

MINUTES

UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

July 11, 2013

The University of Southern Indiana Board of Trustees met in regular session on Thursday, July 11, 2013, in the New Harmony Inn and Conference Center in New Harmony, Indiana. Present were Chair Ted C. Ziemer Jr. and Trustees Ira G. Boots; W. Harold Calloway; Brenden J. Davidson '15; John M. Dunn; Jeffrey L. Knight; and Kenneth L. Sendelweck '76. Trustees Amy MacDonell and Ronald D. Romain '73 were absent. Also in attendance were President Linda L. M. Bennett; Provost Ronald S. Rochon; Vice President for Finance and Administration Mark Rozewski; Vice President for Government and University Relations Cynthia S. Brinker; Faculty Senate Chair Mary Hallock-Morris; and Student Government Association President R. Zachary Mathis '15.

Mr. Ziemer called the meeting to order at 2:10 p.m.

SECTION I – GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF MAY 3, 2013, MEETING

On a motion by Mr. Calloway, seconded by Mr. Knight, the minutes of the May 3, 2013, meeting of the Board of Trustees were approved.

B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

Mr. Ziemer called on Vice President Brinker, who reported the next meeting of the Board of Trustees is scheduled for Thursday, September 5, 2013, on campus. The Trustees will be invited to participate in the topping out ceremony for the Teaching Theatre Project at 11 a.m. The ceremony will be followed by the Board of Trustees meetings.

C. PRESIDENT'S REPORT

President Bennett began her report by sharing accolades for the 2013 season of the New Harmony Theatre and encouraging the Trustees to see one of the remaining performances in the summer season.

She welcomed Trustee Brenden J. Davidson '15 to his first meeting of the Board. Mr. Davidson, from Worthington, Indiana, is a political science major and business management minor. He is a Presidential Scholar legacy -- his mother was a Presidential Scholar who graduated from USI in 1994. A student who received the Distinguished Sophomore Award and is active in a variety of campus activities, he was appointed by Governor Pence following a screening process on campus and in the governor's office.

President Bennett called on Provost Rochon for the academic report. Dr. Rochon shared clips of a video that will be shown to freshmen students at the 2013 New Student Convocation.

He introduced Connie Weinzapfel, director of Historic New Harmony, for a report. Ms. Weinzapfel began by reporting that USI is involved in New Harmony by creating enhanced community engagement opportunities for faculty and students. She shared information about programs that bring many visitors to New Harmony each year and provide learning experiences for USI students:

- Over 10,000 people tour Historic New Harmony sites each year. USI students are hired as tour guides. Guided walking tours are offered twice each day.
- Annual Heritage Artisans Days and other youth programs are attended by more than 3,000 children. USI students participate in the event.
- A spiritual diversity intern, supported by Historic New Harmony, interfaces with students of all faiths to create paths to common understanding.
- In 2012-2013, USI Professor Eric McCloud and his students conducted scientific research by collecting insect specimens in New Harmony – as did the Owen Community scientists almost 200 years ago.

- USI faculty and students participate in archaeology classes in New Harmony.
- USI student interns at the New Harmony Gallery of Contemporary Art have the opportunity to work with nationally-known artists.
- Romain College of Business faculty and students have led Hospitality Workshops in New Harmony.
- USI has produced the only equity actors stage in the region, New Harmony Theatre, since 1987.
- USI sponsors a six-week Global Engagement Internship with the UNESCO World Heritage Site, of New Lanark, Scotland – where Robert Owen began his economic experiment.

Ms. Weinzapfel expressed her desire for continued collaboration among the USI community, the town, and New Harmony's connections throughout the world. She concluded her report by introducing USI student Cindy Alfaro, who shared her experiences as an intern in Historic New Harmony.

President Bennett welcomed Dr. Mary Hallock-Morris, 2013-2014 chair of Faculty Senate, to her first meeting with the Board of Trustees. Dr. Hallock-Morris earned a Ph.D. in Political Science from Indiana University, Bloomington, and serves as chair of the USI Department of Political Science and Public Administration. At USI, she has received the USI award for Outstanding Teaching by a Jr. Faculty member (2009); the Outstanding Academic Advisor Award (2010); and the Helen and Bill Sands Professor of the Year award (2013). Dr. Bennett called on Dr. Hallock-Morris for a report from Faculty Senate.

Dr. Hallock-Morris reported the Senate is scheduled to meet in a retreat on August 22, 2013. She noted the Senate expects to work more closely with the library staff in 2013-2014. There is interest in reviewing issues related to changes in scholarly publishing, changes in open access publishing, and how impact factors (measures of the frequency with which articles in journals are cited) are calculated in the tenure and promotion process. She hopes to make these discussion topics at January 2013 workshops with faculty. Charges from faculty will be submitted to the Senate in fall 2013. The charges will be sent to committees for review before being returned to the Faculty Senate for action. One charge that has surfaced is related to maternity, paternity, and adoption leaves. Dr. Hallock-Morris noted she has already had discussions with the provost and the director of Human Resources on this topic.

President Bennett was pleased to welcome Zack Mathis '15, the 2013-2014 SGA President to the Board of Trustees table. Mr. Mathis, of Chandler, Indiana, is a marketing major who is active in various campus activities in addition to SGA, including the Marketing Club and AMIGOS. She called on Mr. Mathis for a report from SGA.

