

## MINUTES

### UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

September 3, 2020

The University of Southern Indiana Board of Trustees met on Thursday, September 3, 2020, virtually via Zoom Video Communications. Present were Trustees Ronald D. Romain '73 serving as chair in Chair Sendelweck's absence; Josi M. Barszcz '22; W. Harold Calloway; John M. Dunn; Daniel M. Fuquay; Christine H. Keck; Jeffrey L. Knight; and Christina M. Ryan. Trustee Kenneth L. Sendelweck '76 was absent. Also, in attendance were President Ronald S. Rochon; Provost Mohammed Khayum; Vice President for Finance and Administration Steven J. Bridges '89 M'95; Vice President for Marketing and Communications Kindra L. Strupp; Vice President for Development David A. Bower; Vice President for Student Affairs Khalilah T. Doss; Chief Government and Legal Affairs Officer Aaron C. Trump; Faculty Senate Chair Rex M. Strange '92; and Student Government Association President Kelsey L. McCullough '21.

Trustee Romain called the meeting to order at 10:26 a.m.

#### **SECTION I – GENERAL AND ACADEMIC MATTERS**

##### **A. APPROVAL OF MINUTES OF JULY 9, 2020, MEETING**

On a motion by Mr. Knight, seconded by Ms. Keck, the minutes of the July 9, 2020, meeting of the Board of Trustees were approved.

##### **B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION**

Mr. Romain called on Vice President Strupp, who reported the next meeting of the Board of Trustees is scheduled for Thursday, November 5, 2020, with location or modality to be determined.

##### **C. PRESIDENT'S REPORT**

President Rochon began his report by welcoming Mr. Dan Fuquay to the Board. On Wednesday August 12, Chair Sendelweck and USI administrators safely conducted an in-person orientation with Mr. Fuquay.

Last fall was historical in that USI was able to have a true all University meeting for the first time because of the capacity of the Screaming Eagles Arena. This year with social distancing and other safety protocols in place due to COVID-19, USI was not able to meet safely as a community in that space. USI set another historical marker in that the Fall University Meeting was conducted virtually via Zoom Video Communications, recorded, then viewed by USI employees at a time convenient for them.

Dr. Rochon expressed thanks to Trustee Harold Calloway for his representation at the Cultural Diversity Welcome Reception. This year's event was held virtually on August 20, welcoming new students, and their families from diverse cultural backgrounds to the USI community and family.

President Rochon announced the development of a task force to focus on issues of race for the University. The primary goal of this committee will be to provide productive and progressive impact across campus with the student body and community partners. This initiative is in concert with several universities across the nation. Recently, several university leaders joined to produce a video entitled "We Stand Together" which demonstrates some of the collaborative initiatives across campuses that focus on equity outcomes.

August 24 marked the first day of classes for fall 2020. There have been many positive reports from faculty and staff regarding student compliance with the safety measures and protocols in place on campus. Students have made it very clear that they want to be in person with their faculty and peers and have the on-campus college experience. Of the 1,688 course sections taught in the fall through the four academic colleges, USI is delivering 46 percent of those traditional face-to-face, 23 percent hybrid, and 31 percent completely online. That equates to 69 percent of all classes having some face-to-face interaction with faculty and peers. The breakdown by college is:

- College of Liberal Arts: 48 percent face-to-face; 23 percent hybrid; 29 percent online
- College of Nursing and Health Professions: 43 percent face-to-face; 10 percent hybrid; 46 percent online
- Romain College of Business: 26 percent face-to-face; 33 percent hybrid; 40 percent online
- Pott College of Science, Engineering, and Education: 53 percent face-to-face; 26 percent hybrid; 21 percent online

President Rochon stated that through its collective efforts, USI is well positioned to deliver a face-to-face experience for its students in comparison to many other institutions across the nation.

On September 10, President Rochon will present USI's 2021-2023 Biennial Budget request to the Indiana Commission for Higher Education via Microsoft Teams. Indiana University, Indiana State University, and Ivy Tech also will present on that day. Purdue University, Vincennes University, and Ball State University are slated to give their presentations to the Commission on October 8.

