

MINUTES

UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

January 14, 2010

The University of Southern Indiana Board of Trustees met in regular session on Thursday, January 14, 2010, at The Columbia Club in Indianapolis, Indiana. In attendance were Chair John M. Dunn and Trustees W. Harold Calloway; Jeffrey L. Knight; Amy MacDonell; Lauren K. Raikes '11; Ronald D. Romain '73; Steven J. Schenck '72; and Ted C. Ziemer Jr. Trustee Ira G. Boots was absent. Also attending were President Linda L. M. Bennett; Interim Provost and Vice President for Academic Affairs Nadine A. Coudret; Vice President for Government and University Relations Cynthia S. Brinker; Vice President for Student Affairs Robert W. Parrent; Vice President for Business Affairs Mark Rozewski; Faculty Senate Chair Lesa Cagle; and Student Government Association President Robert Wolfley '10.

Mr. Dunn called the meeting to order at 9:00 a.m.

SECTION I - GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF NOVEMBER 5, 2009, MEETING

On a motion by Mr. Ziemer, seconded by Mr. Calloway, the minutes of the November 5, 2009, meeting were approved.

B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

Mr. Dunn called on Vice President Brinker, who announced the next meeting of the Board of Trustees is scheduled for Thursday, March 4, 2010, on campus.

C. PRESIDENT'S REPORT

Dr. Bennett asked Robert Wolfley, president of the Student Government Association, to share a report with the Board. Mr. Wolfley reported SGA hosted the first town hall meeting of the year in November with parking on campus as its topic. The meeting, held in the Eagle's Nest, featured a panel of University representatives including Director of Facilities Operations and Planning Steve Helfrich; Dean of Students Barry Schonberger; Vice President for Business Affairs Mark Rozewski; and Director of Security Steve Woodall. As students had lunch or stopped by while passing through the University Center, they submitted questions to be addressed by the panel. This venue, a high traffic area, allowed for the engagement of many more students than in the past.

The RedZone, SGA's student athletics support group, began the 2009-2010 basketball season by hosting "Nearly Mid-night Madness" in the PAC. Approximately 500 students previewed the men's and women's teams as they participated in three-point and dunk contests. The RedZone and the USI Department of Athletics sponsored a fan bus for the USI vs. Southern Illinois University exhibition game in November. Other RedZone activities included sponsoring themes for two home basketball games and cheering on the screaming eagles as they participated in the NCAA Division II Cross Country Nationals held on campus. Mr. Wolfley concluded his report by announcing the SGA Philanthropy Committee is working to raise funds for St. Jude's Children's Research Hospital.

President Bennett called on Professor Lesa Cagle, chair of the Faculty Senate, who reported a new University Committee, the Environmental Stewardship Committee, is the result of a recommendation of the Senate. The committee, appointed by President Bennett, will review issues related to environmental stewardship and sustainability on the USI campus. Professor Cagle noted many faculty and staff have interest in the work of the new committee and issues of sustainability.

At the July 2009 Board of Trustees retreat, steps were outlined for the first 500 days of President Bennett's presidency. She presented the following six-month progress report on these steps.

1. Develop a Strategic Planning Process

The process was planned during summer 2009 and implementation began on the first day of the fall semester. Selected faculty, staff, and students were asked to share stories that exemplify what it means to be part of the USI community ("Reflections") and were asked to share their dreams for the University ("Directions"). Dr. Bennett recommended the Trustees review video samples of "Reflections" and "Directions" on the USI web site. All employees were invited to participate in sessions to discuss the University's core values. The key core values that emerged from these discussions were:

- There is a sense of community, both on campus and in the region. The USI community reaches beyond physical campus boundaries.
- USI is known for excellence and quality education.
- USI is student and learning focused. Students are at the heart of all that we do and learning is embraced by all.
- Our efforts in engagement are a reflection of our history (USI was established to serve the region and state) and the strong sense of community on campus.

President Bennett reported the next steps in the strategic planning process include:

- Refining the mission and vision statements. She shared the following draft mission statement, which will be further reviewed by various groups, including the Board of Trustees, as the process continues:

"The University of Southern Indiana is an engaged learning community advancing education and knowledge, enhancing civic and cultural awareness, and fostering partnerships through comprehensive outreach programs. We prepare individuals to live wisely in a diverse global community."