Mr. Mathis began his report by congratulating Brenden Davidson on his appointment to the Board of Trustees and expressed his confidence that Mr. Davidson will represent USI students effectively. He shared several short-term goals of SGA, including: reevaluate the SGA grant allocation process; work with the bookstore to make calculators available for rent; establish an active Council of Presidents of student organizations; educate students and gather support for the 24/7 strategic goal; increase the effectiveness of campus communication; and determine how SGA can assist with the 50th anniversary celebration. Long-term goals include: increasing funding for student organizations; obtaining a large steel eagle with plaques honoring those who have served the University 20 or more years; explore options for a student giving program; and create an effective state-wide alliance among SGA presidents.

Dr. Bennett called on Provost Rochon, who introduced Phil Parker, director of the office of Career Services and Placement, for a report. Mr. Parker began with a review of the 2012 Class Survey, a survey of USI graduates in fall 2011, spring 2012, and summer 2012. Mr. Parker reported 755 graduates completed the survey, a 42 percent response rate. Of the survey respondents, 85 percent are working in their field or a field in which they have expressed satisfaction. Eighty-four percent remain in the state of Indiana and 70 percent remain in the tri-state region. Of the Class of 2012 respondents, 15 percent of those with bachelor's degrees are enrolled in graduate school, and 21 percent of those with associate's degrees are completing bachelor's degrees. Mr. Parker reviewed Eagle Career Launch, an on-line, integrated job search system that provides students with access to 4,231 local, regional, and national employers. Career Services and Placement offers five annual career events where more than 170 employers participate, and the department hosts other campus events for students seeking employment. Since 2009, Career Services and Placement has awarded the Intern Employer of the Year. The department is expanding technology to enhance student communication, and has created an external Advisory Board.

President Bennett referred the Trustees to data dashboards regarding progress on three of the six strategic plan goals. She noted good progress has been made on each strategic initiative. Related to the goal to increase the graduation rate, "on time" graduation rates have improved. She reported the University has contracted with Noel-Levitz, a nationally recognized consulting firm, to assist with the next phase of student recruitment and retention efforts. The Trustees will hear a report from Noel-Levitz at its meeting in November 2013. She noted a 134 percent increase in online courses in the past five years, and that the increase is evident across all four colleges. Related to the goal to enhance experiential learning opportunities, Dr. Bennett commented on the increase of experiential learning opportunities with more internships and service learning courses, as evidenced by the data in the second data dashboard.

President Bennett referred the Trustees to the dashboard outlining progress on the goal to increase the diversity of faculty, staff, and student body. She reminded them of an annual report on diversity required by the state of Indiana from the Diversity Committee, a dedicated group of individuals led by the chair, Donna Evinger, director of Human Resources. The committee's annual report is in Exhibit I-A, and President Bennett blended her report on the data dashboard with the committee report. She noted:

- The percentage of female students increased slightly to 62 percent, consistent with the pattern of female enrollment for the past decade.
- The percentage of minority students has increased from 8.2 percent in 2003 to 11.1 percent in 2012.
- As in the student body, the percentage of female employees almost matches the student body percentage at 60.7 percent.
- The percentage of minority faculty and staff has increased from 7 percent in 2009 to 9.4 percent in 2012.

She highlighted data about first generation students at USI. The percentage has dipped slightly in recent years, but that is to be expected as education levels of the general population, both in our region and in the state of Indiana, increase. In Indiana, the percentage of the adult population with at least a bachelor's degree increased from 15.6 percent in 1990 to 22.7 percent in 2011.

USI continues to recruit more international students, with a 42 percent increase since 2008. International partnerships are expanding and increase the potential to recruit students from other countries. President Bennett shared the example of a recently concluded partnership with the University of Malta for a graduate psychiatric nursing program.

She noted the Diversity Committee report highlights several programs sponsored on campus in the past year. Some of the programming reflects our commitment to experiential learning:

- A dental hygiene clinic to serve communities with low access to dental care;
- Programming by the Multi-Cultural Center, including College Mentors for Kids who work with students at the Glenwood Leadership Academy. In this program, first through fourth graders are brought to USI's campus every week that EVSC and USI are in session; and
- The Community Health Center at the Glenwood Leadership Academy, providing better access to health care for individuals in the community.

She reminded the Trustees that diversity and global awareness are deliberate components of the new core curriculum.

President Bennett concluded her report by referring the Trustees to an invitation in their meeting packets to the annual Cultural Diversity Welcome Reception for new students. The reception is scheduled for Thursday, August 22, 2013, from 4-5 p.m. She encouraged the Trustees to attend this opportunity to meet new students and their families.

D. REPORT OF THE LONG-RANGE PLANNING COMMITTEE

The Long-Range Planning Committee met prior to the Board of Trustees meeting on July 11, 2013. Chair Ziemer called on Committee Chair Jeff Knight, who asked Provost Rochon to update the Board on a report to the committee about the Math Redesign Pilot Program. Dr. Rochon reported the Course Redesign is a collaborative effort between the Departments of Mathematics and Academic Skills to enhance the teaching and learning of mathematics. He reviewed three learning objectives of the course: increase mastery of mathematical concepts and procedures in two math courses; decrease the number of semesters students spend completing the developmental mathematics sequence; and decrease overall costs of delivering the courses.

E. APPROVAL OF RECOMMENDATION TO RENAME THE LONG-RANGE PLANNING COMMITTEE

Mr. Ziemer called on President Bennett, who reported the Long-Range Planning Committee is a standing committee of the USI Board of Trustees which engages in discussions and makes policy recommendations related to the academic mission of the University. Dr. Bennett recommended the name of the Long-Range Planning Committee be changed to the Academic Affairs Committee to more accurately describe its work. She noted the full Board of Trustees is engaged in long-range planning.

