

AGENDA

UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

May 3, 1996

SECTION I - GENERAL AND ACADEMIC MATTERS

- A. Approval of Minutes of March 14, 1996, Meeting
- B. Establishment of Next Meeting Date, Time, Location
- C. President's Report
- D. Appointment of Nominating Committee
- E. Report of the Long-Range Planning Committee
- F. Approval of Resolution for Ten-Year Housing Plan

SECTION II - FINANCIAL MATTERS

- A. Approval of Schedule of Student Fees for 1996-97
- B. Approval of Miscellaneous Fees
- C. Approval of Current and Plant Fund Budgets
- D. Approval of University Center Addition Change Orders
- E. Report of the Construction Committee
- F. Discussion of Capital Improvement Plan
- G. Report on Renovation of Technology Center
- H. Report on the Performance Contracting Plan
- I. Approval of CONCERN: Employee Assistance Program Premium Rates
- J. Approval of Life Insurance Rates for 1996-97
- K. Approval of Long-Term Disability Insurance Rates for 1996-97
- J. Approval of Budget Appropriations, Adjustments, and Transfers

SUPPLEMENTAL INFORMATION
UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES

May 3, 1996

SECTION I - GENERAL AND ACADEMIC MATTERS

- A. APPROVAL OF MINUTES OF MARCH 14, 1996, MEETING**
- B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION**
- C. PRESIDENT'S REPORT**
- D. APPOINTMENT OF NOMINATING COMMITTEE**
- E. REPORT OF THE LONG-RANGE PLANNING COMMITTEE**

A joint meeting of the Long-Range Planning Committee of the Board of Trustees and the Master Planning Subcommittee of the SIHE, Inc. Board of Directors was held on April 15, 1996 to interview the four firms that submitted proposals for master planning services. The committees voted to recommend the proposal of Johnson Johnson and Roy/inc of Chicago, Illinois, to their respective boards. The committees further recommend that the University be responsible for two-thirds of the cost of master planning services and that S.I.H.E., Inc. be responsible for one-third of the cost.

Approval of the proposal of the Long-Range Planning Committee is recommended.

F. APPROVAL OF RESOLUTION FOR TEN-YEAR HOUSING PLAN

The administration is nearing the completion of the University's ten-year plan for housing. To keep the project on target for fall 1998 availability, a number of steps need to be undertaken before the July Board meeting. It is desirable that the Long-Range Planning Committee continue its review of the proposed ten-year plan and that architectural services be retained to assist with finalization of the program statement. In addition, the architects will work with the master planning process to select an appropriate site and to determine infrastructure needs.

Approval of the following resolution is recommended.

WHEREAS, the University of Southern Indiana intends to plan and construct additional housing to meet student needs for fall 1998, and

WHEREAS, the University desires to coordinate these activities with the master planning process, and

WHEREAS, the University needs to move deliberately in that process to insure that housing will be available for fall 1998,

NOW, THEREFORE, BE IT RESOLVED that the Long-Range Planning Committee review the University's proposed ten-year plan and that they be authorized to retain architectural services for preliminary planning, site selection, and infrastructure needs, and

FURTHER RESOLVED that the Long-Range Planning Committee report on its actions at the next scheduled meeting of the Board of Trustees.

SECTION II - FINANCIAL MATTERS

A. APPROVAL OF SCHEDULE OF STUDENT FEES FOR 1996-97

The spending level approved for the state universities by the 1996 Indiana General Assembly includes an increase in student fees to supplement the State appropriation.

It is recommended that the per-semester credit-hour fee be increased by \$4.25 for Indiana resident undergraduate students, \$6.50 for Indiana resident graduate students, \$10.50 for non-resident undergraduate students, and \$12.75 for non-resident graduate students.