- A SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis to identify strategic objectives such as increasing student success (retention and graduation rates) while considering the students we serve, including non-traditional students and those with attendance patterns with stop-outs.
- Visioning sessions scheduled February 3 and 5, 2010, and President Bennett invited the Trustees to participate.

2. Develop a KPI System and Data Dashboard

Beginning with the November 2009 meeting, when the Board of Trustees was provided a data dashboard with information on USI faculty, data dashboards will be provided at each meeting. Dr. Bennett noted this is a work in progress that will be sharpened by the strategic planning process.

3. Organize Advancement Mission and Functions

President Bennett reported that the University has contracted with Johnson, Grossnickle & Associates (JGA) of Indianapolis to conduct a development audit. Trustee Ron Romain is a member of the JGA Advisory Committee and the consultants are preparing their final report assessing USI's development organization. Dr. Bennett reported the result will be good news regarding the strength of the Development Office. The final report will be presented to the Trustees at a future meeting.

4. Develop a Marketing Strategy

The recruitment process is underway for an Assistant Vice President for University Relations, who will be the primary spokesperson for the media and will coordinate marketing and branding efforts.

5. Define Role and Employ Chief Academic Officer

President Bennett introduced Dr. Ronald S. Rochon, who will join the USI administrative team on July 1, 2010, as the Provost and Vice President for Academic Affairs. Dr. Rochon will quickly become involved in the strategic planning process and will be the key individual responsible for implementation of the plan.

6. Focus on Diversity

The University's focus on diversity is carefully considered in decisions related to students, faculty, and staff. A Diversity Committee was created last year and diversity is an important component of the current strategic planning process.

7. More Opportunities for Board Members to Discuss Issues

The Board, at its 2009 retreat, requested more opportunities to discuss these and other issues.

D. REPORT ON THE INDIANA GENERAL ASSEMBLY

Mr. Dunn called on Vice President Brinker for a report on the Indiana General Assembly. Ms. Brinker reported the legislature began the 2010 short session on January 5 and expects the session to end by March 14. Approximately 800 bills have been filed in the House and in the Senate with a potential of 1,200 bills to be filed. Bills will be scheduled and heard within the next two weeks, with the third reading in each house on February 3, 2010. Ms. Brinker reported the priority for this legislative session will be bills related to ethics reform, property tax caps, and local government reform. She reviewed the following bills that may impact higher education in Indiana.

HB1001 (Lobbyists; Campaign Contributions) would bring the first significant changes to lobbying laws since 1993 and make changes to the current law for registered lobbyists. The bill does not include university employees.

HB1063 (Energy Efficient Buildings) requires certain government buildings be designed and constructed to achieve or exceed the performance criteria determined under certain rating systems. It makes the permissible standard optional for the renovation or reconstruction of government buildings.

HB1135 (Advanced Placement Exams) requires state educational institutions to grant postsecondary level academic credit to students who receive a satisfactory score (at least a 3) on an advanced placement examination.

HB1141 (Admissions Preferences for Indiana Residents) requires a state educational institution to limit admission of students who are not Indiana residents to not more than 25 percent of its freshman class and requires the institution to give priority in graduate school admissions to Indiana residents.

HB1171 (State Universities) requires a professor who is employed by a state educational institution to teach at least one class each fall and spring semester, and requires the institution to ensure that the courses required for a single major are offered in such a manner that an undergraduate student is able to complete a single major in not more than four fall and four spring semesters.

HB 1196 (Meningitis Vaccinations for College Students [repeat bill]) requires meningitis vaccination for students at public residential campuses. The current requirement is for universities to provide students with information about the vaccine, but the vaccine is not required for attendance.

HB1306 (Dual Credit) requires all state education institutions to accept certain dual credit courses that are successfully completed by a high school student.

SB84 (General Assembly Access to Research Resources) requires state educational institutions to make research tools used by state educational institutions available to legislators and staff of the Legislative Services Agency.

