

REPORT TO THE ISU PRESIDENT
INSTITUTIONAL GOVERNANCE ADVISORY COMMITTEE
8 September, 2010

INTRODUCTION

At the June 17, 2010 State Board of Education (SBOE) meeting, the SBOE voted to direct Idaho State University (ISU) President Arthur C. Vailas to conduct a review of institutional governance at ISU. This action was premised on the SBOE's April 22, 2010 approval of ISU's campus-wide reorganization that "also necessitate[d] a revision of the faculty governance structure." (See Appendix A for a copy of the motions from the April and June Board meetings.) More specifically, the SBOE indicated that "a review of governance will necessarily require the use of a broad advisory group (including faculty) pursuant to Board Policy III.C.4" and instructed this group to "examine models which will maximize effective and efficient participation by the faculty in its governance role." It was noted this type of review would permit "consideration of additional efficiencies" and "alignment with the institution's reorganized governance structure." In response, President Vailas appointed an Institutional Governance Advisory Committee (see Appendix B for members).

Section III.C.I of the SBOE's Governing Policies and Procedures specifically addresses the President's role in institutional governance and asserts that the president is ultimately responsible and accountable for governing the University (see Appendix C for Policy III.C.1-5):

The Chief Executive Officer is the chief program and administrative officer of the institution, with full power and responsibility within the framework of the Board's governing policies and procedures for the organization, management, and supervision of the institution. The Chief Executive Officer is held accountable by the Board for the successful functioning of the institution.

This extensive grant of authority, and concomitant accountability, encompasses the "organization, management, and supervision" of an internal advisory system to ensure the coherent and efficient operation of the University. Under Sections III.C.3. and 4., the President is authorized to establish or recognize constituent governance organizations that advise him as part of the decision-making process of the institution and to create advisory groups to make recommendations on particular issues. SBOE policy on institutional governance (Section III.C.2.) directs the faculty body of each institution to "establish written bylaws, a constitution, and necessary procedures, subject to the approval by the Chief Executive Officer and the Board, for making recommendations to the Chief Executive Officer as a part of the decision-making process of the institution."

The recent major reorganization of ISU's colleges, and the SBOE charge to review and revise institutional governance in light of it, provides an opportunity for fundamental change. Innovative and strategic restructuring of the governance system can reduce faculty service burden while increasing the breadth of faculty input on curriculum, academic standards, faculty appointments and ranks, promotion and tenure, faculty hiring and retention strategies, and workload through a streamlined communication model with reduced committee commitments. This allows the University to shed itself of the constraints of timeworn structures. Committees may provide direct input to the appropriate administrative decision-maker with little intermediation.

The recommendations discussed in this report recognize the importance of faculty input, while freeing faculty from duplicative meetings and allowing them more time to devote to student needs, professional development, creative activities, and research.

VALUES AND PREMISES OF THE COMMITTEE

The Institutional Governance Advisory Committee based its work on and supports the following operational premises:

1. All constituent groups (e.g., students, staff, faculty, administrators, alumni, community) should be given an opportunity to participate in discussions and make recommendations to the University administration regarding issues of direct relevance to them.
2. Effective and efficient faculty and staff organizations (i.e., a Faculty Senate and a Staff Council) are important vehicles for review and discussion of issues and communication of input and recommendations to the President, Provost, and Vice Presidents.
3. Faculty, staff, and student organizations are advisory in nature and do not have the authority to approve (or not approve) University policies, procedures, and presidential decisions. However, in many areas, timely input is invaluable to maintaining a strong institution.
4. Careful, reasoned faculty advice is valued and essential to the University. However, faculty time is limited, so the process of generating faculty advice should not impede quality teaching and research and other scholarly/creative activities.
5. The Faculty is required by SBOE policy to develop a Constitution and Bylaws, which must be approved by the President and the SBOE. Changes to these documents also must be approved by the President and SBOE.
6. Senior faculty should assume primary responsibility for committee work to protect the service time commitment of junior faculty, allowing them to focus on teaching, research, and creative activities.

CONCERNS

Based on the Institutional Governance Advisory Committee's review of University and Faculty Senate documents, personal observations, and concerns brought to our attention, we have identified the following issues related to the current University system of advisory committees:

1. The University, over time has developed a complex, hierarchical system of committees that, in the aggregate, function as the University advisory structure (see Figure 1). The advisory system is not as responsive, effective, efficient, or flexible as it could be in providing advice, feedback, and timely recommendations to the University administration.
 - There are more than 60 standing committees that constitute the advisory structure.
 - Approximately half of these committees report to the President, Provost, or one of the Vice Presidents. The remainder report to the Senate.
 - A number of these University committees meet "as needed" (e.g., grievance committees) or are temporary committees formed for a specific purpose and then disbanded once their charge is completed.
 - The Faculty Senate reports directly to the Provost/Vice President for Academic Affairs and has about 30 standing councils and committees in its hierarchical structure (see Figure 2).