On a motion by Mr. Knight, seconded by Mr. Calloway, the change in the name of the committee from Long-Range Planning Committee to Academic Affairs Committee was approved.

SECTION II – FINANCIAL MATTERS

A. REPORT OF THE FINANCE/AUDIT COMMITTEE

Mr. Ziemer called on Finance/Audit Committee Chair Harold Calloway for a report. Mr. Calloway reported the committee met prior to the Board of Trustees meeting and recommended proposed student fees for the next two years and miscellaneous fees for 2013-2014. These recommendations will be presented to the Board in Items C. and D. in this agenda. The committee recommended approval of a *Resolution Regarding Bank Depositories and Wire Transfer Authorizations*, which will be presented to the Board in Item E. The committee also heard a report of construction change orders.

B. APPROVAL OF ANNUAL OPERATING BUDGETS

Mr. Ziemer called on Vice President Rozewski, who introduced Assistant Vice President for Business Affairs Mary Hupfer for a report on the proposed operating budget for fiscal year 2013-2014. Ms. Hupfer began by describing the fund accounting structure used by the University, and described the four fund types into which annual operating funds are divided:

The Current Operating Fund is the fund used to operate the institution. It is a large fund with many components.

Designated Funds are those designated by the University for specific purposes. Examples of designated funds are student programs such as the Activities Programming Board and the Student Government Association, as well as academic programs (study abroad program) and outreach and engagement programs.

Auxiliary Funds are intended to operate as self-sustaining enterprises. Auxiliary Funds include the bookstore, student housing, food services, Historic New Harmony, and athletics.

Plant Funds include the physical assets of the institution. USI budgets for the retirement of the debt obligations on those assets and for selected budget reserves.

Within each fund type, items are divided into expense classifications, including personal services (salary and benefits); supplies and expense; repairs and maintenance; capital outlay; and transfers to other funds.

Assistant Vice President Hupfer continued her report with focus on the Current Operating Fund. She described the functional classifications of: instruction; instruction related; student services; physical plant; administration and general; and institutional student aid. She noted 2013-2014 is the first year that institutional student aid is a separate classification. It has previously been included in the classification of administration and general.

She reviewed the major revenue classifications, including state appropriation (54 percent); student fees (42.2 percent); and other income (3.8 percent). She reported the total 2013-2014 state appropriation is approximately \$55.5 million. Available funding for new initiatives and expenses totals approximately \$6.6 million. Ms. Hupfer reported the following budget priorities established for 2013-2014:

- non-discretionary cost increases (health insurance);
- compensation increase for faculty and staff;
- tuition- and enrollment-driven institutional student aid increases; and
- the opening of the Applied Engineering Center.

Because all state operating appropriation funds were front-loaded into 2013-2014, and the University will receive no additional state funds in 2014-2015, Ms. Hupfer recommended that \$2.2 million of the appropriation be sequestered for allocation in 2014-2015. These funds and funds received as a result of the tuition increase will be the only new funds available in 2014-2015.

She referred the Trustees to page one of Exhibit II-A, and called attention to the major expense classification of Personal Services. She noted the \$5.1 million reflected as a budget change in Personal Services includes the funds sequestered for 2014-2015 (\$2.2 million).

Ms. Hupfer concluded her report by recommending approval of the current operating budget for 2013-2014 of \$102,835,172 and the total budget (including current operating, designated, auxiliary, and plant funds) of \$148,887,119.

On a motion by Mr. Dunn, seconded by Mr. Knight, the annual operating budgets for 2013-2014 were approved.

C. APPROVAL OF PROPOSED SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES FOR 2013-2014 AND 2014-2015

Mr. Ziemer called on Vice President Rozewski to review the recommendation of student fees and other mandatory fees for 2013-2015. Mr. Rozewski reminded the Trustees of the law requiring all of Indiana's state universities to set tuition at the beginning of each legislative biennium for both years of the biennium. He reported the University held the required public hearing to announce the proposed rates on June 10, 2013.

The recommendation for 2013-2014 is a \$273 increase per year for full-time resident undergraduate students, which will increase tuition from \$6,145 to \$6,418. In the second year, tuition will increase \$278 to \$6,696. Mr. Rozewski noted USI will continue to be the most affordable state university in Indiana following these increases in tuition. He referred the Trustees to Attachment A to view proposed increases for graduate and non-resident rates.

Upon a recommendation from the Finance/Audit Committee, the Student Fees and Other Mandatory Fees for 2013-2014 and 2014-2015 in Exhibit II-B were approved.

D. APPROVAL OF MISCELLANEOUS FEES FOR 2013-2014

Mr. Ziemer called on Vice President Rozewski to review the recommendation for miscellaneous fees for 2013-2014. Mr. Rozewski reported that miscellaneous, non-mandatory fees are paid by some, but not all, students based on the program, course, or activity they undertake. No changes are recommended to existing fees in the table in Exhibit II-C.

Mr. Rozewski called attention to new fees outlined in Exhibit II-C. The fees for students in the nursing, engineering, and occupational therapy programs on the schedule will be effective July 2014. He reported the 2013-2014 program fees will recognize the University's cost of delivering specialized programs, and will support faculty hiring in these areas.

Upon a recommendation of the Finance/Audit Committee, the Miscellaneous Fees for 2013-2014 in Exhibit II-C were approved.

