

AGENDA

UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

January 11, 1996

SECTION I - GENERAL AND ACADEMIC MATTERS

- A. Approval of Minutes of November 2, 1995, Meeting
- B. Establishment of Next Meeting Date, Time, Location
- C. President's Report
- D. Report of the Long-Range Planning Committee
- E. Approval of New Degree Program

SECTION II - FINANCIAL MATTERS

- A. Report of the Construction Committees
- B. Report of the Finance Committee
- C. Approval of Recommendation of Additional Sub Account for the VEBA Trust for Post-Retirement Benefits
- D. Approval of Recommendation of Transfers of Funds to the VEBA Trust Accounts
- E. Approval of Recommendation for 1996-97 Housing Rates
- F. Approval of Recommendation for Matriculation Fee
- G. Approval of Changes in TIAA-CREF Retirement Plan Waiting Period
- H. Approval of Resolution to Authorize the Finance Committee to Approve a Proposal for Performance Contracting
- I. Approval of Request for General Repair and Rehabilitation Funds
- J. Approval of Budget Appropriations, Adjustments, and Transfers

SUPPLEMENTAL INFORMATION
UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES

January 11, 1996

SECTION I - GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF NOVEMBER 2, 1995, MEETING

B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

C. PRESIDENT'S REPORT

D. REPORT OF THE LONG-RANGE PLANNING COMMITTEE

The Long-Range Planning Committee met on December 6, 1995. Vice Chairman Harolyn Torain will report on action taken by the committee. In addition to the items following, the committee recommends that the Board approve item E, the proposal for the Associate of Science degree in Occupational Therapy Assisting.

Approval of Process for Master Plan

The committee reviewed and approved the *Request for Statement of Qualifications*, Exhibit II-E from firms interested in providing planning services for the proposed master plan. The Southern Indiana Higher Education, Inc. (SIHE) Master Planning Subcommittee reviewed the *Request for Statement of Qualifications* at its meeting in December.

Acceptance of 1995-96 Strategic Plan

The committee reviewed and accepted the 1995-96 Strategic Plan, Exhibit II-F, for presentation to the Indiana Commission for Higher Education.

E. APPROVAL OF NEW DEGREE PROGRAM

Approval of the following new degree program, Exhibit I-A, is recommended.

Proposal for the Associate of Science Degree in Occupational Therapy Assisting

The School of Nursing and Health Professions proposes to offer an associate degree program in occupational therapy assisting, Exhibit I-A. The implementation date is the fall semester, 1997. The program is designed to provide instruction and training to prepare graduates to serve as occupational therapy assistants. No program for the training of occupational therapy assistants currently exists in the tri-state area and there is a growing need for trained professionals in this emerging field of health care. In addition, the program has been designed to enable those graduates who have completed the associate-level work to continue into upper-level study for the baccalaureate degree in occupational therapy.

SECTION II - FINANCIAL MATTERS

A. REPORT OF THE CONSTRUCTION COMMITTEE

The Construction Committee appointed to review and approve bids for three new student housing buildings met on November 30, 1995. The committee reviewed the bids received for the construction of three student housing buildings in the Frank F. McDonald Apartments (Exhibit II-A). The base bid and three alternates submitted by Maken Corporation were approved.

B. REPORT OF THE FINANCE COMMITTEE

The Finance Committee met on December 11, 1995. Mr. Combs will report on the action taken by the committee.

Approval of Financing Plan for Three New Student Housing Buildings

The Board of Trustees, in its meeting on November 2, 1995, authorized the Finance Committee to review and approve a financing plan for the construction of three new student housing buildings. The Finance Committee, at its meeting on December 11, 1995, approved the *Resolution of the Finance Committee of the Board of Trustees of the University of Southern Indiana Approving and Authorizing the Sale of Student Housing Revenue Bonds, Series H* (Exhibit II-B).

Approval of the Request for Proposal (RFP) for Performance Contracting

The Board of Trustees, at its meeting on November 2, 1995, authorized the Finance Committee to issue a Request for Proposal to qualified performance contractors. The committee approved the *Request For Proposal for a Comprehensive Energy and Operating Cost Conservation Program from Performance Contractors* (Exhibit II-C).

C. APPROVAL OF RECOMMENDATION OF ADDITIONAL SUB ACCOUNT FOR THE VEBA TRUST FOR POST-RETIREMENT BENEFITS

The Board of Trustees, in its meeting on May 5, 1995, awarded custodial responsibilities for the VEBA Trust to Old National Trust Company and approved the establishment of two sub accounts, one at Old National and one at National Bank of Detroit Southwest (NBD). The Finance Committee, in its meeting on December 11, 1995, voted to recommend to the Board of Trustees that a third sub account be established at Citizens National Bank.

Approval of the establishment of a sub account for the VEBA Trust at Citizens National Bank is recommended.

D. APPROVAL OF RECOMMENDATION OF TRANSFERS OF FUNDS TO THE VEBA TRUST ACCOUNTS

The Finance Committee, in its meeting on December 11, 1995, voted to recommend to the Board of Trustees that it approve a transfer of \$250,000 to the sub account at Old National Trust Company and a transfer of \$250,000 to the sub account at Citizens Bank.

Approval of the transfers of funds to the VEBA Trust sub accounts at Old National Trust Company and Citizens Bank is recommended.

E. APPROVAL OF RECOMMENDATION FOR 1996-97 HOUSING RATES

The Finance Committee, in its meeting on December 11, 1995, discussed proposed 1996-97 housing rates and voted to recommend that the Board of Trustees approve the following proposed rates.

	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>	<u>EFFECTIVE DATE</u>
FALL OR SPRING SEMESTER			
<u>APARTMENT TYPE</u>			
Two Bedroom, Four Student	\$ 906	\$ 960	7-01-96
One Bedroom, Two Student	1,130	1,195	7-01-96
One Bedroom, One Student	2,261	2,395	7-01-96
One Bedroom, Low Income*	1,176	1,176	
SUMMER SESSIONS			
<u>APARTMENT TYPE</u>			
Two Bedroom, Four Student	\$ 520	\$ 555	5-01-96
One Bedroom, Two Student	660	705	5-01-96
One Bedroom, One Student	1,320	1,410	5-01-96
SINGLE SUMMER SESSION			
<u>APARTMENT TYPE</u>			
Two Bedroom, Four Student	\$ 180	\$ 185	5-01-96
One Bedroom, Two Student	230	235	5-01-96
One Bedroom, One Student	460	470	5-01-96

*Fee is furnished apartment rate and may include multiple occupants at the flat rate of \$294 per month. Rates are pro-rated for summer months. No increase is recommended.

Approval of the proposed 1996-97 housing rates is recommended.

F. APPROVAL OF RECOMMENDATION FOR MATRICULATION FEE

The Finance Committee, in its meeting on December 11, 1995, discussed a proposal to establish a matriculation fee, to be charged when a student first enrolls at the University, to fund a comprehensive orientation program for all new students. The committee voted to recommend that the Board of Trustees approve the proposed fee of \$60 for new students enrolled in seven or more hours and \$30 for new students enrolled in fewer than seven hours (Exhibit II-D).

Approval of the proposed matriculation fee is recommended.

G. APPROVAL OF CHANGES IN TIAA-CREF RETIREMENT PLAN WAITING PERIOD

The 1995 Annual Report of the Faculty Senate Economic Benefits Committee included a recommendation to waive, for any new employee who was a member of any qualified state-sponsored retirement plan for two years prior to employment with USI, the two-year waiting period for enrollment in TIAA-CREF. Currently, the only exception to the two-year waiting period is for individuals who have been members of an employer-sponsored TIAA-CREF program for a minimum of two years before employment at USI.

The two-year waiting period has been a significant barrier in recruiting experienced faculty and administrative staff from organizations where TIAA-CREF has not been the designated retirement plan. Therefore, the University's ability to compete for new faculty could be greatly enhanced if efforts were made to reduce or eliminate the two-year waiting period for participation in the retirement plan.

