

MINUTES

UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

July 15, 2021

The University of Southern Indiana Board of Trustees met on Thursday, July 15, 2021, in the University Center on campus. Present were Chair Ronald D. Romain '73; and Trustees W. Harold Calloway; Liam H. Collins '23; Daniel M. Fuquay; Christine H. Keck; Jeffrey L. Knight; Christina M. Ryan; and Kenneth L. Sendelweck '76. Trustee John M. Dunn was absent. 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 Development David A. Bower; Vice President for Student Affairs Khalilah T. Doss; Chief Government and Legal Affairs Officer Aaron C. Trump; Faculty Senate Chair Rex M. Strange '92; and Student Government Association President Anna Ardelean '22.

Chair Romain called the meeting to order at 1:25 p.m.

Chair Romain announced the Board of Trustees recently completed the Presidential Feedback process and was reaffirming its commitment to Dr. Ronald S. Rochon as President of the University of Southern Indiana.

SECTION I – GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF MAY 7, 2021, AND JUNE 10, 2021, MEETINGS

On a motion by Mr. Knight, seconded by Ms. Keck, the minutes of the May 7, 2021, and June 10, 2021, meetings of the Board of Trustees were approved.

B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

Mr. Romain called on Vice President Strupp, who reported the next meeting of the Board of Trustees is scheduled for Thursday, September 2, 2021, on campus in the University Center, Carter Hall.

C. PRESIDENT'S REPORT

Chair Romain called on President Rochon for his report. Dr. Rochon began by welcoming new Student Trustee, Liam Collins, to the Board. USI provided Mr. Collins with a virtual orientation session on July 9. He thanked Mr. Romain, the Executive Team, and Andrea Gentry from the USI Foundation for providing Mr. Collins with an abundance of information to jumpstart this important new role in his student career.

Dr. Rochon announced Governor Eric Holcomb recently appointed him to the Midwest Higher Education Compact (MHEC). This is a three-year appointment that began on July 1. MHEC is governed by a 60-member commission. Each member state has five appointed commissioners: the governor or the governor's designee; two legislators, one from each house; and two other at-large members, at least one of whom is selected from the field of higher education. This compact is a legislatively-created agreement among the 12 Midwestern states to work together to further higher education within the region. The member states of the Compact are: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin.

Dr. Rochon presented two bridge projects. USI mechanical engineering students participated in building these structures in August 2019 and in June 2021. In eSwatini of southern Africa, students assisted in the construction of a 95-meter footbridge over the Ngwempisi River—a project with life-saving implications. In 2018, 16 people died while trying to cross the Ngwempisi River during high water. The professionally-designed and -constructed bridge allows for safe and unimpeded foot traffic to markets, jobs and a government hospital. USI students helped complete this bridge in August 2019. More recently, in West Virginia, a bridge designed to support vehicular traffic as well as foot traffic was completed entirely by the USI team in June. Engineers-In-Action focused all the student bridge builds this summer inside the United States due to COVID travel restrictions. These students were accompanied by Dr. Jason Hill and Justin Amos.

Dr. Rochon directed the Trustees to an invitation in their handouts to the Cultural Diversity Welcome Reception that will be held on Thursday, August 19, from 4-5 p.m. in Carter Hall D. This event is one of many sponsored by the USI Multicultural Center designed to help new students and their family members build bridges and friendships within the USI community, while emphasizing academic excellence. It is a fun and exciting way to begin college in an informal setting with faculty, staff, returning students, alumni, Trustees, and University staff. He welcomed Trustee participation in this event.

President Rochon reported on the educational series on diversity, equity, and inclusion he participated in on July 14 titled "Moving Forward – The State and Local Landscape." Welborn Baptist Foundation partnered with E-REP (Evansville Regional Economic Partnership), YMCA, and BRIDGE (Building Respect & Integrity in Diverse Greater Evansville) to create this series discussing how diversity, equity, and inclusion initiatives benefit businesses (for profit and nonprofit). Local business leaders shared how their organizations are advancing equity, both within and outside the workplace.

President Rochon called on Vice President Strupp for an update on Commencement. Vice President Strupp reminded the Trustees that due to COVID-19 the Spring 2020 Commencement event was cancelled, and a virtual event was offered in Fall 2020, both affecting the overall educational experience for 2020 graduates. With the introduction of vaccinations and modified CDC guidelines, a decision has been made to invite the class of 2020 to participate in an in-person commencement ceremony on Saturday, December 18, 2021, to coincide with USI's Fall 2021 Commencement weekend. Recently, 2020 graduates were contacted via email and mail to assess their level of interest. As of July 14, 2021, USI received 185 responses with 149 of them signaling "yes," they would like to attend. The deadline for 2020 graduates to register for Fall 2021 Commencement is August 4. If needed, USI will add a third ceremony to the schedule that day. USI anticipates that there will be three feet of distancing for safety in December in the Screaming Eagles Arena. Capacities will be adjusted to accommodate graduates and guests safely in the arena.

Dr. Rochon called on Provost Khayum for an update on the Strategic Plan. Dr. Khayum provided a brief update on developments since the 2021-2025 Strategic Plan was approved by the Board of Trustees in January 2021. As USI embarked on the implementation phase over the past six months, focus was on strengthening the monitoring, reporting and evaluation capabilities that are related to the goals and objectives of the plan. One outcome of those efforts was the mid-year progress report on 32 quantitative indicators. USI was able to track progress on 31 of the 32 indicators to date. When we resume Assessment Day activities in 2021, data for the 32nd indicator will become available. In 2020, Assessment Day was cancelled due to COVID-19. Some important insights and challenges were identified in USI's efforts to monitor progress in the implementation of the strategic plan. Foremost among those were the adjustments made to align the academic and fiscal year data collection and reporting requirements with the calendar year annual targets that are embedded in the strategic plan. Because of these efforts, there is a greater awareness of deviations from the targets after the first half of the year and this has sharpened USI's understanding of the adjustments needed in some of the strategies as we look ahead to the fall semester.

