

**AGENDA
SUPPLEMENTAL INFORMATION**

**UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES
July 14, 2011**

SECTION I – GENERAL AND ACADEMIC MATTERS

- A. APPROVAL OF MINUTES OF MAY 7, 2011, MEETING**
- B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION**
- C. REPORT OF THE LONG-RANGE PLANNING COMMITTEE**

The Long-Range Planning Committee will meet prior to the Board of Trustees meeting on July 14, 2011. A report will be presented.

- D. PRESIDENT’S REPORT**
- E. RESOLUTION OF APPRECIATION TO RETIRING BOARD CHAIR JOHN M. DUNN**
- F. RECOMMENDATION OF AMENDMENT TO BOARD OF TRUSTEES BYLAWS**

Article V Section 2 of the Bylaws of the University of Southern Indiana Trustees states “These bylaws may be altered, amended, or repealed at any meeting of the Board of Trustees by a majority vote of the members of the Board of Trustees, provided that the Amendment was presented in writing at the previous meeting of the Board of Trustees.” The following amendment will be presented to the Board for approval at its next meeting on September 3, 2011.

BE IT RESOLVED, that it is proposed that Section 2 of Article IV of the Bylaws of the University of Southern Indiana Board of Trustees be amended to read:

“Section 2. Election. At its annual meeting the Board of Trustees shall elect from among its membership a Chair, one or more Vice Chairs (to be designated as First Vice Chair, Second Vice Chair, and so on), and a Secretary and shall also appoint qualified persons, not members of the Board of Trustees, to serve as Assistant Secretary and as Treasurer. Each officer shall be elected for a term of one year or until his/her successor shall be elected and qualified.”

BE IT FURTHER RESOLVED, that it is proposed that Section 5 of Article IV of the Bylaws of the University of Southern Indiana Board of Trustees be amended to read:

“Section 5. The Vice Chairs. The Vice Chairs shall perform all duties incumbent upon the Chair during the absence of or disability of the Chair or a Vice Chair by order of their designation first, the First Vice Chair, and second, the Second Vice Chair and so forth and perform any such other duties as the bylaws may require or the Board of Trustees may prescribe.”

BE IT FURTHER RESOLVED, that these proposed amendments be voted upon for adoption at the next meeting of the University of Southern Indiana Board of Trustees.

SECTION II – FINANCIAL MATTERS

A. REPORT OF THE FINANCE/AUDIT COMMITTEE

The Finance/Audit Committee will meet prior to the Board of Trustees meeting on July 14, 2011. A report will be presented.

B. APPROVAL OF ANNUAL OPERATING BUDGETS

The recommended Current Operating Budget for fiscal year 2011-2012 will be presented. The recommendation is for a balanced budget based upon estimates of fee revenue, State appropriations, and other available sources.

Approval of the Annual Operating Budgets is recommended.

Note: Exhibit II-A is a summary of the current Operating Budget for 2011-2012. At the time this agenda was prepared, the Current Operating Budget was being finalized. Details will be shared at the meeting on July 14, 2011.

C. APPROVAL OF PROPOSED SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES FOR 2011-2012 AND 2012-2013

It is recommended that the 2011-2012 per-semester credit-hour fee be increased to \$193.07 for Indiana resident undergraduate students; \$280.21 for Indiana resident graduate students; \$459.58 for non-resident undergraduate students; and \$552.71 for non-resident graduate students.

It is recommended that the 2012-2013 per-semester credit-hour fee be increased to \$202.83 for Indiana resident undergraduate students; \$294.44 for Indiana resident graduate students; \$482.83 for non-resident undergraduate students; and \$580.68 for non-resident graduate students.

Approval of the Student Fees and Other Mandatory Fees for 2011-2012 and 2012-2013 in Exhibit II-B is recommended.

NOTE: IC-21-14-2-7 requires state universities in Indiana to approve Mandatory Fees ("Tuition"), such as the Contingent, Academic Facilities, Student Services, and Technology Fees, for a two year period. Institutions must set those rates on or before June 30 of any odd numbered year or 60 days after the state budget bill is enacted into law, whichever is later.

D. APPROVAL OF MISCELLANEOUS FEES FOR 2011-2012

Approval of a recommendation to the Board of Trustees for approval of the Miscellaneous Fees for 2011-2012 in Exhibit II-C is recommended.

E. 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.

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 2011-2012 budgetary capabilities.

SECTION III – PERSONNEL MATTERS

A. REPORT ON FACULTY AND ADMINISTRATIVE RETIREMENTS

The following faculty and administrative retirements will be reviewed.

Associate Professor of Education James H. Divine, in accordance with the early retirement policy, will retire effective July 1, 2012, including leave with pay for the period January 4, 2012 through May 2, 2012. Retirement service pay based on 25 years of service to the University will be paid as of June 30, 2012.

Director of Graduate Studies and Sponsored Research and Assistant Professor of English Peggy F. Harrel, in accordance with the early retirement policy, will retire effective July 1, 2012, including leave with pay for the period January 1, 2012 through June 30, 2012. Retirement service pay based on 24 years of service to the University will be paid as of June 30, 2012.

