

MINUTES
JOINT MEETING
FINANCE AND CONSTRUCTION COMMITTEE

UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES

September 7, 2000

The University of Southern Indiana Finance and Construction Committees met in joint session on Thursday, September 7, 2000, at 9:30 a.m. in the University Suite of the University Center. Present were Trustees G. Patrick Hoehn, J. David Huber, Tina Kern, and James Will, Sr. Also attending were Vice President for Business Affairs Richard Schmidt, Associate Vice President for Fiscal and Physical Affairs Robert Ruble, Director of Facilities and Operations Planning Steve Helfrich, Assistant Treasurer Michael Whipple, and Budget Director and Foundation Fiscal Officer Mary Hupfer.

There being a quorum present, Ms. Kern called the meeting to order at 9:40 a.m.

(FINANCE COMMITTEE)

1. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS FOR FISCAL YEAR 2000-2001 (Attachment A)

On a motion by Mr. Huber, seconded by Mr. Will, the budget appropriations, adjustments, and transfers in Attachment A were approved.

2. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS FOR FISCAL YEAR 1999-2000 (Attachment B)

On a motion by Mr. Will, seconded by Mr. Huber, the budget appropriations, adjustments, and transfers in Attachment B were approved.

3. APPROVAL OF A PLAN TO FINANCE NEW AND EXISTING STUDENT HOUSING

Dr. Ruble reported the University received three proposals from investment bankers to finance new and existing student housing. The University staff reviewed the proposals and recommended a multi-modal financing plan from Dain Rauscher Corporation and Fifth Third Bank.

On a motion by Mr. Huber, seconded by Mr. Will, the Dain Rauscher Corporation and Fifth Third Bank plan to finance new and existing student housing was approved.

On a motion by Mr. Hoehn, seconded by Mr. Huber, the motion to finance new and existing student housing was amended to include a request that the Board receive a specific report on the final cost of the bond insurance.

4. APPROVAL OF AN INTERIM FINANCING PLAN FOR INITIAL SITE DEVELOPMENT AND INFRASTRUCTURE WORK ON THE SCIENCE/EDUCATION CLASSROOM BUILDING PROJECT

Dr. Ruble reported the University received three proposals of interim financing plans for the initial site development and infrastructure work on the Science/Education Classroom Building project. Following a staff review, the proposal of Bank One Corporation was recommended.

On a motion by Mr. Hoehn, seconded by Mr. Huber, the Bank One interim financing plan for initial site development and infrastructure work on the science/education classroom building project was approved.

5. APPROVAL OF RECOMMENDATION TO TRANSFER FUNDS TO THE VEBA TRUST ACCOUNT

Employee benefit balances at year end make it possible for the University to transfer an additional \$125,000 to one of the VEBA Trust bank accounts. Mr. Schmidt reviewed the existing VEBA Trust bank account balances and the past policy of distributing these funds proportionally among these accounts. Based upon the current balances, Mr. Schmidt recommended depositing the current amount funds available to the Fifth Third Bank Trust account.

On a motion by Mr. Hoehn, seconded by Mr. Will, the recommendation to transfer \$125,000 to the VEBA Trust account at Fifth Third Bank was approved. NOTE: Mr. Huber abstained.

(CONSTRUCTION COMMITTEE)

6. REVIEW OF CHANGE ORDERS FOR THE STUDENT RESIDENTIAL COMPLEX PROJECT AND STUDENT RESIDENCE BUILDING NO. 3 (Attachments C and D)

Mr. Helfrich presented information on change orders in Attachments C and D.

On a motion by Mr. Huber, seconded by Mr. Hoehn, the change orders for the Student Residential Complex Project and Student Residence Building No. 3 (Attachments C and D) were approved for recommendation to the Board of Trustees for approval.

BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS FOR FISCAL YEAR 2000-2001

1. Additional Appropriation - Income

From: Unappropriated Current Operating Funds

To:	1-10300	Pott School of Science & Engineering Technology Personal Services Supplies & Expense	3,600
To:	1-10320	Engineering Technology Supplies & Expense	1,963
To:	1-10340	Chemistry Department Supplies & Expense	5,825
To:	1-13200	Library Capital Outlay	886

2. Transfer and Appropriation of Funds

From:	1-10100	Academic Affairs	
To:	2-23010	University Core Curriculum Personal Services Supplies & Expense	120 200
From:	2-20000	Student Services Fees	
To:	1-14101	Intramurals and Recreational Sports Supplies & Expense	4,300
From:	2-20050	Student Services Operations	
To:	1-10340	Chemistry Department Supplies & Expense	1,200

BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS FOR FISCAL YEAR 1999-2000

1. Additional Appropriation of Income

From: Unappropriated Current Operating Funds

To:	1-10100	General Instruction Supplies and Expense	492
To:	1-10104	Campus Ministry Supplies and Expense	500
To:	1-10120	Historic Southern Indiana Supplies and Expense	537
To:	1-10160	Mid-America Singers Supplies and Expense	21,049
To:	1-10170	USI Theatre Supplies and Expense	1,372
To:	1-10190	WSWI Supplies and Expense	5,289
To:	1-10195	Southern Indiana Review Supplies and Expense	904
To:	1-10200	School of Liberal Arts Supplies and Expense Capital Outlay	2,597 7,232
To:	1-10213	Art Education Supplies and Expense	1,425
To:	1-10220	Communications Department Supplies and Expense	960
To:	1-10230	English Department Personal Services Supplies and Expense	1,000 750
To:	1-10270	Psychology Department Supplies and Expense	280
To:	1-10280	Sociology Department Supplies and Expense	360
To:	1-10300	Pott School of Science and Engineering Technology Personal Services	36
To:	1-10320	Engineering Technology Department Supplies and Expense	456
To:	1-10340	Chemistry Department Supplies and Expense	4,394
To:	1-10350	Geology and Physics Department Capital Outlay	10,203
To:	1-10400	School of Nursing and Health Professions	

		Supplies and Expense	6,684
To:	1-10410	Nursing Department Supplies and Expense	120
To:	1-10450	Dental Clinic Supplies and Expense	5,216
To:	1-10700	School of Business Supplies and Expense Capital Outlay	2,802 125
To:	1-10740	Information Systems and Business Education Department Supplies and Expense	2,530
To:	1-10750	Economics and Finance Personal Services	6,250
To:	1-10940	Distance Education Supplies and Expense	19,116
To:	1-13300	Instructional Technologies Services Supplies and Expense	1,552
To:	1-14005	Career Services Personal Services	261
To:	1-14100	Physical Activities Center Building Operations Personal Services	52
To:	1-14101	Intramurals and Recreational Sports Supplies and Expense	6,416
To:	1-15000	Physical Plant Supplies and Expense	243,384
To:	1-16200	President's Office Personal Services	100
To:	1-16230	News and Information Services Supplies and Expense	18,781
To:	1-16300	Publications Supplies and Expense	1,529
To:	1-16301	Duplicating Services Supplies and Expense	241,834
To:	1-16302	Copy Center Services Supplies and Expense	121,384
To:	1-16305	Color Copying Services Supplies and Expense	27,834
To:	1-16400	Development Supplies and Expense	1,706
To:	1-19999	Current Operating Transfers Out Supplies and Expense	698,087

From: Unappropriated Designated Funds

To:	2-20100	Student Programs Supplies and Expense	11,828
To:	2-20120	Multicultural Center Supplies and Expense	319
To:	2-20300	Student Government Supplies and Expense	611
To:	2-20660	Career Camp Supplies and Expense	12,805
To:	2-21000	Instructional Facility Fees Supplies and Expense	203,106
To:	2-21050	Parking Fee Income Supplies and Expense	41,829
To:	2-22000	Extended Services Revolving Fund Supplies and Expense	27,671
To:	2-22030	Extended Services Trip - Chicago Supplies and Expense	7,845
To:	2-22500	Extended Services Corporate Training Programs Supplies and Expense	8,519
To:	2-22800	Ropewalk Writer's Retreat Supplies and Expense	27,348
To:	2-23000	General Instruction Revolving Fund Supplies and Expense	306
To:	2-23100	Faculty Development Travel Supplies and Expense	28,599
To:	2-23180	Faculty Enhancement – Bower-Suhrheinrich School of Education and Human Services Supplies and Expense	2,469
To:	2-23200	Occupational Therapy Professional Practice Unit Supplies and Expense	6,120
To:	2-23210	Nursing Professional Practice Unit Supplies and Expense	6,363
To:	2-23220	Anticoagulation Practice Unit Supplies and Expense	75,084
To:	2-23230	Dental Professional Practice Unit Supplies and Expense	8,093
To:	2-23240	CASE Management Practice Unit Supplies and Expense	4,086
To:	2-23250	Lipid Management Practice Unit Supplies and Expense	4,146