Approval of the following TIAA-CREF Retirement Plan changes, reviewed by the Finance Committee in its December 11, 1995 meeting, is recommended.

- A. Qualified faculty and administrative staff members hired by the University of Southern Indiana on or after July 1, 1996, who have participated for at least two years at another college or university in a qualified state-sponsored retirement plan other than TIAA-CREF or in a university-sponsored retirement plan with contributions directed to a company other than TIAA-CREF (i.e. State Teacher's Retirement Fund, Public Employees' Retirement Fund, Valic, Fidelity) are eligible to participate immediately upon employment in the University-sponsored TIAA-CREF Retirement Plan. Current staff members who are in their two-year waiting period and who meet the new eligibility requirements are eligible for immediate participation in the TIAA-CREF retirement plan. Staff members are required to provide evidence of current contracts from the prior employer's plan prior to participation in the University-sponsored plan.
- B. Qualified faculty and administrative staff members hired by the University of Southern Indiana on or after July 1, 1996, not eligible for immediate participation in the TIAA-CREF Retirement Plan, are eligible to participate in the University-sponsored retirement plan upon the completion of one year of employment.

H. APPROVAL OF RESOLUTION TO AUTHORIZE THE FINANCE COMMITTEE TO APPROVE A PROPOSAL FOR PERFORMANCE CONTRACTING

Approval of the following resolution is recommended.

WHEREAS, the Board of Trustees wishes to proceed with its plan to enter into an energy management performance contract with a qualified provider, and

WHEREAS, a *Request for Proposal for a Comprehensive Energy and Operating Cost Conservation Program from Performance Contractors* (Exhibit II-C) was approved by the Finance Committee in December, 1995, and

WHEREAS, the next scheduled meeting of the Board of Trustees is not until March, 1996,

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Trustees is authorized to appoint the Finance Committee to review the Requests for Proposal received and to recommend a performance contracting plan to the Board of Trustees at its meeting in March, 1996.

I. APPROVAL OF REQUEST FOR GENERAL REPAIR AND REHABILITATION FUNDS

This request seeks authorization for President H. Ray Hoops to request approval of the Commission for Higher Education, the State Budget Agency, the State Budget Committee, and the Governor of the State of Indiana for appropriation of general repair and rehabilitation funds for the following projects.

Administrative Services Center Boiler To replace the boiler system in the Administrative Services Building.	\$ 30,000
Physical Plant Boiler Air Intake Upgrade To enhance the air intake capability for the main plant gas fired boilers.	\$ 25,000
Administrative Services Building Renovation To begin the renovation process of the former Medical Education Center that will be converted to house printing services and other support operations.	\$185,000

Approval of the funding authorization request for repair and rehabilitation projects is recommended.

J. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

Approval of the following budget appropriations, adjustments, and transfers is recommended.

1. Additional Appropriations

From:	Unappropriated Current Operating Funds		
To:	1-10300	School of Science & Engineering Technology Supplies & Expense	59
To:	1-10310	Biology Personal Services	1,776
To:	1-10700	School of Business Supplies & Expense	1,844
To:	1-10100	General Instruction Capital Outlay	1,110
To:	1-10170	USI Theatre Supplies & Expense	3,346
To:	1-10200	School of Liberal Arts Supplies & Expense	811
To:	1-10300	School of Science & Engineering Technology Capital Outlay	5,000
To:	1-10410	Nursing Supplies & Expense	172
To:	1-10460	Dental Hygiene Capital Outlay	935
To:	1-13100	Media Services Capital Outlay	4,030
To:	1-13200	Library Services Capital Outlay	14,938
To:	1-14101	Intramurals Personal Services	1,500
To:	1-16230	News & Information Services Supplies & Expense	3,495
From:	Unappropriated Designated Funds		
To:	2-23100	Faculty Development Travel Supplies & Expense	719
From:	Unappropriated Auxiliary Funds		
To:	3-30600	Athletic Operations Capital Outlay	11,346
To:	3-30606	Basketball - Men Supplies and Expense	900

To:	3-30710	Soccer Grant-in-Aid Supplies and Expense	2,250
To:	3-30900	Historic New Harmony Supplies and Expense	150
From:	Unappropriated Restricted Funds		
To:	4-46136	Foundation for Community Health - Professor Kuric Personal Services Supplies and Expense	7,000 43,000
To:	4-46238	Student/Faculty Research - Professor Zehr Supplies and Expense	421
To:	4-46239	Indiana Academy of Science Supplies and Expense	1,000
To:	4-46328	Los Alamos National Laboratory Personal Services Supplies and Expense	66,507 75,964
To:	4-46402	Foundation for Community Health - Professor St. Clair Personal Services Supplies and Expense	16,500 29,460
To:	4-46811	Arts Council of Southwestern Indiana - "Warping Through Time" Supplies and Expense	100

2. Transfer of Funds

From:	2-20130	Health Services	
To:	2-20100	Student Programs	200

3. Transfer and Appropriation of Funds

From:	1-10900	Extended Services	
To:	2-22000	Extended Services Revolving Fund Capital Outlay	10,000
From:	1-10910	Continuing Education	
To:	2-22000	Extended Services Revolving Fund Capital Outlay	2,205
From:	1-16000	General Administration	
To:	2-23100	Faculty Development Travel Supplies & Expense	25,000
To:	2-25000	Faculty Research Supplies & Expense	17,800

4. Appropriation Transfers

From:	1-10100	General Instruction Supplies & Expense	
To:	1-10100	General Instruction Personal Services	1,900
To:	1-10230	English Personal Services	450

To:	1-10700	School of Business Personal Services	4,000
From:	1-10102	College Achievement Program Supplies & Expense	
To:	1-10102	College Achievement Program Personal Services	1,561
From:	1-10170	USI Theatre Personal Services	
To:	1-10170	USI Theatre Supplies & Expense	1,363
From:	1-10320	Engineering Technology Supplies & Expense	
To:	1-10320	Engineering Technology Capital Outlay	1,125
From:	1-10400	School of Nursing & Health Professions Personal Services	
To:	1-10410	Nursing Supplies & Expense	1,335
From:	1-10800	School of Education & Human Services Personal Services	
To:	1-10830	Physical Education Supplies & Expense	1,100
From:	1-10800	School of Education & Human Services Capital Outlay	
To:	1-10830	Physical Education Supplies & Expense	3,000
From:	1-10820	Social Work Personal Services	
To:	1-10800	School of Education & Human Services Capital Outlay	26,120
To:	1-10820	Social Work Supplies & Expense	1,681
From:	1-10830	Physical Education Personal Services	
To:	1-10800	School of Education & Human Services Capital Outlay	2,780
From:	1-10840	Teacher Education Personal Services	
To:	1-10800	School of Education & Human Services Capital Outlay	31,100

From:	1-10900	Extended Services Capital Outlay	
To:	1-10900	Extended Services Supplies & Expense	10,000
From:	1-10910	Continuing Education Capital Outlay	
To:	1-10910	Continuing Education Supplies & Expense	2,205
From:	1-14200	Athletic Administration Personal Services	
To:	1-10830	Physical Education Personal Services	6,127
To:	1-14200	Athletic Administration Supplies & Expense	668

Associate of Science Degree in Occupational Therapy Assisting
University of Southern Indiana

PROGRAM OVERVIEW

1. Objectives

The proposed Occupational Therapy Assistant program is an integrated didactic and clinical program designed in accordance with the *Essentials and Guidelines for an Accredited Educational Program for the Occupational Therapy Assistant*, which was adopted by the Accreditation Council for Occupational Therapy Education, the occupational therapy accrediting body since March 1994. The Occupational Therapy Assistant program will prepare students to be occupational therapy assistants for entry-level positions in the health care industry, with an emphasis on the southern Indiana area. After graduation from the Occupational Therapy Assistant program, graduates will be eligible to sit for the national certification examination for the occupational therapy assistant administered by the American Occupational Therapy Certification Board. With the successful completion of the American Occupational Therapy Certification Board examination, the individual will be a Certified Occupational Therapy Assistant (COTA). Additionally, this proposed program will provide the foundation of coursework (all classes will transfer to the professional-level program as actual occupational therapy classes and not electives) for graduates who choose to continue their education to become occupational therapists.

