

AGENDA

**UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES
LONG-RANGE PLANNING COMMITTEE AND FINANCE COMMITTEE
JOINT MEETINGS - JANUARY 11, 1996**

- I. Discussion of Legislative Process
 - II. Discussion of Budget-Building Process
 - III. Discussion of Capital Campaign Planning
 - IV. Discussion of Marketing Process
 - V. Discussion of Future Space Use
 - A. Science Laboratories/Kaleidoscope Program
 - B. Child Care Center
 - C. Art Center
 - D. Temporary Classroom Building
 - E. Housing Office
 - F. General Purpose Classroom Building
 - VI. Discussion of Ten-Year Plan for Housing
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Prioritization of 1995-96 Budget Requests

Prioritization of 1985-96 Budget Requests

01/09/96

Priority Order	Reference Number	Request Year	Budget Item	Amount Requested	Permanent/One-Time	Funding Decision
School of Liberal Arts						
1	LA 1	95-96	Increase in adjunct/overload budget	37,000	Permanent	\$49,659 funded in 95-96 budget
2	LA 2	95-96	Increase in equipment allocation (addition to normal allocation)	20,000	Permanent	\$10,000 added in Spring 96 to equipment budget Permanent budget increase planned for 96-97 from enrollment funding
3	LA 3	95-96	Graphic Design position (salary & benefits)	41,600	Permanent	Partially funded in 95-96 with Department Chair position
4	LA 4	95-96	Research/Statistics position in Psychology (salary & benefits)	45,500	Permanent	\$85,000 funded in 96-97 budget
5	LA 5	95-96	Increase in student wage budget	17,000	Permanent	\$4,734 funded from increased lab fees in 95-96 budget
6	LA 6	95-96	Ethics position (salary & benefits) (a)	41,600	Permanent	\$48,750 funded in 96-97 budget
7	LA 7	95-96	Sociology position (salary & benefits)	45,500	Permanent	\$48,750 funded in 96-97 budget
8	LA 8	95-96	Broadcasting position - distance education (salary & benefits)	36,400	Permanent	\$3,075 funded in 95-96 for adjunct replacement \$47,852 funded in 96-97 for full time position
9	LA 9	95-96	Part time slide librarian (salary & FICA)	7,000	Permanent	
10	LA 10	95-96	Repair budget for television equipment	5,000	Permanent	\$4,733 funded from increased lab fees in 95-96 budget
11	LA 11	95-96	Increase in travel budget	12,800	Permanent	\$4,733 funded from increased lab fees in 95-96 budget
12	LA 12	95-96	Additional equipment	85,750	One-Time	
13	LA 13	95-96	Expense for graduate instruction	6,300	Permanent	
14	LA 14	95-96	Ethics position (salary & benefits) (b)	41,600	Permanent	
15	LA 15	95-96	Rhetoric position (salary & benefits) (a)	32,500	Permanent	
16	LA 16	95-96	Rhetoric position (salary & benefits) (b)	32,500	Permanent	
17	LA 17	95-96	Sociology position (salary & benefits)	45,500	Permanent	
18	LA 18	95-96	Art secretary position (half time) (salary & benefits)	8,775	Permanent	
19	LA 19	95-96	Journalism position (salary & benefits)	36,400	Permanent	
20	LA 20	95-96	Creative Writing position (salary & benefits)	41,600	Permanent	

Prioritization of 1995-96 Budget Requests

01/08/96

Priority Order	Reference Number	Request Year	Budget Item	Amount Requested	Permanent/One-Time	Funding Decision
21	LA 21	95-96	Speech position (salary & benefits)	36,400	Permanent	
22	LA 22	95-96	Support for Ropewalk Writers Retreat	10,000	Permanent	
23	LA 23	95-96	Support for writers' reading series	600	Permanent	
24	LA 24	95-96	Latin American/Asian position - History (salary & benefits)	41,600	Permanent	
25	LA 25	95-96	Communications secretary position (salary & benefits)	17,550	Permanent	
26	LA 26	95-96	Africa/Mid East/Eastern Europe position - History (salary & benefits)	41,600	Permanent	
27	LA 27	95-96	Advertising position - Communications (salary & benefits)	36,400	Permanent	
28	LA 28	95-96	Anthropology position - Sociology (salary & benefits)	45,500	Permanent	
29	LA 29	95-96	Con Law position - Political Science (salary & benefits)	45,500	Permanent	
30	LA 30	95-96	Public Administration position - Political Science (salary & benefits)	45,500	Permanent	
31	LA 31	95-96	US History position (salary & benefits) (a)	41,600	Permanent	
32	LA 32	95-96	US History position (salary & benefits) (b)	41,600	Permanent	