President Rochon invited the Trustees to attend the annual Founders' Day Celebration on September 16 via Zoom Video Communications. This year alumnus Jeff Wilmes '81 will be honored with the Alumni Service Award, the Faculty Recognition Award will be given to Ernest Hall, and Heidi Gregori-Gahan will receive the Honorary Alumni Award.

President Rochon called on Provost Khayum for an update on the Strategic Plan. Dr. Khayum began by reminding the Board that up to now, USI's strategic planning efforts focused on objectives and strategies related to the four goals that were shared at the Trustees meeting on July 9. Those goals related to student success, impactful engagement, visibility and reputation of the University, and its financial viability. USI has compiled approximately 180 suggestions and objectives from constituents and 178 suggestions and strategies provided by employees through the fall faculty and staff survey. From these suggestions, a list of objectives associated with each of the four goals will be narrowed and aligned with the strategies. USI's next step is to engage the campus community in developing action plans for the strategies to accomplish each objective. The action plans will complete the formulation of the Strategic Plan. Provost Khayum indicated the key leading and lagging performance indicators, timeframes, resource needs, as well as implementation and reporting responsibilities, will provide the Board with a draft of the complete Strategic Plan for review in October, ahead of the November meeting.

President Rochon called on Mr. David A. Bower for a Presidential Task Force update. Mr. Bower stated it has taken monumental effort from the entire campus community to prepare for the Fall term. Through its committees and 125 members, the task force has been working hard to create an environment that allows for an on-campus experience for our students while minimizing risk to the USI community. USI is grateful to have students return to campus this fall and this is a result of every area on campus working to implement recommendations approved by the Steering Committee of the task force. Flexibility, goodwill, and patience with each other and our students is needed this semester more than ever before. Safety for all remains the top priority. The entire campus has adjusted so physical distancing of six feet can be accommodated. The Facilities Team, led by Miles Mann, reports that faculty and students are cleaning the classrooms after each class. There are now 600 portable "hands-free" sanitizers campus wide. His team installed over 400 8-foot by 4-foot sheets of Lexan to produce over 800 protective barriers on campus.

The Communications and Public Relations Committee led by John Farless in concert with Dr. Katherine Draughton, went live earlier this week with a COVID-19 dashboard. This dashboard states the number of positive cases and how many individuals are in quarantine. Updated weekly and posted publicly on the University's website, this is a valuable tool highlighting transparency during the ongoing pandemic. Since March 17 when campus closed there have been 32 individuals who tested positive – 25 students and 7 employees.

A welcome back/safety reminder video was produced featuring President Rochon and sent to all students the week before classes began. The video was very well received, with many positive comments from students and parents. It had a huge reach on social media and was viewed, at last count, over 9,800 times.

The Finance and Administration Team led by Mary Hupfer, reports the total funding received from the CARES Act Student Emergency Aid – totals \$2,945,141. There were 5,241 disbursements totaling \$2,870,500 for Spring and Summer terms and 4,799 students benefitted. Students may receive funding in more than one term. The total amount of funding per eligible student is a maximum of \$1,500.

Mr. Bower stated that USI is indebted not only to all members of the Task Force but also to the entire University Community, especially the students who are cooperating.

Mr. Bower concluded with a report from Development. As of the fiscal year ending June 30, 2020, total gifts, pledges, corporate matches, grants and gifts-in-kind totaled over \$8.3 million, which is \$1,021,144 over the previous fiscal year.

President Rochon called on Vice President Doss for a report from Student Affairs. Dr. Doss provided the Trustees with an update on the current occupancy rates in housing and explained some of the engagement initiatives with program outreach. She reported a very successful move-in this fall, which was affirmed by the raving reviews received from parents and students on social media accounts, email communications, and by word-of-mouth. USI currently has 1,951 students residing on campus, which is a 73.3 percent occupancy rate. Housing was capped at 85 percent capacity for the 2020-2021 academic year, allowing for reserved spaces to support and properly care for students who test positive for COVID-19.