- The colleges have a number of department and college faculty committees, which are not included in the 60+ committees identified above.
2. The Faculty Senate does not have a Constitution as required by the SBOE and its current Bylaws (and the Bylaws of its councils and committees) do not align with the revised organization of the colleges and the Division of Health Sciences.
 3. The size, structure, and composition of the Faculty Senate are points of concern:
 - The size of the Faculty Senate – and its associated councils and committees – may be larger than best practices would define as optimal for committee work to be accomplished.
 - Senate seats are allocated based on proportional representation and this places smaller colleges at a disadvantage when issues of primary relevance to them are being considered. The ideal Senate may not need to be proportional to represent the faculty.
 - The number of councils and their subcommittees is also large and involves a significant time commitment by the Faculty (i.e., the number of faculty required to populate these committees). Some of these councils and committees could be eliminated, reassigned, or combined to decrease the total committee workload of the Faculty. Given the hierarchical nature of the Faculty Senate and its councils and committees, the time required for review of documents (e.g., draft policies, Notices of Intent, curricular changes, action plans, committee minutes, etc.) at each level results in significant delays in submission of the Senate’s final input and recommendations to the Office of Academic Affairs and/or the President. In addition, the recommendations at each level of review can be accepted or rejected. Thus, the work of one committee may be overturned at a higher level.
 - The mix of senior and junior faculty on the Senate is weighted heavily toward junior faculty; currently, there are few full professors on the Senate. For example, only 1/5th of the Senate and 1/6th of the Curriculum Council members are full professors.
 - In conflict with SBOE policy, the Faculty Senate in recent years has asserted that it has the authority to approve or veto decisions made by the President, rather than functioning as an advisory body to the President. Recent examples of this include issues with the Senate’s review, adoption and implementation of Administrative policies (MAPPS), and the University Workload policy.
 - The Faculty Senate and its advisory structure are expensive, both in terms of dollars and in terms of faculty, staff, and administrator time and productivity.
 - A number of critical strategic issues have not been dealt with well by the current Faculty Senate advisory structure. Significant curricular issues have not been addressed, including policies and procedures for program review and long-range program planning, interdisciplinary program models, and alignment of the general education program with the needs of the various colleges’ programs. The Vice President for Research has identified the need to create an advisory committee, composed of some of the experienced researchers on campus. In addition, timely advice on budgetary and facilities issues is not being received.

RECOMMENDATIONS

General

The Senate, Provost, Vice Presidents, and President should examine the large number of advisory committees that report directly to them, making changes as needed to increase efficiency, effectiveness, flexibility, and responsiveness. To ensure the University has an effective, efficient, flexible, and responsive advisory system, careful consideration should be given to assessment of the number of committees required, number of committee members, frequency of meetings, and the committees' defined functions and responsibilities.

We recommend the Senate and senior administration inventory the advisory bodies reporting to them with the objective of identifying those that can be combined, reduced in size, reassigned, or eliminated. This would yield system-wide benefits by reducing faculty, staff, and student committee workload; reducing the time for constituent input to reach the appropriate officer; and improving the quality and function of the advisory system and the recommendations received.

The institutional governance advisory system should ensure that faculty, staff, and students have the opportunity to participate in discussions and to make recommendations. To make this opportunity meaningful and effective, matters presented to committees should have a due date for submission of recommendations. Committees should then make their recommendations by this date. The President, Provost, or applicable Vice President is not, nor should she or he be, required to delay action beyond a reasonable time frame because no input has been provided by a committee.

Recommendations for the Faculty Senate

We recommend that the Faculty Senate submit to the President a draft Constitution and revised Bylaws that conform to SBOE policies and procedures and align with the new college/division structure. The Constitution and revised Bylaws must be approved by the University President and the SBOE.

Recommendation for New Presidential Advisory Committees

The current system of councils and committees advising the President, Provost, and Vice Presidents does not appear to meet the needs of either the administration or the Faculty. The administration frequently does not receive advice in a timely or effective way and as a result faculty recommendations may not always receive appropriate consideration.

We recommend that the President create four university-wide committees to advise him and his designees on issues critical to the effective operation of the University. These four committees will have charters that overlap somewhat with those of the Senate's corresponding councils, and to some extent they can make recommendations in the absence of timely advice from those councils. However, these new committees' objectives are broader and their members will focus on more strategic issues that currently are not being adequately addressed.

The four new advisory committees being proposed are:

1. University Curriculum Advisory Committee – This committee would focus on providing the Provost input and advice on inter-college issues related to curriculum, interdisciplinary educational programs, program review procedures and feedback, the 8-Year Plan updates submitted to the SBOE, Notices of Intent, and other such

university-wide activities. Intra-college curricular issues and actions would be the responsibility of the colleges' curricular review bodies.

2. University Budget Advisory Committee – This committee would work with the Vice President for Finance and Administration to provide advice on issues related to long-range budget planning at the University level, as well as development of procedures to address budget holdbacks, zero-based budgeting, and the development of annual budgets submitted to the SBOE. The colleges would maintain control of their own budgets and engage in budget planning at the college level.
3. University Research Advisory Committee – This committee would report to the Vice President for Research and would provide, for example, input on strategies to advance ISU's research mission and other university-wide concerns related to faculty research and creative pursuits.
4. Master Planning Advisory Committee – Long-term planning at the university level requires advice from faculty and staff with expertise in a number of areas. This committee would report to the Vice President for Finance and Administration and the Provost and focus on long-range facilities planning and development of an integrated University master plan that supports the University's strategic plan.

These advisory committees, created by the President, should send their minutes and recommendations directly to the appropriate Vice President. The Curriculum, Budget, and Master Planning Advisory committees should have a university-wide strategic focus. The faculty representatives on the Research Advisory Committee should be experienced researchers. These committees should be integrated with and support the corresponding decision-making processes in the reorganized colleges.