President Rochon called on Vice President Bower for a report from the COVID-19 Presidential Task Force. Mr. Bower explained the USI Presidential Task Force members continue to work together for the safety of the entire campus community. The focus continues to be ensuring a smooth transition to the fall semester. Beginning August 2, all employees are expected to be on campus full time. Working remotely will be by exception. Since March of 2020, USI had a total of 857 individuals who tested positive – 769 students and 88 employees - out of a total campus census of 11,674. There is now three feet of social distancing on campus and all individuals who are not vaccinated are asked to wear a mask. As a University, USI continues to stress the importance of being vaccinated and to focus on serving the common good. The University Health Center is now an official State-of-Indiana site for vaccinations and open to all age-eligible persons. The USI Health Center is in the lower level of the Nursing & Health Professions Center. Josi Barscz '22, former USI student Trustee has been appointed as Task Force Student Representative-at-Large. Al Holen, Associate Professor of Ceramics has been appointed to the Academic Affairs Committee. Mr. Bower concluded his report announcing students will receive a special video message from Dr. Rochon before returning to campus and a special "return to campus training video" is being prepared for all student and employees to review. It will be sent in mid-August.

Dr. Rochon called on Dr. Rex Strange for a report from Faculty Senate. Dr. Strange noted that Faculty Senate does not meet over the summer. Faculty are engaged in scholarship, service, and preparing for Fall Semester.

He thanked President Rochon and the Board of Trustees on behalf of the faculty, for their stated support of faculty and understanding of USI's tradition of student-centered focus that is unique to USI's faculty.

Dr. Rochon called on Student Government Association (SGA) President, Anna Ardelean, for a report from SGA. Ms. Ardelean reported on the orientation session with Dr. Rochon held at the end of June. They discussed her new position as SGA President, went over various resources on campus, and talked about how the working relationship between University administration and SGA functions. Additionally, SGA's executive vice president and president met with Dean Hammat, Britney Orth, Laurie Berry, and Crystal Willoughby to go over logistics and formulate a plan for the upcoming year. This was an extremely productive meeting and SGA is excited to work with the Dean of Students Office and Center for Campus Life throughout this year. Jenny Garrison from Student Development Programs trained them on how to effectively utilize EagleSync, which will be an essential resource in the fall.

Over the summer SGA will be working to nominate students to serve on University committees, placing students where they will be successful serving on committees related to their responsibilities within SGA or those related to their majors or interests. SGA believes this will be the best way to ensure committees are getting the most from student voices and students enjoy their service to the University. SGA also has focused on recruitment this summer. New handouts with information and a link to the application have been created. These have been given to all new students who stop by SGA's table at open house events. SGA is preparing for its Welcome Week dinner, which is another way to reach new students. These efforts combined with a new targeted recruitment strategy has led to seven new members that will confirm at the first meeting of the semester. These efforts will bring SGA closer to its goal of having a full general assembly. Ms. Ardelean concluded her report noting SGA's ambitious agenda for the year, focusing efforts on improving representation, transparency, communication, and outreach.

D. APPROVAL OF NEW DEGREE PROGRAM: BACHELOR OF SCIENCE IN HEALTH ADMINISTRATION

Chair Romain called on Provost Khayum to review a new degree program. Dr. Khayum announced the College of Nursing and Health Professions proposes to offer a Bachelor of Science in Health Administration degree. A complete abstract describing the program is in Exhibit I-A. The goal of a Health Administration program at USI is to deliver an educational program of study that prepares graduates who are fully qualified for entry-level positions in the professional practice sector of the health administration career field, whether in private, corporate or governmental healthcare organizations with a focus on both acute and post-acute care settings. The program will be based on the competencies established by the Association of University Programs in Health Administration (AUPHA) and the National Association of Long-Term Care Administrator Board (NAB). The proposed implementation date is Fall 2021.

On a motion by Ms. Ryan, seconded by Ms. Keck, the Bachelor of Science in Health Administration in Exhibit I-A was approved.

E. APPROVAL OF CHARTER SCHOOL AUTHORIZATION

Chair Romain called on Provost Khayum for a report. Dr. Khayum announced USI has submitted a registration application to the Indiana State Board of Education to serve as a charter school authorizer. Subject to approval by the State Board of Education, USI commits to operate in compliance with all applicable federal and state laws, including Indiana Charter Schools Law as described in all relevant sections of Indiana Code § 20-24. USI will participate in all data reporting, assessment, and evaluation activities in fulfillment of the expectations, spirit, and intent of IC 20-24.

On a motion by Ms. Keck, seconded by Mr. Knight, the Charter School Authorization was approved.

F. RECOMMENDATION OF AMENDMENT TO BOARD OF TRUSTEES BYLAWS

Chair Romain called on Trustee Sendelweck for the bylaw amendment. Trustee Sendelweck stated Article VI Section 2 of the Bylaws of the University of Southern Indiana Board of Trustees ("Board") 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 amendment was presented to the Board at its Annual meeting on July 15, 2021. Exhibit I-B includes a copy of the bylaws with the proposed amendment.

Mr. Sendelweck motioned to approve the amendment as it was presented by resolution at the annual meeting and in Exhibit I-B, seconded by Mr. Knight, the amendment to the Board of Trustees Bylaws was approved.

BE IT RESOLVED, that it is proposed that Article III Section 1. of the Bylaws of the University of Southern Indiana Board of Trustees be amended to read:

Section 1. Annual Meeting. The annual meeting of the Board of Trustees shall be held after July 1 at a time and place as shall be fixed in the notice of such meeting, for the purpose of electing officers and transacting such other business as may be brought before the meeting. Notice of such annual meeting shall be mailed or emailed by the secretary to each member not less than five (5) days in advance of such meeting.