To:	2-23300	School of Business Revolving Account Supplies and Expense	8,513
To:	2-23305	Center for Business and Economic Research Supplies and Expense	1,095
To:	2-23350	Math Department Revolving Fund Supplies and Expense	460
To:	2-24300	Auto Self-Insured Revolving Fund Supplies and Expense	3,932
To:	2-24600	Employee Benefits Revolving Fund Supplies and Expense	35,059

From: Unappropriated Auxiliary Funds

To:	3-30200	University Center Supplies and Expense	2,885
To:	3-30210	Campus Card Office – Eagle Access Card Supplies and Expense	66,726
To:	3-30202	Conference Services Supplies and Expense	17,351
To:	3-30500	Bookstore Supplies and Expense	929,590
To:	3-30600	Athletics Operations Supplies and Expense	28,461
To:	3-30602	Baseball Supplies and Expense	34,356
To:	3-30603	Men's Tennis Supplies and Expense	4,032
To:	3-30604	Women's Tennis Supplied and Expense	87
To:	3-30605	Women's Basketball Supplies and Expense	347
To:	3-30606	Men's Basketball Supplies and Expense	2,811
To:	3-30607	Softball Supplies and Expense	8,269
To:	3-30608	Men's Golf Supplies and Expense	1,525
To:	3-30609	Men's Cross Country Supplies and Expense	10,296
To:	3-30610	Men's Soccer Supplies and Expense	130
To:	3-30611	Volleyball	

		Supplies and Expense	3,116
To:	3-30615	Women's Cross Country Supplies and Expense	236
To:	3-30617	Women's Golf Supplies and Expense	1,235
To:	3-30620	Women's Soccer Supplies and Expense	4,368
To:	3-30698	Athletics Reserve Supplies and Expense	29,582
To:	3-30702	Baseball Grant-in-Aid Supplies and Expense	6,390
To:	3-30703	Men's Tennis Grant-in-Aid Supplies and Expense	791
To:	3-30706	Men's Basketball Grant-in-Aid Supplies and Expense	14,018
To:	3-30707	Softball Grant-in-Aid Supplies and Expense	4,141
To:	3-30708	Men's Golf Grant-in-Aid Supplies and Expense	941
To:	3-30709	Men's Cross Country Grant-in-Aid Supplies and Expense	1,580
To:	3-30710	Men's Soccer Grant-in-Aid Supplies and Expense	141
To:	3-30711	Volleyball Grant-in-Aid Supplies and Expense	2,070
To:	3-30715	Women's Cross Country Supplies and Expense	3,125
To:	3-30800	Children's Center Supplies and Expense	16,687
To:	3-30890	School Age Program - 1999 Supplies and Expense	3,713
To:	3-30891	Kindergarten Camp - 1999 Supplies and Expense	4,493
To:	3-30900	New Harmony Operations Supplies and Expense Repairs and Maintenance	119,350 1,500
To:	3-30910	New Harmony Gallery Supplies and Expense Repairs and Maintenance	11,639 1,784
To:	3-30912	New Harmony Framing Supplies and Expense	1,883

To:	3-30925	New Harmony Elderhostel Program Supplies and Expense	1,731
To:	3-30940	New Harmony Guest House Supplies and Expense	2,058
To:	3-32150	Lincoln Amphitheatre Gift Shop Supplies and Expense	600
To:	3-33950	Golden Towers Apartments Supplies and Expense	81
To:	3-36000	Fitness Center Supplies and Expense	5,653

From: Unappropriated Housing Operations Funds

To:		Housing Operations Supplies and Expense (See Footnote 1).	1,884,118
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From: Unappropriated Restricted Funds