Principles to which each University Advisory Committee should adhere include:

- Faculty members on these committees should be senior faculty (full-time, continuing professors and associate professors, or equivalent PTE faculty).
- These committees should ensure that appropriate deliberation and decision-making occurs at the college/division level and focus their efforts primarily on University-wide issues.

Summation

Idaho State University can significantly streamline its advisory structure in a way that will benefit the entire University community. The proposed system, we believe, will allow all constituencies an opportunity to provide advice on matters relevant to them. We urge everyone to work together in the spirit of achieving a structure that gives the President effective and timely advice on matters of importance, thereby ensuring the voice of each group having a vested interest is heard. The Committee purposely did not specify how the concepts in its recommendations should be implemented, as we did not feel it our responsibility to micro-manage or articulate the details and definitions. We wanted to provide a general set of recommendations that would provide the colleges and the Faculty Senate an opportunity to define and develop the operational elements. For example, we suggest that the colleges determine who to include as senior faculty in making committee assignments. We encourage the Faculty of the University to participate in discussions related to the various recommendations in this report and in identification and implementation of the details.

Figure 1
Current University Advisory System

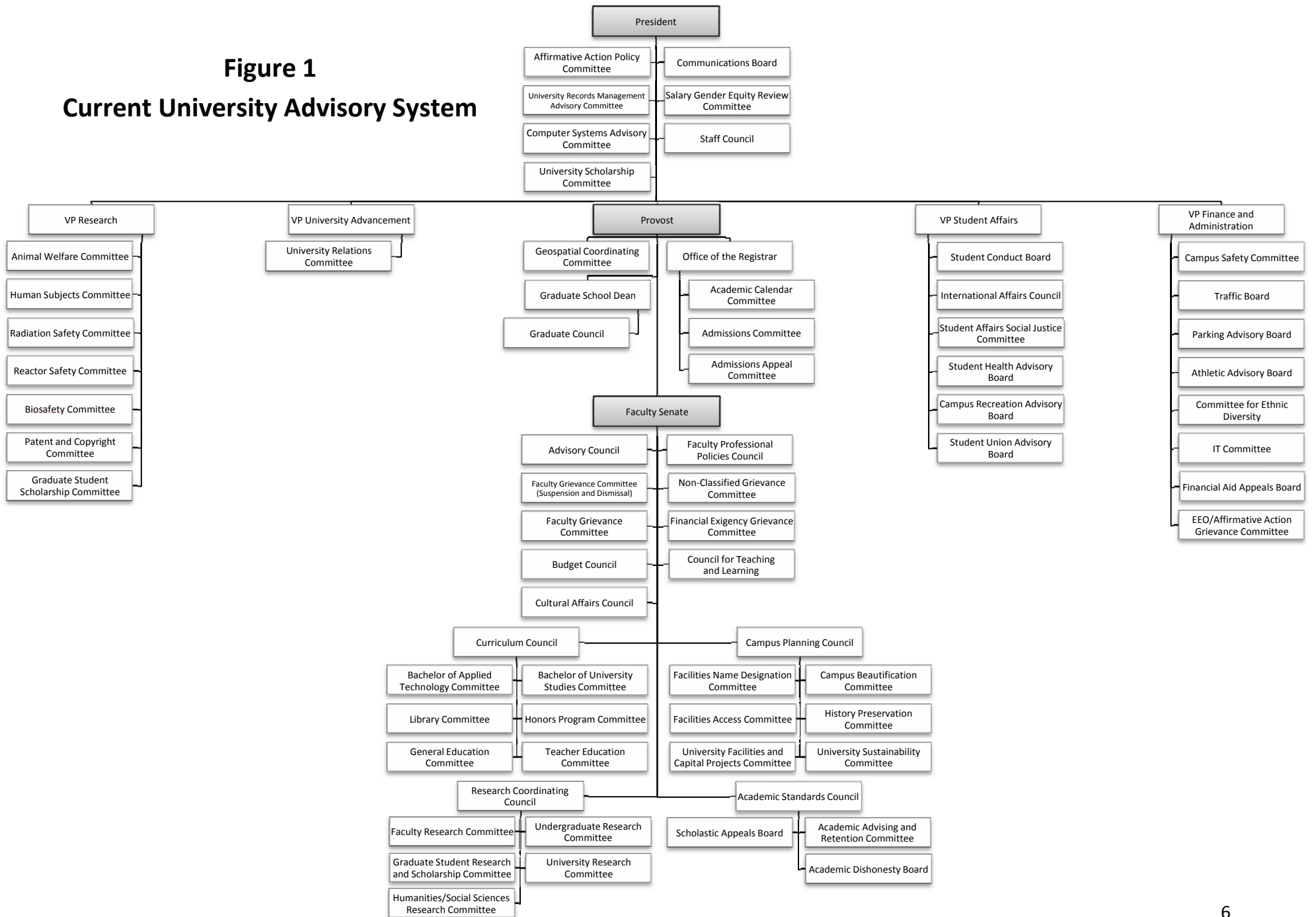
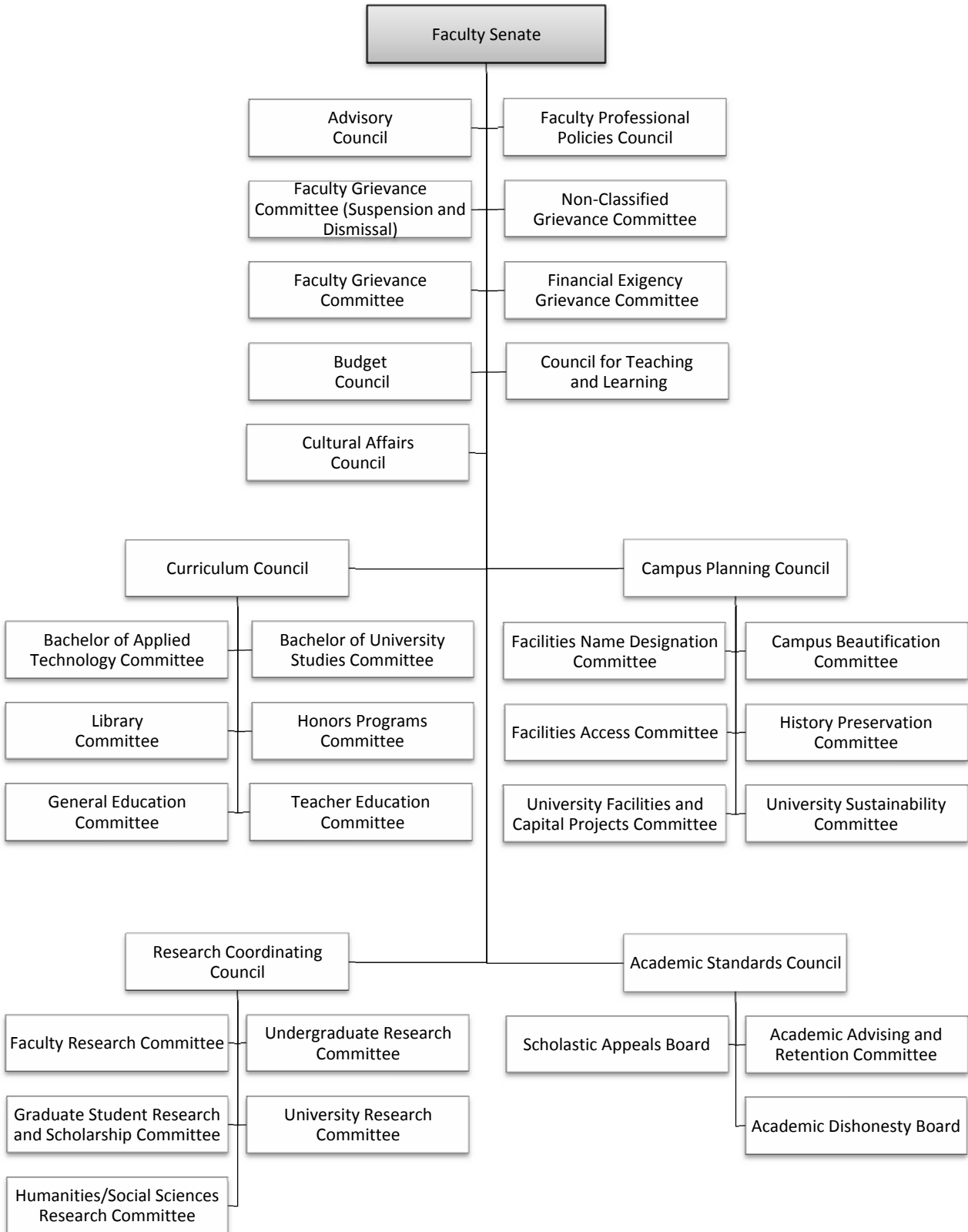


