

## MINUTES

### UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

July 11, 2019

The University of Southern Indiana Board of Trustees met in regular session on Thursday, July 11, 2019, in the Griffin Center on the University campus. Present were Chair Kenneth L. Sendelweck '76 and Trustees Josi M. Barscz '22; W. Harold Calloway; John M. Dunn; Christine H. Keck; Jeffrey L. Knight; Ellis S. Redd; Ronald D. Romain '73; and Christina M. Ryan. Also in attendance were President Ronald S. Rochon; Provost Mohammed Khayum; Vice President for Finance and Administration Steven J. Bridges '89 M'95; Vice President for Marketing and Communications Kindra L. Strupp; Vice President for Enrollment Management Andrew W. Wright; Vice President for Development David A. Bower; Vice President for Student Affairs Marcia K. Kiessling; Chief Government and Legal Affairs Officer Aaron C. Trump; and Faculty Senate Chair Kenneth M. Purcell.

Chair Sendelweck called the meeting to order at 12:59 p.m.

#### SECTION I – GENERAL AND ACADEMIC MATTERS

##### A. APPROVAL OF MINUTES OF APRIL 26, 2019, AND JUNE 4, 2019, MEETINGS

On a motion by Mr. Redd, seconded by Mr. Knight, the minutes of the April 26, 2019, and June 4, 2019, meetings of the Board of Trustees were approved.

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

Mr. Sendelweck called on Vice President Strupp, who reported the next meeting of the Board of Trustees is scheduled for Thursday, September 5, 2019, on campus.

##### C. PRESIDENT'S REPORT

President Rochon began by reporting on the USI Chamber Choir's performance of Gabriel Faure's REQUIEM with the New York Chamber Orchestra at Carnegie Hall on Sunday, May 26. The experience had profound impact not only on the USI students performing, but also on the President, Mrs. Rochon, and the staff, to have the opportunity to attend this event in such a prestigious venue.

Dr. Rochon reported on the Southwest Indiana Chamber Intercity visit to Omaha, Nebraska, that he and Trustees Romain and Keck participated in. This event provided an opportunity to conduct a comparative analysis with a community that is very similar to ours. Participants learned about the methods used to address issues regarding economic development, workforce development, and diversity through collaborative best practices and policy responses across many institutions and entities in Omaha.

President Rochon announced that USI's College of Nursing and Health Professions has been awarded over \$9.2 million in grants over the past year. Including: \$2 million over four years for the RN Primary Care Program; \$1 million over three years for the Rural Indiana SANE Training Project; \$3.7 million over five years for the Geriatric Workforce Enhancement Program (GWEP); \$1.7 million over four years for the Nurse Practitioner Residency Program; and nearly \$800,000 over three years for building a dementia-competent nursing home workforce in Indiana with the Positive Approach® model.

On Monday, July 8, USI hosted an appreciation breakfast for our State Legislators. Dr. Rochon noted this event provided our elected officials with an opportunity to visit campus and see first-hand some of the initiatives they support through their continued investments in higher education.

Dr. Rochon announced he will participate in the Lt. Governor's Diversity in Agriculture Day at the Indiana State Fair on Wednesday, August 14. This day is designed for high school students to engage with role models in agriculture and its many related professions, in order to learn more about pursuing careers in one of the largest industries in our state. The interactive day will expose students from underrepresented diverse populations interested in agriculture to many aspects of the industry.

President Rochon directed the Trustees to an invitation in their handout packet, for the annual Cultural Diversity Welcome Reception to be held in August, and he discussed the details of the event.

The first all-inclusive University meeting will be held in the new Screaming Eagles Arena on Tuesday, August 13. Dr. Rochon explained historically the lack of space required USI to hold two separate fall meetings to kick-off the new academic year; one for Support Staff (approximately 700 employees) and one for Faculty and Administration (approximately 900 employees). Conducting one all-inclusive meeting will provide opportunity to continue building on USI's culture of community and engagement.

President Rochon personally thanked everyone in the USI family for providing support, empathy, and fellowship after this difficult week on campus. He indicated the way in which our campus community unified with intent purpose to support each other through the tragic loss of three-year-old Oliver Dill, would prove to be a significant factor in helping us all move forward and to heal.

Dr. Rochon called on Provost Mohammed Khayum for the Academic Report. Dr. Khayum began by reviewing some of the highlights from the 2018-2019 academic year.