USI continues its engagement with students and their families, just in different ways. Welcome week activities and events were adjusted so they were delivered in a safe and inclusive way. Students were very appreciative of the opportunities to safely engage with staff and their peers. Dr. Doss concluded by reporting on USI's contact tracing efforts through the Dean of Students office for students, and Human Resources for employees.

President Rochon called on Dr. Rex Strange, chair of Faculty Senate, for a report. Dr. Strange stated that Faculty Senate has met twice since the start of the fall semester. The Senate has reviewed its subcommittees and reinstated some of the objectives that were disrupted by the shutdown last spring. He reported that he is glad to be back on campus with the students and all of his students have been in compliance and following the safety protocols in place without prompting.

President Rochon called on Student Government Association (SGA) President Kelsey McCullough for a report. Ms. McCullough announced SGA is currently in the middle of its election week, which was delayed allowing its members to focus on virtual classwork last semester. Twenty-four students are running for election this year, which is more candidates than in the past five years. Inauguration day for the candidates is on Thursday, September 10.

SGA had its first meeting of the 2020-2021 school year, on August 28. During the meeting SGA renamed its Freshman Representatives to the First Year Leadership Council. This change allows SGA to be more inclusive and allow first-year students to hold leadership positions that are currently marketed towards traditional freshmen. Along with the name change, SGA has also initiated more support for this group to help them prosper during their first year at USI. Upperclassmen mentors will assist them and schedule special meetings with various offices on campus. SGA is confident that these changes will help new members to better transition to USI and become student leaders.

This semester SGA will continue to host Alcohol Awareness Week October 19-23. This weeklong event focuses on teaching students about the dangers of binge drinking. Most events, including this one, will be hosted virtually. SGA will also be encouraging voter registration this semester with several initiatives surrounding this goal.

Ms. McCullough concluded her report expressing gratitude for everything the university is doing to help keep students safe this semester and for the university's commitment for students to have an on-campus experience that is as normal as possible.

#### **D. REVIEW AND ACCEPTANCE OF 2020 CONFLICT OF INTEREST DISCLOSURE STATEMENTS**

Mr. Romain called on Vice President Bridges to review the 2020 Possible Conflict of Interest Disclosure Statements. Mr. Bridges reported that Indiana Code 35-44.1-1-4 describes conflict of interest on the part of a public servant and provides for the filing of a disclosure statement regarding possible conflicts of interest. The University requires statements of trustees and senior staff, including those with no potential conflicts of interest to disclose. The list in Exhibit I-A is an addition to the prior list submitted and approved in January 2020 by the Board of Trustees.

On a motion by Mr. Knight, seconded by Mr. Calloway, the Possible Conflict of Interest Disclosure Statements described in Exhibit I-A were approved.

**SECTION II – FINANCIAL MATTERS**

**A. REPORT OF THE JOINT FINANCE/AUDIT COMMITTEE AND ACADEMIC AFFAIRS AND ENROLLMENT MANAGEMENT COMMITTEE**

Trustee Romain requested a waiving of the report since the full Board was present at the joint meeting.

On a motion by Mr. Knight, seconded by Ms. Keck, the request to waive the report was approved.

**B. APPROVAL OF 2021-2022 HOUSING RATES**

Mr. Romain called on Vice President Bridges for a review of the recommendation for the 2021-2022 housing rates. Mr. Bridges reported student housing at USI includes 580 apartments in 53 buildings and 236 suites in four residence halls, which allow for approximately 2,700 beds. In fall 2020, student housing opened at 73.3 percent occupancy, a reduction from 84.1 percent in fall 2019.

Mr. Bridges proposed a rate increase of \$62 per semester for 2021-2022, or approximately two- and one-half percent for the most common occupancy contract; two students per room. The proposed rate will be \$2,534 for a double occupancy room. The rate recommendation includes a two- and one-half percent increase for all housing occupancy types. Mr. Bridges noted the extensive work with Student Affairs to maintain programming in the complexes and to maintain a comprehensive maintenance program that keeps USI well positioned in price and quality.