Figure 2 - Current Faculty Senate Advisory System



Appendix A

1. State Board of Education Meeting, April 22, 2010
 - a. Agenda, Business Affairs and Human Resources (BAHR II)
 - b. Tab 15 – Idaho State University Administrative Cost Reductions
 - c. Minutes approved at June 17, 2010 SBOE meeting (for Tab 15 motion)

2. State Board of Education Meeting, June 17, 2020
 - a. Agenda, Planning, Policy and Governmental Affairs (PPGA)
 - b. Tab 5 – Idaho State University Faculty Governance Review
 - c. Minutes approved at August 12, 2010 SBOE meeting (for Tab 5 motion)

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 22, 2010

TAB	DESCRIPTION	ACTION
	FY 2011 APPROPRIATIONS	
10	a. Information - Institutions & Agencies b. College & Universities c. Community Colleges d. Professional-Technical Education e. Promise A Scholarship f. Promise B Scholarship g. Opportunity Scholarship	Motion to approve
11	AMENDMENT TO BOARD POLICY Section V.K. – Construction Projects 2nd Reading	Motion to approve
12	AMENDMENT TO BOARD POLICY Section V.B., Budget Policies – Occupancy Costs, 2nd Reading	Motion to approve
13	STUDENT HEALTH INSURANCE CONTRACT	Motion to approve
14	AMERICAN RECOVERY AND REINVESTMENT ACT State Fiscal Stabilization Fund & Education Reform Assurances	Information item
15	IDAHO STATE UNIVERSITY Administrative Cost Reductions	Motion to approve

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 22, 2010

IDAHO STATE UNIVERSITY

SUBJECT

Implementation of Proposed Academic Administrative Cost Reductions

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.G.4.b.1.