E. APPROVAL OF RESOLUTION REGARDING BANK DEPOSITORIES AND WIRE TRANSFER AUTHORIZATIONS

Mr. Ziemer called on Vice President Rozewski to review a Resolution Regarding Bank Depositories and Wire Transfer Authorizations. Mr. Rozewski reported that at its meeting on July 12, 2012, the Board of Trustees approved a resolution regarding bank depositories and wire transfer authorizations. The following resolution has been revised to add to the list of banks the University does business with, and provides the necessary Board authorization for the Business Affairs staff to execute transactions for the University.

Upon the recommendation of the Finance/Audit Committee, the following Resolution Regarding Bank Depositories and Wire Transfer Authorizations was approved. Mr. Knight abstained.

WHEREAS, the University wishes to update the list of banks designated as depositories in which funds may be deposited and to update the authorizations required for transactions with the depositories;

THEREFORE, BE IT RESOLVED that Banterra Bank, Boonville Federal Savings Bank, Fifth Third Bank, First Federal Savings Bank, First Financial Bank, First Security Bank, German American Bancorp, JP Morgan Chase Bank, Legence Bank, Lynnville National Bank, Old National Bank of Evansville, PNC Bank, Regions Bank, and United Fidelity Bank be and hereby are designated as depositories in which funds of this Corporation may be deposited by its officers, agents, and employees; and

FURTHER RESOLVED that the Treasurer is authorized to sign (including using electronic and facsimile signatures) any and all checks, drafts, and orders, including orders or directions in informal or letter form, against any funds at any time standing to the credit of this Corporation with said Bank, and that the said Bank hereby is authorized to honor any and all checks, drafts, and orders so signed, including those drawn to the individual order of such officer without further inquiry or regard to the authority of said officer or the use of said checks, drafts, and orders, or proceeds thereof; and

FURTHER RESOLVED that the Treasurer or Assistant Treasurer of the University of Southern Indiana are authorized to enter into a Funds Transfer Agreement with the aforementioned Banks; and

FURTHER RESOLVED that the Treasurer, the Assistant Treasurer, the Controller, the Assistant Controller, and the Payroll Manager be designated as the officers of the University authorized to make wire transfers; and

FURTHER RESOLVED that each of the foregoing resolutions shall continue in force until express written notice of its rescission or modification has been received by the said Bank, but if the authority contained in them should be revoked or terminated by operation of law without such notice, it is resolved and hereby agreed for the purpose of inducing the said Bank to act thereunder, that the said Bank shall be saved harmless from any loss suffered or liability incurred without such notice.

F. APPROVAL OF AUTHORIZATION OF FINANCIAL AID AWARDS

Mr. Ziemer called on Vice President Rozewski to review the authorization of financial aid awards. Mr. Rozewski reported the University expects to award an estimated \$78 million in financial aid in 2013-2014, and 63 percent of USI students will receive either merit-based or need-based aid. A full report of USI's financial aid program will be presented at the November 2013 meeting of the Board of Trustees.

On a motion by Mr. Knight, seconded by Mr. Davidson, the following authorization for financial aid awards was approved.

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 2013-2014 budgetary capabilities.

G. UPDATE ON CURRENT CONSTRUCTION PROJECTS

Mr. Ziemer called on Vice President Rozewski, who introduced Director of Facilities Operations and Planning Steve Helfrich for a report on current construction projects. Exhibit II-D includes a summary of the cost and funding sources for each project.

Mr. Helfrich reported the Applied Engineering Center Project construction is complete with nearly all machinery in place and the start-up of new equipment scheduled. All machinery and laboratory equipment will be operable by the beginning of the fall semester. Mr. Helfrich noted the Center is an impressive facility with state of the art machinery and equipment to train engineering students in the basics of plastics, machining, mold making, computer-aided machining, robotic operations, and other advanced manufacturing processes.

The Teaching Theatre Project continues to make progress. Approximately half of the structural steel has been erected and the structure should be fully erected in by the end of August. The installation of concrete block on

the stairs, elevator, and mechanical room walls is nearly complete and the exterior brick installation will begin soon on the south wall where the theatre connects to the University Center. Mr. Helfrich reported the project is behind the projected schedule (which he noted was optimistic due to the shape and complexity of the building), but will be complete for fall 2014.

The reconstruction of Bennett Lane has made good progress since the project began in May 2013. It is scheduled to be complete in mid-August.

The renovations of the Mount Building in McDonald East and the Wallace Building in O'Daniel South are approximately 40 percent complete. Both buildings are on schedule for completion so student residents can move in for the fall semester.

Mr. Helfrich reported the Bookstore Renovation Project construction work is complete. The project has dramatically improved the appearance of the store, giving it a modern and updated look. The new Apple Store within the bookstore is anticipated to be a popular spot for the students and staff to purchase computers and electronic items.

The renovation of the Eagle's Nest dining area immediately outside of the bookstore is in progress and will be completed before the fall semester begins. This project primarily entailed replacing the ceiling system, repainting the walls, and installing new lighting. The work will improve the appearance of the Eagle's Nest area and also enhance the entrance to the Bookstore.

In the Recreation, Fitness, and Wellness Center, a project to install an open computer laboratory in a former storage room on the upper level is nearly complete. Mr. Helfrich reported a Simulation Laboratory for the nursing program is under construction in the Health Professions Center. The laboratory is similar to an out-patient clinic and emergency room setting, and is outfitted with hospital beds and equipment to aid in the diagnosis and treatment of patients. In this lab, the patients are human patient simulators that can breathe and bleed, have a pulse and heartbeat, and make sounds. Students studying nursing, occupational therapy, respiratory therapy, and other disciplines will learn to read vital signs, diagnose, and treat patients.