Upon a recommendation of the Finance/Audit Committee to the Board of Trustees, the following 2021-2022 housing rates were approved.

<u>FALL OR SPRING SEMESTER</u>	<u>CURRENT RATE</u>	<u>PROPOSED RATE</u>	<u>EFFECTIVE DATE</u>
<u>McDONALD or O'DANIEL APARTMENT</u>			
Two Bedroom: Two students per bedroom	\$2,472	\$2,534	7-01-21
One student per bedroom	4,329	4,437	7-01-21
One Bedroom: Two students	2,981	3,056	7-01-21
One student	5,430	5,566	7-01-21
<u>GOVERNORS, NEWMAN, O'BANNON, or RUSTON HALL</u>			
Two Bedroom: Two students per bedroom	\$2,472	\$2,534	7-01-21
One Bedroom Studio: One student	2,981	3,056	7-01-21

Students who live in housing will have \$50 in Munch Money added to the proposed housing rates above for use in any venue on campus.

**SUMMER SESSIONS**

Summer session rates are pro-rated to fall and spring semester rates.

**C. APPROVAL OF 2021-2022 MEAL PLAN RATES**

Mr. Romain called on Vice President Bridges for a review of the recommendation for the 2021-2022 meal plan rates. He noted for the start of the 2020-2021 year, USI had 488 meal plans less than the prior year, a 27 percent decrease. This is a result of on campus undergraduate student enrollment decline, housing capacity restrictions, and the carry-over of \$1.1 million dollars from last semester that was unused due to the closing of campus in March (COVID-19) thereby reducing the number of new purchases. USI proposed a \$67 increase to \$2,302 per semester, a three percent increase that equates to \$5.58 per week. USI will use these new dollars to meet what will be inevitable operating increases and increases in food and labor costs.

Upon a recommendation from the Finance/Audit Committee to the Board of Trustees, the proposed meal plan rates for 2021-2022 were approved.

<b><u>FALL OR SPRING SEMESTER</u></b>	<b><u>CURRENT RATE</u></b>	<b><u>PROPOSED RATE</u></b>	<b><u>EFFECTIVE DATE</u></b>
Red, White, or Blue Eagle Meal Plan	\$2,235	\$2,302	7-01-21

**D. APPROVAL OF THE 2021-2023 OPERATING AND CAPITAL IMPROVEMENT BUDGET REQUEST**

Mr. Romain called on Chief Government and Legal Affairs Officer, Aaron Trump, for approval of the 2021-2023 Operating and Capital Improvement Budget Request. Mr. Trump began by noting the Trustees reviewed the Capital Budget Request at its July meeting. The 2021-2023 Operating and Capital Improvement Budget Request was prepared under the instructions of the State Budget Agency and the Indiana Commission for Higher Education. The budget is to be submitted on September 10, 2020, to the Indiana Commission for Higher Education. It will later be presented in November to the Indiana State Budget Agency and to the Indiana General Assembly during the 2021 Legislative Session in preparation for the 2021-2023 Biennial Budget cycle.

In determining the Capital Budget request, the University reviewed the 10-year Capital Project Plan, while also considering the current environment of public higher education and the fiscal health of Indiana. Mr. Trump explained it is important to note the changes to course delivery models and the state's interest in improving existing spaces rather than new construction. USI's 10-year Capital Plan aligns well with these considerations. Mr. Trump directed the Trustees to Exhibit II-A which contained the 10-year Capital Project Plan, noting the next scheduled project involves renovation and rehabilitation of existing campus facilities. He reviewed the projects outlined in the exhibit.