USI received final approval from the Indiana Commission for Higher Education to offer a bachelor's degree in Civil Engineering and a Post-Masters Certificate in Addiction Sciences. Additionally, curriculum design and development certificates in Data Analytics and Cybersecurity at the undergraduate level were completed. Each of these programs will be launched in the fall of 2020. Provost Khayum explained that USI will continue to focus on expanding the portfolio of online programs. In the spring of 2020, an accelerated version of our online completion program for the Bachelor of Science in Respiratory Therapy will be launched. With the expansion of online course and program offerings, USI has taken the necessary steps to ensure the academic integrity of these programs through the establishment of a high-quality online test proctoring system that will be fully utilized in the fall of 2019.

Dr. Khayum reported on the implementation of a new structure and sequencing of mathematics courses that will be taken by entering students and the revised Honors Program admissions standards.

The development of a new five-year calendar that will begin with fall 2020, will address a number of issues that exist with the current academic calendar, including graduates taking final exams after they have already participated in commencement ceremonies.

In conclusion, Provost Khayum stated that USI continues to receive affirmation of the high-quality education provided by our faculty through accomplishments such as the successful launch of the UNITE CubeSat and achievement of milestones such as orbiting and functioning effectively for over 100 days, something that 45 percent of similar spacecraft fail to achieve. In the next academic year, USI will continue to focus on developing world class educational experiences that prepare graduates for impactful lives in their communities.

President Rochon called on Vice President for Enrollment Management Andrew Wright to give the Enrollment Management report. Mr. Wright provided the Board with credit hour production updates for summer sessions 2019, noting a slight increase over last year. He concluded his report stating overall fall 2019 enrollment, which includes new freshmen, new transfer students, and graduate courses, has slightly decreased compared to this time last year.

Dr. Rochon called on Marcia Kiessling, vice president for Student Affairs for a report. Dr. Kiessling began by discussing the reasons students choose to attend USI and the critical points in retaining those who do. There have been many initiatives implemented in the past eight years to increase retention, including longer hours of operation for the library and Recreation, Fitness, and Wellness Center (RFW) and Cinema USI program expansion from two to 12 movie showings per month. A variety of leadership programs have been developed including: Emerging Leaders; Welcome Week Leader roles; student organization retreats; the Black and Brown Summit; and mentoring opportunities that enable student leaders to serve as role models. Fraternity and sorority life has grown from 390 members in 2011 to 530 members, including the addition of three historically black fraternity and sororities, and a new Latina organization beginning in fall. Dr. Kiessling discussed the Spiritual Diversity Project, Eagle Perks Program, Housing and Residence Life amenities, and the USI app, all of which support connecting students and making campus home for them.

Dr. Kiessling reported on the progress of the programs implemented to serve students' foundational needs. Initiatives focused on student safety included: concussion protocol for all RFW student employees; travel policy for student domestic travel; increased risk management training for fraternities and sororities; strengthened conduct process for consistency of sanctions; an active CARE Team focused on students in distress; Title IX training requirements; and revised Emotional Support Animal request process.

Vice President Kiessling concluded her report noting many echelons are involved in building a robust campus life and providing support for the complex areas of student safety, scholarship, and emotional and mental health. All of these are integral to student academic and personal success.

President Rochon called on Faculty Senate Chair Kenneth Purcell for a report from faculty. Dr. Purcell began his report noting the Senate has not met since the Board's last meeting on April 26. During the fall 2019 semester, Dr. Purcell stated Faculty Senate will be reviewing the Faculty Constitution and drafting amendments that will better reflect the current composition of the faculty at the University. If these amendments are approved by the faculty, they will be submitted to the Board for approval during the spring 2020 semester.

President Rochon announced Sarah Seward-Genung, SGA President, will give her first report at the September Board of Trustees meeting, as she was unavailable today due to completing her summer internship.

This concluded President Rochon's report.

## **SECTION II – FINANCIAL MATTERS**

### **A. APPROVAL OF MISCELLANEOUS FEES FOR 2019-2020**

Mr. Sendelweck called on Vice President Bridges to review the proposed miscellaneous fees for 2019-2020 listed in Exhibit II-A.