2. Clientele to be Served

The Associate of Science Degree in Occupational Therapy Assisting at the University of Southern Indiana is designed to meet the needs of individuals who have no background in the health care industry but who wish to enter a health career. The proposed program will serve both traditional and nontraditional age students, especially those who are geographically bound to the southern area of the state.

3. Curriculum

A total of 78 semester hours is required to complete the Associate of Science degree in Occupational Therapy Assisting. After finishing the 30 hours of prerequisite coursework, students will complete the 44-credit-hour technical didactic component and the four-credit-hour (550 actual clock hours) technical clinical component of the Occupational Therapy Assistant program, which will be presented in two semesters and four summer sessions.

4. Employment Possibilities

Graduates of the Occupational Therapy Assistant program may expect employment as certified occupational therapy assistants throughout Indiana, with a focus in the area of southern Indiana. Certified occupational therapy assistants deliver services in a variety of settings including hospitals and clinics, rehabilitation centers, public and private schools, camps, business and industry, community facilities, home health agencies, nursing homes and residential centers, correctional facilities, mental health centers, and private practice.

SPECIFICATION 6-61550-ES96-3
DUE: 11-21-95 2:00 P.M. CST
FRANK F. McDONALD APARTMENTS #10,11,12

Exhibit II-A
1-11-96
Page 1

GENERAL CONTRACTOR	BID BOND	FORM 96	BASE BID	ALT #1	ALT #2	ALT #3
DEIG	X	X	2,785,000.00	54,000.00	76,650.00	35,700.00
MAKEN	X	X	2,202,763.00	30,755.00	41,375.00	20,850.00

**RESOLUTIONS OF THE FINANCE COMMITTEE OF THE BOARD OF TRUSTEES
OF THE UNIVERSITY OF SOUTHERN INDIANA
APPROVING AND AUTHORIZING THE SALE OF
STUDENT HOUSING REVENUE BONDS, SERIES H**

WHEREAS, the Board of Trustees (the "**Board**") of the University of Southern Indiana (the "**University**") has full power and authority under and by virtue of the laws of the State of Indiana, including, more particularly, the provisions of Indiana Code 20-12-8, to issue bonds secured by the student housing facilities and the revenue generated thereby in order to construct, furnish and equip student housing facilities on its Evansville campus;

WHEREAS, the City of Evansville, Indiana (the "**City**"), pursuant to its authority under I.C. 36-7-12 issued revenue bonds pursuant to a certain Trust Indenture with the Trustee dated as of June 1, 1986, and supplemented from time to time thereafter (the "**SIHE Indenture**"), a series of revenue bonds in 1986, 1989, 1990, 1991, 1992, and 1993 for the financing of economic development facilities which were owned by Southern Indiana Higher Education, Inc., an Indiana nonprofit corporation and located at 918 University Court, Evansville, Vanderburgh County, Indiana, commonly known as the "**Campus Apartment Complex**";

WHEREAS, the University has previously accepted the Campus Apartment Complex real estate along with all furnishings, equipment, reserve funds, and adequate capital to continue such housing on a going concern basis, subject only to presently existing debt encumbering such apartments;

WHEREAS, the SIHE Indenture permits the issuance of additional Bonds by the University and the authentication and delivery of those additional series of Bonds by the Trustee under the conditions set forth therein, and whereas the University has previously issued a series of such bonds and now desires to issue an additional series of Bonds and has complied with the conditions so as to authorize the issuance, authentication and delivery of Bonds by the Trustee to provide the funds required for the purpose of erecting, constructing, completing, equipping, furnishing, operating, controlling and managing three (3) 16-unit student residence buildings on the Campus Apartment Complex real estate which will provide an additional 192 housing spaces to the campus of the University (the "**Project**");

WHEREAS, the Board on November 2, 1995, authorized the Finance Committee (the "**Committee**") to approve Financing Documents and to authorize the execution and delivery of the University of Southern Indiana Student Housing Revenue Bonds, Series H (the "**Bonds**") and of a Seventh Supplemental Indenture, a Bond Purchase Agreement, and forms of the Bonds, pursuant to the Board Resolution dated November 2, 1995 (the "**Board Resolution**");

WHEREAS, the Treasurer has investigated, developed, evaluated and presented a Plan of Financing to the Committee;

WHEREAS, the Committee desires to approve the Plan of Financing presented by the Treasurer; and

WHEREAS, there has now been submitted to the Committee a form of Seventh Supplemental Indenture (the "**Seventh Supplemental Indenture**"), a form of Bond Purchase Agreement (the "**Bond Purchase Agreement**"), and a form of the Bonds in connection with the issuance of the bonds in an aggregate principal amount not to exceed Two Million Seven Hundred Thousand Dollars (\$2,700,000) plus financing costs, which financing has been approved by the State Budget Agency of the State of Indiana;

NOW, THEREFORE, Be it resolved by the Committee as follows:

Section 1. The issuance of the Bonds by the University on the terms and conditions set forth in the Seventh Supplemental Indenture is hereby authorized in the total principal amount not to exceed the sum of Two Million Seven Hundred Thousand Dollars (\$2,700,000) plus financing costs. The Bonds shall be variously designated "University of Southern Indiana Student Housing Revenue Bonds, Series H." The true interest cost of the Bonds shall not exceed 75% of Prime Rate as defined in the Seventh Supplemental Indenture and with such serial or term maturities and redemption features as the executing officers shall approve. The final maturity of the Bonds shall not extend beyond August 1, 2021. The Bonds shall be sold pursuant to the Bond Purchase Agreement at negotiated sale to Old National Bank in Evansville, The Citizens National Bank in Evansville, Indiana, The National City Bank of Evansville, and NBD Bank, N.A.

Section 2. The Seventh Supplemental Indenture is approved in substantially the form submitted to the Committee and is made a part of this Resolution as if fully set forth herein. The Chairman or Vice Chairman of the University, or either of them, is hereby authorized to execute and deliver, and the Treasurer, Secretary or Assistant Secretary of the University, or one of them, is hereby authorized to attest the signature of and to imprint the corporate seal of the University on the Seventh Supplemental Indenture in substantially the form presented to this meeting, with those changes in form or substance that the officers executing those documents shall approve, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 3. The Bond Purchase Agreement is approved in substantially the form submitted to the Committee and is made a part of this Resolution as if set forth fully herein. The Chairman or Vice Chairman of the University, or either of them, is hereby authorized to execute and deliver the Bond Purchase Agreement in substantially the form submitted to the Committee, with those changes in form or substance that the officers executing that document shall approve, such approval to be conclusively evidenced by the execution and delivery thereof, and any such prior actions are hereby ratified and confirmed.

Section 4. The Treasurer is hereby authorized to prepare the bond forms, as approved by the Committee in accordance with the Board Resolution required for use in the issuance of the bonds, and to cause the same to be executed manually or by facsimile by the proper officers of the University as provided in the Seventh Supplemental Indenture. Upon execution of the bonds, the Treasurer shall deliver the bonds to the Trustee for

authentication, and upon their authentication, the Treasurer is authorized and directed to deliver the Bonds to the purchasers thereof for payment of the purchase price as provided in the Seventh Supplemental Indenture.

Section 5. The Chairman, Vice Chairman, Treasurer, Assistant Treasurer, Secretary and Assistant Secretary of the University are, and each of them is hereby authorized and directed to do any and all further acts and things necessary underlying execution and delivery of such additional or supporting agreements, documents or certificates (including any agreement associated with obtaining bond issuance, if appropriate) as may be requested or necessary in order to complete the transaction contemplated by the Bond Purchase Agreement, the Seventh Supplemental Indenture, and the bond forms hereby authorized.