SB114 (Government Ethics) makes significant changes to the current law for registered lobbyists and would require officials and employees of state educational institutions to register. Testimony was presented at a recent hearing and the universities are working with the author of the bill regarding many concerns about the bill.

SB257 (Commission for Higher Education) provides that a full-time employee of an Indiana public or private college or university (except for one faculty member) may not be a member of the Commission for Higher Education (CHE). It allows a member of the CHE to attend a Commission meeting by means of a communication device if a quorum of members is physically in attendance at the meeting. It repeals a provision exempting state educational institution capital projects that are approved by the General Assembly from review by the CHE.

Vice President Brinker reported she will pay close attention to these and other issues that may have an impact on higher education. She reported the governor will outline his priorities and initiatives for the legislative session when he presents the State of the State address on January 19, 2010.

E. APPROVAL OF CONFLICT OF INTEREST STATEMENTS

Mr. Dunn called on Vice President Rozewski to review the Conflict of Interest Statements in Exhibit I-A. Mr. Rozewski recommended approval of the statements provided by University trustees and staff. He noted that following approval, the Possible Conflict of Interest Disclosure Statements filed for 2010 will be forwarded to the State Board of Accounts.

On a motion by Mr. Knight, seconded by Ms. MacDonell, the Possible Conflict of Interest Disclosures in Exhibit I-A were approved.

F. REPORT ON FOOD SERVICE OPERATIONS

Mr. Dunn called on Vice President Rozewski to report on the Food Service Operation. Mr. Rozewski informed the board that the University's food service operation is an auxiliary enterprise and a \$7 million per year business that has been operated by Sodexo Corporation for many years. Mr. Rozewski introduced Steve Bridges, USI Business Office director; Chris Briggs, Sodexo Food Services director at USI; and Steve Chavira, Sodexo district manager.

They reported on the Sodexo/USI partnership, food service venues on campus, sales growth, and profit. Total food service sales on campus in 2009 increased 12.1 percent over 2008. Meal plans and participation were reviewed. USI's food service operation is a model for other Sodexo operations and is a training center for the Sub Connection, Pete's Arena, and Café a la Carte brands. Plans for future growth, recommended through student focus groups, include Cyclone Salads and Salsa Rico in the expanded University Center; expanded seating and serving areas in the Loft; expanded Café a la Carte in the Link; services in the Recreation, Fitness, and Wellness Center; and replacement of Pete's Arena.

Mr. Rozewski announced that the University intends to enter into a long-term (possibly up to 10-year) agreement with Sodexo with over \$2 million in up-front payments to the University. The payments would be used to expand the Loft dining area.

SECTION II – FINANCIAL MATTERS

A. REPORT ON CONSTRUCTION CHANGE ORDERS ISSUED BY THE VICE PRESIDENT FOR BUSINESS AFFAIRS

Mr. Dunn called on Vice President Rozewski who reviewed the construction change orders in Exhibit II-A. Mr. Rozewski noted change orders for the Business and Engineering Center project total \$107,000, less than one-half of one percent of the \$23,864,000 construction cost. In the more complex University Center Expansion and Renovation project, change orders are approximately 3.2 percent of the \$16,303,000 construction budget.

B. APPROVAL OF CONSTRUCTION CHANGE ORDERS

Mr. Dunn asked Vice President Rozewski to review the construction change orders in Exhibit II-B.

On a motion by Mr. Schenck, seconded by Mr. Knight, the construction change orders requiring approval in Exhibit II-A were approved.

C. REPORT ON CURRENT CONSTRUCTION PROJECTS

Mr. Dunn called on Vice President Rozewski, who introduced Director of Facilities Operations and Planning Steve Helfrich. Mr. Helfrich began by reporting the campus entrance and loop road project is complete with the road from the roundabout to University Boulevard south of Reflections Lake open to traffic.

The Business and Engineering Center is 75 percent complete and is on schedule to open for fall 2010 classes. The exterior façade is nearly complete and most interior drywall work is done with painting underway. Current work includes the installation of ceiling grids, light fixtures, data lines, electrical wiring, fire alarm systems, and other systems.

Mr. Helfrich reported the University Center Expansion project is on schedule despite the recent cold weather which slowed the installation of the stone and brick exterior. Work continues on the building interior and the glazing of new windows and curtain walls.