Additionally, USI will seek funding for two new line items to be added to the operating budget. The Strong Start to Completion Program, which is similar to a request approved by the Board of Trustees in preparation for the 2019 Legislative Session that went unfunded, will be one of the line items requested. USI has reviewed and adjusted the program based on feedback that was received from the State Budget Committee. The second line item request is the Nursing Expansion Initiative. USI has one of the highest caliber Nursing programs in the nation, which makes it highly competitive with maximum enrollment. This initiative will allow for expansion of student capacity, acceptance of additional highly qualified academic applicants, and also help fulfill the demand for nurses at our state's healthcare provider facilities.

On a motion by Ms. Ryan, seconded by Mr. Knight, the 2021-2023 Operating and Capital Improvement Budget Request in Exhibit II-A was approved.

**E. UPDATE ON CURRENT CONSTRUCTION PROJECTS**

Mr. Romain called on Vice President Bridges, who introduced Director of Facility Operations and Planning Jim Wolfe for a report on the status of current construction projects. He referred the Trustees to Exhibit II-B for a list of projects and a summary of the cost and funding sources for each project.

### SECTION III - PERSONNEL MATTERS

#### A. REPORT ON FACULTY AND ADMINISTRATIVE RETIREMENTS

Mr. Romain called on Provost Khayum, who reviewed the following faculty retirements.

Professor of Finance Jong C. Rhim, in accordance with the revised retirement policy, will retire effective July 1, 2021, after 32 years of service, including leave with pay for the period of January 1, 2021, through June 30, 2021.

Associate Professor of Social Work Cynthia Christy Baker, in accordance with the revised retirement policy, will retire effective January 1, 2022, after 26.5 years of service, including leave with pay for the period July 1, 2021, through December 31, 2021.

Associate Professor of Social Work David C. Cousert, in accordance with the revised retirement policy, will retire effective January 1, 2022, after 37 years of service, including leave with pay for the period July 1, 2021, through December 31, 2021.

#### B. APPROVAL OF EMERITUS STATUS

Mr. Romain called on Provost Khayum, who recommended approval of emeritus titles. On a motion by Mr. Knight, seconded by Mr. Calloway, the following titles were approved.

Approval of the following emeritus titles is recommended.

Professor Emeritus of Finance Jong C. Rhim

Associate Professor Emerita of Social Work Cynthia Christy Baker

Associate Professor Emeritus of Social Work David C. Cousert

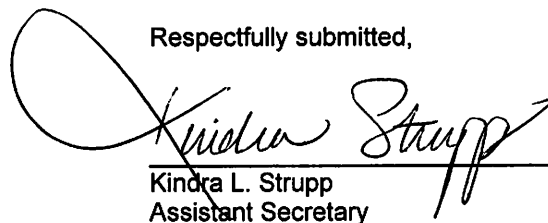
#### C. APPROVAL OF REVISION OF EMERITUS STATUS

Mr. Romain called on Provost Khayum, who recommended approval of a revised emerita title. On a motion by Ms. Barscz, seconded by Ms. Keck, the following title was approved.

Assistant Director Emerita for Collections and Resource Management and Contract Associate Professor Emerita of Library Science Dianne B. Grayson

There being no further business, the meeting was adjourned at 11:07 a.m.

Respectfully submitted,



Kindra L. Strupp  
Assistant Secretary

**Possible Conflict of Interest Disclosure Statements  
Filed for 2020**

DATE	NAME/ TITLE	VENDOR/ CONTRACTOR	DESCRIPTION OF FINANCIAL INTEREST
08-12-20	Daniel M. Fuquay Trustee	None	N/A
08-18-20	Kimberly M. Parsons Associate Professor of Dental Hygiene; Chair of Dental Assisting and Dental Hygiene Programs; Council of Department Chairs/Program Directors Chair	None	N/A
08-17-20	Rex Strange Associate Professor of Biology; Faculty Senate Chair	None	N/A
08-17-20	Emilija Zlatkovska Affiliate Assistant Professor of English, Director of Intensive English Program; Interim Director of International Programs	None	N/A