Schedule of Fees
Effective Fall Semester 1996
Per Semester Credit Hour

	UNDERGRADUATE		GRADUATE	
	Resident	Non-Resident	Resident	Non-Resident
Contingent	\$ 58.00	\$ 58.00	\$ 95.75	\$ 95.75
Instructional Facilities	16.25	16.25	16.25	16.25
Student Services	5.75	5.75	5.75	5.75
Non-Resident		115.25		117.50
	_____	_____	_____	_____
Total	\$ 80.00	\$195.25	\$117.75	\$235.25

Approval of the proposed student fees for 1996-97 is recommended.

B. APPROVAL OF MISCELLANEOUS FEES

1. Laboratory and Miscellaneous Fees

	Current Fee	Proposed Fee	Effective Date
Application Fee (Undergraduate)	\$ 25.00	\$ 25.00	07/01/96
Application Fee (Graduate)	25.00	25.00	07/01/96
Audit Fee (Plus Applcable Lab Fee)	30.00	30.00	08/26/96
Bad Check Penalty	15.00	15.00	07/01/96
Bowling Lab Fee	35.00	35.00	08/26/96
Campus Services Fee (8 or more credit hours per semester)	15.00	27.00	08/26/96
Campus Services Fee (more than 3 and fewer than 8 credit hours per semester)	12.00	20.50	07/01/96
Campus Services Fee (3 or fewer credit hours per semester)	12.00	.00	08/26/96
Campus Services Fee (per summer session)	4.00	7.00	08/26/96
Change of Schedule	15.00	15.00	08/26/96
Computer Lab Fee	25.00	25.00	08/26/96
Departmental Exams	15.00	15.00	08/26/96
Distance Education Fee (Learning Center Fee, per credit hour)	15.00	15.00	08/26/96
Distance Education Supply Fee	100.00	100.00	08/26/96
ID Card Replacement Fee	5.00	5.00	08/26/96
Laboratory Fee	25.00	25.00	08/26/96
Late Registration Fee	25.00	25.00	08/26/96
Matriculation Fee (7 or more credit hours per semester)	60.00	60.00	07/01/96
Matriculation Fee (fewer than 7 credit hours per semester)	30.00	30.00	07/01/96
Nursing Test Fee	30.00	30.00	08/26/96
Payment Plan Fee	30.00	30.00	07/01/96
Payment Plan Late Fee	15.00	15.00	07/01/96
Physical Education Fee	15.00	15.00	08/26/96
Studio Fee	25.00	25.00	08/26/96

Traffic Violation Fines			
Reckless Driving	35.00	35.00	07/01/96
Speeding	35.00	35.00	07/01/96
Parking Handicapped Zone	25.00	25.00	07/01/96
All Other Violations	5.00	5.00	07/01/96
Health Professions Insurance	15.00	15.00	07/01/96

2. Admission Prices for Athletic Events

It is recommended that the 1996-97 admission prices for athletic events be established as follows. A valid student identification card admits USI students free to regularly scheduled athletic events. Children two years of age and under not occupying a seat will be admitted free when accompanied by an adult. Children occupying a seat will be charged the student (non-USI) fee. Senior citizens 65 years of age or older will receive a \$1.00 discount on each single-admission ticket or pass. These fees will be effective July 1, 1996.

	<u>Current Fee</u>	<u>Proposed Fee</u>
BASKETBALL, MEN AND WOMEN		
SEASON TICKET		
Reserved Chairback	\$75.00	\$90.00
General Admission Bench, Adult	60.00	75.00
General Admission Bench, Student (non USI)	25.00	35.00
SINGLE GAME		
Reserved Chairback	7.00	8.00
General Admission Bench, Adult	6.00	7.00
General Admission Bench, Student (non USI)	3.00	4.00
SOCCER		
SINGLE GAME		
Family	0.00	8.00
Adult	4.00	4.00
Student (non USI)	4.00	2.00
VOLLEYBALL		
SINGLE GAME		
Adult	3.00	3.00
Student (non USI)	1.00	1.00

3. Children's Center Fees

It is recommended that the 1996-97 Children's Center fees be changed as follows.