Section 6. The University hereby designates the Series H Bonds as qualified tax-exempt obligations for purposes of Section 265(b) of the Internal Revenue Code of 1986.

Originals of the documents referenced in this resolution are on file with the official Board of Trustees Minutes.

REQUEST FOR PROPOSAL

FOR A

**COMPREHENSIVE ENERGY AND OPERATING COST
CONSERVATION PROGRAM**

FROM

PERFORMANCE CONTRACTORS

I. OVERVIEW

The University of Southern Indiana is requesting proposals from qualified performance contracting firms to analyze the operation of the central campus buildings and other buildings owned or leased by the University, and to propose energy saving retrofits and improvements funded through energy and energy-related operational savings.

The proposals should include all costs for installation, modification, improvements and retrofits, including, without limitation, costs for design, engineering, project management, installation, repairs, debt service and all post-installation energy auditing, monitoring or necessary maintenance. The University of Southern Indiana is soliciting such proposals to accomplish the following goals:

- * REDUCE ENERGY CONSUMPTION
- * REDUCE OPERATION COSTS
- * IMPROVE COMFORT
- * IMPROVE LIGHTING LEVELS
- * REPAIR AND MODERNIZE HEATING, VENTILATING, AND AIR-CONDITIONING EQUIPMENT
- * PROVIDE NEW MECHANICAL EQUIPMENT
- * RECEIVE GUARANTEED ENERGY AND OPERATING SAVINGS

The objective in issuing this request for proposal is to provide a competitive means in which to select a source to fulfill this project. The University of Southern Indiana will base selection on several criteria including, but not necessarily limited to, the following:

- A. TECHNICAL APPROACH AND VALUE OF IMPROVEMENTS
- B. FINANCIAL TERMS
- C. CONTRACTOR'S PERFORMANCE CAPABILITIES

II. PROPOSAL REQUIREMENTS

- A. The project will be conducted in compliance with IC 20-12-5.5-7 and will be subject all other applicable laws.
- B. It is the intent of the University of Southern Indiana to accept from qualified contractors proposals that include 100 percent program financing and guarantee positive savings to the University with annual reconciliation of guaranteed sums.
- C. One hundred percent (100%) of all energy and operational savings over the term of the contract shall be retained by the University of Southern Indiana.
- D. Reconciliation of guaranteed sums shall be on an annual basis, commencing one year from the date of completion of total and complete program installation. Contractor's guarantee shall be a first party direct guarantee from the contractor to the University of Southern Indiana. Proposals will be rejected if they do not contain a savings guarantee.
- E. The contractor shall provide the University of Southern Indiana with quarterly energy audits and savings analyses over the life of the guarantee.
- F. The contractor will be required to provide a performance bond to ensure the satisfactory installation of all retrofits and capital improvements provided under this contract.
- G. If a proposal includes any proprietary data or information that the respondent does not want disclosed to the public, such data or information must be specifically identified as such on every page on which it is found. Data or information so identified will be used by the University of Southern Indiana solely for evaluating the proposals and conducting contract negotiations.
- H. The cost of preparing a response to this request, including site visits and engineering analyses, will not be reimbursed by the University of Southern Indiana.
- I. The University of Southern Indiana reserves the right to disqualify from consideration proposals received after the time and date specified in legal notice.
- J. The University of Southern Indiana reserves the right to waive any and all technicalities and formalities and award this contract to the company with the best overall proposal and solution for the University as judged by the University.

III. TECHNICAL REQUIREMENTS

- A. The respondent's projected schedule for completion of the tasks and responsibilities outlined in the proposal should be included.
- B. The provider and all subcontractors must retain labor records as specified by IC 36-1-12.5, section 9.
- C. All drawings, reports and materials prepared by the provider specifically in performance of the contract shall become the property of the University of Southern Indiana and shall be delivered to the University as needed or upon completion of construction.
- D. All measures installed must be approved by the State Department of Health, Office of the State Fire Marshal, Office of the State Building Commissioner, and any other state agency designated by statute.
- E. An architect or engineer licensed under IC 25-4 or IC 25-31 must approve the installation of energy conservation measures if they have a cost of more than fifty thousand dollars (\$50,000).
- F. The provider must ensure that all energy conservation measures conducted under this project will be integrated with existing building systems to the satisfaction of the University of Southern Indiana.
- G. Specific standards of comfort will be defined and must be maintained throughout the term of the contract.
- H. The provider will be required to work with current building management and maintenance personnel to coordinate construction and to provide appropriate training in operation of retrofits.

IV. PROPOSAL CONTENTS

A. TECHNICAL ASPECTS OF THE PROPOSAL

Section A of the proposal contents should contain the following information about the respondent's technical approach to meeting the University of Southern Indiana's energy efficiency objectives:

1. Information about the specific measures and scope of work the respondent proposes to implement throughout the University of Southern Indiana (installation/retrofits, repair, replacement, etc.)
2. Specific information on equipment and products to be installed and information on subcontractors and suppliers.

B. FINANCIAL ASPECTS OF THE PROPOSAL

Section B of the proposal should contain the following information about the financial terms of the proposed transaction:

1. Information about the respondent guarantee as to (A) total annual energy and operational savings, (B) annual payments to the respondent, and (C) the net benefit to the University from the proposed transaction.
2. A description of important financial terms including:
 - A. Method to be used in determining the University of Southern Indiana's payment
 - B. Frequency of payments
 - C. Term of the proposed agreement
 - D. Any other terms or information relevant to the financial aspects of the proposed transaction (other than information concerning the method to be used to measure energy savings).
3. A description of the method to be used to measure energy savings achieved in the University's buildings through the efforts of the respondent (including any methods to be used to adjust for factors such as weather).
4. A description of the respondent's source of financing for this project, including:

- A. Any contingencies that must be met in order to obtain such financing.
- B. If debt financing is involved, the percentage of total project cost to be financed with debt, the anticipated interest rate, and the term of the loan.

C. CONTRACTOR'S CAPABILITIES

Section C of the proposal should contain information about the respondent's ability to perform, including:

1. Ability to effectively manage construction, repairs, regular service, and emergencies.
2. Comprehensiveness of management, maintenance, and monitoring services provided by the contractor and the specific benefits to the University of Southern Indiana of such services.
3. Ability to complete all phases of the project on schedule.
4. Ability and willingness to coordinate project construction with local utilities, subcontractors, equipment suppliers and facility personnel.
5. Quality of provisions for training facility staff.

V. SUBMISSION OF PROPOSAL

Responses to this Request for Proposal will be received by:

Richard W. Schmidt
Vice President for Business Affairs and Treasurer
University of Southern Indiana
Wright Administration Building, Room 102
8600 University Boulevard
Evansville, IN 47712

Responses will be received until 4:00 pm on February 7, 1996. Facsimile proposals will NOT be accepted. The University of Southern Indiana reserves the right to accept or reject any response, or all responses, or to waive any informalities or errors for a period of thirty (30) days.

For more information, please contact:

Stephen Helfrich
Director-Physical Plant
University of Southern Indiana
8600 University Boulevard
Evansville, IN 47712

Telephone: (812) 464-1782

University of Southern Indiana Matriculation Fee Proposal (Orientation Fee)

The University of Southern Indiana proposes the establishment of a matriculation fee to fund a comprehensive orientation program for all new students entering the university. Nationally, quality orientation programs have been found to be effective contributors to improved student retention, academic performance and overall student satisfaction.

Colleges should be as committed and creative in helping students adjust to college life as they are in getting them to the campus in the first place.

— Ernest L. Boyer

The University offered its most ambitious summer orientation program during the summer of 1995 and wishes to offer an even more comprehensive program to all parents and students beginning in the summer of 1996. Approximately 1,500 new students and their parents participated in the 1995 summer program and over 400 students participated in a fall orientation for new students in housing. The University was unable to provide a fall orientation for almost 3,000 other students.