Senior Editor Betty R. Vawter, in accordance with the early retirement policy, will retire effective July 1, 2012, including leave with pay for the period January 1, 2012 through June 30, 2012. Retirement service pay based on 15.25 years of service to the University will be paid as of June 30, 2012.

Director of Intramural/Recreation Sports and Instructor in Physical Education Ruth A. Waller, in accordance with the early retirement policy, will retire effective July 1, 2012, including one-half assignment during the final year with full pay. Retirement service pay based on 35.75 years of service to the University will be paid as of June 30, 2012.

Manager of Payroll Julia A. Yancey, in accordance with the early retirement policy, will retire effective July 1, 2012, including leave with pay for the period January 1, 2012 through June 30, 2012. Retirement service pay based on 32 years of service to the University will be paid as of June 30, 2012.

B. APPROVAL OF EMERITUS STATUS

Approval to confer the following emeritus titles is recommended.

Associate Professor Emeritus of Education James H. Divine

Director Emerita of Graduate Studies and Sponsored Research and Assistant Professor Emerita Peggy F. Harrel

Senior Editor Emerita Betty R. Vawter

Director Emerita of Intramural and Recreation Sports and Instructor Emerita in Physical Education Ruth A. Waller

CURRENT OPERATING BUDGET SUMMARY

	Approved Budget 2010-11	Budget Change	Approved Budget 2011-12
INCOME			
State Appropriation - Operating	39,172,365	937,128	40,109,493
State Appropriation - Fee Replacement	11,119,519	(120,752)	10,998,767
Student Fees	35,863,911	3,427,867	39,291,778
Other Income	2,831,545	474,488	3,306,033
TOTAL	88,987,340	4,718,731	93,706,071
 MAJOR EXPENSE CLASSIFICATION			
Personal Services	65,850,788	2,842,564	68,693,352
Supplies and Expense	18,815,647	1,740,470	20,556,117
Repairs and Maintenance	2,377,530	85,769	2,463,299
Capital Outlay	1,943,375	49,928	1,993,303
TOTAL	88,987,340	4,718,731	93,706,071
 FUNCTIONAL EXPENDITURE CLASSIFICATION			
Instruction	47,939,517	2,015,178	49,954,695
Instruction Related	3,183,212	129,846	3,313,058
Student Services	6,670,814	240,312	6,911,126
Physical Plant	12,581,702	809,757	13,391,459
Administration and General	18,612,095	1,523,638	20,135,733
TOTAL	88,987,340	4,718,731	93,706,071

	<u>Approved Budget 2010-11</u>	<u>Budget Change</u>	<u>Approved Budget 2011-12</u>
FUNCTION BY MAJOR EXPENSE CLASSIFICATION			
INSTRUCTION			
Personal Services	42,501,797	1,815,665	44,317,462
Supplies and Expense	3,917,317	144,306	4,061,623
Repairs and Maintenance	665,725	49,279	715,004
Capital Outlay	854,678	5,928	860,606
TOTAL INSTRUCTION	47,939,517	2,015,178	49,954,695
INSTRUCTION RELATED			
Personal Services	2,025,680	129,846	2,155,526
Supplies and Expense	211,304	61	211,365
Repairs and Maintenance	142,737	(61)	142,676
Capital Outlay	803,491	0	803,491
TOTAL INSTRUCTION RELATED	3,183,212	129,846	3,313,058
STUDENT SERVICES			
Personal Services	5,653,878	55,991	5,709,869
Supplies and Expense	931,671	182,860	1,114,531
Repairs and Maintenance	57,218	1,461	58,679
Capital Outlay	28,047	0	28,047
TOTAL STUDENT SERVICES	6,670,814	240,312	6,911,126
PHYSICAL PLANT			
Personal Services	4,970,022	355,353	5,325,375
Supplies and Expense	6,656,973	403,670	7,060,643
Repairs and Maintenance	816,682	34,734	851,416
Capital Outlay	138,025	16,000	154,025
TOTAL PHYSICAL PLANT	12,581,702	809,757	13,391,459
ADMINISTRATION AND GENERAL			
Personal Services	10,699,411	485,709	11,185,120
Supplies and Expense	7,098,382	1,009,573	8,107,955
Repairs and Maintenance	695,168	356	695,524
Capital Outlay	119,134	28,000	147,134
TOTAL ADMINISTRATION AND GENERAL	18,612,095	1,523,638	20,135,733
TOTAL BUDGET	88,987,340	4,718,731	93,706,071

SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES
2011-2012 and 2012-2013

STUDENT FEES 2011-2012
(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	\$124.27	\$124.27	\$211.41	\$211.41
Academic Facilities	43.75	43.75	43.75	43.75
Student Services	20.05	20.05	20.05	20.05
Technology	5.00	5.00	5.00	5.00
Non-Resident		266.51		272.50
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Total	\$193.07	\$459.58	\$280.21	\$552.71

STUDENT FEES 2012-2013
(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	\$202.83	\$482.83	\$294.44	\$580.68