Prioritization of 1995-96 Budget Requests

01/09/96

Priority Order	Reference Number	Request Year	Budget Item	Amount Requested	Permanent/One-Time	Funding Decision
School of Science & Engineering Technology						
1	SC 1	95-96	Chemistry position Salary & Benefits Supplies & Expense Repairs & Maintenance Capital Outlay	45,500 1,000 1,300 4,000	Permanent Permanent Permanent One-Time	\$48,760 funded in 96-97 budget Funded in 96-97 budget Funded in 96-97 budget Funded in 96-97 budget
1A	SC 1A	N/A	Mathematics position		Permanent	\$48,750 funded in 96-97 budget
2	SC 2	95-96	Increase in Biology supply budget	8,000	Permanent	\$8,000 funded from increased lab fees in 95-96 budget
3	SC 3	95-96	Increase in Chemistry supply budget	5,000	Permanent	\$5,000 funded from increased lab fees in 95-96 budget
4	SC 4	95-96	Basic glassware & equipment for Chemistry lab courses	18,000	One-Time	\$4,000 funded from increased lab fees in 95-96 budget This is a permanent increase to the School's equipment budget
5	SC 5	95-96	Minor instruments replacement in Chemistry	15,000	One-Time	
6	SC 6	95-96	Replacement of anatomical models in Biology	16,500	One-Time	
7	SC 7	95-96	Engineering Tech total station surveying and software	22,000	One-Time	\$25,000 added in Spring 96 to the equipment budget. \$15,000 is a one time increase for 95-96 and \$10,000 is planned as a permanent budget increase in 96-97 from enrollment funding
8	SC 8	95-96	Biology lab equipment (microscopes & transfer hood)	32,000	One-Time	
9	SC 9	95-96	Biology lab equipment	129,000	One-Time	
10	SC 10	95-96	New Physics laboratory space remodeling New Physics laboratory equipment (additional space 2,100 sq ft needed)	184,000 37,000	One-Time One-Time	
11	SC 11	95-96	New Geology laboratory furnishings (will use the former physics lab space)	9,600	One-Time	
12	SC 12	95-96	Chemistry modeling computer laboratory (contingent on grant funding) Computer equipment (total cost = 113,100) Computer maintenance (additional space 1,500 sq ft needed)	58,550 13,400	One-Time Permanent	
13	SC 13	95-96	Major laboratory equipment (contingent on grant funding) Computer equipment (total cost = 73,503) (additional space 1,200 sq ft needed)	37,750	One-Time	

Prioritization of 1995-96 Budget Requests

01/09/96

Priority Order	Reference Number	Request Year	Budget Item	Amount Requested	Permanent/One-Time	Funding Decision
14	SC 14	95-96	40 station Mathematics computer laboratory Student wages Computer supplies Equipment repairs & maintenance Room renovation Capital outlay (hardware & furnishings) Capital outlay (software updates) (additional space 1,200 sq ft needed)	7,500 5,000 12,500 5,000 99,600 2,500	Permanent Permanent Permanent One-Time One-Time Permanent	Partially funded through the Computer Center. (This lab will be in the Orr Center)
15	SC 15	95-96	Expansion of CAD laboratory and equipment upgrades Renovation Capital outlay (computers & furnishings) Computer maintenance	2,100 59,120 5,100	One-Time One-Time Permanent	
16	SC 16	95-96	Robotics and automated manufacturing laboratory equipment	36,200	One-Time	
17	SC 17	95-96	Update microprocessor lab equipment Computer maintenance	23,200 2,100	One-Time Permanent	
18	SC 18	95-96	Improvement of OSHA compliance standards for safety in packaging & labeling of laboratory materials	12,000	One-Time	
19	SC 19	95-96	Needed repairs to Biology rooms Needed repairs to Chemistry rooms			Completed by Physical Plant 12-31-95 Completed by Physical Plant 12-31-95

