83,508	4
Window Replacement, Boswell Hall		360,000	5
SUBTOTAL	884,508	1,709,709	
COLLEGE OF EASTERN IDAHO			
Roof Replacement, Christopherson Building	1,067,000	1,067,000	1
Campus Irrigaton Project, Ph 2		100,000	2
Parking Lots/Roads, Chip/Sealcoat		0	3
SUBTOTAL	1,067,000	1,167,000	

PBIFAC

FY2021 ALTERATION AND REPAIR PROJECT REQUESTS

AGENCY / INSTITUTION	DPW RECOMMENDED	AGENCY REQUESTS	PRIORITY
COLLEGE OF SOUTHERN IDAHO			
Replace Roof, Burley Northwest Annex	240,000	240,000	1
Replace Roof, Burley A Hall	300,000	300,000	2
Replace Roof, Herrett North End	220,000	220,000	3
Replace Roof, Desert/Canyon Building	300,000	300,000	4
Repair Asphalt, Frontier Road		315,000	5
Replace Door/Window Assemblies, Shields Building North		115,000	6
Replace Roof, Lower Section, Meyerhoeffer		170,000	7
HVAC Controls, Taylor Building		550,000	8
SUBTOTAL	1,060,000	2,210,000	
COLLEGE OF WESTERN IDAHO			
Makeup Air/Exhaust Fan, Canyon County Center	390,000	390,000	1
Phoenix Valve Renewal, Academic Building, Nampa Campus		370,000	2
Exterior Lighting Renewal, Academic Building, Nampa Campus	175,000	175,000	3
Classroom Upgrade, Academic Building, Nampa Campus		100,000	4
HVAC Upgrades/Energy Efficiency, Micron Education Center		50,000	5
SUBTOTAL	565,000	1,085,000	
SBOE CONTINUED			
IDAHO EDUCATIONAL SERVICES FOR THE DEAF AND THE BLIND			
Restroom Renovation, Main Building Classroom	600,000	900,000	1
Resurface East Parking Lot		400,000	2
Replace Track Surface		600,000	3
Upgrade Fire Alarm System		500,000	4
Roof/Drain Replacement, Old Gym, CTE Shop		310,000	5
	600,000	2,710,000	
TOTAL SBE:	21,183,658	60,911,159	

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 16, 2021

AGENCIES AND INSTITUTIONS OF THE STATE BOARD

SUBJECT

FY 2023 Line Item Budget Requests

REFERENCE

April 2021

Board approved guidance to the 4-year institutions regarding submission of line item requests

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

Guidance provided by the Division of Financial Manager (DFM) in the prior year was to not request line items due to revenue uncertainties related to the COVID-19 pandemic. As a result, the institutions and agencies did not request line items for FY 2022. For FY 2023, DFM has provided guidance that agencies and institutions should operate as they did prior to the COVID-19 pandemic and stated that agencies may request up to two line items that do not exceed 5% of the institution's FY2022 general fund appropriation.

As discussed at its April 2021 meeting, the State Board of Education (Board) directed the college and universities to limit Fiscal Year 2023 budget line items requests to up to two (2) line items in priority order, the total value of which shall not exceed five percent (5%) of an institution's FY2022 total General Fund appropriation. Requests for occupancy costs for eligible space and faculty promotions will not count towards the two line item limit or the 5% cap.

Subsequently, the Board will approve the final budget request at the August 2021 meeting. 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, 2021.

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.

There are at least two line items intending to be submitted as systemwide requests.

IMPACT

BUSINESS AFFAIRS AND HUMAN RESOURCES
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Once the Board has provided guidance on priority, category, dollar limit, etc., Board staff will work with the Business Affairs and Human Resources (BAHR) Committee, DFM and the agencies/institutions to prepare line items to be approved at the August Board meeting.

ATTACHMENTS

Attachment 1 – June 3, 2021 Memo from the Division of Financial Management

STAFF COMMENTS AND RECOMMENDATIONS

Staff asked the institutions to provide as much detail as possible for their line item requests to be submitted for the June Board meeting.

Although significant work was done by the institutions in preparation for this Board meeting, a memo from the Division of Financial Management on June 3, 2021 redirected all agencies and institutions as follows;

To align ongoing expenses with ongoing revenue, each agency supported by General Fund must prepare its FY 2023 budget with a total General Fund request not to exceed its FY 2022 original ongoing General Fund appropriation by an amount more than 3.1%.

Board Staff will work with the Division of Financial Management and the institutions to bring revised items back to BAHR for discussion no later than the August Board Meeting.

BOARD ACTION

This item is for informational purposes only.



State of Idaho

DIVISION OF FINANCIAL MANAGEMENT

Executive Office of the Governor

BRAD LITTLE
GovernorALEX J. ADAMS
Administrator

June 3, 2021

MEMORANDUM**TO: Agency Directors and Fiscal Officers****FROM: Alex J. Adams, Administrator**

A handwritten signature in cursive script, reading "Alex J. Adams".

SUBJECT: FY 2023 Budget Preparation Guidance

DFM and LSO will soon jointly issue the Budget Development Manual (BDM) which provides agencies with technical guidance on preparing their annual budget requests.

This memo outlines Governor Little's expectations for the FY 2023 budget preparation. It also provides guidance to agencies about requesting American Rescue Plan Act (ARPA) funds.

A. General Overview

Idaho's economic rebound during COVID-19 has continued to defy expectations. Governor Little was able to leverage a record surplus into historic infrastructure investments in FY 2022 that will continue our state's strong economic trajectory, while also investing in state employees by awarding a 4% CEC.

We are optimistic about the future, yet it is important to acknowledge the General Fund growth we are seeing is buoyed, in part, by substantial and unsustainable federal spending levels. Stimulus checks, PPP loans, and enhanced unemployment benefits show up in the form of state sales tax collections and state income tax filings. Similarly, some state dedicated funds have likely accumulated one-time excesses.

To be conservative, we did not adjust the state General Fund revenue forecast for the economic impact of the COVID-19 Relief Act from December, or ARPA in March. Thus, there should be little surprise that we will see a significant year-end surplus for the second straight year.

This year-end surplus of one-time funds will be extremely beneficial in making additional needed infrastructure investments and lessening the state's deferred maintenance liability. It is important that directors and fiscal officers communicate within your agencies to ensure that the forthcoming year-end surplus does not beget unrealistic expectations for the FY 2023 agency budget request.

The Governor is committed to ensuring a structurally balanced budget in which *ongoing* expenses do not exceed *ongoing* revenues. Governor Little is also preparing for significant education investments in FY 2023 which will be the top priority for General Funds next session. This memo accounts for these factors in planning for the FY 2023 budget.

B. FY 2022 General Fund Supplemental Requests

Agencies must actively manage their budget and absorb all costs in their existing FY 2022 appropriation to avoid General Fund supplemental requests. If an extraordinary circumstance has occurred in which a General Fund supplemental request may not be absorbed, the agency head should set up a joint meeting with the Governor's Chief of Staff and the DFM Administrator to discuss options no later than August 6, 2021.

C. FY 2023 General Fund Agency Requests**C1. General Fund Budget Growth**

To align ongoing expenses with ongoing revenue, each agency supported by General Fund must prepare its FY 2023 budget with a total General Fund request not to exceed its FY 2022 original ongoing General Fund appropriation by an amount more than 3.1%. An exception is made for the public schools budget (agency code 500). For convenience, this total can be found for your agency in the appendix to this memo.

This 3.1% growth factor is inclusive of all the requisite adjustments found in the Budget Development Manual. While the BDM is still being finalized, agencies will likely see a flat health insurance appropriation and an unemployment insurance holiday, providing additional budget capacity for agencies.

DFM will **not** accept an agency budget submission more than this amount without prior approval of the Governor's Chief of Staff and the DFM Administrator.

C2. Line-Item Enhancement Requests

If an agency intends to request a line-item enhancement from ***any*** source of funding, the agency must meet with their Governor's office contact and DFM analyst no later than August 6, 2021 to discuss its necessity for inclusion.

Agencies must adhere to the following:

- General Fund line-item requests must be within the budget cap established under C1 of this memo.
- Line-items relating to personnel matters (e.g., reclassification, etc.) must have ***prior*** written attestation from the Division of Human Resources that the request is in alignment with all statewide HR policies, including pay.
- Line-items that involve custom information technology must have ***prior*** written attestation from:
 - Office of Information Technology Services that no off-the-shelf technology can meet the agency's need and that ITS supports the request; and
 - State Controller's Office that the proposed technology is Luma compatible.

DFM will **not** accept an agency budget submission that has not been vetted through this process.

C3. ARPA Funding Requests

Agencies that receive direct ARPA funds for specific grant programs should build their requested amounts into their FY 2023 submission or as an FY 2022 supplemental if there is demonstrable need.

Governor Little will be working closely with legislative leadership on a plan of action for ARPA discretionary funds. Thus, agencies may **not** request discretionary ARPA funds from the State Fiscal Recovery Fund or COVID-19 Capital Projects Fund as part of their budget submission. To the extent agencies have specific ideas for the State Fiscal Recovery Fund that are one-time in nature, please raise them with your Governor's Office contact and DFM analyst no later than August 6, 2021 for consideration of addition ***as a Governor's recommendation***.

Prior to raising ARPA discretionary ideas with staff:

- Review the principles governing ARPA appropriations outlined in Senate Bill 1204 ([link](#)) to ensure conformity to legislative intent; and
- Vet ideas with your legal counsel for conformity to U.S. Treasury guidance ([link](#)), and be prepared to identify which portion of the guidance the idea would implement.

D. Summary of Key Dates

- **August 6, 2021**
 - Last day to meet with Governor's office contacts and DFM analysts to discuss potential line-items for FY 2023 or ARPA discretionary fund items.
 - Last day to meet with Governor's Chief of Staff and DFM Administrator to discuss extraordinary supplemental requests for FY 2022.
- **September 1, 2021**
 - Budget submissions are due to DFM and LSO no later than 5:00 p.m. MT

As always, please reach out to your DFM analyst with any budget-related questions. Thank you for your hard work during these challenging times.