BE IT FURTHER RESOLVED, that it is proposed that Article III Section 4. of the Bylaws of the University of Southern Indiana Board of Trustees be amended to read:

Section 4. Regular Meetings. Regular meetings of the Board of Trustees shall be held on a date established at the preceding meeting of the Board of Trustees. The secretary shall give five (5) days notice of each regular meeting in person or by mail, email, or telephone.

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

Section 5. Special Meetings. Special meetings of the Board of Trustees may be called at any time by the Chair of the Board of Trustees or by majority of the Board of Trustees and may be held at such place, within the State of Indiana, as shall be fixed in the notice of each meeting. Notice of such special meetings shall be mailed or given personally or by telephone or email by the secretary to each member not less than five (5) days in advance of such meeting.

BE IT FURTHER RESOLVED, that it is proposed that the Bylaws of the University of Southern Indiana Board of Trustees be amended to renumber Section 7 of Article III to read:

Section 9. Waiver of Notice.

BE IT FURTHER RESOLVED, that it is proposed that the Bylaws of the University of Southern Indiana Board of Trustees be amended to renumber Section 8 of Article III to read:

Section 10. Powers of the Board of Trustees.

BE IT FURTHER RESOLVED, that it is proposed that the Bylaws of the University of Southern Indiana Board of Trustees be amended to include Section 7 of Article III.

Section 7. Electronic Attendance. A member may participate in a meeting by an electronic method of communication as coordinated by the secretary. The secretary shall ensure that the electronic method of communication allows all participating members to simultaneously communicate with each other in both an executive session and a public meeting. The secretary shall ensure that the electronic method of communication allows the public to simultaneously attend and observe the public meeting. A member who participates in the meeting by an electronic method of communication shall be considered present for purposes of establishing a quorum but may participate in any final action taken at the meeting only if the member can be seen and heard. At least fifty percent (50%) of the members of the governing body must be physically present at a meeting. A member of the governing body may not attend more than fifty percent (50%) of the governing body's meetings in a calendar year by electronic communication. A member may not attend more than two (2) consecutive meetings by electronic communication. (formerly Waiver of Notice)

BE IT FURTHER RESOLVED, that it is proposed that the Bylaws of the University of Southern Indiana Board of Trustees be amended to include Section 8 of Article III.

Section 8. Minutes. As the meeting progresses, the minutes shall be kept and shall include the following: (1) the date, time, and place of the meeting; (2) the name of each member of the governing body who was physically present at the place where the meeting was conducted, participated in the meeting by using an electronic method, or was absent; (3) identify the electronic means of communication by which members of the governing body participated in the meeting and the public observed the meeting; (4) the general substance of all matters proposed, discussed, or decided; and (5) a record of all votes taken by individual members if there is a roll call. (formerly Powers of the Board of Trustees)

SECTION II – FINANCIAL MATTERS

A. APPROVAL OF MISCELLANEOUS FEES FOR 2021-2022

Mr. Romain called on Vice President Bridges to review the miscellaneous fees to be approved for 2021-2022. Mr. Bridges directed the Trustees to Exhibit II-A, a list of miscellaneous fees recommended for approval for the 2021-2022 academic year. Miscellaneous fees are non-mandatory meaning they are paid by some, but not all students based on the program, course, or activities they undertake. Mr. Bridges explained there are a total of five fee changes to review this year, including:

- Assessment Fee increase from \$125 to \$150 as a result of a software provider increase; and
- Counseling Service Fee increase from \$45 to \$55 to assist in the growing needs of counseling support for students; and
- Online Learning Non-Resident Delivery Fee increase from \$30 to \$50 to be more comparable with standard Non-Resident fees; and
- A \$25 special payment plan fee was requested as a new fee to facilitate the increase in these unique requests which require more attention and the deferral of planned revenue, a cost to these plans; and
- Transportation Fee increase from \$140 to \$145 for students enrolled in 8 or more credit hours, \$115 to \$120 for students enrolled in greater than 3 and less than 8 credits hours, and \$85 to \$90 for students enrolled in 3 or fewer credit hours.

On a motion by Mr. Knight, seconded by Ms. Keck, the Miscellaneous Fees for 2021-2022 were approved.

B. REVIEW OF SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES FOR 2021-2022

Mr. Romain called on Vice President Bridges to review the mandatory student fees for 2021-2022. Mr. Bridges directed the Trustees to Exhibit II-B which included student fees and other mandatory fees that were approved by the Board of Trustees at the June 10, 2021 special meeting. The 2021-2022 total hourly rate was approved at that previous meeting 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 at this meeting.

C. APPROVAL OF ANNUAL OPERATING BUDGET

Mr. Romain called on Vice President Bridges for approval of the Annual Operating Budget 2021-2022. Mr. Bridges discussed the Current Operating Budget presented in Exhibit II-C. He noted in the past Mary Hupfer has presented this to the Board but given the fact this budget has been particularly unique due to COVID-19 and the state holdbacks, USI used the same format that was used when presenting the interim budget during the May 28, 2020, special meeting and then the subsequent remaining year budget at the November 5, 2020, Board meeting.

Mr. Bridges began by reviewing the changes to the budget and the proposed budget for 2021-2022. The total proposed revenue for 2021-2022 equals \$118,798,851. He noted a \$3,374,710 change in operating appropriation and the line item increase of \$16,531, stating these amounts are restorations from the 7 percent reduction in State funding that USI experienced in the 2020-2021 budget year. The total increase in state funding is \$3,391,241.