Prior Year Student Fees for Comparison

STUDENT FEES 2010-2011
(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	\$115.67	\$115.67	\$198.95	\$198.95
Academic Facilities	44.35	44.35	44.35	44.35
Student Services	19.65	19.65	19.65	19.65
Technology	5.00	5.00	5.00	5.00
Non-Resident		254.86		260.67
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Total	\$184.67	\$439.53	\$267.95	\$528.62

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 2010-11, 2011-12, and 2012-13

MISCELLANEOUS FEES FOR 2011-2012
(Effective 8/22/11)

	<u>Current Fee</u>	<u>Proposed Fee</u>	<u>Last Changed</u>
Application Fee	25.00	35.00	07/01/95
Enrollment Fee		100.00	N/A
Audit Fee (plus applicable lab fee)	35.00	35.00	08/30/93
Departmental Exams Fee	15.00	15.00	08/29/95
Distance Education Fees:			
Learning Center Fee (per credit hour)	25.00	25.00	08/30/99
Delivery Fee (per credit hour)	10.00	10.00	08/30/99
Supply Fee	100.00	100.00	07/01/94
Health Professions Insurance	15.00	20.00	07/01/93
Health Services Fee	47.00	47.00	09/02/08
Laboratory Fee (College of Science and Engineering)	45.00	45.00	08/29/05
Laboratory Fee (all other colleges)	35.00	35.00	08/07/01
Late Registration Fee Week 1	30.00	30.00	07/01/06
Late Registration Fee Beginning Week 2	125.00	125.00	07/01/06
Matriculation Fee (all new and transfer students)	65.00	85.00	07/01/05
Nursing Test Fee	30.00	30.00	08/31/92
Occupational Therapy Clinical Fee	50.00	50.00	08/31/98
Payment Plan Fee	30.00	30.00	07/01/95
Payment Plan Late Fee	25.00	25.00	08/30/99
Respiratory Therapy Advanced Life Support Fee	100.00	100.00	09/02/97
Special Course Fee (varies by course; maximum amount)	200.00	200.00	08/07/01
Student Activity Fee (non-mandatory)	25.00	25.00	08/30/04
Studio Fee	35.00	35.00	08/07/01
Study Abroad Fee	100.00	100.00	08/29/05
Transportation and Parking Fee:			
8 or more credit hours per semester	65.00	75.00	08/30/10
> 3 and < 8 credit hours per semester	52.00	60.00	08/30/10
3 or fewer credit hours	39.00	45.00	08/30/10

**Summary
Current Construction Projects
July 14, 2011**

Projects Recently Completed

Business and Engineering Center Construction

Project Cost **\$ 31,946,069**

Funding Source: Bond Issue (Repaid with Fee Replacement Appropriation)

University Center Expansion

Project Cost **\$ 18,400,000**

Funding Sources:

Bond Issue (Repaid with Student Fees) \$ 13,750,000

Academic Funding Series I \$ 800,000

Academic Funding Reserve \$ 650,000

Bookstore Reserve \$ 1,000,000

University Center Reserve \$ 2,200,000

Projects Under Construction

University Boulevard Asphalt Pavement Replacement

Project Cost **\$ 350,000**

Funding Source: Transportation Reserve

Student Housing Apartment Buildings Renovation

Project Cost **\$ 750,000**

Funding Source: Housing Reserve

Residence Life Community Center Expansion

Project Cost **\$ 235,000**

Funding Source: Housing Reserve

Wright Administration Red Mango and RFC Simply to Go Installations

Project Cost **\$ 200,000**

Funding Source: Dining Reserve

Residence Life Community Center to Eagle Village Sidewalk Construction

Project Cost \$ 250,000

Funding Source: Transportation Reserve

Technology Center Faculty Offices and Classrooms Renovation

Project Cost \$ 200,000

Funding Source: Special Projects Reserve

Publishing Services Air Handling Unit Replacement

Project Cost \$ 125,000

Funding Source: General Repair and Rehabilitation Appropriation

Projects in Design

Teaching Theatre Construction

Project Cost \$ 16,500,000

Funding Sources:

Bond Issue (Repaid with Student Fees) \$ 13,000,000

Special Projects Reserve \$ 1,500,000

USI Foundation \$ 2,000,000

Advanced Manufacturing Teaching Facility Construction

Project Cost \$ 2,300,000

Funding Source: Special Projects Reserve

Science Center - Lower Level Renovation

Project Cost \$ 750,000

Funding Source: General Repair and Rehabilitation Appropriation

University Center Loft Renovation

Project Cost \$ 1,500,000

Funding Source: Dining Reserve

Orr Center Third Level and Main Lobby Renovation

Project Cost \$ 200,000

Funding Source: Special Projects Reserve

Orr Center and Technology Center Sidewalk Replacement

Project Cost \$ 250,000

Funding Source: Transportation Reserve

Recreation and Fitness Center Service Drive Construction

Project Cost \$ 125,000

Funding Source: Special Projects Reserve

Exterior Site Lighting Improvements

Project Cost \$ 150,000

Funding Source: Transportation Reserve

Student Housing Apartment Buildings Renovation - Phase II

Project Cost \$ 400,000

Funding Source: Housing Reserve