Appendix A. Budget Submission Caps for Agency **General Fund (GF)** Request

Agency	Agency #	FY22 GF Ongoing	FY23 GF Request Cap
OITS	177	\$ 1,764,000	\$ 1,818,684
STEM	179	\$ 3,056,100	\$ 3,150,839
DFM	180	\$ 1,985,900	\$ 2,047,463
Office of the Governor	181	\$ 2,305,500	\$ 2,376,971
Aging	187	\$ 4,530,200	\$ 4,670,636
Blind & Visually Impaired	189	\$ 1,522,800	\$ 1,570,007
Mil. Division	190	\$ 7,312,600	\$ 7,539,291
OSC	195	\$ 1,554,000	\$ 1,602,174
Arts	196	\$ 883,400	\$ 910,785
WDCB	197	\$ 392,000	\$ 404,152
ODP	198	\$ 339,100	\$ 349,612
Admin	200	\$ 2,434,200	\$ 2,509,660
Bond Payments	201	\$ 3,930,000	\$ 4,051,830
ISDA	210	\$ 12,125,200	\$ 12,501,081
SWCC	215	\$ 2,967,200	\$ 3,059,183
Commerce	220	\$ 6,001,200	\$ 6,187,237
IDOC	230	\$ 276,918,900	\$ 285,503,386
Pardons and Parole	232	\$ 3,526,900	\$ 3,636,234
IDOL	240	\$ 538,100	\$ 554,781
DEQ	245	\$ 22,388,500	\$ 23,082,544
IDHW	270	\$ 947,014,900	\$ 976,372,362
IDJC	285	\$ 42,946,700	\$ 44,278,048
Industrial Commission	300	\$ 294,000	\$ 303,114
IDL	320	\$ 7,073,700	\$ 7,292,985
ISP	330	\$ 33,875,800	\$ 34,925,950
IDPR	340	\$ 3,488,600	\$ 3,596,747
Tax Appeals	351	\$ 644,400	\$ 664,376
Tax Commission	352	\$ 37,874,800	\$ 39,048,919
IDWR	360	\$ 20,463,900	\$ 21,098,281
PDC	437	\$ 11,290,800	\$ 11,640,815
Hispanic Commission	441	\$ 250,300	\$ 258,059
SAPD	443	\$ 3,171,600	\$ 3,269,920
Veterans	444	\$ 1,228,100	\$ 1,266,171
OSBE	501	\$ 8,338,700	\$ 8,597,200
CTE	503	\$ 68,382,500	\$ 70,502,358
Community Colleges	505	\$ 50,799,600	\$ 52,374,388
Colleges & Universities	510	\$ 313,109,200	\$ 322,815,585
Ag. Research	514	\$ 32,695,100	\$ 33,708,648
Health Ed. Programs	515	\$ 23,166,800	\$ 23,884,971
Special Programs	516	\$ 26,516,700	\$ 27,338,718
IPTV	520	\$ 2,719,200	\$ 2,803,495
Libraries	521	\$ 4,557,200	\$ 4,698,473
Historical Society	522	\$ 3,923,700	\$ 4,045,335
Voc. Rehab	523	\$ 8,202,200	\$ 8,456,468
Charter School Commission	525	\$ 174,100	\$ 179,497
SILC	905	\$ 228,200	\$ 235,274

COLLEGE AND UNIVERSITIES

SUBJECT

Student Fee Opt-Out

REFERENCE

April 2020

Board approves tuition and fees each year at the April Board meeting.

April 2021

Board approved second reading for V.R. Policies regarding in-service teacher fees, clarifying online program fees, and adding Independent Study in Idaho fee

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections V.R.
Idaho Code § 33-3717A

BACKGROUND/DISCUSSION

Board Policy V.R. defines fees and the process to change fees and establishes the approval level required for the various student fees (Chief Executive Officer or the Board). Board Policy V.R now provides that:

1. Administrative local fees are student fees that are approved by the State Board of Education and deposited into local institutional accounts; and
2. Such fees shall be approved by the Board at its annual meeting for setting tuition and fees and will be clearly communicated to students prior to their enrollment.
 - i. Consolidated Mandatory Fee
This fee is inclusive of all facilities, activity, and technology fees. The State Board of Education will approve the Consolidated Mandatory Fee which may then be allocated by institutions. This fee includes capital improvement and building projects and debt service required by these projects, the fee charged for such activities as intercollegiate athletics, student health center, student union operations, the associated student body, financial aid, intramural and recreation, and other activities which directly benefit and involve students and campus technology enhancements and operations directly related to services for student use and benefit (e.g., internet, network, and web access, general computer facilities, electronic or online testing, and online media).

A full-time and part-time rate shall be established. Institutions shall provide an annual accounting to the Board of the way the Consolidated Mandatory fee is utilized by each institution.

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The purpose for such language was to try to create a greater simplification for students through the implementation of one mandatory fee as opposed to a long list of fees, many of which were not optional.

Three main fees had been assessed prior to this revision in policy. Facilities Fees, which were used to support the building and renovation of campus facilities, many of which were not eligible for support from the Permanent Building Fund; Activity Fees, which were fees related to student activities recommended and approved by the student body; and Technology Fees, which support the ever-growing technology needs on our campuses and expanding online/virtual access.

As part of the College and Universities' Appropriation for FY 2022, the intent language below was included. This agenda item is to update the board on the work being done by the institutions on this topic

SECTION 7. STUDENT FEE REPORT. As soon as practicable, the State Board of Education shall: (1) make easily accessible a break-out of student activity fees on the institutions' websites; (2) develop a common naming convention for similar activity fees across the institutions; and (3) evaluate the current lists of activity fees assessed to students and determine how and which fees supporting student activities, clubs, and organizations focused on individual beliefs and values can be structured to address the need for access, affordability, and choice. The State Board of Education shall report results of this work to the Joint Finance-Appropriations Committee and the House and Senate Education Committees no later than January 14, 2022.

ATTACHMENTS

Attachment 1 FY22 Annual Student Fees

BOARD STAFF COMMENTS AND RECOMMENDATIONS

At the April Board Meeting, the Board directed the institutions to consider how to consider which fees would be characterized as optional and which fees would be considered mandatory, categorize them as such and work to develop a common naming convention to provide greater transparency. A list of the annual student fees is provided in Attachment 1.

The impact of allowing student choice for the optional fees has implications both legally and functionally. For an institution to remain viewpoint neutral, institutions may have to allow students to opt in or out of all optional fees, a type of all or nothing approach. They may also lose the opportunity for student government to serve the student body in a representative function, and students may elect to opt out due to cost alone and miss opportunities that they might have been able to otherwise pursue.

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Representatives from the institutions will be available to speak to these various factors.

BOARD ACTION

This item is for informational purposes only.

IDAHO COLLEGE & UNIVERSITIES
ANNUAL STUDENT FEES
FISCAL YEAR 2022

	BSU	ISU	U of I	LCSC
<u>FULL-TIME FEES</u>				
Tuition	\$5,532.36	\$5,928.04	\$6,181.80	\$5,826.00
Mandatory Fee	2,527.64	1,943.96	2,158.20	1,156.00
DEDICATED ACTIVITY FEES				
Alumni		11.90	2.40	
Alternative Transportation			1.66	
Associated Student Body	27.00	126.60	180.90	
Associated Student Body				226.00
Athletic Training Services (not part of Athletics)			7.90	
Center for Arts & History				
C.W. HOG		7.54		
Cheerleader Program			6.08	
Childcare Services		47.28	25.58	16.50
Club Sports			11.62	
Community Engagement				12.50
Counseling		33.24	59.22	
Cultural Center				
Debate Team		10.54		
Diversity and Inclusion Center			4.80	
Drama				
Fitness Center				
Institutional Development				
Intercollegiate Athletics	244.30	262.04	221.52	
Intramurals/Recreation/Locker		97.80		
International Student Services				
Janet C Anderson Gender Resource Center		10.32		
Leadership & Counselor Training		6.34		
Marching Band		16.40	13.86	
Minority Student Programs			20.52	
Multi-Use Facilities (Stadium, Union, etc.)			224.98	
Music		12.44		
Outdoor Recreation				
Performing Arts			4.74	22.00
Resident Halls Operations				
Sales Tax				2.00
Scholarships and Loans		33.46		
Silverthorne Series				
Stadium Operations				
Student Activities	199.22			
Student Advisory Services			13.36	
Student Development/Scholarships				130.00
Student Health Center	107.00	142.42	81.76	
Student Health, Counseling, and Housing				164.00
Student ID Card			16.86	
Student Media				
Student Programming			35.16	
Student Radio				
Student Recreation Center	142.38		172.40	
Student Research Grants			4.66	
Student Support Service		14.52		
Student Transportation Fee	24.00			
Student Union Building/Center for Student Leader				258.00
Student Union Operations	137.00	333.40		
Student Work Scholarship				
Sustainability Center			13.70	
Theater Arts/Fine Arts			5.54	
Tutoring Service			10.78	
Veteran and Military Family Services (new fee)			1.98	
Wellness Program		10.92		
Gender Equity Center			29.20	
Subtotal Activity Fee	880.90	1,177.16	1,171.18	831.00
Total Full-Time Undergraduate Fee	\$8,940.90	\$9,049.16	\$9,511.18	\$7,813.00