The state appropriation income item for fee replacement was reduced by \$680,369 because debt was paid down from the prior year and fee replacement is a reimbursement. With the reduced amount of debt, less will be needed from the State. Student fees increased by a net of \$2,070,458 with the 2 percent increase in student fees, increased MBA and RN to BSN revenue which was offset by a credit hour decline of 9,900 credit hours. Other income is expected to be \$156,771 less this year primarily because of transfers no longer coming into the current operating budget.

USI is budgeting \$929,650 in fund balance from reserves in the next fiscal year in order to balance the budget. USI does not typically draw on reserves because of savings throughout the year from vacant positions and additional supply and expense savings. If revenue exceeds the budget or expenses are less than budgeted, a draw may not be needed at all or may be a lesser amount.

Mr. Bridges continued by focusing on the Major Expense Classification section mainly reviewing the budget change and proposed budget 2021-2022. Personal Services remains USI's largest expense. USI presented an increase in the net personal line item in the amount of \$1,439,996. This reflected the 2 percent raise that was provided to the employee salary pool this year, the first raise in three years. The raise was funded by dollars that are available in the budget due to vacant positions. Net personnel services for next year will be \$79,006,223 which is \$1,439,996 higher than the previous budget. USI's next largest budget category is supplies and expense and is recommended to be \$35,404,234 in the new proposed budget. USI is restoring budget back to this line item which helped fund operations last year when the State of Indiana reserved the 7 percent discussed earlier. USI is restoring 75 percent of the budget and using 25 percent to assist in balancing the budget this year. The repair and maintenance expense budget increased slightly, to the proposed amount of \$2,276,276. Lastly, capital outlay has been increased by \$11,350 in this recommended budget for an amount of \$2,212,118.

The total in major expense category equals \$118,798,851 which is the same amount of the total income section. Mr. Bridges concluded noting the additional functional expenditure classifications and a major expense classification that were not reviewed in detail but commented that USI maintains its philosophy of dedicating the largest portion of resources to instruction in this budget.

On a motion by Ms. Ryan, seconded by Mr. Sendelweck, the Operating Budget for 2021-2022 in Exhibit II-C was approved.

D. APPROVAL OF AUTHORIZATION OF FINANCIAL AID AWARDS

Mr. Romain called on Provost Khayum for approval of Authorization for Financial Aid Awards. Dr. Khayum stated 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 2021-2022 budgetary capabilities.

On a motion by Mr. Calloway, seconded by Ms. Ryan, the Authorization of Financial Aid Awards was approved.

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

Mr. Romain called on Vice President Bridges to present a resolution. Mr. Bridges reminded the Trustees that at its meeting on July 9, 2020, the Board of Trustees approved a resolution regarding bank depositories and wire transfer authorizations. He noted this is brought to the Board annually to allow key members of the finance team to conduct business on behalf of the University. The resolution presented this year is unchanged, but approval will allow USI to transact University business for another year.

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

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 Banterra Bank, Boonville Federal Savings Bank, Fifth Third Bank, First Federal Savings Bank, First Financial Bank, German American Bank, Indiana Members Credit Union, JP Morgan Chase Bank, 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.

F. APPROVAL TO REALLOCATE VOLUNTARY EMPLOYEES' BENEFIT ASSOCIATION (VEBA) TRUST FUNDS

Mr. Romain called on Vice President Bridges to discuss the reallocation. Mr. Bridges stated the Finance and Audit committee per the VEBA investment policy approves recommendations from USI's investment advisor, Fourth Street Performance Partners. The Board is also able to approve this in the absence of a committee meeting. The advisor is recommending that USI replace Diamond Hill Small Cap fund in the VEBA portfolio with Segall Bryant and Hamill Small Cap Value fund. Diamond Hill has experienced performance issues relative to their style-specific benchmark in recent years and has been on USI's watch list. Segall Bryant and Hamill Small Cap fund has exceeded or been near the benchmark for almost all rolling five-year periods and in nearly all cases outperformed Diamond Hill. The expense ratios are comparable with Segall being only slightly higher but given past performance history minimal additional costs would be exceeded with better returns. He explained approval will allow USI to begin using the stronger performing portfolio.

On a motion by Ms. Keck, seconded by Mr. Fuquay, the recommendation was approved.

G. REPORT OF CONSTRUCTION CHANGE ORDERS APPROVED BY THE VICE PRESIDENT FOR FINANCE AND ADMINISTRATION

Mr. Romain called on Vice President Bridges for a report. Mr. Bridges directed the Trustees to Exhibit II-D containing the change orders that by virtue of the amount (less than \$25,000), did not require Board approval. All of the approved items relate to the projects for Physical Activities Center work and are changes that will improve the end product when completed.

H. REVIEW AND APPROVAL OF PROCEDURES RELATED TO CHANGES IN CONSTRUCTION CONTRACTS

Mr. Romain called on Vice President Bridges to review the proposal. A proposed policy related to the approval of change orders to construction contracts was presented. Mr. Bridges explained the USI Board of Trustees Finance and Audit Committee serves in the role of the Construction Committee and currently approves all construction change orders that exceed \$25,000 as has been the policy since September 6, 2001. With increasing construction costs, the amount set at that time differs in terms of the value of money in today's terms. Currently, all change orders under \$25,000 are approved by the Vice President for Finance and Administration but reported to the Board of Trustees at meetings. In reviewing procedures, USI is recommending a change to the amount. Since this has not been changed regularly, USI recommends that change orders \$50,000 and above require Board approval and amounts less than \$50,000 require approval of the Vice President for Finance and Administration but continue to be reported to the Board. USI considered time and impact when determining the amount for the recommendation. In addition, change orders over \$50,000 that require immediate action will be emailed to Construction Committee members for review and after resolving any concerns issued by the Vice President for Finance and Administration, and reported at the next Board of Trustee meeting.