Mr. Helfrich concluded his report by sharing a list of projects in the design phase. He noted a project on the list, the Education Center Mathematics Laboratory Project, is under construction and the work will be completed by the beginning of the fall semester.

SECTION III – PERSONNEL MATTERS

A. REPORT ON FACULTY AND ADMINISTRATIVE RETIREMENTS

Mr. Ziemer called on Provost Rochon, who reviewed the following retirements.

Assistant to the President Janel S. Allen, in accordance with the revised retirement policy, will retire effective July 1, 2014, including leave with pay for the period January 1, 2014, through June 30, 2014. Retirement service pay based on 27.5 years of service to the University will be paid as of June 30, 2014.

Professor of Biology James H. Bandoli, in accordance with the early retirement policy, will retire effective July 1, 2014, including one-half assignment during the period August 20, 2013, through May 7, 2014. Retirement service pay based on 32 years of service to the University will be paid as of June 30, 2014.

Associate Professor David W. Drebushenko, in accordance with the regular retirement policy, will retire effective July 1, 2013.

Associate Professor of Social Work Gary E. May, in accordance with the early retirement policy, will retire effective July 1, 2014, including leave with pay for the period January 8, 2014, through May 7, 2014. Retirement service pay based on 22 years of service to the University will be paid as of June 30, 2014.

Professor of Business Education Gregory P. Valentine, in accordance with the early retirement policy, will retire effective January 1, 2014, including leave with pay for the period August 20, 2013, through December 18, 2013. Retirement service pay based on 26.25 years of service to the University will be paid as of December 31, 2013.

B. APPROVAL OF EMERITUS STATUS

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

Assistant to the President Emerita Janel S. Allen

Professor Emeritus of Biology James H. Bandoli


Associate Professor Emeritus of Philosophy David W. Drebushenko

Associate Professor Emeritus of Social Work Gary E. May

Professor Emeritus of Business Education Gregory P. Valentine

There being no further business, the meeting was adjourned at 3:45 p.m.

Respectfully submitted,


Cynthia S. Brinker
Assistant Secretary

Diversity Committee Annual Report

July 11, 2013

I. Diversity Committee Formation

The Diversity Committee of the University of Southern Indiana was created in response to House Enrolled Act 1256, authorized by the 2007 Indiana General Assembly (IC-21-27-8-7) which requires that each public institution of higher education create a diversity committee to meet this legislative mandate. One of its requirements is an annual report to the Board of Trustees.

The University's existing Affirmative Action Committee was adapted to meet the requirements of IC 21-27-8-7. The Diversity Committee currently consists of the following members:

Kirat Baath-Contract Assistant Professor of Biology, Pott College of Science, Engineering and Education

Cynthia Brinker-Vice President for Government and University Relations

Melissa Chavez-Student, Student Government Association Representative

Katherine Draughon-Executive Director, Office of Planning, Research, and Assessment

Donna Evinger-Director, Human Resources, and Committee Chair

Douglas Goepfner-ADA Coordinator, Human Resources

Pamela Hopson-Director, Multicultural Center

Timothy Jones-Manager, Foundation Accounting

Ronald Rochon-Provost

Marcia Kiessling-Associate Provost for Student Affairs

Rose Scruggs-Electronic Services Coordinator, Library Services

Joseph Uduehi-Associate Professor of Art Education, College of Liberal Arts

Deborah Carl Wolf-Assistant Dean, College of Nursing and Health Professions

II. Diversity Committee Objectives

As previously reported to the Board of Trustees, the Diversity Committee incorporated and expanded upon the legislative mandate by establishing the following objectives:

1. Define the University's vision of diversity and recommend methods to integrate that vision with existing University policies and procedures;
2. Collect information on University programs and initiatives and community resources;
3. Review University employment policies and processes and recommend improvements intended to increase hiring of diverse candidates;
4. Review University complaint policies and processes concerning diversity issues and recommend improvements;

5. Review University programs and processes, developing recommendations as appropriate for improvements to existing programs and processes and for new programs and initiatives that promote recruitment and retention of diverse students, faculty, and staff;
6. Recommend methods that increase awareness of the University's commitment to diversity;
7. Assess University diversity training and communications needs and make recommendations;
8. Develop methods to assess the University's diversity efforts; and
9. Provide Annual Reports to the University's Board of Trustees.

III. Update on Affirmative Action Progress

In calendar year 2012 and fiscal year 2013, the Diversity Committee found improved levels of diversity in both student body and in faculty and staff including:

- The percentage of female students has increased to an all-time high of 62 percent in 2012. This is not a significant increase, as over the past 10 years, the percentage of female students has remained consistently between 60 percent and 61 percent each year since 2003.
- The percentage of minority students is also at an all-time high of 11.1 percent, up from 8.2 percent in 2003. Interpretation of this increase is challenging because of the addition of "multiple race" as a category USI (as required of all educational institutions) now offers to incoming students as a possible response when self-identifying race/ethnicity. Also, international students are now asked to self-identify a race/ethnicity as well being included in an "international" category. In addition, changes to USI's admissions standards, which significantly limit the number of conditional admits, are being evaluated for the effect they may have on some minority group numbers.
- The percentage of female employees (faculty and staff) increased to 60.7 percent as of December 31, 2012, up from 58.9 percent on the same date in 2009.
- The percentage of minority faculty and staff increased from 7.0 percent to 9.4 percent between 2009 and 2012. The increase is not uniform across campus, and the University continues to focus on significant opportunities for improvement in the hiring of women and minorities in specific job types and in some departments or colleges.