Prioritization of 1995-96 Budget Requests

01/09/86

Priority Order	Reference Number	Request Year	Budget Item	Amount Requested	Permanent/One-Time	Funding Decision
School of Nursing & Health Professions						
1	NU 1	95-96	Learning Center Director (salary & benefits)	27,300	Permanent	\$28,675 funded from reallocation within the budget
2	NU 2	95-96	Equipment Nursing CV monitoring & heart sound simulator (2 year funding is requested \$3,500 year 1 & \$2,000 year 2) Radiologic Tech hand/wrist & knee phantom (2 year funding is requested \$1,000 year 1 & \$1,000 year 2) Respiratory Therapy miscellaneous equipment (2 year funding is requested \$7,500 year 1 & \$5,790 year 2)	5,500 2,000 13,280	One-Time One-Time One-Time	\$5,100 funded from increased lab fees in 85-96 budget \$10,000 added in Spring 96 to equipment budget Permanent budget increase planned for 96-97 from enrollment funding
3	NU 3	95-96	Student worker wages	14,051	Permanent	Funded from reallocation within the budget.
4	NU 4	95-96	Travel for all program directors	1,846	Permanent	Funded from reallocation within the budget.
5	NU 5	95-96	Printing for increased enrollment and expansion of Health Services program	2,500	Permanent	Funded from reallocation within the budget.
6	NU 6	95-96	Health Services program faculty position Either full time position @ \$48,000 or increased adjunct budget @ \$13,200	48,000 13,200	Permanent	Funded from reallocation within the budget. Increase in adjunct budget funded from reallocation within the budget.
7	NU 7	95-96	Equipment Learning Resource Center skills lab equipment & internet connections Dental Assisting autoclavable handpiece Dental Clinic autoclavable handpiece Nursing computer software.	2,500 680 10,356 500	Permanent One-Time One-Time One-Time	

Prioritization of 1995-96 Budget Requests

01/09/96

Priority Order	Reference Number	Request Year	Budget Item	Amount Requested	Permanent/One-Time	Funding Decision
School of Business						
1	BU 1	95-96	Performance of the Accreditation Plan Library renewal of data base Increase in equipment budget	12,000 9,000	Permanent Permanent	\$12,000 funded from reallocation within existing budget \$5,800 funded from increased lab fees in 95-96 budget \$5,000 added in Spring 96 to equipment budget Permanent budget increase planned for 96-97 from enrollment funding
2	BU 2	95-96	Increase in supplies Accreditation fee Accreditation site visit	4,000 3,000 5,000	Permanent One-Time One-Time	\$4,000 funded from increased lab fees in 95-96 budget Funded through Academic Affairs
3	BU 3	95-96	New computer lab Installation costs Annual costs	112,860 27,150	One-Time Permanent	\$101,766 funded in Spring 96 Funded in 96-97 in the Academic Computer Lab Fund
4	BU 4	95-96	Research Center CIS program technical improvements	70,000 83,554	One-Time Permanent	

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Prioritization of 1995-96 Budget Requests

01/09/96

Priority Order	Reference Number	Request Year	Budget Item	Amount Requested	Permanent/One-Time	Funding Decision
School of Education & Human Services						
1	ED 1	95-96	Increase in funding for student teaching supervisors	15,000	Permanent	Total funding received = \$48,150 from new money and new fee revenue
2	ED 2	95-96	Master of Social Work position (salary & benefits)	53,950	Permanent	\$57,321 funded from new money in 95-96 budget
3	ED 3	95-96	Activate Technology Across the Curriculum Year one equipment needs Year two equipment needs Year three equipment needs	37,089 38,761 24,710	One-Time One-Time One-Time	\$60,000 funded from 95-96 salary savings
4	ED 4	95-96	Health Education Minor Increase in adjunct budget for SPT Instructor (salary & FICA) Library resources	15,500 2,500	Permanent Permanent	\$2,500 funded from increased lab fees in 95-96 budget
5	ED 5	95-96	Physical Ed wellness & fitness appraisal equipment	2,261	One-Time	\$1,000 funded from increased lab fees in 95-96 budget This is added to the School's equipment budget.
6	ED 6	95-96	Physical Ed hiking, & cycling	1,500	One-Time	
7	ED 7	95-96	Physical Ed finance analysis	2,901	One-Time	\$7,500 added in Spring 96 to equipment budget Permanent budget increase planned for 96-97 from enrollment funding

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Prioritization of 1995-96 Budget Requests

01/09/96

Priority Order	Reference Number	Request Year	Budget Item	Amount Requested	Permanent/ One-Time	Funding Decision
<u>General University</u>						
1	GU 1	95-96	Computer lab in Technology Center	13,360		Funded in 95-96
2	GU 2	95-96	Campus wide network expansion	223,466		Funded in 95-96
3	GU 3	95-96	5 portable computers	22,620		Funded in 95-96