IDAHO COLLEGE & UNIVERSITIES
ANNUAL STUDENT FEES
FISCAL YEAR 2022

	BSU	ISU	U of I	LCSC
<u>PART-TIME CREDIT HOUR FEES</u>				
Tuition	251.75	335.03	368.00	308.75
Facility Fees	63.16	20.00	21.70	8.00
Technology Fees	11.69	6.52	8.27	8.25
Activity Fee:				
Alumni		0.10		
Associated Student Body	1.23		3.04	
Athletics: Fitness & Recreation				7.50
Cheerleader Program				
Childcare Services		3.10		
Community Engagement				0.50
Counseling		1.66		
Intercollegiate Athletics	11.10	3.65	3.00	
Intramurals/Recreation/Locker		5.27	0.36	
Janet C Anderson Gender Resource Center		0.85		
Leadership & Counselor Training		0.65		
Marching Band		0.91	0.44	
Multi-Use Facilities (Stadium, Union, etc.)			3.57	
Outreach Program		1.47		
Stadium Operations				
Student Activities	9.06			
Student Development/Scholarships				0.75
Student Health Center	4.86	5.99	3.62	
Student Health, Counseling, and Housing				5.75
Student ID Card			0.53	
Student Programming		4.42		
Student Rec Center	6.47		1.81	
Student Transportation Fee	1.09			
Student Union Building/Center for Student Leader				16.50
Student Union Operations	6.23	10.80		
Wellness Program		0.81		
Work Scholarship/JOB				
Student Support Services		0.77	0.66	
Activity Fee Subtotal	40.04	40.45	17.03	31.00
Total Part-Time Undergraduate Fee	\$366.64	\$402.00	\$415.00	\$356.00
<u>TEACHER IN-SERVICE - Undergraduate</u>	129.00	129.00	129.00	129.00
<u>TEACHER IN-SERVICE - Graduate</u>	167.00	167.00	167.00	167.00
<u>GRADUATE FEE</u>				
Full-Time	1,578.00	1,534.90	1,572.00	N/A
Part-Time	103.00	77.38	87.00	N/A
<u>NON-RESIDENT TUITION</u>				
Full-Time	16,920.00	25,326.00	19,236.00	13,256.00
Asotin County	N/A	N/A	N/A	4,070.00
Part-Time	357.00	685.82	962.00	
Part-Time Graduate (UI)			1,069.00	

IDAHO COLLEGE & UNIVERSITIES
ANNUAL STUDENT FEES
FISCAL YEAR 2022

	BSU	ISU	U of I	LCSC
<u>PROFESSIONAL FEES</u>				
Art & Architecture	N/A	N/A	1,390.00	N/A
Idaho Dental Education	N/A	32,109.00	N/A	N/A
Law	N/A	N/A	13,384.00	N/A
Nursing/Undergraduate	1,356.00	1,954.00	N/A	N/A
Nursing/MSN	N/A	2,402.00	N/A	N/A
Nursing PhD	N/A	2,366.00	N/A	N/A
Nursing DNP	N/A	4,370.00	N/A	N/A
Speech Language Pathology/Audiology (Per Cr Hr)	N/A	85.00/88.00	N/A	N/A
Spch Lang Path/Audiology -PreProfessional(Per Cr	N/A	276.00	N/A	N/A
Spch Lang Path/Audiology -Online MS(Per Cr Hr)	N/A	499.00	N/A	N/A
Dental Hygiene BS	N/A	8,350.00	N/A	N/A
Dental Hygiene MS-Didactic (Per Cr Hr)	N/A	165.00	N/A	N/A
Dental Hygiene MS-Clinical (Per Cr Hr)	N/A	349.00	N/A	N/A
Dental Hygiene MS-Thesis (Per Cr Hr)	N/A	271.00	N/A	N/A
Graduate Counseling	N/A	1,314.00	N/A	N/A
Pharmacy	N/A	11,750.00	N/A	N/A
Physician Assistant	N/A	22,446.00	N/A	N/A
Physical Therapy	N/A	4,878.00	N/A	N/A
Occupational Therapy	N/A	4,032.00	N/A	N/A
Radiographic Science	N/A	900.00	N/A	N/A
Clinical Lab Science	N/A	1,490.00	N/A	N/A
Paramedic Science	N/A	1,468.00	N/A	N/A
Dietetics	N/A	3,219.00	N/A	N/A
Social Work BA	N/A	250.00	N/A	N/A
Social Work MS	N/A	412.00	N/A	N/A
Athletic Training MS	N/A	1,500.00	N/A	N/A
Engineering	35.00	N/A	N/A	N/A
Online Prog Fee - Community Paramedic Certificate	N/A	3,300.00	N/A	N/A
Online Prog Fee - Spanish MA	N/A	330.00	N/A	N/A
Online Prog Fee - Health Informatics MS	N/A	528.00	N/A	N/A
Online Prog Fee - Surveying Technician Tech Cert.	N/A	330.00	N/A	N/A
Online Prog Fee - Land Surveying Cert.	N/A	330.00	N/A	N/A
Online Prog Fee -Elementary Ed BA/BS	N/A	262.00	N/A	N/A
Online Prog Fee -Special Education BA/BS	N/A	262.00	N/A	N/A
Self-Support Fee - Diagnostic Medical Sonography (N/A	302.00	N/A	N/A
<u>WUE Tuition and Fees</u>	12,090.00	10,836.02	12,510.00	9,896.00
<u>DUAL CREDIT</u>	65.00	65.00	75.00	75.00
<u>NEW STUDENT ORIENTATION</u>	175.00	100.00	100.00	N/A

BUSINESS AFFAIRS AND HUMAN RESOURCES
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SUBJECT

System Optimization Update

REFERENCE

September 29, 2017	The Idaho State Board of Education (Board) adopted the Higher Education Task Force recommendations, including recommendations to increase systemness.
December 2018	Huron Consulting Group presented its final report to the Board.
January 18, 2019	The Board accepted the Huron report and appointed a subcommittee (comprised of Board members) to continue the work on systemness.
August 29, 2019	The Board established a Systemness Program Committee comprised of Board members, the Board executive director, the Board chief financial officer, the presidents of the four-year institutions, and the institutions' financial vice presidents.
October 21, 2020	The Board approved consolidation of the institutions' Internal Audit and Risk Management under the direction of the Office of the State Board, and established a System Optimization Project Manager to help coordinate other collaborative efforts among the institutions.
April 2020	The Board approved a purchasing agreement among all four four-year institutions in support of a collaborative purchasing approach.

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND/DISCUSSION

As the institutions have made great strides in collaborating to achieve efficiencies through system functionality, the System Optimization Subcommittee, comprised of Board members Scoggin, Clark and Hill, has continued to provide guidance on issues related to coordination of efforts. Board Policy V.I encourages institutions to collaborate, particularly on software purchases: "When feasible, such development will be undertaken as a joint endeavor by the four institutions and with overall coordination by the Office of the State Board of Education."

The work of Huron Consulting led the Board to work closely with the presidents of the four-year institutions who have taken the initiative to work together to establish efficiencies for the higher education institutions and the state as a whole. The first three areas of recommendation from the Huron report have been a priority for the institutions through the Presidents Leadership Council and are delineated in Attachment 1, the report to the Joint Finance-Appropriations Committee from January 2021.

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- The first area, Foundation Setting, suggested that staff be hired at the Board Office to manage the processes that were recommended. The State Board of Education, the Presidents Leadership Council, and Board Staff have worked collaboratively to address and manage the report without the need for further personnel.
- The second and third areas, Middle Management Optimization and Support Staff Optimization, have been engaged by the colleges and universities both as an initiative suggested by Huron and as a necessity driven by the pandemic.
- The fourth area, E-Procurement, is being developed as the institutions work together to consolidate their purchasing functions. The Legislature appropriated \$2.5M in the Building Idaho's Future initiative to build an E-Procurement system and work has begun at the institutions to review that process.
- The fifth area, System Sourcing and Category Management involves the process of building the systemwide purchasing model, which is currently well under way among the four college/universities.
- The sixth area, ERP Planning, would assess the current status and need to move to a convergence of the institutions' Enterprise Resource Planning (ERP) systems. This convergence would require a significant investment in the tens of millions of dollars, but this initial study is the first step to develop the path forward. The Legislature appropriated \$500,000 as a first step to understanding the path forward for a consolidated ERP.
- The seventh area, Workforce Sharing, would be a review of areas where potential collaborative efforts could be beneficial for the institutions and the state. This will be the ongoing work of the System Optimization Subcommittee.

Under the Board's leadership, the presidents of the institutions have not only agreed to take on the work but have demonstrated substantial completion of the initiatives set forth by Huron in its report. The work recommended by Huron has been and continues to be built into the processes of the Board. It is to the credit of our higher education institutions that they have begun implementation of the recommendations even during the pandemic and used the report as the context for many of the difficult decisions they have faced this year.

The Board and the Presidents Leadership Council have gone beyond the boundaries of the Huron recommendations and are in the process of the creation of centralized Internal Audit and Risk Management functions in the Office of the

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 16, 2021

State Board of Education, as well as centralizing purchasing functions through the University of Idaho.

The System Optimization Subcommittee continues to review and encourage continued collaboration in order to support a culture of system integration.

IMPACT

This Update quantifies the significant work that has been undertaken by the institutions under the direction of the Presidents Leadership Council in response to the Board's direction for a systemic approach to business operations.

ATTACHMENTS

Attachment 1 – Report to Joint Finance-Appropriations Committee, January 2021

STAFF COMMENTS AND RECOMMENDATIONS

Board staff believe it is important for the Board to review and acknowledge the extensive efforts undertaken by the institutions in support of the Board's desire to establish a continual review of system-wide processes. As one of the foundational ideas was to build a systemwide mindset, this Update will highlight the significant achievements and the strategic direction that continues to be woven into the fabric of the efforts for systemwide collaboration.

BOARD ACTION

This agenda item is for informational purposes only.

Report on College/University Budget and Cost Containment Actions

Legislative Intent:

This report by the Idaho State Board of Education (SBOE) is provided in response to the reporting requirement in Section 6 of H644 (2020), which asks each institution to continue with budget reduction and cost containment efforts, reducing overhead, focusing on core instructional missions, and directing that:

“...The State Board of Education shall provide a written report to the Joint Finance-Appropriations Committee and the House and Senate Education committees detailing these budget reductions and cost containment efforts no later than January 15, 2021.”

Background/History:

The ongoing system integration and budget optimization efforts are the outgrowth of earlier SBOE initiatives to improve the efficiency and effectiveness of higher education programs to expand access and deliver high quality programs throughout Idaho.