Prior to discussing the 2019-2020 Miscellaneous Fees, Mr. Bridges directed the Trustees to the quarter three financial statements in their handouts. Vice President Bridges stated he was not presenting on the information in the statements, however, would take any questions the Board may have regarding the documents.

Mr. Bridges directed the Trustees to Exhibit II-A which contains a list of miscellaneous fees recommended for approval for the 2019-2020 academic year. He reminded the Board that miscellaneous, non-mandatory fees are paid by some, but not all, students based on the program, course, or activity they undertake. Vice President Bridges reported four fee changes for 2019-2020 including: an increase in the Counseling Service Fee from \$25 to \$40 to assist in the growing needs of counseling support for students; the elimination of the \$35 Payment Plan Fee to remove any perceived barriers for students to enroll in a payment plan; a Respiratory Therapy Program Fee of \$50 per credit hour to assist with the higher program costs; and an increase of \$5 for each tier of the Transportation Fee.

On a motion by Mr. Knight, seconded by Mr. Redd, the Miscellaneous Fees for 2019-2020 in Exhibit II-A were approved.

### **B. REVIEW OF SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES FOR 2019-2020**

Chair Sendelweck called on Vice President Bridges to review the schedule of student fees and other mandatory fees for 2019-2020. Mr. Bridges explained that Exhibit II-B is a reminder of the student fees and other mandatory fees approved by the Board of Trustees at the June 4, 2019, special meeting. The 2019-2020 total hourly rate was approved, but the specific allocations to the mandatory fee categories such as contingent, academic facilities, student services, and technology fees were developed as part of the basis for this year's budgeting process. The information was provided for reference purposes only and no approval was required.

### **C. APPROVAL OF ANNUAL OPERATING BUDGETS**

Mr. Sendelweck called on Vice President Bridges, who introduced Associate Vice President for Finance and Administration Mary Hupfer, for a report on the proposed operating budget for fiscal year 2019-2020. Ms. Hupfer began by directing the Trustees to the balanced budget summarized in Exhibit II-C.

She reviewed the primary sources of funding, including state appropriation (48.7 percent); student fees (45.3 percent); other income (6 percent); and resource reallocation. She reported the total 2019-2020 state appropriation is approximately \$58.7 million. Available funding for new initiatives and expenses totals approximately \$2.1 million.

Ms. Hupfer reported the 2019-2020 funding would be used for the following:

- institutional student aid programs;
- operating costs of new facility (2<sup>nd</sup> half of Screaming Eagles Arena operating budget); and
- compensation adjustments (faculty and staff promotions, reclassifications, and equity adjustments).

She explained in balancing the budget, because of the deficit in projected credit hour production, a budget reduction was necessary. All departments were considered in a collaborative consultation with the President, Provost, Vice Presidents, and Deans. As a result of identifying funding that was utilized during prior years of enrollment increases, but were no longer required during this period of enrollment decline, the budget was balanced through a reduction of those enrollment dollars, monies previously held for some vacant positions, and adjunct salary pools not needed due to lower enrollments.

Associate Vice President Hupfer continued her report with focus on the Current Operating Fund. She described the functional classifications of instruction; instruction related; student services; plant operation/maintenance; administration and general; and institutional student aid. Within each fund type, items

are divided into major expense classifications, including personal services (salary and benefits); supplies and expense; repairs and maintenance; and capital outlay.

Ms. Hupfer concluded her report stating the total for the Annual Operating Budget for 2019-2020 is \$120,738,107.

On a motion by Mr. Knight, seconded by Mr. Calloway, the annual operating budget for 2019-2020 was approved.

#### **D. APPROVAL OF AUTHORIZATION OF FINANCIAL AID AWARDS**

Mr. Sendelweck called on Vice President Wright to review the authorization of financial aid awards. Mr. Wright reported the University awarded over \$80 million in financial aid in 2018-2019, and 75 percent of USI students received either merit-based or need-based aid.

On a motion by Mr. Calloway, seconded by Mr. Knight, 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 2019-2020 budgetary capabilities.

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

Mr. Sendelweck called on Vice President Bridges to review a Resolution Regarding Bank Depositories and Wire Transfer Authorizations. Mr. Bridges reported at its meeting on July 12, 2018, the Board of Trustees approved a resolution regarding bank depositories and wire transfer authorizations. This is brought before the Board annually to allow key members of the finance team conduct business on behalf of the University. Mr. Bridges outlined the five bank changes included in the THEREFORE BE IT RESOLVED paragraph of the resolution that included the addition of two banks, removal of two banks, and one bank name change.