BACKGROUND/DISCUSSION

Idaho State University (ISU) has not positioned itself to be efficient in terms of allocation of resources because its colleges are so small.

Three main task forces were commissioned to address this issue. The three key objectives of these task forces were to:

1. Increase efficiency and streamline operations;
2. Enable ISU to emerge academically stronger;
3. Realize a financial savings.

The Task Force Chairs appointed a balanced mix of faculty members, including current or former department chairs, and current or former members of the Faculty Senate. A fourth task force examined overlapping issues. The 36 faculty on the 4 committees held 57 meetings, including 8 open forums. They worked from November, 2009 to February, 2010, working a total of 3,011 faculty hours, and submitted reports in February, 2010. The Provost then held a joint meeting, including the Faculty Senate Executive Committee, the Council of Deans, President of the Student Body, Chair of Staff Council, President's Faculty Advisory Council, and the Provost's Faculty Advisory Board to discuss the proposal. This was followed by a University-wide public forum held by the Provost. A video of the open forum was made available on a dedicated website, along with the Task Force reports, the proposed plan, and other documents. An email address was created to receive faculty and staff input, which was included in an overall continuing evaluation process to further refine the plan. At the same time, detailed analysis continued to evaluate the financial impact of the plan. The Provost then submitted the final plan to the President for approval.

The plan merges the Colleges of Pharmacy and Health Professions, creating a new Division of Health Sciences. It also merges the College of Engineering with the science departments of the current College of Arts and Sciences, to form a new College of Science and Engineering. The remaining departments in the existing College of Arts and Sciences are restructured into a College of Arts and Letters.

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 22, 2010

The new structure will also facilitate more and better strategic planning and improved operational management. The new units will operate as performance centers, receiving a “balanced scorecard” of performance objectives at the beginning of a fiscal year, and then evaluated periodically on their performance against those objectives through the year. At the end of the year, resources can be reallocated among colleges, based on relative performance.

IMPACT

The new organizational structure will not impact college degrees and scheduling, but does provide lower administrative costs and more self-governance for the faculty. Among many other advantages it will provide to the faculty, it will reduce the range of faculty departmental commitments, create flexibility to implement a true variable course load, and provide research-productive faculty the time to do their work.

Nationally, a number of other universities have reorganized to achieve similar advantages.

Significant annual administrative cost reduction savings of about \$900,000 will be achieved from implementing this new structure. These potential savings are being included in ISU’s proposed FY2011 budget and were factored in when formulating its tuition and fees request.

In addition, these organizational changes will allow the University to better meet the needs of our students by streamlining curricular planning and delivery.

ATTACHMENTS

Attachment 1 - Moving Forward with Strength

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STAFF COMMENTS

This request involves both academic affairs and business affairs issues. The plan contemplates the consolidation of existing instructional programs by merging or restructuring colleges. Since the financial impact exceeds \$250,000, Policy requires Board approval prior to implementation. While this proposed reorganization was not forwarded to CAAP for its review and recommendation, the institution has kept Board members and Board staff apprised of the process and status.

The institution built a proposed FY 2011 budget which was predicated in part on a 9.9% increase in tuition and fees and the savings this plan is estimated to generate. Since the Board approved a tuition and fee request almost a full percentage point less than requested, savings from this plan become all the more important to help plug the hole in the institution’s budget.

Staff finds that based on representations made by the institution, the proposed plan is a positive response to the State’s financial circumstances whereby the

BUSINESS AFFAIRS AND HUMAN RESOURCES
APRIL 22, 2010

institution would implement specific cost containment and efficiency measures. These measures would enable the institution to focus and preserve its core instructional mission in a time of diminishing state funding. Staff recommends approval.

BOARD ACTION

A motion to waive Board Policy III.G.5.a., Board Approval Procedures, and to approve the request by Idaho State University to proceed with implementation of the proposed Administrative Cost Reductions to be fully effective Fall Semester, 2010.

Moved by _____ Seconded by _____ Carried Yes _____ No _____



STATE BOARD OF EDUCATION
 TRUSTEES OF BOISE STATE UNIVERSITY
 TRUSTEES OF IDAHO STATE UNIVERSITY
 TRUSTEES OF LEWIS-CLARK STATE COLLEGE
 BOARD OF REGENTS OF THE UNIVERSITY OF IDAHO
 STATE BOARD FOR PROFESSIONAL-TECHNICAL EDUCATION
 TRUSTEES FOR THE IDAHO SCHOOL FOR THE DEAF AND THE BLIND

**DRAFT MINUTES
 STATE BOARD OF EDUCATION
 April 21-22, 2010
 University of Idaho
 Whitewater/Clearwater Room
 University of Idaho Commons
 Moscow, Idaho**

A regularly scheduled meeting of the State Board of Education was held April 21-22, 2010 in Moscow, Idaho

Present:

Paul Agidius, President
 Ken Edmunds, Secretary
 Don Soltman

Richard Westerberg, Vice President
 Emma Atchley
 Milford Terrell

Rod Lewis
 Superintendent

Tom Luna, State

The Board met at 4:00 p.m. on Wednesday, April 21, 2010 at the Best Western University Inn in Moscow, Idaho. All members were present.