- In 2016, the SBOE presented proposals to the Governor’s Office to increase the emphasis on performance (i.e., successful student progress) as a basis for higher education funding for the four-year institutions and community colleges.
- In January 2017, then-Governor Otter launched a “Higher Education Task Force” modeled on the earlier K-12 “Task Force for Improving Education.” The Higher Ed task force was charged with finding strategies to improve access, attain Idaho’s 60% goal, and *“...consider the State’s role in funding higher education and recommend how to transition to a State funding formula for higher education that rewards outcomes toward completion.”*
- In looking for potential internal funding strategies to support expanded access and more efficient delivery of programs, the SBOE provided the Task Force a list of “back office” functions, common to multiple institutions, that might be delivered more efficiently and effectively through a “systems” approach.
- In January 2018, after receiving the final report (September 2017) of the Higher Education Task Force, the Governor directed the State Board of Education to move toward *“more systemness,”* eliminate *“back-office redundancies,”* and seek savings by shifting into a *“centralized and standardized support system.”* The Governor’s proposed FY2019 budget included funds for an external consultant to assess back-office functions and possible areas for consolidation. Funding was approved by the legislature and was used to hire, through the state’s Request for Proposal process, the Huron Consulting Group.
- Huron consultants focused their efforts on the four 4-year institutions (BSU, ISU, LCSC, and UI) and carried out interviews with functional experts on all four campuses. Huron’s final report to the SBOE (December 2018) focused on a subset of the back-office functions previously identified by the SBOE. Huron identified three broad areas which might yield operational savings and improved performance:

- Labor Duplication/Fragmentation: management spans of control (the number of subordinates per supervisor); layers of supervision; and functions that could be shared within or across institutions.
- Purchasing Power: group purchasing and e-procurement strategies
- Technological Adoption/Rationalization: collaborative technology solutions and common Enterprise Resource Planning (ERP) options.
- The SBOE has continued to press forward on the initiatives identified in the Higher Education Task Force, Governors' recommendations, and consultant analyses. Contributing to the momentum of budget reduction initiatives and system integration efforts underway in FY2021 were: 1) the Board's appointment during the previous 18 months of four new system-minded presidents to lead the 4-year college and universities; 2) an FY2021 budget appropriation which included a permanent 2% reduction in General Funds for the four institutions; 3) the institutions' voluntary tuition freeze; and 4) the severe economic impacts of COVID-19.

Current Collaborative Efforts:

The SBOE is coordinating institutions' collaborative efforts in the above-mentioned areas through its System Optimization Subcommittee. Under the State Board's direction, execution of system integration initiatives is carried out by the college and university presidents. While the Huron discussions were limited to the four 4-year institutions, a number of the ongoing system optimization and cost reduction initiatives related to group buying power have generated interest among the community colleges, as well. Though not the focus of this report, the SBOE and institutions are also making marked progress in academic program collaboration. The sections below provide a snapshot of efforts underway in the area of administrative support functions, including budget streamlining, realignment of staff, and cost-saving initiatives available through the institutions' cooperation.

Snapshot of budget reduction/cost containment efforts by the four institutions:

Idaho State University

ISU, under President Kevin Satterlee's leadership, moved decisively to address the \$11.7 million structural deficit that existed at the beginning of FY 2021. In addition, the university had to deal with the impact of a budget holdback for FY2021 (approximately \$5 million), foregone revenue as a result of the voluntary freeze in student tuition, the decline in enrollment due to COVID-19, and the accompanying dramatic downturn in revenues from events and auxiliary operations during the pandemic.

As is the case with its three sister institutions, personnel costs comprise the majority (approximately 70%) of ISU's expenditures. Therefore, balancing the budget required significant decreases to personnel costs. Beginning in FY2020, the university eliminated 61 vacant positions and 33 filled positions (94 total). It combined these with a hiring freeze and an employee furlough program. These measures resulted in approximately \$14.9 million in permanent and one-time personnel budget savings and a \$9 million reduction to the \$11.7 million structural deficit at the beginning of FY2021. Among the strategically-targeted position eliminations were faculty members whose contracts protected their positions beyond FY2021. When these positions expire in FY2022, an additional \$2.7 million in savings will be realized, eliminating the final portion of ISU's earlier \$11.7 million structural deficit. ISU has been conscientious in matching temporary savings (i.e., hiring freezes and furloughs) to temporary

budget reductions, while using permanent savings (i.e., position eliminations) to cover long-term structural deficits.

As part of the above budget reduction measures, ISU reduced the number of supervisor positions from 328 to 299—a 9% decrease. The resulting leaner operation helps address the middle-management “span of control” recommendations noted during the Huron consultations.

ISU discontinued six academic programs (degrees, certificates) in FY2020 and FY2021, while sustaining and enhancing core mission programs in areas including research and health sciences. Cost containment, efficiency, and program effectiveness are also realized through its Public-Private Partnership (P3) collaboration and resource sharing with the Idaho College of Osteopathic Medicine (ICOM), cooperation with Portneuf Medical Center, and state-wide digital delivery of health science programs. ISU is collaborating with the other 4-year institutions and community colleges on an integrated, statewide Cybersecurity program, which will provide multiple tracks for career training in this critical area. The Cybersecurity initiative is an example of the system optimization and improved service that are possible through collaboration—and the SBOE is very appreciative of the \$1 million appropriation in FY2021 that helped to support the effort. This report will cover additional ISU collaborative efforts in later sections that address the SBOE’s “work sharing” initiatives, technology/ERP projects, and purchasing/ procurement proposals.

Lewis-Clark State College

LCSC, under President Cynthia Pemberton’s leadership, moved quickly to eliminate a \$1 million structural budget deficit and the combined impact of the FY2021 budget base reduction and holdback, COVID-19-induced enrollment decreases, and auxiliary operations revenue losses. The college reduced its FY 2021 general education budget by \$1.7 million and has cut back expenses by \$2.6 million to address projected shortfalls and uncertainties. Like its sister institutions, LCSC furloughed and laid off personnel as one of the measures to achieve temporary and long-term savings. Since FY2019, and continuing into FY2022, LCSC will have reduced its already lean personnel count by a net 45.33 Full Time Equivalent (FTE) positions—a 9.3% reduction of personnel from all fund sources. In addition to these reductions to the overall headcount, LCSC has also reduced the number of supervisors from 81 to 68 (a 16% reduction) since the start of FY2019—further improving its span of control metrics within its flat organizational structure.

With regard to core instructional missions, LCSC consolidated the administration of all business programs (including Career Technical Education business programs) under a unified Business Division. Four LCSC degree programs and one certificate program are being closed under teach-out plans. All Bachelor of Applied Science (BAS) degrees have been consolidated into three programs. LCSC’s collaboration in program delivery in Region I is epitomized by its joint operations with the University of Idaho and North Idaho College in the North Idaho Collaborative Education (NICE) facility in Coeur d’Alene. In order to more efficiently and economically fill health service needs in Northern Idaho in partnership with Kootenai Medical Center, the SBOE has approved, with the support of the other institutions, a graduate-level certificate in Nursing Management and Leadership by LCSC—an initiative which was made possible by the Legislature’s much-appreciated action last session.

LCSC also has worked to contain costs by minimizing debt servicing. The three universities have been diligent in refunding bonds, when possible, to take advantage of historically low rates (more on this under the snapshot for the University of Idaho). LCSC succeeded in retiring all

outstanding long-term debt in previous years and has no bond debt-servicing obligation at this time, placing it in a good position if future large-scale financing opportunities arise.

Boise State University

Boise State, under the leadership of President Marlene Tromp, continued aggressive action in FY2021 to reduce personnel budgets and tighten the span of control among mid-level managers. COVID-19 resulted in reduced revenues from Boise State's previous multi-year rate of enrollment growth and negatively impacted event operations and other auxiliary revenues. Between FY2020 and the end of CY2020, the university permanently eliminated 194 positions (excluding grant-funded positions), resulting in \$15.9 million in savings. The university also held 279 targeted positions vacant, resulting in an additional \$21.9 million in temporary savings which were used to address temporary budget shortfalls; for a total of \$37.8 million in savings. These salary savings were accompanied by improvements in the university's span of control: as of December 2020, only 63 of BSU's 890 supervisors (7%) had fewer than four direct-report subordinates.

Boise State re-invested portions of the savings from these budget reductions to reinforce critical operations. For example, the university used \$2 million to enhance its distance delivery technology to maintain continuity of class sessions during the pandemic. These upgrades enhanced both "synchronous" and "asynchronous" delivery modes (supporting local students and students across the state who are place-bound and/or who have schedule constraints). Improvements in remote instruction by Boise State and its sister institutions will pay dividends in the future as they carry out the State Board's mandate to expand access throughout Idaho.

Boise State was the first of the 4-year institutions to migrate a significant portion of its automated systems (more than 15) to cloud-based solutions, including its financial Enterprise Resource Planning (ERP), Human Resources (HR), and Learning Management Software (LMS) systems. As the development partner for the Oracle ERP product, Boise State negotiated preferential contract rates approximately 40% below current market rates. In December 2020, the State Board approved the university's proposal to extend its Oracle contract until 2025 under the same terms.

As part of the above-mentioned contract renewal negotiations, Oracle agreed to extend the same reduced contract rate to other Idaho institutions. This cost containment could benefit Boise State's sister institutions in the event that they migrate to the Oracle cloud-based platform. Boise State is also collaborating with sister institutions on the possibility of expanding a "virtualized" data center and private cloud environment to serve multiple institutions in a single data center. Boise State is also partnering with Idaho State University to provide reciprocal disaster support for data systems. These initiatives are expected to reduce future hardware, software, and personnel costs while increasing the security and reliability of central data systems. These potential budgetary and operational improvements will be addressed further in the sections below on Purchasing/Procurement and Technology/ERP opportunities.

University of Idaho

The University of Idaho, under the leadership of President Scott Green, continued its budget reduction efforts initiated in FY2020 into FY2021. In FY2020, the university had implemented one-time budget reductions totaling \$14 million to address structural deficits. In FY2021, this \$14 million reduction, along with an additional \$8 million reduction (a total of \$22 million), were made permanent, prior to the state's mandated 2% and 5% reduction/holdback.

Like its sister institutions, the University of Idaho used voluntary and mandatory furlough programs to address temporary state budget reductions—these programs generated savings of \$400,000 in FY2020, portions of which, along with reserves, were used to cover FY2020 budget shortfalls. In FY2021, temporary furlough programs generated \$5.5 million in savings. The one-time savings in FY2021, along with appropriated Change in Employee Compensation (CEC) funds—which institutions were not permitted to use for raises in FY2021—were used to meet the state-mandated 5% holdback in FY2021. The university's FY2021 base budget for personnel salaries and benefits was reduced by \$10.8 million, with an elimination of approximately 160 FTE (Full Time Equivalent) positions through a combination of voluntary separations, voluntary early retirements, and non-renewals.

