

REVISED AGENDA

**UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES**

July 13, 2017

SECTION I – GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF APRIL 28 AND JUNE 7, 2017, MEETINGS

B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

C. REPORT OF THE ACADEMIC AFFAIRS AND ENROLLMENT MANAGEMENT COMMITTEE

The Academic Affairs and Enrollment Management Committee met prior to the Board of Trustees meeting on July 13, 2017. A report will be presented.

D. PRESIDENT’S REPORT

SECTION II – FINANCIAL MATTERS

A. REPORT OF FINANCE/AUDIT COMMITTEE

The Finance/Audit Committee met prior to the Board of Trustees meeting on July 13, 2017. A report will be presented.

B. APPROVAL OF MISCELLANEOUS FEES FOR 2017-2018

Miscellaneous Fees are those fees (other than Contingent, Academic Facilities, Student Services, and Technology Fees) charged to some, but not necessarily all, students in the course of their attendance. Examples include, but are not limited to, Laboratory Fees, Parking Fees, and Late Registration Fees. A schedule of the proposed Miscellaneous Fees for 2017-2018 is in Exhibit II-A.

Approval of the proposed Miscellaneous Fees for 2017-2018 (Exhibit II-A) is recommended.

C. REVIEW OF THE SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES FOR 2017-2018

Review of mandatory student fees for 2017-2018 summarized in Exhibit II-B.

D. APPROVAL OF ANNUAL OPERATING BUDGETS

The recommended Current Operating Budget for fiscal year 2017-2018 will be presented. The recommendation is for a balanced budget based upon estimates of fee revenue, State appropriations, and other available sources (summarized in Exhibit II-C).

Approval of the Annual Operating Budgets is recommended.

NOTE: At the time this agenda was prepared, the Current Operating Budget was being finalized. Details will be shared at the meeting on July 13, 2017.

E. APPROVAL OF RESOLUTION REGARDING BANK DEPOSITORIES AND WIRE TRANSFER AUTHORIZATIONS

At its meeting on July 14, 2016, the Board of Trustees approved a resolution regarding bank depositories and wire transfer authorizations.

Approval of the following resolution to update the procedures is recommended:

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 the Banterra Bank, Boonville Federal Savings Bank, Evansville Commerce 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, United Fidelity Bank and U.S. 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 or Assistant 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 is 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 Associate Director of Human Resources 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.

F. APPROVAL OF AUTHORIZATION OF FINANCIAL AID AWARDS

Approval of the following Authorization for Financial Aid Awards is recommended.

Pursuant to Indiana Code 21-15-2-1 which provides for awarding financial aid to students from existing resources, the University of Southern Indiana Board of Trustees delegates to the President of the University of Southern Indiana the responsibility to approve financial aid recommendations for students within the 2017-2018 budgetary capabilities.

G. UPDATE ON CURRENT CONSTRUCTION PROJECTS

A report will be presented on current construction projects. Exhibit II-D includes a summary of the cost and funding sources for each project.

SECTION III – PERSONNEL MATTERS

A. REPORT ON FACULTY AND ADMINISTRATIVE RETIREMENTS

The following faculty and administrative retirements will be reviewed.

Senior Systems Analyst George C. Compton Jr., in accordance with the early retirement policy will retire effective July 1, 2018, after 31.75 years of service, including leave with pay from January 1, 2018, to June 30, 2018.

Director of Risk Management and Safety John W. Hunt, in accordance with the regular retirement policy, will retire effective January 6, 2018, after 14 years of service.

Instructor in Mathematics Charles R. Leigh, in accordance with the early retirement policy, will retire effective July 1, 2018, after 28 years of service, including leave with pay from January 3, 2018, to May 2, 2018.

Associate Director of Library; Collection Development Librarian; and Senior Librarian Martha I. Niemeier, in accordance with the revised retirement policy, will retire effective July 1, 2018, after 47.5 years of service, including leave with pay from January 1, 2018, to June 30, 2018.

Assistant Director of Special Events Phyllis J. Oeth, in accordance with the regular retirement policy, will retire effective July 1, 2018, after 20 years of service, including leave with pay from January 1, 2018, to June 30, 2018.

