

AGENDA
JOINT MEETING
FINANCE/AUDIT AND CONSTRUCTION COMMITTEES

UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES

March 3, 2005

(FINANCE/AUDIT)

1. REVIEW OF COMPLETED AUDITS AND APPROVAL OF THE ANNUAL AUDIT PLAN

A summary of audits completed in calendar year 2004 will be presented and the annual audit plan will be reviewed.

Approval of the Annual Audit Plan (Attachment A) for calendar year 2005 is recommended.

2. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

Approval of the budget appropriations, adjustments, and transfers in Attachment B is recommended.

(CONSTRUCTION)

3. REPORT OF CHANGE ORDERS ISSUED BY THE ACTING VICE PRESIDENT FOR BUSINESS AFFAIRS (Attachment C)

4. RECOMMENDATION FOR APPROVAL OF AMENDED SANITARY SEWER EASEMENT (

At its meeting on January 13, 2005, the Board of Trustees, upon the recommendation of the Construction Committee, approved the request for an easement for right-of-way along the east side of Schutte Road from Mahrenholz Drive to Clarke Lane. The easement will be used to install a sanitary sewer pipe for connection to the existing gravity flow sanitary sewer on Clarke Lane to serve the development at the southeast corner of Schutte Road and State Highway 62. The request was approved pending the addition of language in the easement document that any utility using the easement will maintain and return the property to its original condition upon completion of the installation. The document was approved by the chair, signed, and notarized.

The University has since learned the original document, prepared by the engineering firm, indicated that Vanderburgh County would be the grantee for a public utility easement, when the grantee should have been the Evansville Water and Sewer Utility Department for a sanitary sewer easement. Therefore, an amended easement document (Attachment D) will be presented for the approval of the Board of Trustees at its meeting on March 3, 2005.

Approval of a recommendation to the Board of Trustees to approve the amended easement document in Attachment D is recommended.

BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

1. Additional Appropriation of Income

From:	Unappropriated Current Operating Funds		
To:	10001-01500	Art, Music, and Theatre Supplies and Expense	1,200
To:	10001-01230	Library Supplies and Expense	1,827
To:	10001-01170	Instructional Technology Services Capital Outlay	6,716
To:	10001-01190	ROTC Supplies and Expense	2,498
From:	Unappropriated Designated Funds		
To:	18004-01030	Extended Services Revolving Fund Supplies and Expense	3,000
To:	18017-03000	Faculty Development Travel Supplies and Expense	2,281
To:	18019-01780	Faculty Enhancement – Science and Engineering Supplies and Expense	4,036
To:	18020-01660	Faculty Enhancement – Nursing and Health Professions Supplies and Expense	2,497
To:	18021-01300	Faculty Enhancement – Business Supplies and Expense	7,982
To:	18022-01360	Faculty Enhancement – Education Personal Services Supplies and Expense	2,347 193
To:	18046-01300	School of Business Programs Supplies and Expense	1,194
To:	31030-03140	Housing Capital Improvements Capital Outlay	30,357
From:	Unappropriated Auxiliary Funds		
To:	32105-03000	University Center Supplies and Expense	4,647

2. Transfer of Funds

From:	16010-05110	First Year Initiatives Program	
To:	16020-05150	International Student Programs	228

3. Transfer and Appropriation of Funds

From:	16006-05110	Student Activities	
To:	16020-05150	International Programming Supplies and Expense	1,500
From:	16011-05110	Activities Programming Board	
To:	16020-05150	International Programming Supplies and Expense	1,250
From:	15005-03769	Technology Fee	
To:	10001-03170	Computer Center Capital Outlay	161,586
From:	30110-03000	Recreation and Fitness Center Reserve	15,000
	30125-05060	Intramural Outdoor Fields	6,547
	30120-05061	Intramural and Recreational Sports	26,478
	30115-05070	Student Wellness	1,975
To:	91065-03000	Sand Volleyball Courts Capital Outlay	50,000
From:	16007-05080	Multicultural Center	
To:	16020-05150	International Student Programs Supplies and Expense	155

**Report to University of Southern Indiana Board of Trustees
March 3, 2005**

Change Orders Issued by the Acting Vice President for Business Affairs

On September 6, 2001, the Board of Trustees adopted a procedure related to changes in construction contracts which included the following: "Change orders up to \$25,000 may be issued by the Vice President for Business Affairs and reported to the Board of Trustees at its next meeting." Consistent with that policy, the following change orders have been issued.