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; and

THEREFORE BE IT RESOLVED the Banterra Bank, Boonville Federal Savings Bank, Commerce Bank, Fifth Third Bank, First Federal Savings Bank, First Financial Bank, German American Bank, JP Morgan Chase Bank, KeyBank, Legence Bank, LNB Community Bank, Old National Bank, PNC Bank, Regions Bank, United Fidelity Bank and Wells Fargo 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 or Assistant 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 is 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 Manager of Accounting Operations 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.

On a motion by Ms. Keck, seconded by Mr. Redd, and abstention by Mr. Knight, the Resolution Regarding Bank Depositories and Wire Transfer Authorizations was approved.

#### **F. APPROVAL OF CONSTRUCTION CHANGE ORDERS**

Chair Sendelweck called on Vice President Bridges to discuss the construction change orders requiring approval of the Board of Trustees. Mr. Bridges noted the change orders summarized in Exhibit II-D were related to the Physical Activities Center (PAC) renovation, and exceed the \$25,000 approval authority for the Vice President for Finance and Administration. He explained that individually the change orders are below \$25,000, however, each are related to a particular task that collectively exceed the amount needing Board approval. For construction management purposes, it was more efficient to process them separately.

On a motion by Mr. Dunn, seconded by Mr. Knight, the change orders in Exhibit II-D were approved.

#### **G. CHANGE ORDERS APPROVED BY VICE PRESIDENT FOR FINANCE AND ADMINISTRATION**

Mr. Sendelweck called on Vice President Bridges, who reviewed the construction change orders approved by the Vice President for Finance and Administration in Exhibit II-E. Mr. Bridges explained the changes listed, by virtue of amounts less than \$25,000, do not require approval of the Board. He noted the changes for the PAC renovation are standalone items, therefore were not combined for Board approval. The Fuquay Welcome Center change order was identified during the closeout of the project as a change that was not identified and submitted earlier.

#### **H. UPDATE ON CURRENT CONSTRUCTION PROJECTS**

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

**SECTION III - PERSONNEL MATTERS**

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

Mr. Sendelweck called on Vice President Bridges, who reviewed the following administrative retirements.

Senior Counselor, Student Financial Assistance Cynthia J. Bent, in accordance with the regular retirement policy, will retire effective August 1, 2019, after 18 years of service.

Mathematics Specialist and Placement Testing Coordinator, Nancy M. Myers, in accordance with the early retirement policy, will retire effective January 1, 2021, after 27 years of service, including leave with pay for the period of July 1, 2020, through December 31, 2020.

Assistant Director of Development, Major Gifts Virginia L. Bryant Norton, in accordance with the revised retirement policy, will retire effective January 1, 2021, after 27 years of service, including leave with pay for the period of July 1, 2020, through December 31, 2020.

**B. APPROVAL OF EMERITUS STATUS**

Mr. Sendelweck called on Vice President Bridges, who recommended approval of emerita titles. On a motion by Mr. Redd, seconded by Mr. Calloway, the following titles were approved.

Senior Counselor Emerita, Student Financial Assistance Cynthia J. Bent

Mathematics Specialist Emerita and Placement Test Coordinator Emerita Nancy M. Myers

Assistant Director Emerita of Development, Major Gifts Virginia L. Bryant Norton

There being no further business, the meeting was adjourned at 1:42 p.m.