Special Instructor in Mathematics Bettye R. Polivick, in accordance with the regular retirement policy, retired effective May 9, 2017, after 18 years of service.

Director of Public Safety Stephen G. Woodall, in accordance with the regular retirement policy, will retire effective January 9, 2018, after 10 years of service.

B. APPROVAL OF EMERITUS STATUS

Approval of the following emeritus titles is recommended

Senior Systems Analyst Emeritus, George C. Compton Jr.

Director Emeritus of Risk Management and Safety John W. Hunt

Instructor Emeritus in Mathematics Charles R. Leigh

Associate Director Emerita of Library; Collection Development Librarian Emerita; and Senior Librarian Emerita Martha Niemeier

Assistant Director Emerita of Special Events Phyllis J. Oeth

Special Instructor Emerita in Mathematics Bettye R. Polivick

Director Emeritus of Public Safety, Stephen G. Woodall

MISCELLANEOUS FEES FOR 2017-2018

1. Laboratory and Miscellaneous Fees

<u>Fee Name</u>	<u>2016-2017 Fee</u>	<u>2017-2018 Fee</u>	<u>Effective Date</u>	<u>Last Changed</u>
Application Fee	40.00	40.00	08/21/17	08/20/12
Assessment Fee	125.00	125.00	08/21/17	08/24/15
Audit Fee (plus applicable lab fee)	50.00	50.00	08/21/17	08/22/16
Computer Science Program Fee*		75.00	08/21/17	
Counseling Service Fee	25.00	25.00	08/21/17	08/25/14
Departmental Exams Fee	25.00	25.00	08/21/17	08/22/16
Distance Education Non-Resident Delivery Fee*	30.00	30.00	08/21/17	08/24/15
Distance Education Online Learning Fee	10.00	50.00	08/21/17	08/30/99
Engineering Undergraduate Program Fee*	75.00	75.00	08/21/17	08/24/15
Enrollment Fee	150.00	150.00	08/21/17	08/22/16
Health Informatics Program Fee*		50.00	08/21/17	
Health Professions Insurance	20.00	20.00	08/21/17	08/20/12
Housing Living Learning Community Fee	10.00	15.00	08/21/17	08/20/12
Housing Student Activity Fee	25.00	25.00	08/21/17	08/20/12
International Student Fee	150.00	150.00	08/21/17	08/25/14
Laboratory Fee (College of Science and Engineering)	75.00	75.00	08/21/17	08/24/15
Laboratory Fee (all other colleges)	50.00	50.00	08/21/17	08/20/12
Late Registration Fee Week 1	50.00	50.00	08/21/17	08/22/16
Late Registration Fee Beginning Week 2	150.00	150.00	08/21/17	08/22/16
Matriculation Fee (all new and transfer students)	175.00	175.00	08/21/17	08/22/16
Nursing DNP Program Fee*	150.00	150.00	08/21/17	07/01/14
Nursing Program Fee (BSN)* Change in assessment method	500.00	40.00	08/21/17	07/01/14
Nursing Program Fee (MSN)*	100.00	100.00	08/21/17	07/01/14
Occupational Therapy Clinical Fee	75.00	75.00	08/21/17	08/20/12
Occupational Therapy Program Fee (MSOT)*	100.00	100.00	08/21/17	07/01/14
Payment Plan Fee	35.00	35.00	08/21/17	08/22/16
Payment Plan Late Fee	25.00	25.00	08/21/17	08/30/99
Respiratory Therapy Advanced Life Support Fee	100.00	100.00	08/21/17	09/02/97
Social Work Program Fee*		50.00	08/21/17	
Special Course Fee (varies by course; maximum amount)	300.00	350.00	08/21/17	08/07/01
Student Activity Fee	100.00	100.00	08/21/17	08/22/16
Study Abroad Fee	300.00	300.00	08/21/17	08/22/16
Transcript Fee	50.00	50.00	08/21/17	08/22/16
Transportation Fee:				
8 or more credit hours per semester	125.00	130.00	08/21/17	08/22/16
>3 and <8 credit hours per semester	100.00	104.00	08/21/17	08/22/16
3 or fewer credit hours	75.00	78.00	08/22/17	08/22/16

