

**MINUTES**  
**FINANCE/AUDIT COMMITTEE**  
**UNIVERSITY OF SOUTHERN INDIANA**  
**BOARD OF TRUSTEES**

**July 11, 2013**

The Finance/Audit Committee of the University of Southern Indiana Board of Trustees met on Thursday, July 11, 2013, in the New Harmony Conference Center in New Harmony, Indiana. Present were Committee Chair W. Harold Calloway and Trustees Ira Boots and Ted C. Ziemer Jr. Trustees Amy MacDonell and Ronald D. Romain '73 were absent. Also in attendance were President Linda L. M. Bennett, Vice President for Finance and Administration Mark Rozewski, and Vice President for Government and University Relations Cynthia S. Brinker.

Committee Chair Harold Calloway called the meeting to order at 1:08 p.m.

**1. APPROVAL OF RECOMMENDATION OF STUDENT FEES AND OTHER MANDATORY FEES FOR 2013-2014 and 2014-2015**

Mr. Calloway called on Vice President Rozewski to review the recommendation of student fees and other mandatory fees for 2013-2015. Mr. Rozewski reminded the committee of the law requiring all of Indiana's state universities to set tuition at the beginning of each legislative biennium for both years of the biennium. He reported the University held the required public hearing to announce the proposed rates on June 10, 2013.

The recommendation for 2013-2014 is a \$273 increase per year for full-time resident undergraduate students, which will increase tuition from \$6,145 to \$6,418. In the second year, tuition will increase \$278 to \$6,696. Mr. Rozewski noted USI will continue to be the most affordable state university in Indiana following these increases in tuition. He referred the Trustees to Attachment A to view proposed increases for graduate and non-resident rates.

Mr. Rozewski explained the proposed rate schedule is the first step in a strategic realignment of tuition pricing. This realignment will take place over the next six years. Its purpose is to increase University of Southern Indiana tuition to the average tuition of a group of 10 state universities (composed of Indiana State University and the regional campuses of Indiana University and Purdue University). Mr. Rozewski noted the plan likely will lead to rate increases of approximately four percent in each of the next six years. Exact increases will be subject to the fee environment among the group of universities and the level of state support for USI. He anticipates the plan will contribute to the development of a resource base that allows the University to move forward while maintaining the affordability that is an important part of its mission.

He illustrated the proposed increases in tuition by noting the gap between USI's tuition and the average of the group of universities is \$841. The first year increase in USI program fees will reduce the gap to \$708, and in the second year, the gap will be reduced to \$572.

On a motion by Mr. Ziemer, seconded by Mr. Boots, a recommendation to the Board of Trustees for approval of the Student Fees and Other Mandatory Fees for 2013-2014 and 2014-2015 in Attachment A was approved.

**2. APPROVAL OF RECOMMENDATION OF MISCELLANEOUS FEES FOR 2013-2014**

Mr. Calloway called on Vice President Rozewski to review the recommendation for miscellaneous fees for 2013-2014. Mr. Rozewski reported that miscellaneous, non-mandatory fees are paid by some, but not all, students based on the program, course, or activity they undertake. No changes are recommended to existing fees in the table in Attachment B.

Mr. Rozewski called attention to new fees outlined in Attachment B. These fees for students in the nursing, engineering, and occupational therapy programs will be effective July 2014. Engineering students will pay a \$50 per-credit-hour fee for any engineering course taken after a student has accumulated 60 or more credits (junior and senior years). In nursing, full-time undergraduate students will pay a \$500 per-semester program

fee beginning in their third semester of attendance. Graduate students in nursing and occupational therapy will pay various per-credit hour surcharges, as outlined in Attachment B.

Vice President Rozewski noted USI is the last state university in Indiana to adopt program fees, or differential tuition, for nursing and engineering programs. The proposed fees will recognize the University's cost of delivering specialized programs, and will support faculty hiring in these areas.

On a motion by Mr. Boots, seconded by Mr. Ziemer, a recommendation to the Board of Trustees for approval of Miscellaneous Fees for 2013-2014 in Attachment B was approved.