Lab 21

**Recommendations from the Development Council for Future Programs/Projects
for Inclusion in a Capital or Focused Campaign**

CAPITAL PROJECTS

Athletics Department, Renovation of Locker Rooms	\$125,000	1
(The Physical Activities Center, opened in 1980, needs expansion and improvement of its locker and dressing room areas.)		
Athletics Department, Public Address Improvement	\$20,000	1
(The public address system is outdated and needs replacement; the prominence of the basketball programs makes this more important than ever.)		
Expansion of PAC	\$3,000,000	1
(Since the Physical Activities Center was constructed in 1980, enrollment has more than doubled. Instructional and recreational space is no longer adequate and the spectator area no longer meets the demand for tickets to sporting events.)		
Historic New Harmony - Develop, Maintain and Preserve Buildings (maximum)	\$1,500,000	1
(Historic structures are in drastic need of preservation; to house the museum collection a temperature-controlled facility is needed; the audio-visual system of The Atheneum is in disrepair.)		
School of Liberal Arts, Equipment for New Classroom Building	\$1,000,000	1
(A new \$15 million classroom building has been approved by the legislature, but funding is needed to provide technologically-advanced equipment for classrooms and laboratories.)		
School of Science/Engineering Technology Science Facilities Enhancement	\$1,000,000	1
(The Science Center was the first building opened on campus in 1969; its laboratories and equipment are outdated; because of technological advances, this 1960-vintage space can not support 1990s scientific work.) Assistance is being sought from the State; this funding is needed to support that appropriation request.		
University Center, First Deletions from Bidding Schematics	\$187,000	1
Finishing East Conference Rooms- \$30,000		
Finishing University Suite - \$57,000		
Finishing Floor 2 East Restrooms- \$35,000		
Adding Service Elevator- \$65,000		
University Center, furnishings and Signage	\$350,000	1
(To proceed with the expansion of the University Center within state-approved bonding guidelines, several parts of the project were eliminated; this funding is needed to complete the expansion.)		
ENDOWED CHAIRS (\$50,000 each)	\$4,000,000	1
School of Business - two chairs		
School of Liberal Arts - five chairs		
School of Nursing/Health Professions - one chair in oncology or gerontology		
(These endowments will provide supplements to a currently-funded faculty position, enabling the professor who holds the chair to accomplish significant research or other approved projects.)		
FACULTY DEVELOPMENT & FACULTY/STUDENT RESEARCH	Endowment: \$2,000,000	1
Extended Services, Five-Year Commitment to Distance Education (\$250,000)		
(To train faculty in multi-media, telecommunications, and instructional technology; to provide subsidies for distance education course development)		
Extended Services Extended University Program, Three-Year Commitment (\$150,000)		
(To allow faculty to meet the needs for applied research needs of communities and organizations in southern Indiana)		
School of Business - Release time for research and development (\$600,000)		
(To allow professors in the School of Business to conduct needed research and development)		
School of Liberal Arts, Support at \$500/professor		
(To allow faculty to make presentations at professional meetings and to provide needed research and service)		

School of Nursing - Two faculty research support grants (\$40,000)
 (To provide opportunities for research integral to improved teaching and health-care delivery)

School of Science/Engineering Technology - Research and development (annual: \$50,000)
 (To provide a wide range of opportunities for improving teaching through scholarship)

School of Science/Engineering Technology Teaching Awards Program (annual: \$2,000)
 (To provide a cash stipend in recognition of outstanding teaching; the stipend to provide funding for classroom or research improvements)

School of Science/Engineering Technology
 Annual Support for Faculty/Student Research (\$25,000)
 (To allow students an experience rich in problem solving to prepare them for graduate school as well as employment)

School of Liberal Art, Request for increase in general support (\$50,000)
 (To provide opportunities for faculty to make presentations at professional meetings and to improve teaching through scholarship)

STUDENT SCHOLARSHIPS

Presidential Scholarships Endowment \$5,000,000 1
 (The Presidential Scholarship program provides full scholarships for Indiana valedictorians and salutatorians, but is currently restricted to ten students in each entering class. This program is key to keeping Indiana's brightest and best students in the State.)

OUTREACH PROGRAMS

Historic New Harmony Endowment for Operations \$5,000,000 1
 (This endowment would provide the annual operating expenses for the Historic New Harmony operation, assuring that the University can continue its management.)