Respectfully submitted,

  
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Josi M. Barscz  
Secretary

**MISCELLANEOUS FEES FOR 2019-2020**

**1. Laboratory and Miscellaneous Fees**

<u>Fee Name</u>	<u>2018-2019 Fee</u>	<u>2019-2020 Fee</u>	<u>Effective Date</u>	<u>Last Changed</u>
Application Fee	40.00	40.00	08/19/19	08/20/12
Assessment Fee	125.00	125.00	08/19/19	08/24/15
Audit Fee (plus applicable lab fee)	50.00	50.00	08/19/19	08/22/16
Computer Science Program Fee*	75.00	75.00	08/19/19	08/21/17
Counseling Service Fee	25.00	40.00	08/19/19	08/25/14
Departmental Exams Fee	25.00	25.00	08/19/19	08/22/16
Distance Education Non-Resident Delivery Fee*	30.00	30.00	08/19/19	08/24/15
Distance Education Online Learning Fee	50.00	50.00	08/19/19	08/30/99
Engineering Undergraduate Program Fee*	75.00	75.00	08/19/19	08/24/15
Enrollment Fee	150.00	150.00	08/19/19	08/22/16
Health Informatics Program Fee*	50.00	50.00	08/19/19	08/21/17
Health Professions Insurance	20.00	20.00	08/19/19	08/20/12
Housing Living Learning Community Fee	15.00	15.00	08/19/19	08/20/12
Housing Student Activity Fee	25.00	25.00	08/19/19	08/20/12
International Student Fee	200.00	200.00	08/19/19	08/20/18
Laboratory Fee (College of Science and Engineering)	75.00	75.00	08/19/19	08/24/15
Laboratory Fee (all other colleges)	50.00	50.00	08/19/19	08/20/12
Late Registration Fee Week 1	50.00	50.00	08/19/19	08/22/16
Late Registration Fee Beginning Week 2	150.00	150.00	08/19/19	08/22/16
Matriculation Fee (all new and transfer students)	175.00	175.00	08/19/19	08/22/16
Nursing DNP Program Fee*	150.00	150.00	08/19/19	07/01/14
Nursing Program Fee (BSN)* Change in assessment method	40.00	40.00	08/19/19	07/01/14
Nursing Program Fee (MSN)*	100.00	100.00	08/19/19	07/01/14
Occupational Therapy Clinical Fee	75.00	75.00	08/19/19	08/20/12
Occupational Therapy Program Fee (MSOT)*	100.00	100.00	08/19/19	07/01/14
Payment Plan Fee	35.00	0.00	08/19/19	08/22/16
Payment Plan Late Fee	50.00	50.00	08/19/19	08/20/18
Respiratory Therapy Advanced Life Support Fee	100.00	100.00	08/19/19	09/02/97
Respiratory Therapy Program Fee*		50.00	08/19/19	
Social Work Program Fee*	50.00	50.00	08/19/19	08/21/17
Special Course Fee (varies by course; maximum amount)	350.00	350.00	08/19/19	08/21/17
Student Activity Fee	100.00	100.00	08/19/19	08/22/16
Study Abroad Fee	300.00	300.00	08/19/19	08/22/16
Transcript Fee	50.00	50.00	08/19/19	08/22/16
Transportation Fee:				
8 or more credit hours per semester	135.00	140.00	08/19/19	08/20/18
>3 and <8 credit hours per semester	110.00	115.00	08/19/19	08/20/18
3 or fewer credit hours	80.00	85.00	08/19/19	08/20/18

\*per credit hour



**SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES**  
**2019-2020 and 2020-2021**

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**STUDENT FEES 2019-2020**  
**(per semester credit hour)**

	<b><u>UNDERGRADUATE</u></b>		<b><u>GRADUATE</u></b>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Contingent	\$176.59	\$176.59	\$305.16	\$305.16
Academic Facilities	53.00	53.00	53.00	53.00
Student Services	24.60	24.60	24.60	24.60
Technology	10.00	10.00	10.00	10.00
Non-Resident		377.00		376.73
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Total	\$264.19	\$641.19	\$392.76	\$769.49

**STUDENT FEES 2020-2021**  
**(per semester credit hour)**

	<b><u>UNDERGRADUATE</u></b>		<b><u>GRADUATE</u></b>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Total	\$269.52	\$654.08	\$400.68	\$784.96

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Prior Year Student Fees for Comparison

**STUDENT FEES 2018-2019**  
**(per semester credit hour)**

	<b><u>UNDERGRADUATE</u></b>		<b><u>GRADUATE</u></b>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Contingent	\$182.21	\$182.21	\$308.25	\$308.25
Academic Facilities	42.15	42.15	42.15	42.15
Student Services	24.60	24.60	24.60	24.60
Technology	10.00	10.00	10.00	10.00
Non-Resident		369.59		369.32
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Total	\$258.96	\$628.55	\$385.00	\$754.32

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**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 2019-2020 and 2020-2021