To:	4-45090	IU School of Medicine: Evansville Center for Medical Education Supplies and Expense	9,671
To:	4-45097	IU School of Medicine: Medical Education PDP Grant Personal Services Supplies and Expense	6,000 26,397
To:	4-46245	Corporation for Educational Communication - Vision Athena Personal Services Supplies and Expense	2,500 22,500
To:	4-46251	Arts Council of Southwestern Indiana Supplies and Expense	150
To:	4-46269	Indiana Humanities Council - Germany in US Lecture Supplies and Expense	1,000
To:	4-46270	National Science Foundation - NSF-Global Climate Personal Services Supplies and Expense	54,524 34,529
To:	4-46353	Torrington Biology Research Laboratory Supplies and Expense	28,319
To:	4-46354	Torrington Chemistry Laboratory Supplies and Expense	64,316
To:	4-46356	Black Beauty Chemistry Laboratory Supplies and Expense	8,268
To:	4-46358	Indiana Academy of Science - Chick Cardiovascular Development Supplies and Expense	1,200
To:	4-46826	Harmonie Associates - Custom Broker Fees Supplies and Expense	2,268

2. Additional Appropriation of Reserve Funds

From: Unappropriated Current Operating Reserves

To:	1-10150	Arts Commission - General Supplies and Expense	3,856
To:	1-10185	Videotaping Services Supplies and Expense	163
To:	1-10170	USI Theatre Supplies and Expense	3,123

From: Unappropriated Designated Funds

To:	2-20000	Student Services Fees Supplies and Expense	164,000
To:	2-20300	Student Publications Supplies and Expense	15,253
To:	2-21100	Campus Services Fees Supplies and Expense	29,443
To:	2-22450	Health Professions Research Conference Supplies and Expense	447
To:	2-22500	Extended Services Corporate Training Programs Supplies and Expense	36,001
To:	2-23300	School of Business Revolving Account Supplies and Expense	9,082
To:	2-25000	Faculty Research Supplies and Expense	5,014
To:	2-25223	Student/Faculty Research – Professor Shaw Personal Services Supplies and Expense	1,687 4,268
To:	2-27000	Student/Faculty Research Supplies and Expense	2,902
To:	2-27210	Student/Faculty Research – Professor Quddus Personal Services Supplies and Expense	390 500

From: Unappropriated Auxiliary Funds

To:	3-30400	New Harmony Museum Shop Supplies and Expense	17,651
To:	3-30920	New Harmony Tours Supplies and Expense	25,760
To:	3-30930	New Harmony State Sites Supplies and Expense	2,160

3. Transfer of Funds

From:	1-10000	General Instruction	144,000
	1-19999	Current Operating Transfers Out	1,443,573
To:	6-60100	Special Projects	
From:	1-10000	General Instruction	
To:	3-30900	New Harmony Operations	40,642
	6-60193	Scripps Howard Studio	250,000
From:	1-10900	Extended Services	
To:	2-22000	Extended Services Revolving Fund	6,560
	2-22350	Organizational/Professional Development Revolving Fund	63,728
From:	1-15000	Physical Plant	
To:	6-60101	Energy Management Controls	323,850
From:	1-16300	Publications	
To:	6-60103	Copy Center Equipment	55,237
From:	1-16303	Graphic Design	
To:	6-60104	Graphic Design Equipment	10,000
From:	1-19999	Current Operating Transfers Out	
To:	2-24600	Employee Benefits Revolving Fund	125,000
	6-60200	Parking Facilities	100,000
From:	3-30215	University Drink Vending	
To:	3-30200	University Center	90,000
From:	3-30500	Bookstore	
To:	6-60025	Bookstore Reserve	500,000
From:	3-30698	Athletics Reserve	
To:	3-30601	Athletics Revenue	29,582
From:	3-30700	Athletics Grant-in-Aid	
To:	3-30601	Athletics Revenue	2,668
From:	3-30890	School Age Program - 1999	
To:	3-30800	Children's Center	8,108
From:	3-30891	Kindergarten Camp - 1999	
To:	3-30800	Children's Center	4,493
From:	3-30910	New Harmony Gallery	
To:	3-30900	New Harmony Operations	5,832
From:	3-30912	New Harmony Framing	
To:	3-30910	New Harmony Gallery	3,074
From:	6-60010	Interest Earned Auxiliary Funds	
To:	6-60450	University Center Kitchen Renovation	486,443
From:	6-60020	Interest Earned Plant Funds	
To:	6-60170	Technology Center Annex	194,040
From:	6-60100	Special Projects	