School of Business Research Center (annual cost) \$70,000 1
 (To provide a full-time office to match professors with the applied research needs of the southern Indiana region)

School of Liberal Arts General Support for Outreach Programs (annual) \$10,000 1
 (To allow the faculty of the School to expand arts and cultural offerings to the community)

QUALITY IMPROVEMENT

School of Education/Human Services "Activate Technology Across the Curriculum" Program
 (To create a computer laboratory and provide training in new computer applications; thereafter to train area elementary and secondary teachers)
 (also relates to professional development/outreach) \$50,820 1

School of Nursing/Health Professions Endowment to Fund Clinical Practice Experience
 for Faculty \$100,000 1
 (To allow individual faculty members to have assigned time to work and learn in clinical settings which will ensure state-of-the-art instruction in fields where rapidly-changing technology is affecting diagnosis and treatment procedures)

School of Science/Engineering Technology Equipment Acquisition
 Opportunities for donors to fund specific items at specified cost \$669,890 1
 (To update various pieces of scientific equipment needed for contemporary instruction)

LIBRARY ENRICHMENT

Support for Periodicals and Computerized Information Sources \$28,500 1
 School of Liberal Arts Library Resources & Fulltext

Library/Public Services & Bibliographic Furnishings & Equipment \$23,000 1

Library/Public Services Periodicals On Disc - annual \$10,600 1
 (These projects are needed to bring the Library up to date for student access to research in new technological formats)

STUDENT LIFE ENRICHMENT/ENHANCEMENT

Student Leadership Program - Endowed \$100,000 1
 Workshop Series
 Speakers
 Leadership Retreat
 Awards/Recognition
 Promotion

(To provide opportunities for students to undertake leadership activities outside the classroom which will enhance their education and their employability)

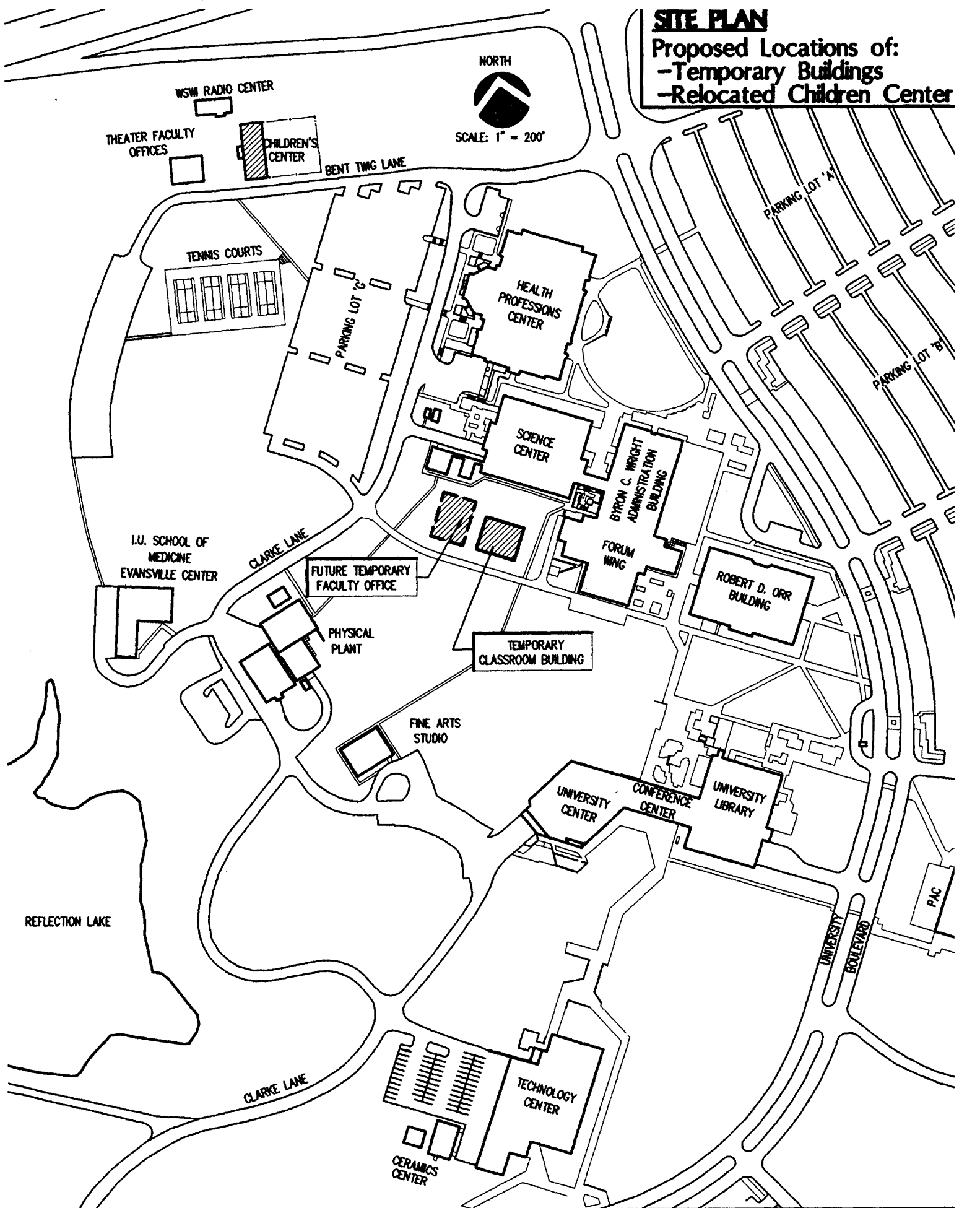
Students with Disability Support \$75,000 1
 Van with Hydraulic Lift
 Speech Synthesizers
 Recreational Equipment
 CCTV