## CURRENT OPERATING BUDGET SUMMARY

	Approved Budget 2018-19	Budget Change	Proposed Budget 2019-20
<b>INCOME</b>			
State Appropriation - Operating	45,279,008	2,225,556	47,504,564
State Appropriation - Line Items	1,552,550	(1,316,397)	236,153
State Appropriation - Fee Replacement	12,232,928	(1,210,295)	11,022,633
Student Fees	52,556,874	2,105,255	54,662,129
Other Income	6,983,006	329,622	7,312,628
<b>TOTAL</b>	118,604,366	2,133,741	120,738,107

### MAJOR EXPENSE CLASSIFICATION

Personal Services	83,399,881	(1,211,405)	82,188,476
Supplies and Expense	31,102,691	3,125,038	34,227,729
Repairs and Maintenance	1,995,042	220,924	2,215,966
Capital Outlay	2,106,752	(816)	2,105,936
<b>TOTAL</b>	118,604,366	2,133,741	120,738,107

### FUNCTIONAL EXPENDITURE CLASSIFICATION

Instruction	59,031,188	(769,483)	58,261,705
Instruction Related	6,234,116	(34,263)	6,199,853
Student Services	9,641,389	113,297	9,754,686
Operation and Maintenance of Plant	15,967,822	23,656	15,991,478
Administration and General	17,700,682	(56,040)	17,644,642
Institutional Student Aid	10,029,169	2,856,574	12,885,743
<b>TOTAL</b>	118,604,366	2,133,741	120,738,107

	<u>Approved Budget 2018-19</u>	<u>Budget Change</u>	<u>Proposed Budget 2019-20</u>
<b>FUNCTION BY MAJOR EXPENSE CLASSIFICATION</b>			
<b>INSTRUCTION</b>			
Personal Services	52,672,380	(897,819)	51,774,561
Supplies and Expense	5,199,668	119,550	5,319,218
Repairs and Maintenance	498,104	21,772	519,876
Capital Outlay	661,036	(12,986)	648,050
<b>TOTAL INSTRUCTION</b>	<b>59,031,188</b>	<b>(769,483)</b>	<b>58,261,705</b>
<b>INSTRUCTION RELATED</b>			
Personal Services	3,285,272	(40,592)	3,244,680
Supplies and Expense	1,625,533	8,329	1,633,862
Repairs and Maintenance	408,682	(2,000)	406,682
Capital Outlay	914,629	0	914,629
<b>TOTAL INSTRUCTION RELATED</b>	<b>6,234,116</b>	<b>(34,263)</b>	<b>6,199,853</b>
<b>STUDENT SERVICES</b>			
Personal Services	8,194,441	80,845	8,275,286
Supplies and Expense	1,346,690	31,252	1,377,942
Repairs and Maintenance	72,013	1,200	73,213
Capital Outlay	28,245	0	28,245
<b>TOTAL STUDENT SERVICES</b>	<b>9,641,389</b>	<b>113,297</b>	<b>9,754,686</b>
<b>OPERATION AND MAINTENANCE OF PLANT</b>			
Personal Services	6,536,629	(203,577)	6,333,052
Supplies and Expense	8,187,982	20,733	8,208,715
Repairs and Maintenance	856,286	203,000	1,059,286
Capital Outlay	386,925	3,500	390,425
<b>TOTAL OPERATION AND MAINTENANCE OF PLANT</b>	<b>15,967,822</b>	<b>23,656</b>	<b>15,991,478</b>
<b>ADMINISTRATION AND GENERAL</b>			
Personal Services	12,711,159	(150,262)	12,560,897
Supplies and Expense	4,713,649	88,600	4,802,249
Repairs and Maintenance	159,957	(3,048)	156,909
Capital Outlay	115,917	8,670	124,587
<b>TOTAL ADMINISTRATION AND GENERAL</b>	<b>17,700,682</b>	<b>(56,040)</b>	<b>17,644,642</b>
<b>INSTITUTIONAL STUDENT AID</b>			
Supplies and Expense	10,029,169	2,856,574	12,885,743
<b>TOTAL INSTITUTIONAL STUDENT AID</b>	<b>10,029,169</b>	<b>2,856,574</b>	<b>12,885,743</b>
<b>TOTAL BUDGET</b>	<b>118,604,366</b>	<b>2,133,741</b>	<b>120,738,107</b>