IV. Review of University Diversity Initiatives and Programs

In 2012-2013, many departments, colleges, faculty and staff members participated in a wide range of initiatives, programs, and events to promote diversity.

Diversity Initiatives and Programs for Community Members/Local Employers

- The Romain College of Business co-sponsored and hosted a three-session training event for local employers in support of employment of persons with disabilities.

- Since October 2012, the Romain College of Business has facilitated the creation of a local chapter of the BLN (Business Leadership Network), a national organization which promotes the employment of persons with disabilities.
- USI's ADA coordinator provided guidance on ADA obligations at the secondary level to high school counselors and principals at an event sponsored by USI's College Achievement Program.
- Service Learning is a key component of many classes at USI. Many Service Learning projects support diversity by integrating meaningful community service with instruction and structured reflection, while enriching the learning experience and teaching civic responsibility. Diversity-related service learning initiatives with community partners in 2012-13 included:
 - Dental Hygiene Blitz – two days in USI's dental clinic for 60-70 patients from populations who typically do not have access to dental care.
 - Million Hearts Initiative – joined the national Million Hearts Initiative to prevent heart attacks and strokes by involving nursing students to provide cholesterol and blood pressure screenings and education for underserved populations at Hope Hall, the Potter's Wheel and the USI Glenwood Community Health Center.
 - Rehabbing the Y's Caldwell Community Center – Students, faculty, AmeriCorps members, and Youth Build group built a storage shed for sports equipment, a baseball diamond, bookshelves for a tutoring room, raised beds for gardening, and set basketball nets at the center.
 - Girls in Bloom – The Girls in Bloom initiative is designed to improve self-esteem building. The Girls in Bloom (GIB) Expo for fifth to eighth grade girls involved USI students from two public relations courses and a management course. The students helped the GIB Board and participants assess the goals and strategies of the event, obtain feedback from participants, conduct focus groups with the target population, and work with the GIB Board to determine ways of building support for the event in the community.
 - Martin Luther King Day – Representatives from agencies throughout the community, along with a youth representative from each group, met during the MLK Luncheon at USI in January to kick off the planning process for Global Youth Service Day.
- Under direction from USI's Multi-Cultural Center, USI students participated in many diversity-oriented activities in the community including:
 - College Mentors for Kids with the Glenwood Leadership Academy: First through fourth graders are bused to campus every week that EVSC and USI are in session.
 - The Black Student Union volunteered and planned activities at the Boys and Girls Club of Evansville.
 - Tau Rho Chapter of Alpha Kappa Alpha Sorority volunteered at United Caring Shelters.

V. Diversity Initiatives and Programs for the University Community

- The USI ADA coordinator provides presentations to USI students preparing for health professions, education, and social work fields, as well as to general audiences in external and internal events, on topics that include:
 - What's Wrong with this Picture? A Photographic Journey through an Inaccessible World!

- How Much Do You Really Know about Disabilities?
- An Introduction to ADA Title I: What Employees with Disabilities and Their Advocates Need to Know
- The University Counseling Center has sponsored 23 campus events and activities to promote diversity, from film screenings to discussions and larger events. Topics range from general diversity and inclusion, to themes specific to women, African Americans, the LGBT community, and people with disabilities. Events of note include:
 - Disability Awareness Week – an annual week-long series of events that began in 2012
 - Sexual Assault Prevention
 - How Do You Talk about Diversity
 - National Coming Out Day Celebration
 - Mental Health Screenings
 - Creating and Nourishing Intercultural Friendships
 - Transgender Day of Remembrance
- The Campus Pride Committee was established in spring 2013 to evaluate and recommend LGBTQ-inclusive initiatives for faculty, staff and students.
- Student Support Services, a unit in University Division, provides comprehensive support services for 140 students who qualify as first generation, low income, or persons with disabilities. Activities and services include: promotion of cultural events, support networks, and international programming.
- Veterans Support Services, housed in the Office of the Registrar, serves as one-stop shop location for veterans. Services include assistance with registration for housing and GI Bill benefits; peer-to-peer counseling; and referrals for counseling with financial, vocational, and academic issues. Veterans Support Services also coordinated two events:
 - Partnered with local VFW Post 1114 to recognize and honor USI students who are recipients of the Purple Heart (six on campus).
 - Partnered with the USI Athletics Department to hold a Military Appreciation Game Night.
- USI's Office of the Provost supported and promoted several student organizations, initiatives and events to support strategic diversity goals including:
 - **Diversity Project:** A student organization that creates interactive learning experiences that encourage learning about diversity through peer-to-peer interaction. In 2012-13, the project sponsored nine programs including an empathy dinner, a women's panel, and a non-violence march for Boston.
 - **Spiritual Diversity Project:** A new partnership between Historic New Harmony, Religious Life, and the Office of the Provost, the Spiritual Diversity Project is geared toward strengthening community through increased understanding of various religious and spiritual traditions. In its first year, the Project instituted 12 programs including popular photo gallery sessions in which students answered questions such as: *"Faith is... and What am I thankful for?"* Additional programs were an interfaith retreat at New Harmony and educational sessions exploring various religions, held on campus.