The UI has aggressively sought other opportunities for budget reduction, cost containment, and revenue generation. In November 2020, the SBOE approved the university's Public-Private Partnership (P3) initiative to lease its utility system and steam plant to a private concessionaire. This partnership with a world-class private operator will increase the efficiency of utility operations while generating annual funds that will be used by the university to support strategic initiatives. This is an example of P3 arrangements which have been used by higher-education institutions to enhance cost-effective delivery of non-education “back office” services such as utilities, food services, bookstores, security, student housing, etc.

The university has also been successful over the past several years in containing costs related to bond debt service. The latest example is the university's proposal to issue 2021 General Revenue Refunding Bonds—which was approved by the SBOE in December 2020. This will lock in current, historically-low interest rates for up to \$49.8 million of previously-issued bonds, with estimated net present value savings of \$11 million (24% cost reduction for the refunded bonds).

The University of Idaho is collaborating with sister institutions in other ongoing and proposed State Board system optimization efforts, including multi-institution use of common Learning Management Systems (LMS) and user-friendly, on-line access to program information for students and parents (the “Online Idaho” portal initiative). The university is partnering with sister institutions on Cybersecurity programs, leveraging ongoing collaboration with the Idaho National Laboratory (INL), and taking advantage of the Legislature's \$1 million appropriation in FY2021 to address statewide Cybersecurity needs. The university is playing a central role in the State Board's initiative to explore the potential for a collaborative system for purchasing and procurement of goods and services. That effort is described in more detail below.

Work Sharing Initiatives:

Analyses carried out during the consulting effort with Huron pointed out two approaches that might be used to integrate some back-office functions under a systems approach: 1) unifying a support function among all four-year institutions, with lead elements located within the State Board office and supporting staff distributed to each institution; and/or 2) unifying a support function among the institutions, with one designated institution as “lead”—with supporting staff sparingly distributed at the sister institutions. The State Board is exploring both of these options, on a case-by-case basis, as it begins to address near-term and over-the-horizon system optimization opportunities.

- **Internal Audit:** In October 2020, following up on the recommendation of its System Optimization Subcommittee, the SBOE approved consolidation of Internal Audit for the four four-year institutions as a function of the Office of the State Board. While some

personnel savings are expected to accrue from this centralization and streamlining effort, the primary benefits hoped for are enhanced unity of effort; procedural consistency and clarity; and increased visibility and transparency for State Board oversight of institutions' operations and policy compliance.

- Risk Management: At its October 2020 meeting, the SBOE also approved the consolidation of the risk management function for the four 4-year institutions as a function of the Office of the State Board. Board staff is working with the college and universities and the risk managers at the Idaho Department of Administration to develop an action plan. Once implemented, this systems approach should reduce costs and improve efficiency.

Purchasing/Electronic-Procurement Initiative:

Two of the key recommendations that emerged from the Higher Education Task Force, which were subsequently validated during the State Board's consultation support from Huron, were potential budget savings and process improvements if a systems approach were adopted to consolidate purchasing and technology/ERP operations. With regard to purchasing operations at the four-year institutions, Huron estimated that consolidated purchasing and e-procurement operations could yield between \$3.1 million to \$6.6 million in annual savings, based on annual expenditures by all four institutions (for administrative services, scientific and medical supplies, and facilities) of over \$87 million.

The State Board has been working with the institution presidents and their purchasing directors to lay the groundwork to move ahead in this area. Currently, the Board envisions that the second of the work sharing models outlined above would be used for purchasing operations—i.e., creating a unified system, with one institution operating as the lead node. In this case, the University of Idaho appears to be well-suited to assume that lead role, with distributed personnel at the other institutions working to integrate system-wide operations. Work is underway by the institutions' purchasing directors to identify existing contracts that can be shared by multiple institutions. Expected outcomes are better pricing due to economies of scale and increased negotiating leverage; increased use of State and multi-institution contracts; and increased transparency and policy consistency in routine as well as high-visibility procurement actions.

The State Board is respectfully requesting that the Legislature support Governor Little's FY2022 budget request for \$2.5 million to move this promising project forward.

Technology/Enterprise Resource Planning (ERP) System Optimization:

Consolidating central technology and ERP platforms within a collaborative system model holds the promise of improved cost efficiency, improved program delivery and customer support, and enhanced teamwork (both laterally and vertically) throughout the higher education system. Huron estimated that ERP convergence could generate \$6.9 million to \$9.8 million in annual savings through staff centralization, shared use of hardware/software, and greater efficiencies among the functional areas that utilize central systems.

The SBOE has been working with the institution presidents and chief information/technology officers to lay the groundwork for adopting a systems approach in this area. The Board and institutions are tracking the current contract expiration dates for central systems supporting finance, human resources, student support, client relationship management, etc., so that opportunities for joint upgrades in the outyears can be explored. For example, as described

above, Boise State's recent renewal of its Oracle cloud license at an extremely favorable rate has been made available to sister institutions who are interested in upgrading. There are also significant savings, improved service, and increased security and survivability opportunities possible through adoption of "virtualized" data hardware and technologies, and there are ongoing discussions on collaboration in this area by several institutions.

The process of system optimization for technology/ERP functions for higher education is both promising and challenging. Transition costs can be considerable (as evidenced by the five-year, \$102 million "Luma" project to adopt a modern ERP system for the State Controller's Office). With careful planning and a deliberate, multi-year approach to make the transition smooth and affordable, the SBOE believes this opportunity should be pursued. To continue the momentum of the work now underway, the State Board respectfully requests that the Legislature support Governor Little's FY2022 budget request for \$2 million to move this effort forward.

Conclusion:

Ongoing budget reduction and cost containment efforts emanated from earlier SBOE efforts to find viable funding models to support public higher education and make academic and career technical education accessible to all Idaho citizens, in all walks of life, in all areas of Idaho. Projects stemming from Governors' initiatives, including the Higher Education Task force, have been underway since FY2019. The impacts of the COVID-19 pandemic have dramatically elevated the need for improved efficiency and effectiveness of higher education program delivery and the need for the institutions to collaborate more closely within a systems model. The State Board, institution presidents, and college/university faculty and staff are standing up to the current challenges and are working together to improve the value and accessibility of education and training programs. The support of the Legislature in FY2021 for collaborative projects such as the Cybersecurity initiative and flexibility in dealing with budget shortfalls is greatly appreciated. The State Board will continue to work with lawmakers to put in place a viable and equitable funding model for higher education and to improve system operations through multiple initiatives. In the meantime, the Board respectfully requests that the Legislature favorably consider the Governor's FY2022 budget request which includes support for consolidation of higher education purchasing/procurement and technology/ERP systems.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 16, 2021

SUBJECT

Board Policy V.T. Fee Waivers – Partial Waiver

REFERENCE

April 27, 2020

The Board approved a waiver of the non-resident tuition caps established in Board Policy V.T.2.b. for the 2021 academic year to accommodate those athletes who have been granted an additional year of eligibility by the NCAA or NAIA.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.T.
Section 33-3717C, Idaho Code.

BACKGROUND/DISCUSSION

In response to the impact of the coronavirus (COVID-19) across the country, the National Collegiate Athletic Association (NCAA) and the National Association of Intercollegiate Athletics (NAIA) had extended the eligibility of spring-sport student-athletes and allowed an additional season of competition if they would have exhausted their eligibility in academic year 2019-2020. The NCAA also allowed for expanded scholarship limits and expanded rosters for the 2020-2021 academic year in order to accommodate those students who may elect the additional year of eligibility. Board policy V.T. authorizes the universities to grant 225 waivers of non-resident tuition costs and Lewis-Clark State College to grant 110 waivers per semester for students participating in intercollegiate athletics. The institutions are also authorized to grant additional waivers, not to exceed ten percent (10%) of the above waivers, to be used exclusively for post-eligibility students.

Both the NCAA and NAIA are allowing students an extra year of eligibility for some sports in 2021-2022, and in some cases, whether they competed in the 2020-2021 season or not. The request before the Board is to waive the caps for non-resident waivers established in Board Policy V.T.2.b for students participating in intercollegiate athletics to allow student athletes who receive this extra year of eligibility to benefit from the waiver of nonresident tuition. The intent of the additional waivers is to allow the institutions to accommodate the expanded rosters without the students incurring the costs associated with the change in eligibility.

Pursuant to Section 33-3717C, Idaho Code, the Board is authorized to waive fees or tuition charged to nonresident students pursuant to reciprocal agreements with other states or through Board policy. Board Policy V.T. sets out seven categories where institutions are authorized to waive nonresident tuition and fees. These categories include:

- a. Graduate/Instructional Assistants
- b. Students participating in Intercollegiate Athletics
- c. Section 3679(c) of Title 38, USC eligible nonresident students (Veterans)
- d. Waivers to Meet Other Strategic Objectives (6% of FTE enrollment)

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- e. National Student Exchange Program – Domestic
- f. Western Interstate Commission for Higher Education
- g. Institution Agreements (to meet strategic or workforce need)

The Board is required to provide the Legislature annually a financial analysis of any waivers authorized as part of the budget recommendations of the State Board of Education. The annual fee waiver report goes to the Board at the regular April Board meeting and is included in the Tuition and Fees Agenda material each year.

IMPACT

Policy V.T. allows institutions to waive the non-resident portion of tuition for student-athletes who have the option of an additional year of eligibility. Lifting the cap will allow for waivers to be granted to those institutions with student-athletes to be accommodated in those expanded rosters.

STAFF COMMENTS AND RECOMMENDATIONS

Board staff recognizes that adherence to policies should be the normal manner of operation and waivers should be used only in the most extreme circumstances. The suspension of NCAA/NAIA rules for an additional year allows institutions to extend eligibility to student athletes who were prohibited from competing this year as a result of COVID-19 athletics program closures. This policy waiver permits institutions to increase the number of waivers for student athletes who were detrimentally impacted as a result of COVID-19. Institutions are responsible for complying with all applicable laws, regulations and guidelines, including Title IX, league requirements and reporting guidelines. Staff recommends approval.