PROJECT: David L. Rice Library

	<u>Description</u>	<u>Contractor</u>	<u>Amount</u>
<u>CO - GC 02</u>	Install perforated drain pipe, gravel, and waterproofing on back side of lecture hall floor wall to drain ground water	Deig Bros. Construction Co.	\$4,017
<u>CO - GC 03</u>	Change roofing membrane to Sarnafil PVC in lieu of Firestone PVC	Deig Bros. Construction Co.	6,867
<u>CO - MC 02</u>	Provide and install sump pump and piping to remove ground water from back side of lecture hall floor	Goebel Mechanical, Inc.	3,444
<u>CO - EC 02</u>	Install 20 amp circuit, conduit, and wiring for sump pump in lower level	The State Group, Inc.	1,014

S A N I T A R Y S E W E R E A S E M E N T

THIS INDENTURE WITNESSETH, University of Southern Indiana, a body corporate and politic organized and existing under the laws of the State of Indiana (GRANTOR) of Vanderburgh County, State of Indiana, for and in consideration of the sum of ONE DOLLAR (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, do hereby GRANT and CONVEY unto the EVANSVILLE WATER AND SEWER UTILITY DEPARTMENT (GRANTEE), a nonexclusive easement and right-of-way to construct, install, operate, control, maintain, repair, reconstruct, or remove, one or more sewer pipes and all appurtenant and necessary structures to transmit sewage across, under and upon the following described real estate located in Vanderburgh County, Indiana, to-wit:

Part of the West Half, Southwest Quarter, Southeast Quarter, Section 29, Township 6 South, Range 11 West in Perry Township, Vanderburgh County, Indiana, being more particularly described as follows:

Commencing at the Southwest corner of said quarter, quarter section; thence along the west line of said quarter section, North 00 degrees 28 minutes 26 seconds East 128.04 feet; thence South 89 degrees 31 minutes 34 seconds East 15.00 feet to the point of beginning; thence along the existing 30 foot Schutte Road right of way opened per Commissioner's Record Vol. Z, page 485, North 00 degrees 28 minutes 26 seconds East 15.81 feet; thence North 49 degrees 51 minutes 59 seconds East 8.67 feet; thence North 04 degrees 51 minutes 59 seconds East 18.47 feet; thence parallel with the west line of said quarter section, North 00 degrees 28 minutes 26 seconds East 478.38 feet to a point on the north line of a tract of land conveyed to the University of Southern Indiana, recorded in Deed Drawer 8, Card 8359 in the office of the Recorder of Vanderburgh County, Indiana; thence along said north line, South 88 degrees 40 minutes 20 seconds East 12.00 feet; thence parallel with the west line of said quarter section, South 00 degrees 28 minutes 26 seconds West 478.66 feet; thence South 04 degrees 51 minutes 59 seconds West 23.90 feet; thence South 49 degrees 51 minutes 59 seconds West 23.93 feet to the point of beginning, containing 6192 square feet (0.14 acres).

Subject to all easements, rights-of-way, building and use restrictions of record.

SEE EXHIBIT "A"

Together with the right of ingress and egress over the lands of Grantor to and from said line in the exercise of the rights and privileges herein granted.

Any utility exercising its right to locate utility facilities within the above described easement, shall return the easement to its original condition as it was before construction. Upon the completion of any maintenance or repairs to a utility within the easement area, the easement area shall be returned to the same condition as before the maintenance or repair of the utility.

IN WITNESS WHEREOF, the said _____
_____ have hereunto set their hands and
seals this _____ day of _____, 20____.

STATE OF INDIANA, COUNTY OF _____, SS:

Before me, the undersigned, a Notary Public in and for said County and State, personally appeared the within named

_____ who acknowledged
the execution of the foregoing instrument to be their voluntary act and deed.

WITNESS my hand and notarial seal this ____ day of _____, 20____.

My Commission Expires:

Notary Public

Printed or Typed Name

Notary Resides in _____ County, _____.

THIS INSTRUMENT PREPARED BY: Morley and Associates, Inc.