- **Special Educators and Campus Guests:** Mr. Vidal Dickerson, Director of the Multicultural Center at the University of North Carolina at Charlotte, presented training for staff members of Public Safety and Parking, the Activities Programming Board, and student Resident Assistants from Housing and Residence Life. Dr. Shirley Collado, Dean of the College and Chief Diversity Officer at Middlebury College visited campus and held a full-day of meetings and discussions on topics related to the advancement of institutional diversity and inclusion. During her visit, Dr. Collado met with the President, the Provost's Council and other key leaders and administrators, students representing a diverse group of organizations. As follow up to her visit, President Bennett and Provost Rochon hosted a follow-up dinner and dialogue with students and University administrators.

The Committee reviewed and supports President Linda Bennett's report to the Board of Trustees on the progress made to date on the strategic plan diversity initiative. The Committee looks forward to continuing its liaison efforts with the University diversity initiatives and its work on the Committee's objectives in 2013-2014.

CURRENT OPERATING BUDGET SUMMARY

	<u>Approved Budget 2012-13</u>	<u>Budget Change</u>	<u>Approved Budget 2013-14</u>
INCOME			
State Appropriation - Operating	40,109,493	2,037,361	42,146,854
State Appropriation - Line Items	0	2,274,100	2,274,100
State Appropriation - Fee Replacement	12,134,116	(1,069,536)	11,064,580
Student Fees	40,548,875	2,872,618	43,421,493
Other Income	3,460,642	467,503	3,928,145
TOTAL	96,253,126	6,582,046	102,835,172

MAJOR EXPENSE CLASSIFICATION

Personal Services	69,961,073	5,115,987	75,077,060
Supplies and Expense	22,378,941	1,059,746	23,438,687
Repairs and Maintenance	2,533,283	62,735	2,596,018
Capital Outlay	1,379,829	343,578	1,723,407
TOTAL	96,253,126	6,582,046	102,835,172

FUNCTIONAL EXPENDITURE CLASSIFICATION

Instruction	49,618,843	3,234,133	52,852,976
Instruction Related	4,606,116	758,145	5,364,261
Student Services	7,213,054	593,883	7,806,937
Physical Plant	14,213,800	551,596	14,765,396
Administration and General	15,174,192	754,062	15,928,254
Institutional Student Aid	5,427,121	690,227	6,117,348
TOTAL	96,253,126	6,582,046	102,835,172

	<u>Approved Budget 2012-13</u>	<u>Budget Change</u>	<u>Approved Budget 2013-14</u>
FUNCTION BY MAJOR EXPENSE CLASSIFICATION			
INSTRUCTION			
Personal Services	44,233,401	3,057,677	47,291,078
Supplies and Expense	4,448,068	100,653	4,548,721
Repairs and Maintenance	453,600	42,103	495,703
Capital Outlay	483,774	33,700	517,474
TOTAL INSTRUCTION	49,618,843	3,234,133	52,852,976
INSTRUCTION RELATED			
Personal Services	2,701,577	379,659	3,081,236
Supplies and Expense	864,601	56,608	921,209
Repairs and Maintenance	430,687	12,000	442,687
Capital Outlay	609,251	309,878	919,129
TOTAL INSTRUCTION RELATED	4,606,116	758,145	5,364,261
STUDENT SERVICES			
Personal Services	5,915,287	492,905	6,408,192
Supplies and Expense	1,200,859	97,777	1,298,636
Repairs and Maintenance	68,263	3,201	71,464
Capital Outlay	28,645	0	28,645
TOTAL STUDENT SERVICES	7,213,054	593,883	7,806,937
PHYSICAL PLANT			
Personal Services	5,920,632	514,439	6,435,071
Supplies and Expense	7,286,977	31,507	7,318,484
Repairs and Maintenance	852,166	5,650	857,816
Capital Outlay	154,025	0	154,025
TOTAL PHYSICAL PLANT	14,213,800	551,596	14,765,396
ADMINISTRATION AND GENERAL			
Personal Services	11,190,176	671,307	11,861,483
Supplies and Expense	3,151,315	82,974	3,234,289
Repairs and Maintenance	728,567	(219)	728,348
Capital Outlay	104,134	0	104,134
TOTAL ADMINISTRATION AND GENERAL	15,174,192	754,062	15,928,254
INSTITUTIONAL STUDENT AID			
Supplies and Expense	5,427,121	690,227	6,117,348
TOTAL INSTITUTIONAL STUDENT AID	5,427,121	690,227	6,117,348
TOTAL BUDGET	96,253,126	6,582,046	102,835,172

SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES
2013-2014 and 2014-2015

STUDENT FEES 2013-2014
(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	\$142.23	\$142.23	\$239.57	\$239.57
Academic Facilities	43.25	43.25	43.25	43.25
Student Services	21.45	21.45	21.45	21.45
Technology	5.00	5.00	5.00	5.00
Non-Resident		295.16		300.57
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Total	\$211.93	\$507.09	\$309.27	\$609.84

STUDENT FEES 2014-2015
(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	\$221.22	\$532.56	\$324.84	\$640.46

Prior Year Student Fees for Comparison

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>
Contingent	\$132.23	\$132.23	\$223.84	\$223.84
Academic Facilities	45.30	45.30	45.30	45.30
Student Services	20.30	20.30	20.30	20.30
Technology	5.00	5.00	5.00	5.00
Non-Resident		280.00		286.24
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Total	\$202.83	\$482.83	\$294.44	\$580.68

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 2012-2013, 2013-2014, and 2014-2015