M/S (Edmunds/Atchley): To amend the agenda to add an additional UI executive session item. The item was not included in the original posted agenda because the Board has just determined that it would be beneficial to conduct deliberations relating to the University's acquisition of an interest in real property not owned by a public agency and to discuss with its attorney documents related thereto that are exempt from disclosure as provided in title 3, chapter 9, Idaho Code. Also, to add an additional BSU executive session item. The item was not included in the original posted agenda because the Board has just determined that it would be beneficial to consider and discuss with its attorney documents that are exempt from disclosure as provided in title 3, chapter 9, Idaho Code. Motion carried unanimously.

EXECUTIVE SESSION

M/S (Edmunds/Soltman): To move into Executive Session to consider the following matters:

consortium. A method called best value procurement was used. He provided information about that process.

Mr. Burns pointed out that this is a three year contract with seven one-year renewals, subject to mutual agreement between the parties. The consortium includes BSU, ISU, and LCSC. This effort creates an effective solution for the universities. It reduces the institutions administrative costs and increases student satisfaction. Mr. Burns explained that this effort leveraged the buying power of the universities because they are working as one group for the benefit of the whole. It was noted that there is a public agency clause in the contract if another institution wants to join.

By unanimous consent, the Board agreed to take up 1 of the IRSA Agenda.

1. i-STEM Presentation – Information item

Melinda Harrison was introduced to discuss i-STEM. She reported that the focus of i-STEM is to advance STEM (Science, Technology, Engineering, and Math) in Idaho through a collaborative effort with other stakeholders. The stakeholder group agreed on the necessity to provide resources that help students develop the understanding and skills needed to participate, contribute, and compete in the workforce. It was determined that resource and development centers should be established statewide, one in each of the six regions. These resource centers would provide physical resources to teachers in their classrooms to teach these interdisciplinary programs. They would also provide virtual resources to the teachers and also professional development opportunities for teachers to learn how to incorporate STEM core content into the curriculum they teach.

This summer, two i-STEM teacher academies will be offered; one at North Idaho College and another at the College of Southern Idaho. All the teachers who attend will be provided materials to take back into the classroom. Ms. Harrison noted that progress has been made possible because all the partners involved are interested in seeing changes made.

State Superintendent Luna complemented the INL for their participation and leadership in pulling these projects together.

At this time the Board returned to the BAHF Finance Agenda

14. American Recovery and Reinvestment Act – State Fiscal Stabilization Fund and Education Reform Assurances – Information Item

Board member Westerberg presented this information item. Matt Freeman pointed out that when the Governor accepted the federal stimulus money, he made certain assurances. One of them involved the creation of the longitudinal data system. Mr. Freeman explained that even if the funds are provided to create the system, it will be hard to meet the timeline and the due date. This is an issue the Board staff is working to resolve.

15. Idaho State University – Administrative Cost Reductions

M/S (Westerberg/Lewis): To waive Board Policy III.G.5.a., Board Approval Procedures, and to approve the request by Idaho State University to proceed with implementation of the proposed Administrative Cost Reductions to be fully effective Fall Semester, 2010. Motion carried unanimously.

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
JUNE 17, 2010**

TAB	DESCRIPTION	ACTION
1	PRESIDENTS' COUNCIL REPORT	Information Item
2	EASTERN IDAHO TECHNICAL COLLEGE ANNUAL REPORT	Information Item
3	PRESIDENTIAL COMPENSATION	Motion to Approve
4	2011 LEGISLATIVE IDEAS	Motion to Approve
5	IDAHO STATE UNIVERSITY – FACULTY GOVERNANCE REVIEW	Motion to Approve
6	HUMANITARIAN BOWL – ALCOHOL WAIVER	Motion to Approve
7	BOISE STATE UNIVERSITY – 2010 PREGAME ALCOHOL WAIVER – STUECKLE SKY CENTER	Motion to Approve
8	BOISE STATE UNIVERSITY – 2010 PREGAME ALCOHOL WAIVER – CARVEN WILLIAMS COMPLEX	Motion to Approve
9	IDAHO STATE UNIVERSITY – 2010 PREGAME ALCOHOL WAIVER	Motion to Approve
10	UNIVERSITY OF IDAHO – 2010 PREGAME ALCOHOL WAIVER	Motion to Approve
11	WORKFORCE DATA QUALITY INITIATIVE	Motion to Approve

PLANNING, POLICY AND GOVERNMENTAL AFFAIRS
JUNE 17, 2010

SUBJECT

Faculty Governance Review

REFERENCE

April 2010

Board approved the request by Idaho State University to proceed with implementation of proposed Administrative Cost Reduction and reorganization.

APPLICABLE STATUTE, RULE, OR POLICY

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

BACKGROUND/ DISCUSSION

At the April, 2010 meeting of the Board, Idaho State University recommended, and the Board approved, significant organizational changes in the University's colleges, thereby also necessitating a revision of the faculty governance structure. A review of governance will necessarily require the use of a broad advisory group (including faculty) pursuant to Board Policy III.C.4. This group should examine models which will maximize effective and efficient participation by the faculty in its governance role. The president can then review the advisory group's input to make his recommendations to the Board.

STAFF COMMENTS AND RECOMMENDATIONS

State Board of Education Governing Policies and Procedure, Section II.C. Institutional Governance allows for the faculty of each institution to establish written bylaws, a constitution, and necessary procedures, subject to the approval by the Chief Executive Officer and the Board. All amendments to faculty bylaws, constitution, and procedures require approval by the Chief Executive Officer and the Board. Additionally Section II.C. allows for the establishment by the Chief Executive Officer of advisory groups to study and make recommendation on specific issue.

