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not be contacted immediately, the owner of the property shall immediately be notified.

b. If the occupant or owner of property on which an LP-gas system is located has received notification that the system has been damaged and the occupant or owner finds that the supply of propane to the system has not been shut off, then the occupant or owner shall immediately shut off the supply of propane to the system and shall immediately notify the local fire department.

c. If the occupant or owner of property on which an LP-gas system is located finds that an LP-gas piping system has been damaged and the damage has not been reported to the occupant or owner as required by paragraph "a" of this sub-rule, the occupant or owner shall immediately shut off the supply of propane to the system and shall immediately notify the local fire department.

226.6(2) Notification to qualified person. The occupant or owner of the property on which an LP-gas system is located shall notify a person qualified pursuant to rule 661—226.4(101) of any damage to an LP-gas piping system immediately after receiving notification or otherwise becoming aware of the damage and shall arrange for the qualified person to inspect, repair, and test the damaged system prior to restoration of service to the damaged or repaired system.

Arrangement by the occupant or owner of the property for required repairs and testing shall not relieve the person who damaged the system of any liability, including the costs of repair or testing.

226.6(3) Restoration of service. LP-gas service shall not be restored to an LP-gas piping system which has been damaged until the system has been repaired and tested in accordance with rule 661—226.5(101).

[Filed 10/31/07, effective 1/1/08]

[Published 11/21/07]

EDITOR'S NOTE: For replacement pages for IAC, see IAC Supplement 11/21/07.

ARC 6413B

PUBLIC SAFETY DEPARTMENT[661]

Adopted and Filed

Pursuant to the authority of Iowa Code section 103A.7, the Building Code Commissioner, with the approval of the Building Code Advisory Council, hereby amends Chapter 300, "State Building Code—Administration," Chapter 301, "State Building Code—General Provisions," and Chapter 303, "State Building Code—Requirements for Energy Conservation in Construction," Iowa Administrative Code.

These amendments were proposed in a Notice of Intended Action published in the Iowa Administrative Bulletin on September 12, 2007, as **ARC 6214B**. A public hearing was held on October 9, 2007, where comments were received from several parties regarding the proposed amendments. One significant change was incorporated in these adopted amendments from the proposed amendments; this is summarized in the description below of the adopted amendments. Some minor editorial changes were also included in the adopted rules.

Iowa Code chapter 103A establishes the State Building Code and assigns authority to the Building Code Commissioner to adopt the State Building Code, with the approval of

the Building Code Advisory Council. The amendments adopted herein update and clarify various provisions of the State Building Code. The following changes are adopted:

Item 1 amends the requirements for plan reviews so that:

- Preliminary meetings will be required for all projects submitted to the Building Code Bureau to evaluate compliance with the State Building Code. An inquiry was received during the public comment period asking if preliminary meetings have to be in person or if such meetings might be held by telephone. Building Code Bureau staff may allow meetings by telephone if this will allow major issues of code compliance to be addressed but will have the discretion to require face-to-face meetings.

- Approval of any project will not be given prior to compliance of the project with applicable requirements for life cycle cost analyses or energy reviews.

- Electronic submission of plans will be required for projects with projected construction costs of \$1 million or more.

- Electronic submission of plans or submission of two copies of plans will be required for any project with estimated construction costs of less than \$1 million if that project is subject to inspection by the Building Code Bureau.

- Fees for plan reviews of small fire suppression or fire alarm systems will be reduced.

- Provisions will be added for staged approvals of projects and for approval of fast-track projects.

Preliminary meetings between the design professionals working on a project and assigned Building Code Bureau staff have proven to be effective in reducing uncertainty and confusion regarding the applicability and interpretation of complex Code requirements. Electronic submission of plans represents a significant cost savings to the state and, consequently, will restrain what otherwise might be significant increases in plan review fees. It is anticipated that the dollar threshold for required electronic submission may be lowered over time until all or nearly all plans are submitted electronically. For projects that are to be inspected by the Building Code Bureau, a set of plans may be made available to the inspector electronically if the plans have been submitted electronically; if a set of plans is submitted in hard copy, a second set is needed for the inspector to take to the construction site. Setting a lower fee for reviews of plans of small fire alarm and fire suppression systems more accurately reflects the cost of these reviews than does the current schedule. Staged approvals of projects and fast-track projects are needed for some construction in the state. Iowa Code section 470.6 bars the expenditure of public funds on construction for which a life cycle cost analysis has not been completed if an analysis is required. Iowa Code section 103A.19, subsection 6, requires that an energy review of any construction over 100,000 cubic feet be completed.