BOARD ACTION

I move to approve a waiver of the non-resident tuition caps established in Board Policy V.T.2.b. for the 2021-2022 academic year to accommodate those athletes who have been granted an additional year of eligibility by NCAA or NAIA.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

BOISE STATE UNIVERSITY

SUBJECT

Professional fees for Construction Management

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.R.3.b.iii

BACKGROUND/DISCUSSION

Boise State University (BSU) is proposing a professional fee for Construction Management (CM) of \$35 per upper division credit. If approved, and upon establishment of this fee, BSU will discontinue charging upper division course fees for the CM program. BSU believes all of the criteria identified in the above-referenced policy for professional fees have been met and the overall impact on students will be very positive. Alternatives to a professional fee have been considered and BSU has concluded that these alternatives would negatively impact students in other programs.

CM graduates from BSU are highly employable and there is a substantial shortage in the industry both in Idaho and nationally. According to Idaho Department of Labor projections, there will be 171 annual openings for construction managers in Idaho, a 29% increase over the next 10 years. As the only public university CM program in Idaho, BSU is falling short of delivering enough graduates to meet this need. Current capacity in the program is limited due to high program costs. BSU is currently graduating approximately 46 students a year. Implementation of a professional fee will not only allow BSU graduates to be better prepared when entering the workforce, it will allow CM to increase the number of graduates in the program and help meet the industry need.

This fee proposal meets the criteria for professional fees as detailed in the above-referenced policy as follows:

Credential or Licensure Requirement:

There are multiple licensing and credentialing requirements for construction management graduates depending on where they choose to work. BSU recommends certification for all CM graduates and requires all graduates to pass the American Institution of Constructors Level 1 Certified Professional Constructors Examination. These licensing requirements include:

- Idaho Construction Manager's License: The State of Idaho requires that construction managers be licensed for any project where the estimated cost of the entire project is \$50,000 or more and where the project involves public

funding from the State of Idaho or any other political subdivision of the state that is authorized to let or award contracts for any public work.

- Associate Constructor (AC) certification from the American Institute of Constructors.
- Certified Construction Manager (CCM) is a personnel credential accredited by the American National Standards Institute (ANSI) under the International Organization for Standardization's ISO-17024 standard.

Accreditation Requirement:

Construction Management is accredited by the American Council for Construction Education.

Extraordinary Program Costs:

CM is a highly specialized field that requires the use of expensive equipment and technology to prepare students for the workforce. This equipment provides hands-on experience with equipment such as Robotic Total Station Survey Equipment, GPS Technologies, and drones, as well as access to technology and software such as iPlan Digital Plan Tables, OnCenter On-Screen Take-Off Software, and Autodesk Revit Building Information Modeling (BIM) Software.

Graduates of CM will find themselves in charge of multi-million dollar projects and it is essential that they are well prepared for this undertaking. Much like other highly specialized fields, investment in equipment and technology is critical to ensuring BSU graduates are well prepared and ready to ensure the structures they are responsible for are constructed safely and in compliance with applicable laws and regulations.

Example of use of technologies used by Construction Management graduates:

Building Information Modeling (BIM) has become the standard in building and project design. This model-based approach is used for both communication and collaboration; however, BIM can be used for more than just 3D models. These uses include:

1. Capturing the most accurate representations of the structure or site
2. Design and Constructability review and collaboration
3. Simulation of construction work process, in collaboration with the work schedule
4. Conflict resolution prior to construction
5. Cloud application access to information
6. Pre-construction project imaging with project walkthrough
7. Augmented reality driven changes

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IMPACT

There were 2,323 upper division CM credits for 2020-21 which would have resulted in \$81,305 in revenues from the professional fee. These revenues would have been offset by \$6,090 in lost course fee revenue from the discontinuation of course fees. The net investment available from the establishment of a professional fee would have been \$75,215. BSU anticipates a similar impact if the professional fee is approved.

BSU has decided to implement these professional fees for upper division courses only. This ensures that only those students who are most likely to graduate with a CM degree will be charged the fee, generating a positive return on investment for these students. In addition, students who reach their junior year have access to more scholarships and financial aid to offset increased program costs. Finally, many of these students are already in highly paid jobs in the construction industry during their junior and senior years in the CM program.

The additional cost to an individual student would be approximately \$1,575 during his/her time at BSU.

Professional fee funds will be used to expand access and enhance the quality of our students' education by providing greater access to the latest CM software and equipment. Without these funds, access to the latest technology and equipment will be curtailed and students may find their career options more limited.

ATTACHMENTS

Attachment 1 – Letter of Support, IAC

Attachment 2 – Letter of Support, Idaho AGC

STAFF COMMENTS AND RECOMMENDATIONS

Board Policy V.R, revised in April 2021, delineates several standards that a program must meet in order to the Board to grant a Professional Program Fee. This program meets the qualifications in Board Policy V.R. for a Professional Program fee. The Construction Management program further indicates the advanced technology required to deliver upper division courses, but acknowledges some offsetting course fee savings to students in lower division courses. Staff recommends approval.

BOARD ACTION

I move to approve the request by Boise State University to establish Construction Management program fees at \$35 per upper division credit hour, effective spring 2022.

Moved by _____ Seconded by _____ Carried Yes _____ No _____



April 25, 2021

The Honorable Debbie Critchfield
President
Idaho State Board of Education
P.O. Box 83720
Boise, ID 83720-0037

Dear President Critchfield,

My name is Anthony Guho and I am the Chair of the Industry Advisory Council (IAC) for the Department of Construction Management (CM) at the Boise State University (BSU) College of Engineering (COEN). The IAC is composed of twenty-six professionals from across the construction industry. Our companies work throughout the entire United States and IAC members travel to Boise regularly from Florida, Hawaii, and other distant locations to participate in IAC activities each year. They do so because each is committed to the IAC mission of working closely with the CM Department to ensure the Department continues to produce top-caliber professionals through education, employment, funding, accreditation, and mentorship. On behalf of the IAC, I write to express our strong support for allowing COEN to collect professional fees for upper-division courses offered by CM.

As a BSU Construction Management graduate, business owner, and IAC member, I have seen firsthand how CM students are highly desired recruits. Each CM graduate is required to pass the American Institute of Constructors (AIC) exam during their senior year. The AIC exam is a professional accreditation benchmark that shows competence in business, ethics, estimating, engineering, and project management. This high professional standard is a benchmark for comparing construction management programs at institutions of higher education nationwide. BSU can be proud of the outstanding record of accomplishment CM students have on this professional standard.

In addition, here in Idaho, Construction Managers are governed by the same statutes and standards as other professional services, including engineers and architects. Idaho's universities already collect professional fees for courses in these areas.

The IAC believes that the additional funding that would be provided from these fees is essential to the future growth of CM. Now more than ever, Idaho's booming construction industry is in need of CM graduates. The IAC believes the State Board of Education should do all it can to encourage the Department's growth and continued success. The BSU CM IAC stands ready to assist the State Board in this important effort.

Sincerely,

Anthony Guho, Chair
BSU CM Industry Advisory Council

CC:

The Honorable Emma Atchley
The Honorable Linda Clark
The Honorable David Hill
The Honorable Shawn Keough
The Honorable Kurt Liebich

The Honorable Andrew Scoggin
The Honorable Sherri Ybarra
Dr. Matt Freeman, J.D.
Dr. JoAnn Lighty, Ph.D.
Dr. Casey Cline, Ph.D.



March 30, 2021

The Honorable Debbie Critchfield
President
Idaho State Board of Education
P.O. Box 83720
Boise, ID 83720-0037

Dear President Critchfield,

On behalf of the nearly 600 member firms of the Idaho Associated General Contractors (AGC) and the tens of thousands of Idahoans they employ, I write to express our strong support for allowing the College of Engineering (COEN) at Boise State University (BSU) to collect professional fees for upper-division courses offered in the Department of Construction Management (CM).

As you may already know, the CM Department was founded in 1976 at the request of the Idaho AGC and our members paid the salaries of the first CM instructors when classes were launched in 1979. For over 40 years, the Idaho AGC and our members have played an active role in helping the CM Department grow and prosper. Now more than ever, a thriving CM Department is an essential element in Idaho's continually growing and changing construction industry.

Last year, construction contributed over \$5.6 billion to Idaho's economy, or 6.9% of the state's total gross domestic product (compared to only 4.1% nationwide). Almost half of that figure was in wages to Idaho's more than 57,000 construction workers. With construction employment in Idaho growing by more than 2.1% in 2020, the Gem State ranked third in the nation for growth. Today the total number of Idahoans working in construction is now higher than it was before the 2008-2010 recession.

These hardworking men and women are often lead by a CM Department graduate. In fact, for more than a decade every single CM Department graduate seeking to work in construction has found employment after completing their degree. More often than not, these graduates are hired as Project Managers or Estimators where they continue to learn the details of construction management. These well-paying, professional positions require a great deal of skill in business management, computer operation, and construction fundamentals. We are fortunate that these are the bedrock of the BSU program.

After completing their degree and working as a Project Manager, most CM Department graduates end up seeking certification as a Construction Manager. Construction Managers are regulated by the State of Idaho in the same section of code as are Engineers and Architects and are held to the same professional standards and procedures. Specifically, Construction

SERVING THE IDAHO CONSTRUCTION INDUSTRY SINCE 1934

Headquarters: 1649 W. Shoreline Dr. Boise, Idaho 83702 (208) 344-2531

The Honorable Debbie Critchfield
March 30, 2021
Page Two

Managers seeking to be licensed to work in Idaho must demonstrate experience in both an academic and professional setting. Furthermore, they pass a rigorous, multi-day exam developed by a national organization made up of representatives from state agencies, institutions of higher education, and the construction industry (More information is available at: https://dbs.idaho.gov/programs/publicworks/publicworks_faq.html). In addition, Idaho Code requires public entities to hire Construction Managers based on experience and skill rather than price. This is the same process used in selecting engineers, lawyers, and others who perform a professional service.

Given that Construction Managers are governed as a professional service by the State of Idaho, it would seem only logical that COEN is allowed to charge professional fees for upper-division classes just like it already does for engineering and just like other institutions already do for other professional programs. In fact, the Idaho AGC believes that given the 100% placement of its graduates, the return on investment for a CM degree from BSU remains one of the best options for Idaho's college students even with these additional costs.