	<u>Current Fee</u>	<u>Proposed Fee</u>
<u>Full-time Attendance (Per-Day Fee) *</u>		
One Child (USI)	\$14.00	\$14.50
One Child (of off-campus parents)	18.00	18.00
<u>Hourly Attendance (Per-Hour Fee) **</u>		
One hour	2.50	2.75
One and one-half hours	3.25	3.50
Two hours	4.00	4.25
Two and one-half hours	4.50	4.75
Three hours	5.25	5.50
Three and one-half hours	6.00	6.25
Four hours	6.75	7.00
Four and one-half hours	7.50	7.75
Five hours	8.25	8.50
More than five hours = full time		

- * Snacks and lunches are included in the full-time fee.
- ** Additional charges for snacks and lunches will be assessed all part-time children in attendance at snack and/or lunch time.

Approval of the preceding laboratory and miscellaneous fees, the admission prices to athletic events, and the Children's Center fees is recommended.

C. APPROVAL OF CURRENT AND PLANT FUND BUDGETS

The recommended current operating budget for fiscal year 1996 will be presented. Increases over the previous year's budget are made possible by an increase in State appropriation, which includes an adjustment for prior enrollment increases; an increase in the student fee rate; and increases in several areas of other income. Budget increases are included for salaries and employee benefits, including health insurance.

The recommendation is for a balanced budget based upon estimates of revenue, State appropriations, and other available sources.

Approval of the Current and Plant Fund Budgets in Exhibit II-A is recommended.

(NOTE: Budget Summary pages will be mailed on April 29.)

D. APPROVAL OF UNIVERSITY CENTER ADDITION CHANGE ORDERS

A report on the progress of the University Center Addition Project will be presented, and change orders will be explained.

Approval of University Center Addition change orders, in Exhibit II-B, is recommended.

E. REPORT OF THE CONSTRUCTION COMMITTEE

Student Housing Construction Project

A report on the progress of the Student Housing Construction Project will be presented.

General Purpose Classroom Building Project

Statements of Qualifications from firms interested in providing architectural services for the General Purpose Classroom Building were received on March 14, 1996, and have been reviewed by University staff. A report will be presented on the status of the architect selection process for the General Purpose Classroom Building.

F. DISCUSSION OF CAPITAL IMPROVEMENT PLAN

At its meeting on January 11, 1996, the Board of Trustees reviewed a draft of the Ten-Year Capital Improvement Plan as part of the 1995-96 Strategic Plan. Changes to the Ten-Year Capital Improvement Plan, Exhibit II-C, will be discussed. The Capital Budget Request will be submitted to the Commission for Higher Education on June 15, 1996.

G. REPORT ON RENOVATION OF TECHNOLOGY CENTER

A report will be presented on the renovation required in the Technology Center to accommodate several Art Department functions that will move to the Technology Center in Fall 1996. It is recommended that the chairman authorize the Finance Committee to review and approve the budget for the project and report to the Board of Trustees at its meeting in July, 1996.

Approval of the recommendation to authorize the Finance Committee to review and approve the budget for the renovation of the Technology Center is recommended.

H. REPORT ON THE PERFORMANCE CONTRACTING PLAN

The Physical Plant staff has reviewed the proposal for performance contracting services submitted jointly by Energy Systems Group, Inc. and Johnson Controls, Inc. Modifications to the original proposal have been requested to combine energy savings projects from several of the proposed phases. A report on the status of the proposal process will be presented. The modified proposal will be reviewed by University staff and the Finance Committee, and a recommendation will be made to the full Board at its meeting in July, 1996.

I. APPROVAL OF CONCERN: EMPLOYEE ASSISTANCE PROGRAM PREMIUM RATES

The contract for the University's Employee Assistance Program (CONCERN: EAP) with Deaconess Service Corporation is to be renewed as of July 1, 1996. CONCERN: EAP is a comprehensive employee assistance program which provides assessment, short-term counseling, referral and follow-up services for 558 employees and members of their immediate families. Since the program was adopted in February 1987, the utilization rate has been approximately 6.4 percent per year.