Item 2 amends the rule regarding inspections by the Building Code Bureau. This new function of the Bureau is anticipated to commence in the near future. The rule was originally written with the expectation that inspections would occur under a third-party contract with the Department. Instead, the Department is in the process of hiring inspectors, as this appears to be a more efficient method of conducting inspections. The fee schedule for inspections is specified, and dates which were previously specified in the rule but which have passed have been removed. These changes are adopted for consistency with the administration of the inspection program as it is currently planned.

Item 3 deletes language which allows construction to adhere to the State Building Code as it read prior to its last major revision. This language applied only until April 1, 2007.

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Item 4 corrects a reference in the energy conservation rules. It also would remove duplicative language regarding the fee for energy reviews.

Item 5 clarifies the requirement for conducting life cycle cost analyses. Language has been added to this item providing for procedures to be followed when requesting exemptions from implementing recommendations contained in a life cycle cost analysis. Providing for such exemptions is required by Iowa Code section 470.8.

Item 6 increases from \$15 to \$25 the fee for filing energy reviews for compliance with energy conservation requirements established in the State Building Code. The increased fee is a more realistic reflection of the costs associated with filing these reviews.

These amendments will become effective on January 1, 2008.

These amendments are intended to implement Iowa Code chapter 103A.

The following amendments are adopted.

ITEM 1. Amend rule 661—300.4(103A) as follows:

Rescind subrule 300.4(1) and insert in lieu thereof the following **new** subrule:

300.4(1) Plans and specifications review—approvals.

a. Submissions to the building code commissioner of architectural technical documents, engineering documents, and plans and specifications are the responsibility of the owner of the building or facility, although the actual submission may be completed by an authorized agent of the owner or the responsible design professional.

b. “Responsible design professional” means a registered architect or licensed professional engineer who signs the documents submitted.

c. Plans, specifications and other supporting information shall be sufficiently clear and complete to show in detail that the proposed work will comply with the requirements of the applicable provisions of the state building code and with sections 106.1 and 106.1.1 of the International Building Code, 2006 edition.

d. In sections 106.1 and 106.1.1 of the International Building Code, 2006 edition, the word “permit” shall be replaced by the words “plan review.”

e. Submittals to the commissioner shall be certified or stamped and signed as required by Iowa Code chapters 542B and 544A unless the applicant has certified on the submittal to the applicability of a specific exception under Iowa Code section 544A.18 and the submittal does not constitute the practice of professional engineering as defined by Iowa Code section 542B.2.

f. Plans and specifications for projects with a construction cost of \$1 million or more or projects subject to inspection by the commissioner shall be submitted in an electronic format.

EXCEPTION: For projects with a construction cost of less than \$1 million that are subject to inspection by the commissioner, two identical sets of plans and specifications may be submitted in lieu of electronic submittal.

NOTE: The electronic submission of plans and specifications for projects that are not subject to inspection by the commissioner and with a construction cost of less than \$1 million is strongly encouraged but not required.

g. Any person planning to submit documents electronically shall contact the bureau for written instructions.

h. Architectural technical submissions, engineering documents, and plans and specifications for construction, renovation, or remodeling of all state-owned buildings or facilities, including additions to existing buildings, shall be sub-

mitted to the commissioner for review and comment. Subsequently, a written response by the design professional indicating corrective measures taken to address the commissioner’s plan review comments shall be submitted to and approved by the commissioner prior to the issuance of construction documents for bidding. Bidding may commence on a project after the preliminary meeting provided for in subrule 300.4(3) if all items on the preliminary meeting checklist have been resolved to the satisfaction of the commissioner.

i. Architectural technical submissions, engineering documents, and plans and specifications for the initial construction of any building or facility that will not, when completed, be wholly owned by the state or an agency of the state shall be submitted to the commissioner for review and comment, if the construction is financed in whole or in part with funds appropriated by the state and there is no local building code in effect in the local jurisdiction in which the construction is planned or, if there is such a local building code in effect, it is not enforced through a system which includes both plan reviews and inspections. Subsequently, a written response by the design professional indicating corrective measures taken to address the commissioner’s plan review comments shall be submitted to and approved by the commissioner prior to the issuance of construction documents for bidding. Bidding may commence on a project after the preliminary meeting provided for in subrule 300.4(3) if all items on the preliminary meeting checklist have been resolved to the satisfaction of the commissioner.