**CAPITAL REQUEST SCHEDULE IV (CRS IV)**  
**TEN-YEAR CAPITAL PROJECT PLAN**  
**INDIANA PUBLIC POSTSECONDARY EDUCATION**  
**SUMMARY OF MAJOR PROJECTS RELATED TO THE TEN-YEAR CAPITAL PLAN**  
**UNIVERSITY OF SOUTHERN INDIANA**  
September 3, 2020

	Near Term 2021-23			Medium Term 2025-27			Long-Term 2027-31		
	Est. State Funding	Est. Other Funding (1)	Est. GSF Impact	Est. State Funding	Est. Other Funding (1)	Est. GSF Impact	Est. State Funding	Est. Other Funding (1)	Est. GSF Impact
<b><u>A. SPECIAL R&amp;R PROJECTS</u></b>									
1. Wright Building Renovation (June 2023) <i>Wright Building - \$26M - 91,500 GSF</i> <i>Rice Library Phase I - \$17M - 65,000 GSF</i> <i>Facility Services Support Bldg- \$3.0M - 25,000 GSF</i>	\$ 46,000,000		181,500						
2. Student Residence Building Renovation/ Replacement and Expansion (July 2023, 2025, 2027) <i>R&amp;R to Apt. Buildings/Fire Alarms - \$6M</i> <i>Alarms - \$2M - 4,000 GSF</i>		\$8,000,000			\$8,000,000			\$8,000,000	
3. Orr Center Renovation				\$ 19,700,000		75,100			
4. Recreation Center Expansion					\$ 12,000,000	38,000			
5. University Center Expansion/Renovation - Phase II (July 2027)				\$ 17,000,000		60,000			
6. Rice Library Phase II - IV				\$ 17,000,000			\$ 35,000,000		
<b><u>B. NEW CONSTRUCTION</u></b>									
Nexus Innovation Center Phase 1 (July 2026)				\$ 36,000,000		120,000			
Student Residence Building w/ Dining Hall (June 2027)					\$ 36,000,000	110,000			
Student Residence Building (July 2029)							\$ 39,000,000		105,000
Multidisciplinary Engineering Center (June 2028)							\$ 50,000,000	\$ 2,000,000	125,000
Recreation, Fitness and Wellness Center Expansion (July 2029)					\$8,000,000	35,700			
<b><u>C. QUALIFIED ENERGY SAVINGS PROJECTS</u></b>									
<b><u>D. ACQUISITION (FACILITY, LAND OR LEASE)</u></b>									
<b><u>E. OTHER PROJECTS</u></b>									
<b>TOTAL CAPITAL PROJECT BUDGET REQUEST</b>	<b>\$ 46,000,000</b>	<b>\$ 8,000,000</b>	<b>181,500</b>	<b>\$ 70,000,000</b>	<b>\$ 56,000,000</b>	<b>363,700</b>	<b>\$ 85,000,000</b>	<b>\$ 41,000,000</b>	<b>230,000</b>

Notes:  
(1) Source of non-state (i.e. "other") funding included Rental/Board Income, Fees and Contributions, and/or Contributions.  
(2) Construction start date may change if funding is received early.



**Summary  
Construction Projects**

**September 3, 2020**

**Projects Under Construction**

**Physical Activities Center (PAC) Phase II**

**Project Cost** **\$ 38,500,000**

Funding Source: Legislative Appropriation - 2017

**Projects In Design**

**Health Professions Renovation/Addition**

**Project Cost** **\$ 30,000,000**

Funding Source: Legislative Appropriation - 2019

**Wellness Center**

**Project Costs** **\$ 11,000,000**

Funding Source: Legislative Appropriation - 2019

**HVAC Infrastructure Improvements**

**Project Cost** **\$ 3,700,000**

Funding Source: Legislative Appropriation - 2019

**Exterior Signage Replacement**

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

Funding Source:

Parking Reserves \$ 250,000

Landscape Improvement Reserves \$ 250,000

**Quadrangle Landscape Improvements**

**Project Cost** **\$ 125,000**

Funding Source: Landscape Improvement Reserves