On a motion by Ms. Ryan, seconded by Mr. Fuquay, the Procedures Related to Changes in Construction Contracts in Exhibit II-E was approved.

I. UPDATE ON CURRENT CONSTRUCTION PROJECTS

Chair Romain 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

Chair Romain called on Provost Khayum who reviewed the following faculty and administrative retirements.

Principal Software Developer/Analyst Jimmy R. Prior, in accordance with the early retirement policy will retire effective July 1, 2022 after 32 years of service, including leave with pay for the period of January 1, 2022 to June 30, 2022.

Dean of the College of Nursing and Health Professions and Professor of Nursing Ann H. White, in accordance with the revised retirement policy, will retire effective July 1, 2022, after 32 years of service, including leave with pay from January 1, 2022, to June 30, 2022.

B. APPROVAL OF EMERITUS STATUS

Mr. Romain called on Provost Khayum, who recommended approval of emeritus titles.

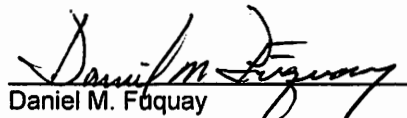
On a motion by Ms. Ryan, seconded by Mr. Knight, the following titles were approved.

Principal Software Developer/Analyst Emeritus Jimmy R. Prior

Dean Emerita of the College of Nursing and Health Professions and Professor Emerita of Nursing Ann H. White

There being no further business, the meeting was adjourned at 2:13 p.m.

Respectfully submitted,


Daniel M. Fuquay
Secretary

ABSTRACT

Bachelor of Science in Health Administration
Mode of Delivery: Classroom, blended or online
By the University of Southern Indiana, Evansville, Indiana

Consistency with Institution's Mission:

USI's vision statement is: *USI will be a recognized leader in higher education boldly shaping the future and transforming the lives of our students through exceptional learning and intentional innovation.* The proposed Bachelor of Science in Health Administration program supports USI's vision by enabling students to engage in exceptional learning opportunities and to advance in education and knowledge. Through the Bachelor of Science in Health Administration (BSHA), students are fully qualified for entry-level positions in the professional practice sector of the health administration career field, whether in private, corporate, or governmental healthcare organizations with a focus on both acute and post-acute care settings. It should be noted that we will maintain the Health Services program. We are removing the health administration specialty from Health Services so we can accredit the BSHA program and employers more fully understand what BSHA graduates can accomplish in the workforce. The program will be based on the competencies established by the Association of University Programs in Health Administration (AUPHA) and the National Association of Long-Term Care Administrator Board (NAB). Currently the Health Administration (HA) specialization has the highest enrollment in the Health Services Program followed by the Long-Term Care Administrator (LTCA) specialization.

Relation to Institution's Strategic and/or Academic Plan:

The proposed BSHA degree program fits USI's academic plan by meeting the needs and goals of the Evansville metropolitan area as well as the region's many employment opportunities in health administration. The proposed degree will deliver an educational program of study that prepares graduates who are fully qualified for entry-level positions in the professional practice sector of the health administration career field, whether in private, corporate, or governmental healthcare organizations with a focus on both acute and post-acute care settings. BSHA competencies will be aligned with AUPHA certification and NAB accreditation and will incorporate practical experiences within the program as well as provide a unique opportunity for adult learners to complete their degree.

Curriculum:

The proposed program will require 120 credit hours for students to complete; this is consistent with other HA/LTCA programs and with USI's existing programs. Students who enter the program with more than 60 credit hours will typically require an additional two years to complete their degree, although earlier completion is possible with summer coursework.

Employment Possibilities:

The Bureau of Labor Statistics (BLS) projects national employment of "medical and health services managers" to increase 20 percent from 2016 to 2026, much faster than the average of seven and half percent projected across all occupations. The Indiana Department of Workforce Development outlook for medical and health services managers is favorable. In Indiana the annual salary range is \$54,000 to \$153,000 and nationwide \$58,000 to \$176,000 for entry-level bachelor's degree candidates. From 2016-2026 there is an expected increase in job openings of 21.96 percent in Indiana and 17.6 percent nationwide.

Amended July 15, 2021

BYLAWS OF THE UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

Article I

NAME AND SEAL

Section 1. Name. The name of the Board of Trustees is fixed by Indiana statute as the University of Southern Indiana Board of Trustees.

Section 2. Name of the University. The name of the University under the control of the Board of Trustees is fixed by Indiana statute as University of Southern Indiana.

Section 3. Seal. The seal of the Board of Trustees shall be a circular disc with the words "University of Southern Indiana-Seal" around the outer edge and the words "Board of Trustees" in the center.

Article II

MEMBERSHIP

Section 1. Membership of the Board of Trustees shall conform with the Indiana statute governing the membership of this Board of Trustees.

Article III

MEETINGS OF THE BOARD OF TRUSTEES

Section 1. Annual Meeting. The annual meeting of the Board of Trustees shall be held after July 1 at a time and place as shall be fixed in the notice of such meeting, for the purpose of electing officers and transacting such other business as may be brought before the meeting. Notice of such annual meeting shall be mailed or emailed by the secretary to each member not less than five (5) days in advance of such meeting.

Section 2. Order of Business. The order of business at the annual meeting shall be as follows:

1. Roll call
2. Reading of the notice of the meeting
3. Reading of the minutes of the preceding annual meeting and action thereon
4. Reports of officers
5. Reports of special committees
6. Election of officers
7. Other business

Section 3. Delayed Annual Meeting. Upon failure to hold any annual meeting at the time previously prescribed, such meeting may be called at a later date upon request of two members of the Board of Trustees or by the Chair of said Board of Trustees.