Changes this fall attributed to the improved orientation include an increased participation in clubs and organizations, a decrease in the number of roommate conflicts, a limited number of disciplinary cases involving freshmen, and a renewed enthusiasm by many University departments for their involvement in the orientation program. An increase in the number of students who pre-registered for the spring semester may offer the first evidence that retention has also been positively affected.

As we continue our transition from a commuter to residential campus, our ability to involve students and provide them with opportunities to take responsibility for creating the collegiate atmosphere they desire becomes critical the first day they set foot on campus. A summer, fall, and extended orientation program will make significant contributions to our efforts to achieve a residential atmosphere, as well as a positive impact on retention, and satisfaction with the overall educational experience.

I have found the students who participated in orientation willing to get involved in campus activities and clubs. Our Student Housing Association membership has risen significantly. Residents are getting out of their apartments and getting involved in their Housing community.

— RA, University Housing

Several national studies have shown that freshmen who made a friend, or had significant contact with a faculty member, administrator, advisor, housing staff, or a member of a club or organization were more likely to persist than freshmen who did not. The earlier we can get this process started, the better.

The critical time in establishing the kind of relationships and one-to-one contacts between students and their teachers and advisors that contribute to student success and satisfaction occur during the first few weeks of the freshman year.

— Noel/Levitz

Orientation programs consciously reach out and make contact with students before, during, and after their arrival on campus in order to establish personal bonds among students and between students, faculty, and staff members of the University.

I was very skeptical at first, but I'm sold on the program now. The relationship I was able to establish with my residents during the program has made a significant difference in the way they perceive me and their approach to their community.

— Head RA, University Housing

One of the most critical elements of our summer program is preparing parents for the transition. Parents need to understand that students do change as a result of the college experience. Changes in appearance, lifestyle, career goals, and personal interests are common. Many parents wait until a student is in college to change jobs, move, get a divorce, or just move on with their lives. Others experience "empty nest" and tend to become exceedingly intrusive into their student's life. We must recognize that the separation process is a mutual one.

Summer orientation gets our parents and students off to the right start. It gives them both a realistic perception of college life, and gives them time to take the information back and process it together.

— University Division Advisor

Experts in the field have identified six broad categories which are important to the successful transition of students to college life. These topics will form the basis of our orientation programming.

Academic Information – including academic structure, guidelines, and regulations; class scheduling; meeting faculty and dean; study skills and exposure to an actual or simulated classroom experience.

General Information – including campus tours; institutional policies and regulations; description of available services; and campus history and traditions.

Logistical Concerns – including financial aid and other business matters; registering a car; getting an ID card; purchasing books.

Social/Interpersonal Development – including information about campus activities, clubs, and events; social activities; get acquainted exercises; group and team building exercises.

Testing/Assessments – including placement, attitudinal, career, and personality testing; demographic surveys.

Transitional Programming – including workshops on career development, diversity, substance use/abuse, personal safety, roommates, acquaintance rape, commuting; workshops on affective issues such as leaving home, changing relationships, fears and anxieties.

To address the needs of first-time matriculants to the University, we are requesting that new students enrolled in seven or more hours be assessed \$60.00 and those enrolled in fewer than seven hours be assessed \$30.00 during their first semester of attendance. The proposed matriculation fee will address the financial needs of our program in 1996 and a continuing source of funding for future years.

The proposed fee would support all of these program elements through seven new student/parent summer orientation programs, the three transfer student programs, and the expanded new-student orientation programs during the week prior to the start of the fall semester. It would also support select complementing orientation programs for special student populations (i.e., international, adult, etc.). These programs would reach approximately 3,500 students and their parents. In general, the following program expenses would be covered by the fee:

- ◆ Printing costs for invitations, confirmations, handbooks (parent and student), programs, and newsletters keeping parents and students updated throughout the summer
- ◆ Orientation leader (AMIGO) training and remuneration
- ◆ Professional staff compensation
- ◆ Postage
- ◆ Select meals and hospitality
- ◆ Special equipment and furnishings setup requirements
- ◆ Co-sponsored activities and social events
- ◆ Extended orientation
- ◆ Freshman leadership opportunities



REQUEST FOR STATEMENT OF QUALIFICATIONS

The University of Southern Indiana and Southern Indiana Higher Education, Inc. (S.I.H.E.) seek a STATEMENT OF QUALIFICATIONS from firms interested in providing professional planning services for the development and publication of a comprehensive master plan.

The plan will encompass the growing University campus presently consisting of 300 acres of land, 800,000 square feet of space in facilities, and housing for 1,600 students. The S.I.H.E. portion of the plan will include 1,100 acres of primarily undeveloped wood and crop land adjoining the University property. The finished master plan will consolidate the planning for the two properties.

The planning for the University section will include a study of the best locations for new academic, administrative, support, and student housing facilities, central plant utility and communications distribution networks, traffic flow and parking needs and other requirements. The planning for the S.I.H.E. property will include a land-use study for developments including a business/ technology/research park, a golf course, and other potential uses, in addition to traffic flow and utility distribution. The master planning will begin in early 1996.

Interested firms shall submit three sealed copies of a current AIA B-431 Architect's Qualification Statement or an equivalent form, supplemented as needed to provide, at a minimum, the following information:

- The firm's project experience of similar scope and complexity in the last ten years.
- Qualifications of key personnel designated for this project.
- Other team members (consultants and other firms) that may be involved and the services they will provide for this project.
- Ability to perform the work in a timely manner.
- Three references for projects of similar scope and complexity.

Submissions will be accepted until 4:00 p.m., January 31, 1996 at the office of

Mr. Richard W. Schmidt
Vice President for Business Affairs and Treasurer
Wright Administration Building, Room 102A
8600 University Boulevard
Evansville, IN 47712

Questions should be directed to Stephen P. Helfrich, Director, Physical Plant, at 812/464-1782.

MasterPlan/Qualif/jsa
12/21/95

Physical Plant

8600 University Boulevard • Evansville, Indiana 47712-3596 • 812/464-1782 • FAX 812/465-7159

**1995-96
STRATEGIC PLAN**

**Submitted to the
Commission for
Higher Education**

November 28, 1995



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EXECUTIVE SUMMARY

The 1995-96 Strategic Plan for the University of Southern Indiana includes the components outlined by the Commission for Higher Education on March 10, 1995.

Mission Statement

The Mission Statement for the University of Southern Indiana was approved by the University's Board of Trustees on July 8, 1993. No changes have been made to the document since that date.

Enrollment Projections

The University experienced a three percent increase in enrollment and a seven percent increase in the number of students enrolled full-time for the 1995 fall semester. The enclosed enrollment projections indicate the University anticipates sustained growth at the rate of three percent for both headcount and FTE over the next ten-year period.

New Program Plans

The University is committed to providing service to the southern Indiana region by expanding educational opportunities and working in partnership with the community to fulfill both the service and applied research needs of the area. The ten-year program plan was developed in response to identified needs of the areas served by the University.

Program Review Schedule

Currently the University is in the process of preparing for a review by the North Central Association Evaluation Team in September 1996. During the course of the self-study, all academic programs are under review. A formalized program review schedule for 1996-2006 is included in the Strategic Plan.

Institutional Performance Objectives

A review of the goals set for three performance objectives included in the Strategic Plan show that the University continues to make excellent progress in meeting its established goals.

Financial Plan

Elements used in the biennial budget request were used in the development of the Ten-Year Financial Plan. Adjustments in the plan were added for enrollment growth identified in the Enrollment Projections, plant expansion for projects identified in the Ten-Year

Capital Plan, quality improvements for new programs, and an allowance for maintenance of current programs.

Capital Plan

Over the next ten-year period, in response to increased enrollment and expanded program needs, the Capital Improvement Plan includes the addition of new classroom space and the major renovation of existing classrooms and laboratories.

Campus Master Plan

The University's original Master Plan was prepared in the late 1960s and reviewed in 1988. The plan has served the University extremely well during its formative years. However, in order to prepare for future growth and development, in November 1995 the Board of Trustees authorized the University to proceed with the development of a Request for Proposal to begin the process of preparing a new campus master plan. It is anticipated that the plan will be completed over the next eighteen months.