The Central Heating and Cooling Plant Expansion project is on schedule and entering its last stage of construction. Mr. Helfrich reported the building is scheduled to be complete at the end of March and the site work will be complete in April if weather permits.

Landscape improvements in the roundabout have been slowed by recent weather conditions. The curved concrete walls are poured and most of the planting has been completed along the new loop road project. The project is expected to be complete by mid April.

Mr. Helfrich reported the water tower project is expected to be complete in April and the project to construct recycling and waste enclosures in student housing is 40 percent complete. Other projects under construction include the Science Center and Physical Activities Center roof replacements, varsity soccer and baseball field improvements, Children's Center storage building construction, O'Daniel South housing office renovation, and the emergency power generator for the Community Center and Support Service Building.

Mr. Helfrich closed by reporting projects in design include the teaching theatre project, bicycle and walk path construction, practice soccer field construction, campus road repairs and resurfacing, and the Advanced Manufacturing teaching facility. A summary of all current projects, including costs and funding sources, was provided in Exhibit II-C.

There being no further business, the meeting adjourned at 10:45 a.m.

Respectfully submitted,

Amy MacDonell
Secretary

**Possible Conflict of Interest Disclosure Statements
Filed for 2010**

DATE	NAME/ TITLE	VENDOR/ CONTRACTOR	DESCRIPTION OF FINANCIAL INTEREST
11-19-09	Janel S. Allen Assistant to the President	Safety Management Corporation	Spouse is owner
11-16-09	Linda L. M. Bennett President	None	N/A
12- 10-09	Ira G. Boots Trustee	Berry Plastics Deaconess Hospital	Chairman and CEO Board of Directors
11-06-09	David A. Bower Director of Development	None	N/A
11-10-09	Cynthia S. Brinker Vice President for Government and University Relations	None	N/A
12-11 -09	W. Harold Calloway Trustee	None	N/A
11-12-09	Nadine A. Coudret Interim Provost and Vice President for Academic Affairs	None	N/A
11-05-09	John Deem Associate Vice President for Student Affairs	Cabinets and Counters Keller Schroeder	Son is owner Son is employee
11-10-09	Katherine Draughon Executive Director of Planning, Research, and Assessment	None	N/A
11-06-09	John M. Dunn Trustee	Dunn Hospitality Group ONB (Old National) Community Bank Evansville Commerce Bank St. Mary's Health System Welborn Foundation WNIN	Majority Stockholder Director Spouse is Director Director Director Director
11-05-09	Julie H. Edmister Dean – College of Education and Human Services	None	N/A
11-05-09	David M. Glassman Dean – College of Liberal Arts	None	N/A
11-05-09	Scott Gordon Dean – College of Science and Engineering	None	N/A

DATE	NAME/ TITLE	VENDOR/ CONTRACTOR	DESCRIPTION OF FINANCIAL INTEREST
11-05-09	Jon Mark Hall Director of Athletics	None	N/A
11-23-09	H. Ray Hoops Chancellor	Integra Bank Corporation Deaconess Hospital, Inc. Deaconess Health System, Inc. Eastern Illinois University Foundation Board	Director (compensated) Director (compensated) Director Member
11-19-09	Mary A. Hupfer Assistant Vice President for Business Affairs and Foundation Fiscal Officer	None	N/A
11-18-09	Marshall Edward Jones Vice Provost and Dean of Extended Services	None	N/A
11-05-09	Mohammed Khayum Dean – College of Business	None	N/A
11-19-09	Jeffrey Knight Trustee	Old National Bank	Shareholder and employee
11-09-09	Amy MacDonell Trustee	None	N/A
11-05-09	Robert W. Parrent Vice President for Student Affairs	5/3 Bank	Wife employed in trust dept.
11-05-09	Brian Posler Assistant Provost for Undergraduate Studies	None	N/A
11-21-09	Lauren K. Raikes Trustee	None	N/A
11-07-09	Ronald D. Romain Trustee	Bank of Evansville Romain Buick, Inc.	Shareholder Shareholder
11-10-09	Mark Rozewski Vice President for Business Affairs and Treasurer	VPS Architecture	Wife is employee
11-06-09	Steven J. Schenck Trustee	Merrill Lynch	Financial Advisor
11-06-09	Ann White Interim Dean, College of Nursing & Health Professions	None	N/A
11-05-09	Ted C. Ziemer, Jr. Trustee	None	N/A