Section 4. Regular Meetings. Regular meetings of the Board of Trustees shall be held on a date established at the preceding meeting of the Board of Trustees. The secretary shall give five (5) days notice of each regular meeting in person or by mail, email, or telephone.

Section 5. Special Meetings. Special meetings of the Board of Trustees may be called at any time by the Chair of the Board of Trustees or by majority of the Board of Trustees and may be held at such place, within the State of Indiana, as shall be fixed in the notice of each meeting. Notice of such special meetings shall be mailed or given personally or by telephone or email by the secretary to each member not less than five (5) days in advance of such meeting.

Section 6. Quorum. At all meetings of the Board of Trustees there shall be at least a majority of all the members in order to constitute a quorum. If at any meeting of the Board of Trustees there shall be less than a quorum present, such meeting shall be adjourned from time to time until a sufficient number of members are present to constitute a quorum. In the event there is less than the total membership present at the Board of Trustees meeting, but a quorum is present, all actions of the Board of Trustees require a majority vote of the total Board of Trustees members.

Section 7. Electronic Attendance. A member may participate in a meeting by an electronic method of communication as coordinated by the secretary. The secretary shall ensure that the electronic method of communication allows all participating members to simultaneously communicate with each other in both an executive session and a public meeting. The secretary shall ensure that the electronic method of communication allows the public to simultaneously attend and observe the public meeting. A member who participates in the meeting by an electronic method of communication shall be considered present for purposes of establishing a quorum but may participate in any final action taken at the meeting only if the member can be seen and heard. At least fifty percent (50%) of the members of the governing body must be physically present at a meeting. A member of the governing body may not attend more than fifty percent (50%) of the governing body's meetings in a calendar year by electronic communication. A member may not attend more than two (2) consecutive meetings by electronic communication.

Section 8. Minutes. As the meeting progresses, the minutes shall be kept and shall include the following: (1) the date, time, and place of the meeting; (2) the name of each member of the governing body who was physically present at the place where the meeting was conducted, participated in the meeting by using an electronic method, or was absent; (3) identify the electronic means of communication by which members of the governing body participated in the meeting and the public observed the meeting; (4) the general substance of all matters proposed, discussed, or decided; and (5) a record of all votes taken by individual members if there is a roll call.

Section 9. Waiver of Notice. Notice of any meeting of the Board of Trustees may be waived in writing by any member, and the presence in person of any member at any meeting shall be deemed to be a waiver of notice of such meeting by such member.

Section 10. Powers of the Board of Trustees. In addition to the powers specifically granted by statutes of the State of Indiana, the Board of Trustees has and may exercise all other implied powers reasonably required for the conduct of the affairs of the University of Southern Indiana. The Board of Trustees may from time to time, by resolution, prescribe the manner in which all contracts shall be

executed. In the absence of such provision, all contracts shall be executed by the Chair or a Vice Chair, and the corporate seal shall be affixed and attested by the Secretary or Assistant Secretary.

Article IV

OFFICERS

Section 1. Officers of the University. The officers of the University shall be the Chair, one or more Vice Chairs, a Secretary, Assistant Secretary, and Treasurer of the Board of Trustees, the President and one or more Vice Presidents.

Terms

In order to afford each Trustee the opportunity to become Chairperson, the following succession plan is required. The Chair shall serve a term of two consecutive years only, subject to their individual gubernatorial appointment term. However, a previous Chair may be re-elected, after a minimum of a one-year absence as Chair. In the event they are not reappointed, the Board of Trustees shall elect a qualified replacement to complete the remaining term. The elected officer shall then serve the remaining term in addition to their two-year term of office. The President and Vice Presidents shall serve such terms as may be determined by the Board of Trustees at the time of their appointment or election. The one or more Vice Presidents shall be appointed by the President with approval of the Board of Trustees.

Section 2. Election. At its annual meeting and subject to the required term limits noted above, 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.

Section 3. Vacancies. Whenever a vacancy occurs in an office by death, resignation, or otherwise, the same shall be filled by the Board of Trustees and the officer so elected or appointed shall hold office for the balance of the term of said office or until his successor is chosen and qualified.

Section 4. The Chair. The Chair shall preside at all meetings of the Board of Trustees, discharge all the duties which devolve upon a presiding officer, and perform such other duties as the bylaws provide or the Board of Trustees may prescribe.

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.

Section 6. The Secretary. The Secretary shall keep a record of the proceedings of all meetings and shall notify the members of all meetings and shall further be responsible for carrying on all correspondence as directed by the Board of Trustees. The Secretary also shall perform and discharge such other duties as the bylaws provide or the Board of Trustees may prescribe.

Section 7. The Assistant Secretary. The Assistant Secretary shall perform all duties incumbent upon the Secretary during the absence of or disability of the Secretary and perform such other duties as the bylaws may require or the Board of Trustees may prescribe.

Section 8. The Treasurer. The Treasurer shall be responsible for carrying out the mandates of the Board of Trustees in overseeing the financial resources of the University including, but not limited to, cash, securities, stocks, bonds and all other property, personal or real, owned by the University. The Treasurer shall assure that all books and accounts are accurately kept and furthermore, shall present periodically a full and detailed financial statement to the Board. The Treasurer shall monitor the investments of the University including all funds and endowments. In addition, the Treasurer shall be required to furnish a bond for the faithful performance and discharge of these duties, as may be directed by the Board of Trustees or required by state statute.

Section 9. The President. The President of the University shall be the Chief Executive Officer of the University and the official advisor to and executive agent of the Board of Trustees. The President shall, as educational and administrative head of the University, exercise a general superintendence over all the affairs of the institution, and bring such matters to the attention of the Board as are appropriate to keep the Board fully informed in meeting its policy-making responsibilities. Furthermore, the President shall have power, on behalf of the Trustees, to perform all acts and execute all documents to make effective the actions of the Board or its Executive Committee, and except as otherwise provided in these bylaws, shall be ex officio a member of all committees of the Board without power to vote.