Review of ISU's faculty governance structure will allow for the consideration of additional efficiency's as well as bringing it into alignment with the institutions reorganized governance structure.

BOARD ACTION

A motion to direct Dr. Vailas to institute a review of the faculty governance structure at Idaho State University and to report back to the board all findings at the conclusion of the review.

Moved by _____ Seconded by _____ Carried Yes _____ No _____



STATE BOARD OF EDUCATION
 TRUSTEES OF BOISE STATE UNIVERSITY
 TRUSTEES OF IDAHO STATE UNIVERSITY
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 TRUSTEES FOR THE IDAHO SCHOOL FOR THE DEAF AND THE BLIND

**DRAFT MINUTES
 STATE BOARD OF EDUCATION
 June 16-17, 2010
 Eastern Idaho Technical College
 Idaho Falls, ID**

A regularly scheduled meeting of the State Board of Education was held June 16-17, 2010 in Idaho Falls, Idaho at Eastern Idaho Technical College in the Health Education Building, Room 6164.

Present:

Richard Westerberg, President
 Don Soltman, Secretary
 Emma Atchley
 Rod Lewis

Ken Edmunds, Vice President
 Paul Agidius
 Milford Terrell

Absent:

Tom Luna, State Superintendent

Wednesday, June 16, 2010

The Board met at 1:30 p.m. on Wednesday, June 16, 2010. Board President Westerberg called the meeting to order. Board member Edmunds arrived at 3:30 p.m.

PLANNING, POLICY, and GOVERNMENTAL AFFAIRS

1. State Board of Education Strategic Plan

M/S (Soltman/Agidius): To approve the 2011-2015 Idaho State Board of Education Strategic Plan as submitted. Motion carried 6-0 (Edmunds not present at this time).

By unanimous consent the Board agreed to the correction of the typo under Objective C Benchmark related to the percentage of first-year freshman returning for a second year. It was noted that the numbers had been switched around. It should read 55% for two-year institutions and 65% for four-year institutions.

Board member Soltman introduced this item. He invited Tracie Bent of the Board office to present the details. Ms. Bent noted the Board originally approved the goals and objectives of the new plan in February 2010. She reported that during the recent fine-tuning of the approved plan several objectives were edited or removed. The edited version of the plan is being

\$286,650 in institutional funds, and \$37,000, plus such additional amount required for benefits in supplemental compensation to be provided by the ISU Foundation), and to direct staff to amend the current employment agreement with Dr. Vailas extending the current contract for an additional year, to be brought back for future consideration by the Board. Motion carried unanimously.

M/S (Soltman/Agidius): To approve the annual salary for Burton L. Waite as President of Eastern Idaho Technical College effective July 1, 2010, at an annual salary of \$115,000, and to direct staff to prepare an employment agreement with Mr. Waite for a one (1) year term and containing employment terms and conditions, to be brought back for future consideration by the Board. Motion carried unanimously.

M/S (Soltman/Lewis): To approve the annual salary for Mike Rush as Executive Director of the Idaho State Board of Education effective July 1, 2010, at an annual salary of \$110,012, and to direct staff to prepare an employment agreement with Dr. Rush. Motion carried unanimously.

4. 2011 Legislative Issues

M/S (Soltman/Terrell): To approve the three legislative ideas as submitted and to authorize the Executive Director to submit these and additional proposals through the Governor's legislative process. Additional Legislative Ideas are to be approved by the Board's Executive Committee prior to submittal. Motion carried unanimously.

Executive Director Mike Rush explained that Executive proposals have to be submitted through this process. In regards to legislation that is brought forward by a legislator, those things can be brought to the Board as information items for its perusal and the Board can always take a position. Related to the budget of the Department of Education, it was noted that the State Superintendent does have the authority to submit legislation and isn't bound by these timelines as the Board is. The Board does have the opportunity to weigh in on the issues.

Dr. Rush explained that the Board has until the first week of August to submit ideas to the Governor's office. These ideas don't have to carry through to fruition. If the Governor's office agrees on those ideas, the Board can decide whether to pursue them. Board President Westerberg suggested that the Board needs to be able to respond to things on the fly. He assigned the PPGAC committee to think of a way for the Board to respond and take action given that some of those things take place very quickly. He asked that PPGAC report back to the Board related to this in August.

5. Idaho State University – Governance Review

M/S (Soltman/Terrell): To direct Dr. Vailas to institute a review of the faculty governance structure at Idaho State University and to report back to the Board all findings at the conclusion of the review. Motion carried unanimously.

Board member Soltman presented this item.

6. Humanitarian Bowl Alcohol Waiver

M/S (Soltman/Terrell): To approve uDrove Humanitarian Bowl's request to operate a corporate tent village consistent with the terms herein for the 2010 through 2014 Bowl

Appendix B

Below is a list of the members of the Institutional Governance Advisory Committee. Note that we include selected current and former experience:

Barbara Adamcik, Ph.D.; Professor of Social and Administrative Pharmacy and Associate Vice President for Academic Affairs; (from a list of 41) Faculty Senate (2 terms), Senate Chair, Vice Chair and Executive Committee; Chair, Student Grievance Committee; ISU Speakers and Artists Committee; Academic Standards Council; Campus Planning Council; Curriculum Council; Faculty Professional Policies Council; Research Coordinating Council; Chair, Faculty Research Committee; University Research Committee; Technology Oversight Committee; Records Management Advisory Committee; ad hoc Compensation Committee; ERP Steering Committee. National service includes: Chair, Social and Administrative Sciences Section (national election) of the American Association of Colleges of Pharmacy; U.S. Bureau of Health Professions Peer Review Panel; National Association of Boards of Pharmacy Foreign Pharmacy Graduates Equivalency Exam Review Committee.