**Summary of Construction Change Orders
Authorized by the Vice President for Business Affairs**

1. BUSINESS AND ENGINEERING CENTER PROJECT

Weddle Brothers Building Group, LLC - General Contractor

GC-006	Change foundation bearing substrate from flowable fill to lean concrete to accommodate site conditions	\$22,316.00
GC-007	Provide alternative acoustical wood wall panels, provide two integral sinks in countertops, install bridge coat finish on exposed exterior surfaces of Mechanical Room 0009, add ground hydrant to replace existing at Technology Center, add shaft wall closure at mechanical chase to facilitate fire dampers and code requirements, add steel for exterior stone support on 3 rd level at two locations, provide two elevator telephones designated as provided by other, add door, frame, and hardware due to conflict with addendum	\$9,485.00
GC-008	Change marker/projection surfaces to WallTalkers in lieu of EganWall and add 12 inches to height, omit four countertops in main atrium space, change finish material from Trespa to ACM at north Quadrangle entry and west balcony, omit shadowbox closure panels and paint visible elements behind glass	(\$1,788.00)
GC-009	Add fifteen access doors into inaccessible spaces, delete millwork in Commons 1523, widen concrete and provide removable rail at east courtyard, add wall framing and relocate electrical for donor wall	\$7,768.00
GC-010	Add Live Trade 1524 and relocate wall in administrative suite, revise stair location and add curtain wall to provide secure office and administrative area for College of Business, add sink and millwork in Workroom 1023, add built-in mailboxes and storage room on second level for College of Business	\$21,618.00
GC-011	Consolidate Labs 1013 and 1013A for change in space use by Engineering Department, add millwork to accommodate Trane controls workstation in Room 1011, add curtain wall windows in Engineering Reception 2014 and Faculty 2032	\$5,636.00

Ray Haase Heating and Air Conditioning, Inc. - Mechanical Contractor

MC-002	Modify mechanical and plumbing work to accommodate adding Live Trade 1524 and wall relocations in administrative suite, work required to add sink in Workroom 1023	\$7,868.00
MC-003	Perform mechanical and plumbing work associated with consolidating Labs 1013 and 1013A	(\$375.00)

BUSINESS AND ENGINEERING CENTER PROJECT (continued)

Alva Electrical, Inc. - Electrical Contractor

EC-002	Perform electrical work required for display case reconfiguration, deleted millwork in Commons 1523, for added donor wall, and reissued drawing Sheet E2.3	\$5,968.00
EC-003	Perform electrical work required for adding sink in Workroom 1023 and adding mailboxes and storage room on second level	\$4,125.00
EC-004	Perform electrical work associated with consolidating Labs 1013 and 1013A and adding Trane controls workstation in Lab 1011	\$3,895.00

Mel-Kay Electric Company - Data and Communications Contractor

CC-001	Perform communications work associated with deletion of millwork in Commons 1523 and reissuance of drawing Sheet E2.3	\$10,783.00
CC-002	Perform communications work associated with adding Live Trade 1524 and wall relocations in administrative suite for College of Business	\$1,253.00
CC-003	Perform communications work associated with consolidating Labs 1013 and 1013A	(\$1,103.00)

2. UNIVERSITY CENTER EXPANSION PROJECT

Weddle Brothers Building Group, LLC - General Contractor

GC-012	Relocate four exterior light poles and extend concrete bases	\$499.00
GC-013	Provide credit for door and hardware for Openings 180.7 and 180.5	(\$4,155.00)
GC-014	Change conduit stub-up location and hand hole location to accommodate the future theater addition	\$312.00
GC-015	Cut Orr Iron date stones down to size to fit A-Block and install	\$610.00
GC-016	Change P1 and P2 pier elevation and reinstall precast concrete wall angle	\$146.00
GC-017	Substitute specified copper flashing for 40 mil membrane flashing on tower	(\$1,848.59)
GC-018	Use unfaced batt insulation in lieu of the specified Thermafiber product	(\$2,500.00)