### **3. APPROVAL OF RECOMMENDATION TO APPROVE RESOLUTION REGARDING BANK DEPOSITORIES AND WIRE TRANSFER AUTHORIZATIONS**

Mr. Calloway called on Vice President Rozewski to review a recommendation to the Board of Trustees to approve the following resolution regarding Bank Depositories and Wire Transfer Authorizations. Mr. Rozewski reported the resolution adds banks to those the University does business with, and provides the necessary Board authorization for the Business Affairs staff to execute transactions for the University. New to the group of local banks designated in the resolution are First Security, Banterra, and First Financial.

On a motion by Mr. Ziemer, seconded by Mr. Boots, the approval of a recommendation to the Board of Trustees to approve the following Resolution Regarding Bank Depositories and Wire Transfer Authorizations was approved.

#### **RESOLUTION REGARDING BANK DEPOSITORIES AND WIRE TRANSFER AUTHORIZATIONS**

**WHEREAS**, the University wishes to update the list of banks designated as depositories in which funds may be deposited and to update the authorizations required for transactions with the depositories;

**THEREFORE, BE IT RESOLVED** that Banterra Bank, Boonville Federal Savings Bank, Fifth Third Bank, First Federal Savings Bank, First Financial Bank, First Security Bank, German American Bancorp, JP Morgan Chase Bank, Legence Bank, Lynnville National Bank, Old National Bank of Evansville, PNC Bank, Regions Bank, and United Fidelity Bank be and hereby are designated as depositories in which funds of this Corporation may be deposited by its officers, agents, and employees; and

**FURTHER RESOLVED** that the Treasurer is authorized to sign (including using electronic and facsimile signatures) any and all checks, drafts, and orders, including orders or directions in informal or letter form, against any funds at any time standing to the credit of this Corporation with said Bank, and that the said Bank hereby is authorized to honor any and all checks, drafts, and orders so signed, including those drawn to the individual order of such officer without further inquiry or regard to the authority of said officer or the use of said checks, drafts, and orders, or proceeds thereof; and

**FURTHER RESOLVED** that the Treasurer or Assistant Treasurer of the University of Southern Indiana are authorized to enter into a Funds Transfer Agreement with the aforementioned Banks; and

**FURTHER RESOLVED** that the Treasurer, the Assistant Treasurer, the Controller, the Assistant Controller, and the Payroll Manager be designated as the officers of the University authorized to make wire transfers; and

**FURTHER RESOLVED** that each of the foregoing resolutions shall continue in force until express written notice of its rescission or modification has been received by the said Bank, but if the authority contained in them should be revoked or terminated by operation of law without such notice, it is resolved and hereby agreed for the purpose of inducing the said Bank to act thereunder, that the said Bank shall be saved harmless from any loss suffered or liability incurred without such notice.

**4. REPORT OF CONTRUCTION CHANGE ORDERS ISSUED BY THE VICE PRESIDENT FOR FINANCE AND ADMINISTRATION**

Mr. Calloway called on Vice President Rozewski to review the approved change orders for the Teaching Theatre Project. Mr. Rozewski referred the Trustees to a list of change orders in Attachment C. He noted none of the changes required approval of the Finance/Audit Committee.

There being no further business, the meeting was adjourned at 1:32 p.m.

**SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES**  
**2013-2014 and 2014-2015**

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**STUDENT FEES 2013-2014**  
**(per semester credit hour)**

	<b><u>UNDERGRADUATE</u></b>		<b><u>GRADUATE</u></b>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Contingent	\$142.23	\$142.23	\$239.57	\$239.57
Academic Facilities	43.25	43.25	43.25	43.25
Student Services	21.45	21.45	21.45	21.45
Technology	5.00	5.00	5.00	5.00
Non-Resident		295.16		300.57
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Total	\$211.93	\$507.09	\$309.27	\$609.84

**STUDENT FEES 2014-2015**  
**(per semester credit hour)**

	<b><u>UNDERGRADUATE</u></b>		<b><u>GRADUATE</u></b>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Total	\$221.22	\$532.56	\$324.84	\$640.46

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Prior Year Student Fees for Comparison

**STUDENT FEES 2012-2013**  
**(per semester credit hour)**

	<b><u>UNDERGRADUATE</u></b>		<b><u>GRADUATE</u></b>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Contingent	\$132.23	\$132.23	\$223.84	\$223.84
Academic Facilities	45.30	45.30	45.30	45.30
Student Services	20.30	20.30	20.30	20.30
Technology	5.00	5.00	5.00	5.00
Non-Resident		280.00		286.24
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Total	\$202.83	\$482.83	\$294.44	\$580.68