j. Architectural technical submissions, engineering documents, and plans and specifications for construction, renovation, or remodeling of all buildings or facilities, including additions to existing buildings, to which the state building code applies, other than those subject to paragraph “h” or “i,” shall be submitted to the commissioner for review and comment, unless applicability of the state building code is based upon a local ordinance enacted pursuant to Iowa Code section 103A.12. Subsequently, a written response by the design professional indicating corrective measures taken to address the commissioner’s plan review comments shall be submitted to and approved by the commissioner prior to the issuance of construction documents for bidding. Bidding may commence on a project after the preliminary meeting provided for in subrule 300.4(3) if all items on the preliminary meeting checklist have been resolved to the satisfaction of the commissioner.

k. If the state building code applies to a construction project based upon a local ordinance adopting the state building code, the submission shall be made to the local jurisdiction, provided that the local jurisdiction has established a building department, unless the local jurisdiction requires submission to the commissioner. Review and approval of such documents by the commissioner shall be at the discretion of the commissioner based upon available resources.

l. No project for which a life cycle cost analysis is required to be completed pursuant to Iowa Code section 470.2 shall be approved for construction prior to receipt by the commissioner of the life cycle cost analysis, final approval of the life cycle cost analysis by the commissioner and the department of natural resources pursuant to Iowa Code section 470.7, and the completion of all applicable requirements established in Iowa Code section 470.7.

m. No project for which an energy review is required pursuant to subrule 303.1(3) shall be approved for construction prior to the receipt by the commissioner of the energy review.

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NOTE: Compliance with the requirements of paragraphs "l" and "m" at the earliest practical time is strongly recommended. In no case shall the submission occur later than specified in the applicable statutory provisions and provisions of the state building code.

Amend subrule 300.4(2), paragraph "b," as follows:

b. The fees for plan reviews completed by the building code bureau shall be calculated as follows:

| Estimated Construction Costs | Calculation of Plan Review Fee |
|---|---|
| Up to and including \$1 million | \$.58 per thousand dollars or fraction thereof (minimum fee \$200) |
| Greater More than \$1 million | \$580 for the first \$1 million plus \$.32 for each additional thousand dollars or fraction thereof |
| The plan review fees for fire suppression systems and fire alarm systems are separate fees and shall be calculated as follows: | |
| Fire Protection System Costs | Plan Review Fee |
| Fire suppression systems whose construction cost for <i>materials and installation</i> is calculated to be up to and including \$20,000 \$5,000 | \$200 \$100 |
| <i>Fire suppression systems whose construction cost for materials and installation is calculated to be more than \$5,000 and up to and including \$20,000</i> | \$200 |
| Fire suppression systems whose construction cost for <i>materials and installation</i> is estimated to be greater more than \$20,000 | \$400 |
| Fire alarm systems whose construction cost for <i>materials and installation</i> is calculated to be up to and including \$20,000 \$5,000 | \$200 \$100 |
| <i>Fire alarm systems whose construction cost for materials and installation is calculated to be more than \$5,000 and up to and including \$20,000</i> | \$200 |
| Fire alarm systems whose construction cost for <i>materials and installation</i> is estimated to be greater more than \$20,000 | \$400 |

Payment of the assigned fee shall accompany each plan when submitted for review. Payment ~~may~~ shall be made by money order, check or draft made payable to the Iowa Department of Public Safety Building Code Bureau Treasurer, State of Iowa.

Amend subrule 300.4(3) as follows:

300.4(3) Preliminary meeting. The responsible design professional for a project is ~~strongly encouraged to~~ shall schedule a preliminary meeting ~~with the building code bureau~~ to discuss code compliance issues early in the design development phase. The responsible design professional ~~should~~ shall contact the bureau to schedule the preliminary meeting. There is no separate fee for a preliminary meeting. ~~If the responsible design professional plans to request approval to bid the project as part of the preliminary meeting, the responsible design professional shall request a copy of the document "Preliminary Meeting Checklist" at the time the meeting is scheduled and shall be prepared to address all applicable issues identified on the checklist at the preliminary meeting. Approval to bid the project shall not be given~~

unless all applicable issues identified on the checklist have been addressed to the satisfaction of the commissioner.