MISSION STATEMENT

UNIVERSITY OF SOUTHERN INDIANA

American education assumes a link between the truth of an idea and the good it promotes for individuals and society. An educated person can be expected not only to be knowledgeable and more financially secure, but also a better citizen, among whose virtues are tolerance, judgment, and belief in freedom for self and others. These values develop in an atmosphere of open inquiry and pursuit of truth. Therefore, as the University of Southern Indiana seeks to support education, social and economic growth, and civic and cultural awareness in southwestern Indiana, it will be devoted primarily to preparing students to live wisely.

The University of Southern Indiana is a broad-based institution providing instruction, research, and service. A liberal arts and science curriculum serves as the foundation of knowledge for all programs and complements undergraduate programs leading to careers in business, engineering technology, government, health professions, education, and related fields. Selected master's degrees already in existence, and in development, serve persons in professional and technical studies. As a public institution, the University of Southern Indiana counsels and assists both business and industry and social, educational, governmental, and health agencies to higher levels of efficiency and improved services.

The University was established in 1965 in response to a need for public higher education in southwestern Indiana, a region lacking public higher education until that time. Community leaders have supported the University in providing a solid base for its present success and future growth. The University is expected to grow moderately in the years ahead.

A board of nine trustees, appointed by the Governor, governs the University. This board must include one alumnus of the University, one current student, and one resident of Vanderburgh County. Trustee terms are four years, except the student term, which is two years. The board has powers and duties common to other public postsecondary institutions in the State of Indiana.

A major goal of USI is to increase the postsecondary educational participation of young people and adults in southern Indiana. To this end, the University emphasizes programs and services for part-time, commuting, and older students as well as traditional college-age students. It has developed partnerships with high schools and has expanded opportunities for individuals in the workplace. The University has become an institution which students choose for the strength of its academic programs and the quality of its student life.

While the student body is primarily commuter, the University, in partnership with Southern Indiana Higher Education, Inc., is developing student housing. The 1989 Indiana General Assembly authorized the Trustees of the University to construct, acquire, operate, and manage student housing facilities and to issue revenue obligations for this purpose. The addition of housing facilities enables residential students to take full advantage of the educational, cultural, and recreational benefits the campus offers.

Excellence in teaching will continue to be the most important criterion in faculty recruitment. At the same time, the ability to do research, to engage in continuous scholarly and creative work, and to provide service, primarily to the region and the state, will be important additional qualifications. Since full-time faculty are the core of the University, USI will continue its efforts to reduce the present reliance on part-time faculty while maintaining flexibility in staffing.

A major emphasis of the University of Southern Indiana continues to be delivery of credit programs. For the near term, the primary curricular offerings will include liberal arts, pre-professional, professional, technical, and occupational programs at both associate and baccalaureate levels. Moreover, since need for graduate-level programs exists in fields such as business, education, and the health professions, the University will develop master's programs in these areas. Because Evansville serves as the center of a predominantly rural region dotted with smaller population centers, increased educational access for adults will require innovative instructional delivery systems. These include expanded participation in the Indiana Higher Education Telecommunications Systems network.

The University serves approximately 6,500 persons annually through comprehensive noncredit programs of short duration -- including workshops, conferences, seminars, and instructional courses. Noncredit programs will increase as the University continues to address economic, social, and cultural needs in the area.

The University welcomes appropriate partnerships for providing services to its constituency and cooperates with public and private universities, regional hospitals, and a local library consortium to achieve this objective. The University participates with area business, industry, social and governmental agencies for research and development related to the problems and concerns of small business development, labor-management relations, tourism and recreation, health-care delivery, gerontology, energy development (with special attention to coal and oil), and environmental-quality analysis. Community groups often use campus facilities for the purpose of meetings, programs, services, and instruction.

The University enjoys a mutually beneficial relationship with the historic town of New Harmony, Indiana, a community with a rich intellectual and cultural inheritance, providing laboratory learning experiences for the town and the University -- both supported by external grants.

The University provides a comprehensive range of support services for students. These include academic skills development, child care, counseling, financial aid, placement, housing, health services, student activities, and athletics (intramural and intercollegiate). The University of Southern Indiana participates in Division II intercollegiate athletics and is a member of the Great Lakes Valley Conference.

The University admits persons graduated from commissioned high schools in Indiana and other states, or persons holding a G.E.D. Certificate. Applicants with less than a "C" average in the combined units of English, mathematics, science, and social studies may enter conditionally and are provided special remedial services. The University extends special efforts to the disadvantaged, who need more than normal assistance to meet their educational goals. Academic progress and graduation standards are based on good practices, in accord with other Indiana institutions of higher education.

The University is accredited at the baccalaureate and master's levels by the North Central Association of Colleges and Schools. Programs in education, engineering technology, and the health professions are accredited by the appropriate professional organizations and state agencies.

Approved
July 8, 1993

ENROLLMENT PROJECTIONS

Annual Headcount Enrollments--Actual and Projected, FY 1994-2005												
	Actual		Projected									
	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005
Undergraduate	8,844	8,714	8,928	9,196	9,472	9,757	10,049	10,351	10,662	10,981	11,310	11,649
Graduate	514	635	700	721	743	765	788	812	836	861	887	913
Total	9,358	9,349	9,628	9,917	10,215	10,522	10,837	11,163	11,498	11,842	12,197	12,562

Annual FTE Enrollments--Actual and Projected, FY 1994-2005												
	Actual		Projected									
	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005
Undergraduate	5,076	4,977	5,098	5,251	5,409	5,571	5,738	5,910	6,088	6,270	6,458	6,652
Graduate	136	215	237	244	252	259	267	275	283	292	301	310
Total	5,212	5,192	5,335	5,495	5,661	5,830	6,005	6,185	6,371	6,562	6,759	6,962

Annual Degrees Granted--Actual and Projected, FY 1994-2005												
	Actual		Projected									
	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005
Undergraduate	803	801	820	845	871	897	923	951	980	1,009	1,039	1,071
Graduate	47	59	70	79	82	92	95	105	109	121	124	137
Total	850	860	890	924	953	989	1,018	1,056	1,089	1,130	1,163	1,207

NEW PROGRAM PLANS

Revised by Academic Planning Council
October 30, 1995

Associate Degree

Baccalaureate Degree

Master Degree

First Biennium (1995-97)

Occupational Therapy
Communications (via Distance
Education)

Distance Learning/Telecommunications*
Capability (IHETS and/or Cable
Delivery System)
Health Services (via Distance Education)
Engineering (Cooperative with U of E)

Nursing
Psychology (Program
has been approved by
CHE but needs
start-up funding)
Accounting

Second Biennium (1997-99)

Physical Therapy

Gerontology Center*
Computer Science
Diagnostic Imaging
Physical Therapy
Respiratory Therapy
Advertising
Criminal Justice
Hospitality Management
Physics

Communal Studies
Health Services
Administration
Environmental Science

Third Biennium (1999-2001)

Dietetics
Medical Technology
Special Education
Nursing: BSN Completion
(via Distance Education)

Physician's Assistant
(Cooperative with
I.U. School of
Medicine
Social Work
(Cooperative with
I.U. via Distance
Education)

Fourth Biennium (2001-2003)

Asian Studies
Audiology and Speech Pathology

Communications

Fifth Biennium (2003-2005)

Graphic Design
Medical Records
Music (Cooperative)
Japanese

* These initiatives are not degree programs

PROGRAM REVIEW SCHEDULE

1995-96

All Academic Programs (North Central Association Self-Study)

1996-97 (Also 2001-2002)

**Accounting
Business Administration (MBA & BBA)
Business Education
Computer Information Systems
Economics
Finance
Management
Marketing
Office Information Systems
Mathematics
Communications
Philosophy
Psychology
Dental Assisting
Dental Hygiene
Radiologic Technology
MSW (Social Work)**