Article V

COMMITTEES

Section 1. Executive Committee. The Executive Committee consists of the officers of the Board of Trustees (Chair; First Vice Chair; Second Vice Chair; Secretary). The president of the University is an ex officio member of the Executive Committee; without vote.

Section 2. Standing Committees

(a) Academic Affairs and Enrollment Management Committee. The Academic Affairs and Enrollment Management Committee shall consist of a minimum of four trustees, and the Board of Trustees will select one of these members to serve as Committee Chair. The Chair of the Board of Trustees is an ex officio member of the Academic Affairs and Enrollment Management Committee with the privilege of voting. The President of the University is an ex officio member without vote. The Committee shall meet at least four times annually, with regular reports to the full Board. The Academic Affairs and Enrollment Management Committee is responsible for reviewing and making recommendations to the Board of Trustees regarding the institution's academic mission, as well as policies and resources needed to realize that mission, and to ensure the quality and integrity of each of the University of Southern Indiana's academic programs. The Committee also monitors and makes recommendations to the Board regarding the institution's policies, plans, and initiatives for student recruitment, retention, and financial assistance. The Committee shall provide governance oversight on such matters as academic program development, review, accreditation and discontinuance; faculty tenure; major academic initiatives; maintain an appropriate balance among teaching, research/scholarship and service; and recruitment and retention programs and plans.

(b) Finance/Audit Committee. The Finance/Audit Committee will consist of a minimum of four trustees, and the Board of Trustees will select one of these members to serve as Committee chair. The Chair of the Board of Trustees is an ex officio member of the Finance/Audit Committee with the privilege of voting. The President of the University is an ex officio member of the Committee without vote. The Committee shall meet at least four times per year with regular reports to the Board. The Finance/Audit Committee is responsible for reviewing and making recommendations to the Board of Trustees regarding the institution's financial accounting and financial reporting, internal controls, risk management, proposed financial budgets and goals and to assist the Board in fulfilling its responsibilities to oversee the financial management of the University of Southern Indiana.

Section 3. Nominating Committee. An ad hoc committee, the Nominating Committee is appointed by the Chair at the May meeting of the Board of Trustees. The committee prepares a slate of officers to be elected at the Annual Meeting of the Board. It also reviews and revises the policy statement on Board leadership, which has guided the Nominating Committee since the statement was adopted by the Trustees in 1986:

"It is the sense of the Nominating Committee that the leadership of the officers of the Board of Trustees should be balanced between the elements of continuity and change – continuity to provide a kind of stability in the leadership of the Board; change to take advantage of the talents of the several members of the Board."

"To that end, without establishing maximum terms of office for any officer position of the Board, it is recommended that, at each annual election of officers, the Board consciously consider the values both of continuity and change for each officer position and of the development of new leadership among the Board and the University officers.

Article VI

AMENDMENTS

Section 1. The power to make, alter, amend, or repeal these bylaws is vested in the Board of Trustees.

Section 2. 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.

MISCELLANEOUS FEES FOR 2021-2022

1. Laboratory and Miscellaneous Fees

<u>Fee Name</u>	<u>2021-2022 Fee</u>	<u>2020-2021 Fee</u>	<u>Effective Date</u>	<u>Last Changed</u>
Application Fee	40.00	40.00	08/23/21	08/20/12
Assessment Fee	150.00	125.00	08/23/21	08/24/15
Audit Fee (plus applicable lab fee)	50.00	50.00	08/23/21	08/22/16
Computer Science Program Fee*	75.00	75.00	08/23/21	08/21/17
Counseling Service Fee	55.00	45.00	08/23/21	08/24/20
Departmental Challenge Exam Fee*	50.00	50.00	08/23/21	08/24/20
Departmental Exams Fee	25.00	25.00	08/23/21	08/22/16
Engineering Undergraduate Program Fee*	75.00	75.00	08/23/21	08/24/15
Enrollment Fee	150.00	150.00	08/23/21	08/22/16
Health Informatics Program Fee*	50.00	50.00	08/23/21	08/21/17
Health Professions Insurance	20.00	20.00	08/23/21	08/20/12
Housing Living Learning Community Fee	15.00	15.00	08/23/21	08/20/12
Housing Student Activity Fee	25.00	25.00	08/23/21	08/20/12
International Student Fee	200.00	200.00	08/23/21	08/20/18
Laboratory Fee (College of Science and Engineering)	75.00	75.00	08/23/21	08/24/15
Laboratory Fee (all other colleges)	50.00	50.00	08/23/21	08/20/12
Late Registration Fee Week 1	50.00	50.00	08/23/21	08/22/16
Late Registration Fee Beginning Week 2	150.00	150.00	08/23/21	08/22/16
Matriculation Fee (all new and transfer students)	175.00	175.00	08/23/21	08/22/16
Nursing DNP Program Fee*	150.00	150.00	08/23/21	07/01/14
Nursing Program Fee (BSN)*	40.00	40.00	08/23/21	07/01/14
Nursing Program Fee (MSN)*	100.00	100.00	08/23/21	07/01/14
Occupational Therapy Clinical Fee	75.00	75.00	08/23/21	08/20/12
Occupational Therapy Program Fee (MSOT)*	100.00	100.00	08/23/21	07/01/14
Online Learning Fee	50.00	50.00	08/23/21	08/30/99
Online Learning Non-Resident Delivery Fee*	50.00	30.00	08/23/21	08/24/15
Payment Plan - Late Fee	50.00	50.00	08/23/21	08/20/18
Payment Plan - Special Arrangement Fee	25.00	0.00	08/23/21	
Prior Learning Assessment Fee	250.00	250.00	08/23/21	08/24/20
Respiratory Therapy Advanced Life Support Fee	100.00	100.00	08/23/21	09/02/97
Respiratory Therapy Program Fee*	50.00	50.00	08/23/21	08/19/19
Social Work Program Fee*	50.00	50.00	08/23/21	08/21/17
Special Course Fee (varies by course; maximum amount)	350.00	350.00	08/23/21	08/21/17
Student Activity Fee	100.00	100.00	08/23/21	08/22/16
Study Abroad Fee	300.00	300.00	08/23/21	08/22/16
Transcript Fee	50.00	50.00	08/23/21	08/22/16
Transportation Fee:				
8 or more credit hours per semester	145.00	140.00	08/23/21	08/19/19
>3 and <8 credit hours per semester	120.00	115.00	08/23/21	08/19/19
3 or fewer credit hours	90.00	85.00	08/23/21	08/19/19