(Many USI students have disabilities which make normal classroom and extracurricular participation difficult. This fund would provide minimal support for students with disabilities.)

1 high priority

SITE PLAN

Proposed Locations of:
-Temporary Buildings
-Relocated Children Center



**JOINT MEETING OF
FINANCE COMMITTEE AND LONG-RANGE PLANNING COMMITTEE**

**UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES**

January 11, 1996

The University of Southern Indiana Finance Committee and Long-Range Planning Committee met in a joint session on Thursday, January 11, 1996, at 11:30 a.m. at the Westin Hotel, Washington and Capitol Avenues, Indianapolis, Indiana. Present were Trustees Bruce Baker, Louise Bruce, Nicole Cable, Charles Combs, Tina Kern, Thomas McKenna, and Harolyn Torain. Also attending were President H. Ray Hoops; and Vice Presidents John Byrd, Robert Reid, Richard Schmidt, and Sherrienne Standley.

The Committee began its meeting with discussion of the legislative process. Ms. Brinker reported that during the next few months, the University plans to present documents to various legislative groups for review for the 1997-99 biennium, including the capital improvement budget request and operating budget request.

Following Ms. Brinker's report, the Committee adjourned and resumed its meeting after lunch.

Mr. Schmidt reported on the budget-building process by summarizing the prioritization of the 1995-96 budget requests. The requests were categorized by schools and included the dollar amount requested, permanent or one-time financing, and funding decision for each budget item requested. These requests were implemented into a prioritized list used in developing the current operating budget and the legislative budget and formulated into strategies in various areas. This prioritized information and overall University budget process was made available to the individual schools. Discussion continued on the University's budget process.

Mrs. Standley reported on the University's capital campaign planning process, including prioritized recommendations from the Development Council for future programs and projects. Those items which currently are a priority include capital projects for Athletics, Historic New Harmony, School of Liberal Arts, School of Science and Engineering Technology, and the University Center. Other items which are considered a priority include endowed chairs, faculty development and faculty/student research, Presidential Scholarship program, outreach programs, quality improvement, and library and student life enrichment. Discussion followed on these programs and projects for inclusion in the University's capital campaign and how they relate to the institution's mission and goals.

In addition bids are being received from companies interested in conducting the University's capital campaign feasibility study.

Dr. Byrd reported on the University's current marketing process. He said the University is recruiting through direct mail, telemarketing, travel, campus visits, and development of various University publications. Discussion continued on the University's recruitment methods and programs available to prospective students.

The Committee reviewed proposed future space use. A proposed site plan was distributed to committee members, and discussion continued on the science laboratories, child care center, art center, temporary classroom building, housing office, and general purpose classroom building.

Dr. Byrd presented information for a ten-year plan for student housing. A planning group comprised of faculty, administrators, and students is conducting a study of future housing needs based on projected enrollment and student retention. Discussion followed on meeting the demand for low-cost student housing while maintaining desirable features, study areas, and overall student satisfaction.

There being no further business, the meeting was adjourned at 3:30 p.m.