Adopt the following **new** subrules:

300.4(4) Requests for staged approvals.

a. Requests for approval to begin foundation work shall be submitted to the building code bureau in writing and may be transmitted by mail, E-mail or fax or in person. Foundation approval may be granted by the bureau in writing, following a preliminary meeting, if the construction plans and specifications are found to be in compliance with the requisite code provisions.

b. Requests for approval to continue construction beyond the foundation, up to and including the shell of the building, shall be submitted to the bureau in writing and may be transmitted by mail, E-mail or fax or in person. These requests will be evaluated on a case-by-case basis, and approval or denial of the requests will be transmitted to the submitter in a written form.

300.4(5) Fast-track projects. While fast-track projects are not encouraged, fast-track projects may be considered by the commissioner on a case-by-case basis. If a fast-track project is initially approved, a written plan of submittal, review and approval will be developed for each project. All projects approved for fast-track review must be submitted in an electronic format that is acceptable to the commissioner.

NOTE: Fast-track projects are not encouraged and will be approved only on the basis of good cause shown.

ITEM 2. Amend rule 661—300.5(103A) as follows:

661—300.5(103A) Inspections.

300.5(1) ~~After March 1, 2007, any~~ Any building or facility for which construction is subject to a plan review by the commissioner, except construction involving any building or facility owned by the board of regents or by any institution subject to the authority of the board of regents, shall be subject to inspection by the commissioner or staff of the bureau or division at the direction of the commissioner or by a third party with whom the commissioner contracts to conduct inspections of buildings and facilities subject to the state building code. ~~Fees for inspections completed by a third party under contract with the building code commissioner shall be paid by the owner of the building or facility directly to the third-party contractor and shall be in an amount specified in the contract. Inspection fees established in a contract with a third party may vary according to the valuation or complexity of the project, or the amount of time required to complete and report upon any required inspections, or the number of inspections required before compliance with the provisions of the state building code is achieved, but shall not vary according to the geographical location within the state of Iowa of the building or facility or according to the travel time required of an inspector.~~

300.5(2) ~~After July 1, 2007, any~~ Any construction involving any building or facility owned by the board of regents or by an institution subject to the authority of the board of regents shall be subject to inspection by the commissioner or staff of the bureau or division at the direction of the commissioner.

EXCEPTION: Construction which is limited to building additions, renovations or repairs shall not be subject to inspection by the commissioner.

300.5(3) The fee schedule established in a contract or contracts for inspections conducted by a third party shall apply to inspections conducted by the commissioner or staff of the bureau or division at the direction of the commissioner, except that fees for inspections of buildings and facilities owned by the board of regents or by institutions under the control of the

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board of regents shall be established as provided in 2006 Iowa Acts, House File 2797, section 72, subsection 2. However, if inspections are conducted by the commissioner, or by staff of the bureau or division at the direction of the commissioner, the fees shall be paid by the owner directly to the bureau. Buildings subject to inspection by the state building code commissioner, except construction involving any building or facility owned by the board of regents or by any institution subject to the authority of the board of regents, shall pay an inspection fee based upon the construction cost of the project. The inspection fee shall be calculated as follows:

| Construction Cost | Base Inspection Fee |
|-----------------------------|---------------------|
| Up to \$100,000 | \$598 |
| \$100,001 to \$1,000,000 | \$645 |
| \$1,000,001 to \$10,000,000 | \$722 |
| \$10,000,001 and above | \$783 |
| Follow-up inspection | \$214 |

The base inspection fee shall cover three inspections—a foundation, rough-in and final. The base inspection fee shall be due and payable at the time completed construction documents are submitted for review. The plan review will not be conducted until the proper base inspection fee is paid. Checks should be made payable to the Treasurer, State of Iowa, and delivered to the bureau office. This fee is separate and distinct from the plan review fee established in subrule 300.4(2).

Additional inspections may occur for any of the following reasons:

- a. During one of the three base inspections, code violations are identified that require that a follow-up inspection be conducted to verify that the violations have been corrected.
- b. Upon arrival, the inspector finds that the project is not ready for the type of inspection requested.
- c. By special request of the project designer, contractor or owner.
- d. Upon order of the building code commissioner (no additional charge).