We are optimistic that if allowed to collect professional fees, the CM Department will continue to grow and produce even more graduates for Idaho's construction industry. The demand for these talented individuals has never been higher.

All of us at the Idaho AGC remain committed to the long-term success of COEN and the CM Department. We look forward to working with them and you to ensure an even brighter tomorrow.

Sincerely,



Wayne L. Hammon, CEO
Idaho Associated General Contractors

CC: The Honorable Sherri Ybarra
The Honorable Emma Atchley
The Honorable Kunda Ckarj
The Honorable David Hill
The Honorable Shawn Keough

The Honorable Kurt Liebich
The Honorable Andrew Scoggin
Dr. Matt Freeman, J.D.
Dr. JoAnn Lighty, Ph.D.
Dr. Casey Cline, Ph.D.

BOISE STATE UNIVERSITY

SUBJECT

Professional program fees for Computer Science Programs

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.R.3.b.iii

ALIGNMENT WITH STRATEGIC PLAN

Goal 2: Educational Attainment Objective A: Higher Level of Educational Attainment and Timely Degree Completion
Goal 3: Workforce Readiness Objective A: Workforce Alignment

BACKGROUND/DISCUSSION

Boise State University (BSU) is proposing a professional fee for Computer Science (CS) of \$35 per upper division credit. If approved, and upon establishment of this fee, the University will discontinue charging upper division course fees for these programs and cut lower division course fees by half. BSU believes all of the criteria identified in the above-referenced policy for professional fees have been met and the overall impact on students will be positive. Alternatives to a professional fee have been considered and BSU has concluded that these alternatives would negatively impact students in other programs.

CS graduates from BSU are highly employable and secure high salaries upon graduation. Last year, CS graduated 111 students with a Bachelor's of Science in Computer Science. Excluding students who went on to graduate school, around 90 percent accepted jobs in Idaho with many different companies. The average salary for CS graduating students was \$76,000, with a majority of students getting offers near the average. BSU CS graduates earn significantly higher salaries than national averages due to the high quality of the program as well as the specific demand for BSU CS graduates. Nationally, computer science majors are also one of the highest paid majors.

This fee proposal meets the criteria for professional fees as detailed in the above-referenced policy as follows:

Credential or Licensure Requirement:

The technology industry is highly driven by credentials that demonstrate proficiency and expertise. The Bachelor of Science in Computer Science degree offered by Boise State University requires a specific sequence of courses that provide the specialized knowledge for graduates to qualify for software engineering jobs. Accreditation of the degree (see next section) ensures the credential of a BS

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 16, 2021

in Computer Science from BSU has the necessary rigor, quality, and relevance needed by industry.

Essentially, the credential of a BS in Computer Science is a requirement to become a software engineer. There are exceptions: because due to a shortage in the number of CS graduates relative to the demand, in some instances companies may fill software engineering positions with outstanding candidates who do not have a CS degree but who have acquired the same broad set of skills and knowledge through substantial prior work experience. However, there are few individuals with that depth of work experience, and it is only with the credential of a BS in Computer Science that a new college graduate will be hired as a software engineer.

Accreditation Requirement:

CS is accredited by the Computing Accreditation Commission of Accreditation Board for Engineering and Technology, Inc. (ABET), which is the primary accreditation board for Engineering and Computer Science programs.

Extraordinary Program Costs:

The CS program commands some of the highest faculty salaries at Boise State University. The University must pay competitively to ensure students receive instruction from high quality faculty who are current in their field.

	Average Salaries	
	Computer Science	Boise State University
Assistant Professor	\$97,847	\$74,073
Associate Professor	\$109,570	\$82,152
Professor	\$128,708	\$101,176

In addition, CS students need hands-on experience with the latest technology in order to ensure they are prepared to enter the workforce. Maintaining current technology is expensive due to short life cycles and the high costs of some equipment and software. For example, it will cost upwards of \$100K just this year to replace the computing infrastructure that supports various classes and hosts several specific software programs needed for instruction.

CS is a very demanding discipline. To help with retention, BSU employs numerous lab and learning assistants. As a result, retention in the first two years of the program has increased from 50 percent to 85 percent, which has resulted in the number of graduates quadrupling over the last five years. Last year, BSU spent approximately \$55,000 on assistants and \$105,000 on equipment. To keep growing, CS will need to invest in increasing the number of assistants and purchasing additional equipment.

BUSINESS AFFAIRS AND HUMAN RESOURCES
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IMPACT

There were 4,669 upper division CS credits for 2020-21 which would have resulted in \$163,415 in revenues from the professional fee. These revenues would have been offset by \$36,509 in lost course fee revenue from the discontinuation of course fees for upper division courses. The net investment available from the establishment of a professional fee would have been \$126,906. BSU anticipates a similar impact going forward, if the professional fee is approved.

BSU has decided to implement these professional fees for upper division courses only. This ensures that only those students who are most likely to graduate with a CS degree will be charged the fee, resulting in a positive return on investment for these students. In addition, students who reach their junior year have access to more scholarships and financial aid to help offset higher program costs. Over the last four years, CS has awarded more than \$500,000 in scholarships to BSU students. Finally, most of these students are already in highly paid internships/jobs in the tech industry during their junior and senior years.

The additional cost to an individual student would be approximately \$910 during their time at BSU.

Professional fees will also be used to support student success and enhance the quality of our students' education in various ways. Professional fees will continue to support lab assistants and learning assistants but now we will be able to provide more resources in more courses. The fees will also supplement professional advising -- another important factor in the retention of students.

The additional funds will also help students by providing greater access to the latest technology and technology experts. We would be able to bring in industry experts for specialized courses to enhance student preparation for industry. Without these funds, access to the latest technology will be curtailed, updates to existing technology will be limited, and students will find their career options more limited and starting salaries lower.

ATTACHMENTS

Attachment 1 – Letter of Support, Kount

Attachment 2 – Letter of Support, ITC

STAFF COMMENTS AND RECOMMENDATIONS

Board Policy V.R, revised in April 2021, delineates several standards that a program must meet in order to the Board to grant a Professional Program Fee. The Computer Science program meets each of those standards as delineated above, and has made a compelling case for the extraordinary program costs connected to the delivery of this high-cost BS in Computer Science. BSU's plan to implement these fees for upper division courses while cutting lower-division fees focuses implementation on students who are likely to graduate will be assessed the fee. Staff recommends approval.

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 16, 2021

BOARD ACTION

I move to approve Boise State University's request to establish a computer science professional fee set forth herein.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

Idaho State Board of Education

Street
702
1

Dear members of the board:

I serve as the Vice President & Senior Technology Leader for Kount, a Equifax company, as well as the chair of the Industry Advisory Board for the Department of Computer Science. On behalf of the members of the board, I am writing to support the proposal from Boise State University to add professional fees for juniors and seniors in the Bachelors of Computer Science (CS) program and drop specific course fees for upper division CS courses.

The demand for CS graduates has been a long-standing issue for Idaho's booming tech industry. The CS graduates at Boise State University command the highest starting pay for any major, an average of \$76K (as reported by the US Department of Education's College Scorecard website). More importantly, around 90% of their CS graduates stay in Idaho. We currently hire Boise State graduates in computer science at 80K per year.

The Computer Science department has come a long way over the last several years to satisfy the needs of Idaho's industry. They have more than quadrupled the number of graduates. The retention in the first year has jumped from 50% to around 85%. An important strategy in improving the retention rate has been the use of learning assistants and lab assistants. These are peer students who are trained specifically to help students and supplement the education the students get from the faculty.

Currently, the department uses course fees on specific courses to hire lab assistants and learning assistants. The problem though is that they can only use the money generated from a specific course for that specific course, which leads to uneven support in courses.

With professional fees, CS majors would pay \$35/credit hour for all upper division CS courses and the course fees for upper division courses will be dropped (for all majors). This would give the department one pot of money that can be used more uniformly to support students. This would increase the fees students are paying by around \$600 total in the last two years.

Computer science graduates are the most in demand and one of the highest paid professionals and require specialized training that is very demanding. Approving the professionals' fees will help retain more students and produce more qualified graduates to fuel our economy. This is critical for Equifax, they want to make Boise a center of excellence. This will require hiring another 100 engineers in the next 2 years. We must have a strong pipeline of students graduating from the University.

Sincerely,

Jim Gasaway
Vice President & Senior Technology Leader
Kount, an Equifax company



April 28th, 2021

Dear members of the Idaho State Board of Education:

I serve as CEO of Idaho Technology Council (ITC). The mission of the Idaho Technology Council is to help companies in Idaho start, grow, and thrive. Through the leadership of this private sector, the ITC brings together industry, education, research, investment, and government throughout the state to grow an innovative ecosystem in Idaho.

On behalf of the members of the ITC, I am writing to support the proposal from Boise State University to add professional fees for juniors and seniors in the Bachelors of Computer Science program and drop specific course fees for upper division CS courses.

The demand for CS graduates has been a long standing issue for Idaho's booming tech industry. The CS graduates at Boise State University command the highest starting pay for any major, an average of \$76K (as reported by the US Department of Education's College Scorecard website). More importantly, around 90% of their CS graduates stay in Idaho.

The Computer Science department has more than quadrupled the number of graduates in the last seven years. The retention in the first year has jumped from 50% to around 85%. An important strategy in improving the retention rate has been the use of learning assistants and lab assistants, which are currently hired using course fees on specific courses. Using professional fees instead would provide the department one pot of money that can be used more uniformly to support students.

With professional fees, CS majors would pay \$35/credit hour for all upper division CS courses and the course fees for upper division courses will be dropped (for all majors). This would increase the fees students are paying by around \$600 total in the last two years, which is reasonable given what CS students receive.

Approving the professional fees will help retain more students and produce more qualified CS graduates to fuel our economy. Increasing the quality and quantity of computing professionals has been a long-standing goal of ITC and this is one more step in the right direction.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jay Larsen', is written over a light blue horizontal line.