To:	6-60110	Property Purchase	132,280
	6-60170	Technology Center Annex	126,116
	6-60186	Foundation Offices	272,132
	6-60187	Security/Anthropology Renovation	113,773
	6-60188	University Center Office Renovation	91,000
	6-60189	Wright Administration Building Office Renovation	140,000
	6-60191	School of Business Renovation	144,000
	6-60192	Forum Renovation	300,000
	6-60250	Campus Signage	14,868
From:		Housing Reserve Funds	
To:		Housing Operations	62,173
		(See Footnote 2)	

4. Transfer and Appropriation of Funds

From:	0-47800	Lilly Retention Initiatives	
To:	1-10520	Institutional Research	
		Supplies and Expense	305
		Capital Outlay	10,704
From:	1-14020	International Student Services	
To:	2-20760	International Programming	
		Supplies and Expense	1,600
From:	2-24600	Employee Benefits Revolving Fund	
To:	3-36000	Fitness Center	
		Personnel Services	320
From:	2-20400	Student Publication	
To:	2-20500	The Shield	
		Supplies and Expense	2,210
From:	2-23100	Faculty Development	
To:	1-10170	Honors Program	
		Supplies and Expense	1,500
From:	3-30200	University Center	
To:	1-16100	Business Affairs	
		Personal Services	23,891
To:	1-10410	Nursing	
		Supplies and Expense	400
To:	3-30202	Conference Services	
		Supplies and Expense	6,274
From:	6-60103	Copy Center Equipment Reserve	
To:	1-16301	Duplicating Services	
		Capital Outlay	30,000
To:	1-16304	Prepress and Bindery	
		Capital Outlay	45,628

Footnotes to Budget Appropriations, Adjustments, and Transfers for Fiscal Year 1999-2000

Footnote 1

Detail of Housing Operations Additional Appropriations

To:	3-33160	McDonald II Apartments Supplies and Expense	275,917
To:	3-33170	McDonald III Apartments Supplies and Expense	214,852
To:	3-33180	Newman Hall Supplies and Expense	256,736
To:	3-33500	O'Daniel Apartments Supplies and Expense	1,011,029
To:	3-34000	Off-Campus Housing Supplies and Expense	16,169
To:	3-34500	Miscellaneous Furnishings Supplies and Expense	<u>109,415</u>
Total			1,884,118

Footnote 2

Detail of Housing Reserve Transfers

From:	3-33100	McDonald Housing General	
To:	6-60005	McDonald Housing Reserve	254,474
From:	3-33500	O'Daniel Housing General	
To:	6-60025	O'Daniel Housing Reserve	353,663
From:	6-60026	McDonald Housing II Reserve	
To:	3-33160	McDonald Housing II General	57,189
From:	6-60027	McDonald Housing III Reserve	
To:	3-33170	McDonald Housing III General	76,349
From:	6-60028	Residence Halls Reserve	
To:	3-33180	Newman Hall	<u>536,772</u>
Total Net Adjustment			62,173

UNIVERSITY OF SOUTHERN INDIANA
STUDENT RESIDENTIAL COMPLEX PROJECT
SUMMARY OF CHANGE ORDERS

September 7, 2000

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
GC-15	Various changes and additions to the general construction work for the project authorized by the architect and owner.	Lichtenberger Construction Co.	\$14,027.00
	TOTAL AMOUNT OF CHANGE:		\$14,027.00

UNIVERSITY OF SOUTHERN INDIANA
STUDENT RESIDENTIAL BUILDING NO. 3
SUMMARY OF CHANGE ORDERS

September 7, 2000

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
GC-1	Remove unsuitable soil from site at new drive and install engineered fill to original grade.	Lichtenberger Construction Co.	\$12,390.00
	TOTAL AMOUNT OF CHANGE:		\$12,390.00