The renewal rate of \$25 per employee per year reflects no rate increase for the twelve-month period beginning July 1, 1996. The University pays the annual cost for the program. This agreement with Deaconess Service Corporation may be terminated at any time by either party upon sixty (60) days advance written notice to the other party.

Approval of the renewal of the master policy with the Deaconess Service Corporation beginning July 1, 1996, is recommended.

J. APPROVAL OF LIFE INSURANCE RATES FOR 1996-97

The contract for the University's group life insurance programs with Canada Life Assurance Company is to be renewed as of July 1, 1996. The University has two group life insurance programs. There are 447 employees and three retirees currently enrolled in the revised program and 105 employees and 60 retirees in the original program. Employees hired since February 1, 1988, are enrolled in the revised program.

Renewal rates from the Canada Life Assurance company reflect no rate increase for a twelve-month guarantee period effective July 1, 1996.

Approval of the Canada Life insurance rates effective July 1, 1996, is recommended.

K. APPROVAL OF LONG-TERM DISABILITY RATES FOR 1996-97

The contract for the University's Long Term Disability Insurance Program with Teachers Insurance and Annuity Association (TIAA) is to be renewed as of July 1, 1996. The TIAA disability coverage provides income benefits and retirement contributions in the event of a long-term disability. The University pays the total premium cost for 391 eligible employees.

Renewal rates from Teachers Insurance and Annuity Association (TIAA) reflect no rate increase for a twelve-month period beginning July 1, 1996. The current monthly premium is based on a percentage of Covered Monthly Salary (CMS) for the University.

	1996-97 <u>Rates</u>
Income Premium	0.396% CMS
Annuity Premium	0.153% CMS

Approval of the TIAA Long-Term Disability Insurance rates and plan changes effective July 1, 1996 is recommended.

L. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

Approval of the following budget appropriations, adjustments, and transfers, is recommended.

Additional Appropriations

From:	Unappropriated Auxiliary Funds		
To:	3-30200	University Center Supplies and Expense	739
To:	3-30600	Athletics Operations Supplies and Expense	5,000
To:	3-30602	Baseball Supplies and Expense	1,050
To:	3-30603	Tennis - Men Supplies and Expense	1,525
To:	3-30604	Tennis - Women Supplies and Expense	1,525
To:	3-30605	Basketball - Women Supplies and Expense	1,100
To:	3-30606	Basketball - Men Supplies and Expense	3,000
To:	3-30607	Softball Supplies and Expense	1,050
To:	3-30608	Golf - Men Supplies and Expense	1,825
To:	3-30609	Cross Country - Men Supplies and Expense	1,525
To:	3-30610	Soccer-Men Supplies and Expense	1,000
To:	3-30611	Volleyball Supplies and Expense	1,525
To:	3-30615	Cross Country - Women Supplies and Expense	1,525
To:	3-30617	Golf - Women Supplies and Expense	1,525
To:	3-30620	Soccer - Women Supplies and Expense	7,500

Transfer of Funds

From:	1-10200	School of Liberal Arts	
To:	3-35002	New Harmony Theatre - 1995	30,089
From:	3-30614	NCAA Basketball Tournament	
To:	2-20100	Student Programs	583

Transfer and Appropriation of Funds

From:	2-23210	Nursing and Health Professions Professional Practice Unit	
To:	1-10410	Nursing Capital Outlay	249
From:	6-60200	Parking Facilities	
To:	6-60203	Parking Lot G Capital Outlay	145,000

Appropriation Transfers

From:	2-20110	Student Activities Personal Services	
To:	2-20110	Student Activities Supplies and Expense	1,827
From:	Unappropriated Restricted Funds		
To:	4-46321	National Science Foundation-Professor DiPietro Personal Services Supplies and Expense	8,312 27,412
To:	4-46603	Student/Faculty Research-Professor Price Supplies and Expense	501
To:	4-46901	Southern Indiana Rural Development Project Supplies and Expense	46,345