MISCELLANEOUS FEES FOR 2013-2014

<u>Fee Name</u>	<u>Current Fee</u>	<u>Proposed Fee</u>	<u>Effective Date</u>	<u>Last Changed</u>
Application Fee	40.00	40.00	08/26/13	08/20/12
Enrollment Fee	100.00	100.00	08/26/13	08/22/11
Audit Fee (plus applicable lab fee)	35.00	35.00	08/26/13	08/30/93
Departmental Exams Fee	15.00	15.00	08/26/13	08/29/95
Distance Education Fees:				
Learning Center Fee (per credit hour)	25.00	25.00	08/26/13	08/30/99
Delivery Fee (per credit hour)	10.00	10.00	08/26/13	08/30/99
Supply Fee	100.00	100.00	08/26/13	07/01/94
Engineering Upper Division Undergraduate Program Fee **	0.00	50.00	07/01/14	N/A
Health Professions Insurance	20.00	20.00	08/26/13	08/20/12
Health Services Fee	47.00	47.00	08/26/13	08/31/98
Housing Living Learning Community Fee	10.00	10.00	08/26/13	N/A
Housing Student Activity Fee	25.00	25.00	08/20/12	N/A
Laboratory Fee (College of Science, Engineering, & Education)	60.00	60.00	08/26/13	08/20/12
Laboratory Fee (all other colleges)	50.00	50.00	08/26/13	08/20/12
Late Registration Fee Week 1	35.00	35.00	08/26/13	08/20/12
Late Registration Fee Beginning Week 2	125.00	125.00	08/26/13	07/01/06
Matriculation Fee (all new and transfer students)	100.00	100.00	08/26/13	08/20/12
Nursing RN Completion Program Fee **	0.00	50.00	07/01/14	N/A
Nursing Program Fee (BSN) *	0.00	500.00	07/01/14	N/A
Nursing Program Fee (MSN) **	0.00	100.00	07/01/14	N/A
Nursing DNP Program Fee **	0.00	150.00	07/01/14	N/A
Nursing Test Fee	30.00	30.00	08/26/13	08/31/92
Occupational Therapy Clinical Fee	75.00	75.00	08/26/13	08/20/12
Occupational Therapy Program Fee (MSOT) **	0.00	100.00	07/01/14	N/A
Payment Plan Fee	30.00	30.00	08/26/13	07/01/95
Payment Plan Late Fee	25.00	25.00	08/26/13	08/30/99
Respiratory Therapy Advanced Life Support Fee	100.00	100.00	08/26/13	09/02/97
Special Course Fee (varies by course; maximum amount)	200.00	200.00	08/26/13	08/07/01
Student Activity Fee (non-mandatory)	50.00	50.00	08/26/13	08/20/12
Studio Fee	50.00	50.00	08/26/13	08/20/12
Study Abroad Fee	100.00	100.00	08/26/13	08/29/05
Transcript Fee	20.00	20.00	08/20/12	N/A
Transportation Fee:				
8 or more credit hours per semester	90.00	90.00	08/26/13	08/20/12
>3 and <8 credit hours per semester	72.00	72.00	08/26/13	08/20/12
3 or fewer credit hours	54.00	54.00	08/26/13	08/20/12

* per semester / 3rd semester through completion

** per credit hour

**Summary
Current Construction Projects
July 11, 2013**

Projects Under Construction

Applied Engineering Center Construction **\$ 3,300,000**

Project Cost

Funding Source: Special Projects Reserve

Teaching Theatre Construction

Project Cost **\$ 17,250,000**

Funding Sources:

Bond Issue (Repaid with Student Fees)	\$ 13,000,000
Special Projects Reserve	\$ 2,250,000
USI Foundation	\$ 2,000,000

Campus Loop Road Construction - Phase III

Project Cost **\$ 760,000**

Funding Sources:

Transportation Reserve	\$ 271,000
Federal Direct Appropriation FY 2009	\$ 489,000

Student Housing Apartment Buildings Renovation - 2013

Project Cost **\$ 1,300,000**

Funding Source: Housing Reserve

University Center Bookstore Renovation - Phase II

Project Cost **\$ 725,000**

Funding Source: Bookstore Reserve

University Center Eagles Nest Renovation

Project Cost **\$ 250,000**

Funding Source: University Center Reserve

Liberal Arts Center Room 2031 and Recreation and Fitness Center

Computer Lab Construction

Project Cost **\$ 225,000**

Funding Source: Special Projects Reserve

Health Professions Center - Simulation Laboratory Renovation

Project Cost **\$ 180,000**

Funding Source: Special Projects Reserve

Projects in Design

Conference Center Construction

Project Cost \$ 5,000,000

Funding Source: Private Gifts

Visitor's Center Construction

Project Cost \$ 2,000,000

Funding Source: Private Gifts

Theatre Support Building

Project Cost \$ 1,500,000

Funding Sources:

Teaching Theatre Project \$ 750,000

Special Projects Reserve \$ 750,000

Technology Center Air Handling Unit Replacement

Project Cost \$ 250,000

Funding Source: Special Projects Reserve

Science Center - Lower Level Renovation

Project Cost \$ 750,000

Funding Source: General Repair and Rehabilitation Appropriation

Atheneum (New Harmony) - Exterior Metal Painting

Project Cost \$ 250,000

Funding Source: Special Projects Reserve

Education Center - Mathematics Laboratory Construction

Project Cost \$ 245,000

Funding Source: Special Projects Reserve