The fee for each additional inspection shall be calculated individually as follows:

- One hour on site = \$206
- One to two hours on site = \$240
- Two to three hours on site = \$273
- Three to four hours on site = \$307
- Four to five hours on site = \$341
- Five to six hours on site = \$374

Additional inspection fees will be billed to the responsible architect or building contractor on a monthly basis. The building may receive only temporary approval for occupancy if unpaid inspection fees remain at the time of final inspection.

Inspection fees and standard operating procedures for construction involving any building or facility owned by the board of regents or by any institution subject to the authority of the board of regents shall be established through a written agreement between the commissioner and the board of regents.

300.5(4) Any person who performs a building code inspection on behalf of the building code commissioner shall have and maintain one of the following: (1) current certification as a commercial building inspector by the International Code Council, or (2) other equivalent certification approved by the building code commissioner. An employee of the department who performs an inspection on behalf of the building code commissioner shall, in addition, meet any requirements for the job class in which the employee is classified as

established by the department of administrative services, pursuant to Iowa Code chapter 8A, subchapter IV, part 2.

EXCEPTION: An employee of the department who performs inspections on behalf of the building code commissioner may perform such inspections for no more than six months prior to obtaining the required certification.

ITEM 3. Amend rule **661—301.3(103A)** by striking the Exception as follows:

~~EXCEPTION: Prior to April 1, 2007, buildings or facilities subject to the state building code may be designed and constructed in compliance with the state building code as it read prior to January 1, 2007. "Prior to April 1, 2007" means that required submissions have been made to the building code commissioner or a local building department by the close of business on March 31, 2007.~~

ITEM 4. Amend rule 661—303.1(103A) as follows:

Amend subrule 303.1(2) as follows:

303.1(2) Applicability. Rules 661—303.1(103A) through 661—303.3(103A) apply to design and construction of buildings which provide facilities or shelter intended primarily for human occupancy or use throughout the state of Iowa. ~~All residential construction is covered, as is all nonresidential~~ Any new construction of public buildings; of any building within a jurisdiction which has adopted the state building code, a local building code, or a compilation of requirements for building construction; or any new construction of a building or facility with more than 100,000 cubic feet of enclosed space which is heated or cooled is covered. Rule 661—303.2(103A) establishes standards for design and construction of low-rise residential buildings. Rule 661—303.3(103A) establishes standards for nonresidential and high-rise residential design and construction.

The occupancy of any building covered by this chapter shall be determined based upon the occupancy definitions in chapter 3 of the International Building Code, 2003 2006 edition.

Amend subrule **303.1(3)** by rescinding and reserving paragraph "c."

ITEM 5. Amend rule 661—303.4(103A,473) as follows:

661—303.4(103A,473 470) Life cycle cost analysis.

303.4(1) Submission required. Any public agency as defined by Iowa Code section 470.1 shall prepare a life cycle cost analysis for any new construction having 20,000 square feet of usable floor space which is heated or cooled by a mechanical or electrical system or for any renovation where additions or alterations exceed 50 percent of the value of the facility and affect an energy system. The life cycle cost analysis shall be prepared in compliance with Iowa Code chapter 470 and shall be submitted to the state building code commissioner before construction commences.

303.4(2) Notification by state agency. Any public agency which is a state agency as defined in Iowa Code section 7D.34 shall, within 60 days of final selection of a design architect or engineer, notify the commissioner and the department of natural resources of the methodology to be used to perform the life cycle cost analysis. Notice shall be provided given on the forms provided by the department of natural resources for this purpose. A life cycle cost analysis prepared by a state agency shall be submitted in sufficient time ahead of the releasing release of plans for bids to allow for revisions or additions which may be made to the plans. Public funds shall not be used for the construction or renovation of a facility unless the design for the work is prepared in accordance

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with Iowa Code chapter 470 and the actual construction or renovation is consistent with the design.

303.4(3) Exemptions from implementation. Any public agency responsible for construction or renovation of a public facility shall implement the recommendation of the life cycle cost analysis except as provided in this subrule.

a. A public agency responsible for construction or renovation of a public facility may apply to the commissioner for exemption from any recommendation of the life cycle cost analysis.

b. The public agency shall implement all recommendations of the life cycle cost analysis except those which have been approved for exemption by the commissioner and the director of natural resources.