Jay Larsen
Founder & CEO
Idaho Technology Council
jlarsen@idahotechcouncil.org
208-608-0211

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 16, 2021

SUBJECT

Statewide Financial Aid Consortium Agreement

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND/DISCUSSION

When students take courses at multiple public institutions, consortium agreements allow students to protect or even increase their financial aid eligibility. Under these agreements, a student's home institution will recognize any relevant credits taken at host/teaching institutions when calculating financial aid. Without these agreements in place, a student takes classes from multiple institutions at their own financial and administrative peril. As of the beginning of 2021, two dozen different consortium agreements were in place between Idaho's public institutions. This spring, in response to the implementation of Online Idaho, financial aid directors across the state worked together to consolidate existing agreements into a single statewide financial aid consortium agreement. This work aligned agreements between all eight institutions, and extended consistent expectations and administrative processes to all undergraduate students in Idaho.

IMPACT

The statewide financial aid consortium agreement will protect students' financial aid eligibility as they take courses from various institutions, particularly in the context of Online Idaho. Students' home institutions will be better able to recognize relevant credits taken at another institution within the agreement when calculating financial aid eligibility. This statewide agreement is a critical step in ensuring a successful implementation of a truly statewide digital campus.

ATTACHMENTS

Attachment 1 – Statewide Financial Aid Consortium Agreement

Attachment 2 – Statewide Financial Aid Consortium Agreement Student Form

STAFF COMMENTS AND RECOMMENDATIONS

This effort represents the development of a new administrative system that will materially affect the administrative operations of all eight higher education institutions. Per Board Policy V.I.3.b, such developments must "be reviewed with the Executive Director before beginning development" but do not require full Board approval. The Executive Director supports this effort.

The development of a statewide financial aid consortium agreement is a good example of system-like behavior in Idaho's public higher education institutions. Its development by relevant stakeholders further signals that Online Idaho has become a catalyst for cross-institutional collaboration.

BOARD ACTION

This agenda item is for informational purposes only.

Statewide MOU for Processing Consortium Agreements for Financial Aid

Idaho colleges and universities in that are fully accredited and eligible to participate in the federal Title IV and State of Idaho financial aid programs hereby enter into formal agreement whereby any student who is matriculated and enrolled, or accepted for enrollment, may register for academic credit with any other eligible Idaho college or university and have the combined credits considered for financial aid, providing that the courses are applicable and transferable to the student's academic program or degree. Consortium agreements are processed on a student by student basis for the purposes of federal financial aid.

By signing this agreement, responsible parties at each institution agree to the procedures below to guide the method by which consortium agreements are processed.

Identifying consortium students:

The student will self-identify by submitting a completed Consortium Agreement.

Identifying the HOME Institution:

To consider an institution the HOME Institution, the student:

- Must be degree-seeking at that institution.
- Must be enrolled in at least 3 credits at that institution.
- Must submit a FAFSA and all requested documents to that institution.
- Must meet Satisfactory Academic Progress (SAP) criteria at that institution.

In addition to meeting the above criteria, the following restrictions apply:

- Remedial and developmental classes, as well as classes taken for audit or for no academic credit, cannot be included in a consortium agreement.
- Courses taken at the HOST Institution must be pre-approved by a college official at the HOME Institution.

If the student initiates a consortium agreement, the student may choose their HOME Institution, as long as the above criteria are met.

Disbursement of Aid:

The HOME Institution will award federal aid based on the approved combined credits at all institutions. Aid will disburse to the student's account at the HOME Institution and the student will be responsible for paying charges at the HOST Institution by the HOST Institution's payment deadline.

Data Exchange:

Financial Aid Offices at each institution will exchange data to identify and prevent potential dual-disbursements of aid to students enrolled in courses at both institutions.

If a student is enrolled at both institutions, aid has been released at both institutions, and the student has not initiated a consortium agreement, the institution where the student is enrolled in the least

number of credits will remove the aid from the student's account and the student will be responsible to return the funds received from that institution.

Enrollment data will be exchanged between institutions on the 10th day after the start of the semester for the HOME Institution, and again at the end of the semester. Data exchanged should include the following fields:

Reporting School
 SSN (format=123456789, no dashes)
 Last name
 First name
 Middle initial
 DOB (format=ccyymmdd)
 Semester start date (format=ccyymmdd)
 Semester end date (format=ccyymmdd)
 Total credits currently enrolled (Excluding "W" and "AU")
 Course code
 Course description, if requested by the HOME Institution
 Course credits
 Course start date (format=ccyymmdd)
 Course end date (format=ccyymmdd)
 Course grade (leave blank if work in progress, include "W", "I", and "F", and exclude "AU")

The student MUST request at the end of the semester that credits be transferred from the HOST Institution to the HOME Institution.

Complete Withdrawals:

In the event a student initiates a complete withdrawal from the HOST Institution, the institution must report the withdrawal to the HOME Institution so they can determine if a return of Title IV funds calculation should be done. If the student completely withdraws from both institutions, the HOME Institution will complete the return of Title IV funds calculation and will return the funds required to comply with federal regulations.

Each institution will share any necessary information, including dates of attendance and tuition and fee charges, to be used in the R2T4 calculation.

Other:

The Satisfactory Academic Progress policy of the HOME Institution will be used to calculate the student's compliance with SAP standards.

Enrollment reporting to NSLDS (or through the Clearinghouse) will be reported by the HOME Institution. The HOST Institution will suppress reporting of credits during the duration of the consortium agreement.

Approval:

The signatures below indicate agreement to process consortium agreements in accordance with the above guidelines.

Financial Aid Director
Boise State University

Date

Financial Aid Director
College of Eastern Idaho

Date

Financial Aid Director
College of Southern Idaho

Date

Financial Aid Director
College of Western Idaho

Date

Financial Aid Director
Idaho State University

Date

Financial Aid Director
Lewis-Clark State College

Date

Financial Aid Director
North Idaho College

Date

Financial Aid Director
University of Idaho

Date



CONSORTIUM AGREEMENT



A consortium agreement is an agreement between two colleges/universities to consider credits taken at both institutions in determining federal financial aid eligibility. The Home Institution is the degree-granting institution that will administer financial aid. The Host Institution is the institution where the student is registered in additional credits. In order to receive federal financial aid for credits taken at both institutions, you must complete this form and return it to the Financial Aid Office at your Home Institution.

STUDENT INFORMATION

LAST NAME FIRST NAME

XXX-XX-
LAST 4 DIGITS OF SSN

() -
PHONE NUMBER

EMAIL ADDRESS

HOME INSTITUTION STUDENT ID

HOST INSTITUTION STUDENT ID

HOME INSTITUTION INFORMATION

Home Institution: _____

Enrollment period: (mark one) [] FALL 20____ [] SPRING 20____ [] SUMMER 20____

Deadline to submit this form is the 10th day of the fall or spring semester, or the 5th day of the summer semester, at your Home Institution.

Degree/Certificate: _____ Expected graduation date: _____

STUDENT CERTIFICATION

By signing this agreement, I understand that:

- I must complete the financial aid application process at my Home Institution, including submitting all other documentation and other information requested before this consortium can be approved.
- The Home Institution and Host Institution have different deadlines, census dates, policies, and procedures, and it is my responsibility to know and meet those deadlines and abide by each institution's respective policies and procedures.
- I agree to allow both institutions indicated on this form to share information regarding my registration, transcripts, and financial aid.
- I must be enrolled in at least three (3) credits at my Home Institution to be eligible to participate in this consortium.
- Courses taken at my Host Institution must apply to my degree/certificate program at my Home Institution.
- A consortium agreement may be used for a degree program up to and including a first bachelor's degree. I am not eligible for this agreement if I have already received a bachelor's degree.
- I must immediately inform the Financial Aid Office at my Home Institution of any enrollment changes at my Host Institution. Any changes made could impact the amount of financial aid received and may result in a reduction of previously disbursed financial aid. I am responsible to repay any balance due that is created by enrollment changes. If I drop all of my courses or completely withdraw, I may be required to repay financial aid to both institutions.
- I am only eligible to receive federal financial aid from my Home Institution. My full financial aid amount will be disbursed to my student account at my Home Institution and I must pay my tuition and fees at my Host Institution by their payment deadline.
- I must notify my Home Institution of any other financial assistance (scholarships, waivers, etc.) I am receiving from my Host Institution.
- Satisfactory Academic Progress standards at my Home Institution will be used when determining my initial and continued eligibility for federal financial aid and I must be in good academic standing to participate in a consortium agreement.
- This consortium agreement will terminate upon the conclusion of the enrollment period listed on this form, and that I will need to negotiate a new agreement for each enrollment period at the Host Institution.

STUDENT SIGNATURE

DATE

COURSE INFORMATION – Student must complete with their Academic Official at Home Institution

Host Institution: _____

List course(s) to be taken at Host Institution. Include subject and course number.*Remedial and developmental courses or courses taken for audit cannot be approved for a consortium agreement. Courses that have been repeated are evaluated for eligibility and may not be approved.*

Course at Host Institution	Credits	Start Date	End Date	Equivalent Course at Home Institution	Repeat course: Y/N Date and final grade

I have reviewed the course of study for this student and confirm that the Host Institution courses listed are required, acceptable for transfer, and will be applied toward the student's degree or certificate.

HOME ACADEMIC OFFICIAL PRINTED NAME_____
HOME ACADEMIC OFFICIAL SIGNATURE_____
DATE(____)____-____
PHONE NUMBER**FINANCIAL AID OFFICE USE ONLY – Host Institution must complete**

Is the student receiving Title IV financial aid through your institution for the enrollment period indicated? [] YES [] NO

Is the student currently registered for the courses listed in the Course Information section? [] YES [] NO

Total cost of courses: \$ _____

I certify that the information provided above is accurate.

HOST FINANCIAL AID REPRESENTATIVE PRINTED NAME_____
HOST FINANCIAL AID REPRESENTATIVE SIGNATURE_____
DATE(____)____-____
PHONE NUMBER**FINANCIAL AID OFFICE USE ONLY – Home Institution must complete**

The Home Institution agrees to pay Title IV financial aid based on the information provided in this consortium agreement.

HOME FINANCIAL AID REPRESENTATIVE PRINTED NAME_____
HOME FINANCIAL AID REPRESENTATIVE SIGNATURE_____
DATE(____)____-____
PHONE NUMBER