Capital Electric Co. - Electrical Contractor

EC-010	Change conduit stub-up location and hand hole location to accommodate the future theater addition	\$905.00
EC-011	Delete track lighting and all associated branch circuits where shown	(\$27,510.00)
EC-012	Change track head and lamp for track lighting fixtures to 39 watt in lieu of 70 watt metal halide	\$1,238.58
EC-013	Install additional receptacles in north courtyard	\$861.00

Summary of Construction Change Orders Recommended for Authorization

UNIVERSITY CENTER EXPANSION PROJECT

Weddle Brothers Building Group, LLC - General Contractor

GC-019	Add reinforcement to A-Block walls and add grouting of clay column covers	\$42,744.00
GC-020	Provide and install new limestone blocks in Orr Iron archway and add support steel	\$54,000.00
GC-021	Change hinged double door to accordion fire door at connection of bridge to existing University Center building	\$27,134.00
GC-022	Provide and install additional structural steel at tower for support of limestone façade	\$50,805.00

**Summary
Current Construction Projects**

Projects Recently Completed

Campus Entrance and Loop Road Construction

Project Cost **\$ 3,825,892**

Funding Sources:

David L. Rice Library Bond	\$ 2,000,000
Federal Direct Appropriate Funding FY 2005	1,475,892
Federal Direct Appropriate Funding FY 2008	350,000

Parking Lot Expansion

Construction Cost **\$ 1,135,875**

Funding Source: Transportation System Reserve

Projects Under Construction

Business and Engineering Center

Project Cost **\$ 31,946,069**

Funding Source: Bond Issue (Repaid with Fee Replacement Appropriation)

University Center Expansion

Project Cost **\$ 18,400,000**

Funding Sources:

Bond Issue (Repaid with Student Fees)	\$ 13,750,000
Academic Funding Series I	800,000
Academic Funding Reserves	650,000
Bookstore Reserve	1,000,000
University Center Reserve	2,200,000

Central Heating and Cooling Plant Expansion

Construction Cost **\$ 4,854,905**

Funding Sources:

Business and Engineering Center Bond Issue	\$ 3,150,000
General Repair and Rehabilitation Appropriation	340,000
Transportation System Reserve	278,600
Energy Management Reserve	1,000,000
Special Projects Reserve	86,305

Campus Entrance and Loop Road Landscape Improvements

Construction Cost \$ 484,900

Funding Source: Special Projects Reserve

Science Center and Physical Activities Center Roof Replacement

Project Cost \$ 404,000

Funding Source: General Repair and Rehabilitation Appropriation

Varsity Soccer and Baseball Field Improvements

Project Cost \$ 1,250,000

Funding Source: Special Projects Reserve

Children's Center Storage Building Construction

Project Cost \$ 131,765

Funding Source: Special Projects Reserve

O'Daniel South Housing Office Renovation

Project Cost \$ 320,230

Funding Source: Student Housing Reserve

Recycling and Waste Enclosures - Student Housing

Construction Cost \$ 294,280

Funding Source: Student Housing Reserve

**Emergency Power Generator for Community
Center and Support Services Building**

Construction Cost \$ 206,851

Funding Source: Special Projects \$ 106,851

Housing Reserves \$ 100,000

Projects in Design

Teaching Theatre Construction

Project Cost		\$ 16,500,000
Funding Source: Bond Issue (Repaid with Student Fees)	\$ 13,000,000	
Special Projects Reserve	\$ 1,500,000	
USI Foundation	\$ 2,000,000	

Bicycle/ Walk Path Construction

Project Cost		\$ 350,000
Funding Source: Transportation System Reserve		

Practice Soccer Field Construction

Project Cost		\$ 750,000
Funding Source: Special Projects Reserve		

Campus Road Repairs and Resurfacing

Project Cost		\$ 475,000
Funding Source: Transportation System Reserve		

Advanced Manufacturing Teaching Facility

Project Cost		\$ 1,000,000
Funding Source: Special Projects Reserve		