## Summary of Construction Change Orders Recommended for Authorization

### PHYSICAL ACTIVITIES CENTER (PAC) RENOVATION

#### Empire Contractors, Inc. - General Contractor

##### Change Orders for Sound/Audio Rigging

CO-033	Conduit for hoist power racks	\$ 23,798
CO-034	Conduit for hoist power racks	\$ 12,857
CO-035	Additional conduit for rigging system	<u>\$ 7,271</u>
TOTAL		\$ 43,926

##### Change Orders for Structural

CO-036	PR 003A Structural Modification 4.30.19	\$ 17,497
CO-037	PR 003B Structural Modification 5.28.19	\$ 18,227
CO-038	PR 003C Structural Modification 4.30.19	\$ 24,888
CO-039	PR 003D Structural Modification 5.28.19	<u>\$ 14,575</u>
TOTAL		\$ 75,187

##### Change Orders for Entry Plaza

CO-041	PR 029.1 Entry Plaza Modifications	\$ 23,759
CO-042	PR 029.2 Entry Plaza Modifications	\$ 24,676
CO-043	PR 029.3 Entry Plaza Modifications	\$ 22,193
CO-044	PR 029.4 Entry Plaza Modifications	\$ 20,589
CO-045	PR 029.5 Entry Plaza Modifications	\$ 22,453
CO-046	PR 029.6 Entry Plaza Modifications	\$ 22,453
CO-047	PR 029.7 Entry Plaza Modifications	\$ 7,227
CO-048	PR 029.8 Entry Plaza Modifications	<u>\$ 22,175</u>
TOTAL		\$165,525

	GRAND TOTAL	\$284,638
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## Summary of Construction Change Orders Authorized by the Vice President for Finance and Administration

### PHYSICAL ACTIVITIES CENTER (PAC) RENOVATION

#### Empire Contractors

CO-025	Added valves and taps to tempered water piping for ease of future work.	\$24,953
CO-026	Wiring for WIFI, credit for Card Access locations changes	\$22,771
CO-027	Additional tunnel water line, fire protection hose cabinet, room 205 partition, additional volleyball sleeves	\$19,130
CO-028	Varsity Club additional accordion door, revisions to ceiling and casework,	\$ 22,210
CO-029	Additional beam detectors (smoke sensors), additional wiring	\$ 20,059
CO-030	Stair 3 finishes (stairs to roof/catwalk), speaker types changed	\$ 23,389
CO-031	Added thermal barrier for smoke exhaust fans	\$ 22,909
CO-032	Additional arena painting of exposed concrete in bowl, steel riser end covering	\$ 16,574
CO-049	Rock excavation during site work, per Schedule of Values Summary	\$ 20,706
CO-050	Ceiling revisions in concourse Areas	\$ 13,669

### FUQUAY WELCOME CENTER

#### Empire Contractors

CO-006	Reroute presentation room duct, change flex ducts to metal, electrical work for light pole and communications	\$24,953
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**Summary  
Construction Projects**

**July 11, 2019**

**Recently Completed**

**University Center (UC) West Partial Roof Replacement**

**Project Cost** \$ 525,000

Funding Source: UC Expansion

**Projects Under Construction**

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

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

Funding Source: Legislative Appropriation - 2017

**Campus Heating - Cooling Water Supply Infrastructure Improvements**

**Project Cost** \$ 410,000

Funding Source: General Repair and Rehabilitation Appropriation

**Ruston Hall Floor Covering Replacement**

**Project Cost** \$ 180,000

Funding Source: Housing Reserves

**Student Apartments Flooring Replacement**

**Project Cost** \$ 105,000

Funding Source: Housing Reserves

**Projects In Design**

**Health Professions Renovation/Addition (Design Only)**

**Project Cost** \$ 500,000

Funding Source: Special Projects

**Exterior Signage Replacement**

**Project Cost** \$ 500,000

Funding Source:

Parking Reserve \$ 250,000

Landscape Improvement Reserves \$ 250,000

**Projects In Design (continued)**

**UC West Air Handler Replacement**

**Project Cost** \$ 300,000

Funding Source: General Repair and Rehabilitation Appropriation

**Quadrangle Landscape Improvements**

**Project Cost** \$ 125,000

Funding Source: Landscape Improvement Reserves

**McCutchan Art Center Roof Replacement**

**Project Cost** \$ 110,000

Funding Source:

General Repair and Rehabilitation Appropriation \$ 86,000

Special Projects \$ 24,000