*per credit hour

SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES
2017-2018 and 2018-2019

STUDENT FEES 2017-2018
(per semester credit hour)

	<u>UNDERGRADUATE</u>		<u>GRADUATE</u>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Contingent	\$177.76	\$177.76	\$298.78	\$298.78
Academic Facilities	36.80	36.80	36.80	36.80
Student Services	24.60	24.60	24.60	24.60
Technology	7.50	7.50	7.50	7.50
Non-Resident		355.21		355.10
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Total	\$246.66	\$601.87	\$367.68	\$722.78

STUDENT FEES 2018-2019
(per semester credit hour)

	<u>UNDERGRADUATE</u>		<u>GRADUATE</u>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Total	\$258.96	\$628.55	\$385.00	\$754.32

Prior Year Student Fees for Comparison

STUDENT FEES 2016-2017
(per semester credit hour)

	<u>UNDERGRADUATE</u>		<u>GRADUATE</u>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Contingent	\$168.87	\$168.87	\$285.58	\$285.58
Academic Facilities	37.10	37.10	37.10	37.10
Student Services	23.85	23.85	23.85	23.85
Technology	5.00	5.00	5.00	5.00
Non-Resident		341.40		341.42
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Total	\$234.82	\$576.22	\$351.53	\$692.95

OTHER MANDATORY FEES

University Services Fee

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 2017-2018 and 2018-2019

CURRENT OPERATING BUDGET SUMMARY

	Approved Budget 2016-17	Budget Change	Proposed Budget 2017-18
INCOME			
State Appropriation - Operating	44,858,559	1,394	44,859,953
State Appropriation - Line Items	320,450	1,232,100	1,552,550
State Appropriation - Fee Replacement	8,974,532	36,493	9,011,025
Student Fees	51,493,357	701,348	52,194,705
Other Income	6,194,924	233,554	6,428,478
TOTAL	111,841,822	2,204,889	114,046,711

MAJOR EXPENSE CLASSIFICATION

Personal Services	79,942,050	2,213,428	82,155,478
Supplies and Expense	26,973,212	(331,303)	26,641,909
Repairs and Maintenance	3,072,541	47,361	3,119,902
Capital Outlay	1,854,019	275,403	2,129,422
TOTAL	111,841,822	2,204,889	114,046,711

FUNCTIONAL EXPENDITURE CLASSIFICATION

Instruction	56,584,265	1,551,641	58,135,906
Instruction Related	5,934,684	(31,917)	5,902,767
Student Services	8,972,517	403,111	9,375,628
Operation and Maintenance of Plant	14,904,336	879,094	15,783,430
Administration and General	16,587,426	508,050	17,095,476
Institutional Student Aid	8,858,594	(1,105,090)	7,753,504
TOTAL	111,841,822	2,204,889	114,046,711