1997-98 (Also 2002 -2003)

**Civil Engineering Technology
Electrical Engineering Technology
Industrial Supervision
Mechanical Engineering Technology
Master of Science in Industrial Management
Health Professions
English
History
Chemistry
Occupational and General Studies
University Division**

1998-99 (Also 2003 - 2004)

**Nursing (BSN/MSN)
Biology
Sociology
Art
BSW (Social Work)
Extended Services**

1999-2000 (Also 2004 - 2005)

**Occupational Therapy
Respiratory Therapy
Geology
Political Science
Master of Arts in Liberal Studies
Foreign Languages (French, German, Japanese, Spanish)**

2001-2002 (Also 2005-2006)

**Elementary Education (BA/BS/MSE)
Physical Education
Secondary Education (BA/BS/MSE)
Early Childhood Education**

INSTITUTIONAL PERFORMANCE OBJECTIVES

The three major goals identified by the University of Southern Indiana agree with the goals issued by the Commission for Higher Education. The University has met or exceeded every goal it set. The progress is described as follows:

To Improve Access and Participation Rates in Higher Education

The University of Southern Indiana strongly values this goal and intends to continue to play a major role in responding to the challenge statement of the Commission for Higher Education.

- * Enrollment has grown considerably from the base year of 1988-89, a 1,441 FTE-student increase for 1994-95.
- * African-American student enrollment growth on an annualized basis already has exceeded the year 2000 goal, from 162 students in 1988-89 to 303 students enrolled in 1994-95 (an increase of 87.0%), from a 1994-95 base of 509 students classified as minority.
- * The University continues to increase the number of cooperative arrangements through articulation agreements with Ivy Tech State College and Vincennes University, reciprocity agreements with Kentucky, and by distance education through the Indiana Partnership for Statewide Education.
- * Evening and weekend course offerings have increased dramatically since 1988-89, reaching 687 courses in 1994-95.
- * The number of students living in University housing has increased from 976 in 1988-89 to 1,530 during Fall Semester 1995. One hundred ninety-three (193) additional spaces will be available for Fall 1996 as a result of the construction of three additional housing facilities.
- * Implementation of distance education initiatives continues. During 1995, the University has appointed a coordinator of distance learning, and is working toward the development of a distance education baccalaureate degree program in Health Services and an associate degree program in Communications.

To Improve the Quality of Indiana's Higher Education System

The University continues to show progress in quality improvement. The exemplary average class size, twenty-three (23) students, has been maintained during this period of enrollment growth, as has the institution's student-to-faculty ratio (17:1).

- * The percentage of instruction offered by full-time faculty members has remained stable at 64 percent in 1994-95, following several years in which the percentage fell below 59 percent.
- * More than 1,400 students will participate this year in the Assessment of Academic Achievement testing program. In addition to this assessment method, many of the institution's academic departments will administer the ETS Academic Major Field Test for program seniors.
- * The School of Education and Human Services was awarded a reaffirmation of accreditation for all programs at the baccalaureate and master's levels from the National Council on Accreditation of Teacher Education (1995). The B.S.W. program was granted reaccreditation for eight years and the M.S.W. was given candidacy status by the Council on Social Work Education (1995). The School of Business is in "candidate" status for American Assembly of Collegiate Schools of Business accreditation in 1997.
- * The University is involved in its decennial self-study in partial fulfillment of the requirements for reaffirmation of accreditation from the North Central Association of Colleges and Schools, Commission on Institutions of Higher Education. The NCA visitation team site visit has been scheduled for Fall 1996.
- * Women and minority full-time faculty increased from 31 percent in the baseline year 1988-89 to 48 percent as of October 1, 1995. This increase exceeds the goal of 40 percent set for year 2000.

To Increase the Success of Individual Students

Many initiatives to assist students in achieving their goals have been implemented.

- * A Master of Science in Nursing program, with an emphasis on advanced practice, has been approved by the Commission and will begin enrolling students during the Spring semester of 1996.
- * A Master of Accounting degree program is currently under consideration by the Commission for Higher Education for institutional implementation during academic year 1997-98.

- * During 1994-95, the university developed and adopted a comprehensive student retention plan which addresses student success in the areas of instruction, student support, and student services. In partial fulfillment of the plan, university faculty have developed a number of experimental course pairings for the promotion of "learning communities."
- * Implementation of the Degree Audit Report System (DARS) during 1995-96 will improve advisement, career planning, and student retention.
- * Institutional-based financial aid, including aid to part-time students, was \$2,272,522, which exceeded the goal set for the year 2000 by 66 percent.
- * The full-time administrative appointment of a Director of Institutional Research and Assessment is reflective of the university's commitment to supporting the university executive management function with data and information to facilitate informed decision making.
- * During 1996-1997, the university will upgrade its student information system software, increasing the efficiency of student information data collection and dissemination.
- * A new general education program, the University Core Curriculum, was implemented in fall 1995 following several years of study, development, and planning. Additional courses will be developed and implemented over the next three years to complete the full set of required offerings.

FINANCIAL PLAN

The Ten-Year Financial Plan was developed using the elements included in the biennial budget request. The adjustments in the plan were added for enrollment growth identified in the Enrollment Projections, plant expansion for projects identified in the Ten-Year Capital Plan, quality improvements contained in the New Programs Plan, and an allowance for maintenance of current programs.

The assumptions used in the Financial Plan include the following:

Expenditures

- *Prior Enrollment Funding*

A 4 percent per year increase is added to the 1995-97 biennial budget appropriation per full-time equivalent

- *Maintenance for Current Programs*

A 5 percent increase is used for 1996-97 and a 4 percent increase is used for subsequent years

- *Quality Improvement*

Only those programs for which costs have been projected are included. A list of all programs is included in New Program Plans. A 5 percent increase is used for 1996-97 and a 4 percent increase is used for subsequent years.

Revenues

- *Student Fees*

A 5.5 percent increase is used for 1996-97 and a 4 percent increase is used for subsequent years.