EXCEPTION: The public agency is not required to implement any recommendation which would result in a violation of any other provision of law. If the public agency determines that compliance with any recommendation of the life cycle cost analysis would result in a violation of law, the public agency shall so notify the commissioner.

c. The commissioner and the director of natural resources shall evaluate each request for an exemption on a case-by-case basis.

d. The commissioner and the director of natural resources shall consider the following factors in determining whether or not to grant an exemption:

- (1) The purpose of the facility or renovation;
- (2) Preservation of historic architectural features;
- (3) Site considerations;
- (4) Health and safety concerns;
- (5) Compliance with any other provisions of law; and
- (6) The technical feasibility of implementing the recommendation. "Technically feasible" means that a recommendation may be implemented without altering major structural features of an existing facility.

ITEM 6. Amend rule 661—303.5(103A) as follows:

661—303.5(103A) Submission Energy review fee. ~~In-~~cluded The fee for filing an energy review shall be \$25. Payment of the fee, by money order, check, or warrant made payable to Treasurer, State of Iowa, shall be included with the submission of documents for an energy review ~~shall be a remittance of \$15, which may be by money order, check, or warrant made payable to Treasurer, State of Iowa.~~

[Filed 10/31/07, effective 1/1/08]

[Published 11/21/07]

EDITOR'S NOTE: For replacement pages for IAC, see IAC Supplement 11/21/07.

ARC 6419B

REAL ESTATE APPRAISER EXAMINING BOARD[193F]

Adopted and Filed

Pursuant to the authority of Iowa Code section 543D.5, the Real Estate Appraiser Examining Board hereby amends Chapter 2, "Definitions," rescinds Chapter 4, "Associate Real Property Appraiser," and adopts a new Chapter 4 with the same title, and amends Chapter 8, "Investigations and Disciplinary Proceedings," Iowa Administrative Code.

The amendment to Chapter 2 corrects the definition of an associate real property appraiser or associate appraiser in ac-

cordance with 2007 Iowa Acts, Senate File 137. New Chapter 4 is the result of a complete rewrite of the current chapter; redundant information was removed, and the chapter was rewritten with the intent of making it easier to read. The amendment to Chapter 8 clarifies compensation for peer reviewers in accordance with the Professional Licensing and Regulation Bureau's revised contract.

Notice of Intended Action was published in the Iowa Administrative Bulletin on August 29, 2007, as **ARC 6190B**. No public comments were received. No changes have been made to the Notice of Intended Action.

These amendments were adopted by the Board on October 25, 2007.

These amendments are subject to waiver or variance pursuant to 193—Chapter 5.

These amendments are intended to implement Iowa Code chapter 543D and 272C.

These amendments will become effective on December 26, 2007.

EDITOR'S NOTE: Pursuant to recommendation of the Administrative Rules Review Committee published in the Iowa Administrative Bulletin, September 10, 1986, the text of these amendments [2.1, Ch 4, 8.10(3)] is being omitted. These amendments are identical to those published under Notice as **ARC 6190B**, IAB 8/29/07.

[Filed 11/2/07, effective 12/26/07]

[Published 11/21/07]

[For replacement pages for IAC, see IAC Supplement 11/21/07.]

ARC 6415B

REGENTS BOARD[681]

Adopted and Filed

Pursuant to the authority of Iowa Code section 262.9(1), the Board of Regents hereby adopts an amendment to Chapter 11, "Board of Regents Organization and General Rules," Iowa Administrative Code.

The amendment revises subrule 11.1(1) to reflect the current meeting schedule of the Board of Regents and how a vacancy in the office of president pro tem is filled.

Notice of Intended Action was published in the Iowa Administrative Bulletin on August 29, 2007, as **ARC 6177B**. A comment period was established. No comments were received. The final amendment is identical to the proposed amendment.

The Board of Regents adopted the amendment on October 31, 2007.

This amendment is intended to implement Iowa Code section 262.9(1).

This amendment will become effective December 26, 2007.

The following amendment is adopted.

11.1(1) President and president pro tem. ~~The president of the board of regents is elected by the board from its members at the April meeting in even-numbered years for a two-year term and until a successor is elected and qualified. Prior to May 1 in even-numbered years, a president shall be elected by the board of regents from its members for a two-year term to commence on May 1 in even-numbered years. A president pro tem shall be elected at the same meeting at which the~~