**OTHER MANDATORY FEES**

<b>University Services Fee</b>	
8 or more credit hours per semester	\$30.00
More than 3 and fewer than 8 credit hours per semester	\$22.75
3 or fewer hours per semester	\$10.00

The University Services Fee amounts shown above are for 2012-2013, 2013-2014, and 2014-2015

**MISCELLANEOUS FEES FOR 2013-2014**

	<u>Current Fee</u>	<u>Proposed Fee</u>	<u>Effective Date</u>	<u>Last Changed</u>
Application Fee	40.00	40.00	08/26/13	08/20/12
Enrollment Fee	100.00	100.00	08/26/13	08/22/11
Audit Fee (plus applicable lab fee)	35.00	35.00	08/26/13	08/30/93
Departmental Exams Fee	15.00	15.00	08/26/13	08/29/95
Distance Education Fees:				
Learning Center Fee (per credit hour)	25.00	25.00	08/26/13	08/30/99
Delivery Fee (per credit hour)	10.00	10.00	08/26/13	08/30/99
Supply Fee	100.00	100.00	08/26/13	07/01/94
Engineering Upper Division Undergraduate Program Fee **	0.00	50.00	07/01/14	N/A
Health Professions Insurance	20.00	20.00	08/26/13	08/20/12
Health Services Fee	47.00	47.00	08/26/13	08/31/98
Housing Living Learning Community Fee	10.00	10.00	08/26/13	N/A
Housing Student Activity Fee	25.00	25.00	08/20/12	N/A
Laboratory Fee (College of Science, Engineering, & Education)	60.00	60.00	08/26/13	08/20/12
Laboratory Fee (all other colleges)	50.00	50.00	08/26/13	08/20/12
Late Registration Fee Week 1	35.00	35.00	08/26/13	08/20/12
Late Registration Fee Beginning Week 2	125.00	125.00	08/26/13	07/01/06
Matriculation Fee (all new and transfer students)	100.00	100.00	08/26/13	08/20/12
Nursing RN Completion Program Fee **	0.00	50.00	07/01/14	N/A
Nursing Program Fee (BSN) *	0.00	500.00	07/01/14	N/A
Nursing Program Fee (MSN) **	0.00	100.00	07/01/14	N/A
Nursing DNP Program Fee **	0.00	150.00	07/01/14	N/A
Nursing Test Fee	30.00	30.00	08/26/13	08/31/92
Occupational Therapy Clinical Fee	75.00	75.00	08/26/13	08/20/12
Occupational Therapy Program Fee (MSOT) **	0.00	100.00	07/01/14	N/A
Payment Plan Fee	30.00	30.00	08/26/13	07/01/95
Payment Plan Late Fee	25.00	25.00	08/26/13	08/30/99
Respiratory Therapy Advanced Life Support Fee	100.00	100.00	08/26/13	09/02/97
Special Course Fee (varies by course; maximum amount)	200.00	200.00	08/26/13	08/07/01
Student Activity Fee (non-mandatory)	50.00	50.00	08/26/13	08/20/12
Studio Fee	50.00	50.00	08/26/13	08/20/12
Study Abroad Fee	100.00	100.00	08/26/13	08/29/05
Transcript Fee	20.00	20.00	08/20/12	N/A
Transportation Fee:				
8 or more credit hours per semester	90.00	90.00	08/26/13	08/20/12
>3 and <8 credit hours per semester	72.00	72.00	08/26/13	08/20/12
3 or fewer credit hours	54.00	54.00	08/26/13	08/20/12

\* per semester / 3rd semester through completion

\*\* per credit hour

**Summary of Construction Change Orders  
Authorized by the Vice President for Finance and Administration**

**TEACHING THEATRE PROJECT**

**Empire Contractors, Inc. - General Contractor**

CO-G5	Additional work and materials required to provide a temporary emergency exit from University Center lower level	\$4,951
CO-G6	Make revisions to structural steel and ductwork at tie-in point at University Center lower level and make changes to provide necessary ceiling height in restroom	\$9,833

**Deig Brothers Construction Co. Inc. - Mechanical Contractor**

CO-M6	Make revisions to mechanical work required to provide necessary ceiling height in restroom and to change sewage sump covers to removable type for ease of maintenance	\$3,691
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