**UNIVERSITY OF SOUTHERN INDIANA
FINANCIAL PLAN
TEN-YEAR PROJECTION**

	Base Year 1995-96	1996-97	1997-98	1998-99	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07
EXPENDITURES												
Expenditure Base	29,522,140	31,211,296	33,142,813	35,750,241	37,961,540	40,400,260	42,721,670	45,433,118	47,127,205	50,891,456	52,751,792	56,056,098
Base Adjustments												
A. Prior Enrollment	420,750	0	939,524	0	963,312	0	1,081,480	0	1,194,264	0	1,371,082	0
B. Plant Expansion												
General Purpose Classroom Building *	0	0	0	724,169	28,687	30,086	31,486	32,884	33,585	34,984	36,383	37,783
Multipurpose Classroom Building **	0	0	0	0	0	671,400	27,000	28,200	28,800	30,000	31,200	32,400
Instructional Research & PAC Addition ***	0	0	0	0	0	0	0	0	810,796	32,200	33,488	34,776
Subtotal Before Debt Service	420,750	0	939,524	724,169	991,999	701,486	1,139,966	61,084	2,067,445	97,184	1,472,153	104,959
C. Current Debt Service	269,629	556,662	(4,767)	(913)	(7,109)	93,007	83,317	572	2,100	(1,078)	(4,215)	(3,237)
D. Additions to Debt Service												
General Purpose Classroom Building *	0	0	0	1,303,633	0	0	0	0	0	0	0	0
Multipurpose Classroom Building **	0	0	0	0	0	1,544,589	0	0	0	0	0	0
Instructional Research & PAC Addition ***	0	0	0	0	0	0	0	0	1,201,347	0	0	0
Reallocation of Student Fees	(199,875)	(556,662)	4,767	(1,302,720)	7,109	(1,637,596)	(83,317)	(572)	(1,203,447)	1,078	4,215	3,237
Subtotal Debt Service	89,754	0	0	0	0	0	0	0	0	0	0	0
Total Expenditure Base	30,032,844	31,211,296	34,082,137	36,474,410	38,953,539	41,101,746	43,861,636	45,494,202	49,194,650	50,988,640	54,223,945	56,161,057
Maintenance for Current Programs												
A. Personal Services	898,836	1,179,329	990,636	1,030,262	1,071,472	1,114,331	1,158,904	1,205,260	1,253,471	1,303,610	1,355,754	1,409,984
B. Supplies & Expense	251,306	334,069	280,618	291,843	303,517	315,657	328,284	341,415	355,072	369,274	384,045	399,407
C. Student Aid	28,510	47,167	39,620	41,205	42,853	44,567	46,350	48,204	50,132	52,137	54,223	56,392
Subtotal Maintenance for Current Programs	1,178,652	1,560,565	1,310,874	1,363,310	1,417,842	1,474,555	1,533,538	1,594,879	1,658,675	1,725,021	1,794,022	1,865,783
Quality Improvement												
A. Master of Science in Psychology	0	99,800	88,992	28,752	8,542	8,582	8,583	8,583	8,583	8,583	8,583	8,583
B. Master of Science in Accountancy	0	0	123,300	18,132	5,657	117,586	10,163	10,343	10,350	10,350	10,350	10,350
C. Master of Science in Nursing	0	148,100	140,024	71,825	9,561	14,082	14,079	14,079	14,079	14,079	14,079	14,079
D. Distance Education	0	122,852	4,914	5,111	5,119	5,119	5,119	5,119	5,119	5,119	5,119	5,119
Subtotal Quality Improvement	0	370,752	357,230	123,820	28,879	145,369	37,944	38,124	38,131	38,131	38,131	38,131
Total Budget Increases	1,689,156	1,931,317	2,607,628	2,211,299	2,438,720	2,321,410	2,711,448	1,694,087	3,784,251	1,860,336	3,304,306	2,008,873
Total Expenditure Request	31,211,296	33,142,813	35,750,241	37,961,540	40,400,260	42,721,670	45,433,118	47,127,205	50,891,456	52,751,792	56,056,098	58,064,971

* approved by the 1995 legislature
 ** requested for the 1997-99 biennium
 *** requested for the 1999-2001 biennium

**UNIVERSITY OF SOUTHERN INDIANA
FINANCIAL PLAN
TEN-YEAR PROJECTION**

	Base Year 1995-96	1996-97	1997-98	1998-99	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07
REVENUE												
Student Fee Base	10,111,863	10,470,255	11,360,881	12,386,671	12,156,121	13,280,725	12,866,452	14,056,432	15,416,673	16,671,308	17,233,167	18,907,475
Enrollment Increase	0	618,969	362,337	387,013	419,509	448,629	485,433	519,354	559,248	600,582	644,287	692,367
New Program Increase	0	66,240	55,944	39,963	8,640	37,026	0	0	0	0	0	0
Fee Increase	558,267	762,079	602,742	645,194	689,346	737,668	787,864	841,459	898,834	960,199	1,025,806	1,096,004
Transfer (To) From Debt Service												
Current Debt Service	(199,875)	(556,662)	4,767	913	7,109	(93,007)	(83,317)	(572)	(2,100)	1,078	4,215	3,237
Additions to Debt Service												
General Purpose Classroom Building	0	0	0	(1,303,633)	0	0	0	0	0	0	0	0
Multipurpose Classroom Building	0	0	0	0	0	(1,544,589)	0	0	0	0	0	0
Instructional Research & PAC Addition	0	0	0	0	0	0	0	0	(1,201,347)	0	0	0
Total Student Fees	10,470,255	11,360,881	12,386,671	12,156,121	13,280,725	12,866,452	14,056,432	15,416,673	16,671,308	17,233,167	18,907,475	20,699,083
Operating Appropriation Base	17,933,752	18,982,887	19,466,916	21,053,521	22,192,650	23,513,875	24,611,962	26,050,113	26,383,387	28,689,556	28,989,111	30,623,324
Appropriation Increase	1,049,135	484,029	1,586,605	1,139,129	1,321,225	1,098,087	1,438,151	333,274	2,306,169	299,555	1,634,213	220,502
Total Operating Appropriation	18,982,887	19,466,916	21,053,521	22,192,650	23,513,875	24,611,962	26,050,113	26,383,387	28,689,556	28,989,111	30,623,324	30,843,826
Fee Replacement Appropriation Base	1,468,525	1,758,154	2,314,816	2,310,049	3,612,769	3,605,660	5,243,256	5,326,573	5,327,145	6,530,592	6,529,514	6,525,299
Fee Replacement Increase	289,629	556,662	(4,767)	(913)	(7,109)	93,007	83,317	572	2,100	(1,078)	(4,215)	(3,237)
Fee Replacement Additions												
General Purpose Classroom Building	0	0	0	1,303,633	0	0	0	0	0	0	0	0
Multipurpose Classroom Building	0	0	0	0	0	1,544,589	0	0	0	0	0	0
Instructional Research & PAC Addition	0	0	0	0	0	0	0	0	1,201,347	0	0	0
Total Fee Replacement Appropriation	1,758,154	2,314,816	2,310,049	3,612,769	3,605,660	5,243,256	5,326,573	5,327,145	6,530,592	6,529,514	6,525,299	6,522,062
Total State Appropriation	20,741,041	21,781,732	23,363,570	25,805,419	27,119,535	29,855,218	31,378,686	31,710,532	35,220,148	35,518,625	37,148,623	37,365,888
Total Revenue Request	31,211,296	33,142,813	35,750,241	37,961,540	40,400,260	42,721,670	45,433,118	47,127,205	50,891,456	52,751,792	56,056,098	58,064,971

**UNIVERSITY OF SOUTHERN INDIANA
SCHEDULE C
TEN-YEAR CAPITAL IMPROVEMENT PLAN (BUILDINGS)**

	NEAR TERM 1997-1999 Biennium			MEDIUM TERM 1999-2001 Biennium			LONG TERM FY 2002-2007		
	Projected State Amount	Funding Other Sources	Space Change A.S.F.	Projected State Amount	Funding Other Sources	Space Change A.S.F.	Projected State Amount	Funding Other Sources	Space Change A.S.F.
I. Special R & R									
1. Classroom/Laboratory Renovation	\$8,000,000		N.A.						
2. Child Care Center		\$400,000	N.A.						
II. New Construction									
1. Multipurpose/Classroom Bldg.	\$18,000,000		60,000						
2. Student Residence Buildings		\$4,800,000	48,000		\$4,800,000	48,000		\$5,000,000	48,000
3. Library Expansion/Instructional Resource Center				\$10,000,000		40,000			
4. Physical Activities Center Addition				\$4,000,000	\$4,000,000	58,000			
5. Performing Arts Center							\$10,000,000	\$5,000,000	60,000
III. Acquisition									
None									
IV. Lease									
None									
V. Terminate									
1. Children's Center			(1,766)						
2. University Theatre									(5,200)
TOTAL	\$28,000,000	\$5,000,000	106,234	\$14,000,000	\$8,800,000	146,000	\$10,000,000	\$10,000,000	102,800

Schedule D is not included because the University has no requests in this category.

CAMPUS MASTER PLAN

The original Campus Master Plan was prepared in the late 1960s and revisited in 1988. This plan has served the University extremely well during the formative years of the campus; however, it did not fully anticipate the rapid enrollment growth of the campus or the changing nature of the campus from commuter to residential status. The original 300 acres for the campus site were donated by Southern Indiana Higher Education, Inc. (S.I.H.E.). S.I.H.E. has retained approximately 1,100 acres of land south of the campus in anticipation of the future needs of the campus and/or other development projects which may complement the campus. In order to prepare for the future growth and development of the campus, the University's Board of Trustees at the November 1995 meeting, passed a resolution to coordinate its long-range campus development plans with the plans of Southern Indiana Higher Education, Inc. It is anticipated that the development of a new Campus Master Plan will be completed in approximately twelve to eighteen months once a master planning services consultant has been selected.