David Adler, Ph.D.: Professor of Political Science; Senate; Senate Executive Committee; Library Committee; Cultural Affairs Council; Chair, VP of Research Search Committee; selected by ISU Senate to speak to the SBOE. Faculty Representative to the Presidential Search Committee

David Beard, Ph.D.: Chair; Professor of Computer Science and Computer Information Systems and Program Coordinator of Computer Science; Senate(2 terms); Chair, Faculty Professional Policy Council; Library Committee; Faculty Research Committee; Registrar Search Committee; Academic Standards Council; Grievance Committees; Budget Council; Academic Affairs Advisory Board; Special Budget Consultative Committee; Records Management Committee; National service includes: National Institutes of Health Diagnostic Imaging Study Section; U.S. Army Breast Cancer Research Study Section.

Kay Christensen, J.D.: Interim Associate Vice President for Academic Affairs; Chair, Idaho State University Faculty Senate (tenure also included service as Vice-Chair, Past Chair, and member of the Executive Committee); Chair, Idaho Council of Higher Education Faculty; College of Technology Faculty Council; College of Technology Strategic Plan ad hoc committee; University Governance Task Force; President's Council; Accreditation Working Group; ISU Law Library Committee; State of Idaho Supreme Court Civil Rules Committee; Civil Justice Reform Act Advisory Committee, U.S. District Court, District of Idaho; Gender Fairness Committee, U.S. District Court, District of Idaho.

Nicole Hill, Ph.D.: Professor and Interim Chair of Counseling; Graduate Council; Academic Affairs Advisory Committee; Grievance Committee; graduate student representative Ohio University Research Committee; Women's Studies Advisory Committee; Chair, Kasiska College of Health Professions Faculty Advisory Committee.

Casidy Jahnke: ASISU Student Body President

Michael Lineberry, Ph.D.: Research Professor of Nuclear Engineering, Director of the Institute of Nuclear Science and Engineering (Joint appointment with INL); Search Committee for VP of Research; White House Executive Office, Office of Management and Budget; Associate Director of Argonne's Integral Fast Reactor Program; CAES Associate Director.

Lynn Roberts: University Business Officer in the College of Arts and Letters; Special Budget Consultative Committee, University Business Officer Council; Veterans' Sanctuary Board; Mayor of Pocatello's task force on Boarding House Ordinance; President, Association of School Business Officials, NWT.

Corey Schou, , Ph.D.: Professor of Computer Science and Computer Information Systems and Director of the Informatics Research Institute; President's Council; Faculty Research Committee; Technology Oversight Committee; Chair, Technology Innovation Center; Founder, Computer Security Policy Committee; State of Idaho Computer Security Committee; National service includes: White House Critical Information Protection Board; US State Department Delegate to APEL-TEL.

Thomas Terry, Ph.D.: Associate Professor and Chair of the Department of Mass Communication; Reorganization Task Force, Arts, Humanities, Social Sciences, and Education 2009; Scientific Advisory Committee; President, Graduate Student Association, School of Journalism and Mass Communication, UNC-Chapel Hill; Senator, Graduate and Professional Student Federation, UNC-Chapel Hill ; Chair, Select Committee on Resolutions Development, Graduate and Professional Student Federation, UNC-Chapel Hill.

Appendix C

State Board of Education Governing Policies and Procedures, Section III.C.1-5

C. Institutional Governance

1. Chief Executive Officer

The Chief Executive Officer is the chief program and administrative officer of the institution, with full power and responsibility within the framework of the Board's governing policies and procedures for the organization, management, and supervision of the institution. The Chief Executive Officer is held accountable by the Board for the successful functioning of the institution.

2. Faculty Governance

The faculty of each institution will establish written bylaws, a constitution, and necessary procedures, subject to the approval by the Chief Executive Officer and the Board, for making recommendations to the Chief Executive Officer as a part of the decision-making process of the institution. All policies and procedures must be consistent with the Board's Governing Policies and Procedures.

3. Other Representative Organizations

The Chief Executive Officer may establish or recognize other governance organizations representative of identifiable institutional constituencies. Each organization will establish written bylaws and necessary procedures, subject to the approval by the Chief Executive Officer, for making recommendations to the Chief Executive Officer as a part of the decision making process of the institution. All policies and procedures must be consistent with the Board's governing policies and procedures.

4. Advisory Groups

From time to time, the Chief Executive Officer may establish an advisory group to study and make recommendations on a particular issue. Such an advisory group will report to the Chief Executive Officer or his or her designee on the topic assigned and within the time established by the Chief Executive Officer, who may accept or reject the recommendation.

5. Attendance at Board Meetings

Each institution is authorized to bring to meetings of the Board, at institutional expense, the President, the Academic Vice President, the Financial Vice President, and the duly-elected faculty and student government representatives. Expenses of any other personnel must be authorized by the Chief Executive Officer prior to attendance at the meetings.