	<u>Approved Budget 2016-17</u>	<u>Budget Change</u>	<u>Proposed Budget 2017-18</u>
FUNCTION BY MAJOR EXPENSE CLASSIFICATION			
INSTRUCTION			
Personal Services	50,433,707	1,486,015	51,919,722
Supplies and Expense	4,999,959	42,176	5,042,135
Repairs and Maintenance	507,823	6,950	514,773
Capital Outlay	642,776	16,500	659,276
TOTAL INSTRUCTION	56,584,265	1,551,641	58,135,906
INSTRUCTION RELATED			
Personal Services	3,274,582	(73,539)	3,201,043
Supplies and Expense	962,065	42,622	1,004,687
Repairs and Maintenance	778,908	(1,000)	777,908
Capital Outlay	919,129	0	919,129
TOTAL INSTRUCTION RELATED	5,934,684	(31,917)	5,902,767
STUDENT SERVICES			
Personal Services	7,586,564	356,685	7,943,249
Supplies and Expense	1,170,369	21,006	1,191,375
Repairs and Maintenance	195,839	14,920	210,759
Capital Outlay	19,745	10,500	30,245
TOTAL STUDENT SERVICES	8,972,517	403,111	9,375,628
OPERATION AND MAINTENANCE OF PLANT			
Personal Services	6,447,524	133,323	6,580,847
Supplies and Expense	7,444,711	483,731	7,928,442
Repairs and Maintenance	858,076	8,540	866,616
Capital Outlay	154,025	253,500	407,525
TOTAL OPERATION AND MAINTENANCE OF PLANT	14,904,336	879,094	15,783,430
ADMINISTRATION AND GENERAL			
Personal Services	12,199,673	310,944	12,510,617
Supplies and Expense	3,537,514	184,252	3,721,766
Repairs and Maintenance	731,895	17,951	749,846
Capital Outlay	118,344	(5,097)	113,247
TOTAL ADMINISTRATION AND GENERAL	16,587,426	508,050	17,095,476
INSTITUTIONAL STUDENT AID			
Supplies and Expense	8,858,594	(1,105,090)	7,753,504
TOTAL INSTITUTIONAL STUDENT AID	8,858,594	(1,105,090)	7,753,504
TOTAL BUDGET	111,841,822	2,204,889	114,046,711

**Summary
Construction Projects**

July 13, 2017

Projects Under Construction

Physical Activities Center (PAC) Renovation

Project Cost **\$ 27,060,000**

Funding Sources:

Legislative Appropriation - 2013	\$	16,000,000
Special Projects - General	\$	3,000,000
Campus Store Reserve	\$	1,992,100
State Rehabilitation and Repair Funding	\$	1,622,500
Food Service Reserve	\$	1,500,000
Special Projects - Kinesiology	\$	1,500,000
Debt Service Funds	\$	1,445,400

Health Professions Center: Classroom Renovation/Expansion

Project Cost **\$ 8,000,000**

Funding Source: Legislative Appropriation - 2015

Multi-Institutional Academic Health and Science Research Center

Project Cost **\$ 6,000,000**

Funding Source: Legislative Appropriation - 2015

Fuquay Welcome Center

Project Cost **\$ 2,500,000**

Funding Sources:

Private Gifts	\$	2,000,000
Special Projects Reserves	\$	500,000

Student Housing Apartments: Interior Upgrades (5 buildings)

Project Cost **\$ 700,000**

Funding Source: Housing Reserves

O'Daniel North Apartments: Simplex Fire Alarm System Installation (10 buildings)

Project Cost **\$ 600,000**

Funding Source: Housing Reserves

Residence Halls: Access Control Installation

Project Cost **\$ 600,000**

Funding Source: Housing Reserves

Projects Under Construction (cont'd)

Orr Center Registrar and Admissions Office Renovation

Project Cost \$ 525,000

Funding Source: Special Projects

Door Hardware with ADA Interior Locks Replacement

Project Cost \$ 450,000

Funding Source: Special Projects

Hendricks East Interior Renovation

Project Cost \$ 340,000

Funding Source: Housing Reserves

Arc Flash OSHA Code Requirements for Electrical Panels

Project Cost \$ 260,000

Funding Source: Special Projects

Children's Learning Center Safety Improvements

Project Cost \$ 180,000

Funding Source: Auxiliary Repair and Rehabilitation

**Health Professions Center, Science and Education Center:
Energy Management System Upgrade**

Project Cost \$ 180,000

Funding Source: General Repair and Rehabilitation Appropriation

Carter Hall LED Lighting Fixture and Control Replacement

Project Cost \$ 172,500

Funding Source: Energy Management Reserves

Governor's Hall Flooring Replacement

Project Cost \$ 150,000

Funding Source: Housing Reserves

Parking Lots A, B and C High Lighting Replacement

Project Cost \$ 130,000

Funding Source: Parking Reserves

Projects in Design

Rice Library HVAC Energy Use Improvements

Project Cost

\$ 160,000

Funding Source: Energy Management Reserves

Liberal Arts Classroom Improvements

Project Cost

\$ 150,000

Funding Source: Special Projects