*per credit hour

SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES
2021-2022 and 2022-2023

STUDENT FEES 2021-2022
(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	\$153.81	\$153.81	\$288.62	\$288.62
Academic Facilities	82.80	82.80	82.80	82.80
Student Services	28.35	28.35	28.35	28.35
Technology	10.00	10.00	10.00	10.00
Non-Resident		392.93		392.94
	<hr/>	<hr/>	<hr/>	<hr/>
Total	\$274.96	\$667.89	\$409.77	\$802.71

STUDENT FEES 2022-2023
(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	\$280.51	\$681.99	\$419.06	\$820.86

Prior Year Student Fees for Comparison

STUDENT FEES 2020-2021
(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	\$151.17	\$151.17	\$282.33	\$282.33
Academic Facilities	82.15	82.15	82.15	82.15
Student Services	26.20	26.20	26.20	26.20
Technology	10.00	10.00	10.00	10.00
Non-Resident		384.56		384.28
	<hr/>	<hr/>	<hr/>	<hr/>
Total	\$269.52	\$654.08	\$400.68	\$784.96

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 2021-2022 and 2022-2023

CURRENT OPERATING BUDGET SUMMARY

	<u>Approved Budget 2020-2021</u>	<u>Budget Change</u>	<u>Proposed Budget 2021-2022</u>
INCOME			
State Appropriation - Operating	48,210,149	0	48,210,149
7% Operating Appropriation Reduction/Restoration	<u>(3,374,710)</u>	<u>3,374,710</u>	<u>0</u>
Net State Appropriation - Operating	44,835,439	3,374,710	48,210,149
State Appropriation - Line Items	236,153	0	236,153
7% Line Item Appropriation Reduction/Restoration	<u>(16,531)</u>	<u>16,531</u>	<u>0</u>
Net State Appropriation - Line Items	219,622	16,531	236,153
State Appropriation - Fee Replacement	15,057,528	(680,369)	14,377,159
Student Fees	45,615,584	2,070,458	47,686,042
Other Income	7,516,469	(156,771)	7,359,698
Fund Balance	<u>738,792</u>	<u>190,858</u>	<u>929,650</u>
TOTAL	113,983,434	4,815,417	118,798,851
MAJOR EXPENSE CLASSIFICATION			
Personal Services	82,090,915	1,581,625	83,672,540
Budget Reduction	<u>(4,524,688)</u>	<u>(141,629)</u>	<u>(4,666,317)</u>
Net Personal Services	77,566,227	1,439,996	79,006,223
Supplies and Expense	33,544,068	2,633,506	36,177,574
Budget Reduction	<u>(1,447,745)</u>	<u>674,405</u>	<u>(773,340)</u>
Net Supplies and Expense	32,096,323	3,307,911	35,404,234
Repairs and Maintenance	2,220,116	56,160	2,276,276
Capital Outlay	<u>2,100,768</u>	<u>11,350</u>	<u>2,112,118</u>
TOTAL	113,983,434	4,815,417	118,798,851
FUNCTIONAL EXPENDITURE CLASSIFICATION			
Instruction	57,518,608	1,293,191	58,811,799
Budget Reduction	<u>(3,837,440)</u>	<u>367,583</u>	<u>(3,469,857)</u>
Net Instruction	53,681,168	1,660,774	55,341,942
Academic Support	6,228,478	6,626	6,235,104
Budget Reduction	<u>(214,016)</u>	<u>(261,563)</u>	<u>(475,579)</u>
Net Academic Support	6,014,462	(254,937)	5,759,525
Student Services	9,831,691	544,246	10,375,937
Budget Reduction	<u>(481,141)</u>	<u>184,625</u>	<u>(296,516)</u>
Net Student Services	9,350,550	728,871	10,079,421
Operation and Maintenance of Plant	16,006,440	723,675	16,730,115
Budget Reduction	<u>(722,597)</u>	<u>303,192</u>	<u>(419,405)</u>
Net Operation and Maintenance of Plant	15,283,843	1,026,867	16,310,710
Administration and General	17,793,526	194,244	17,987,770
Budget Reduction	<u>(717,239)</u>	<u>(61,061)</u>	<u>(778,300)</u>
Net Administration and General	17,076,287	133,183	17,209,470
Institutional Student Aid	<u>12,577,124</u>	<u>1,520,659</u>	<u>14,097,783</u>
TOTAL	113,983,434	4,815,417	118,798,851

	<u>Approved Budget 2020-2021</u>	<u>Budget Change</u>	<u>Proposed Budget 2021-2022</u>
FUNCTION BY MAJOR EXPENSE CLASSIFICATION			
INSTRUCTION			
Personal Services	51,502,440	1,111,162	52,613,602
Budget Reduction	<u>(2,841,315)</u>	<u>31,009</u>	<u>(2,810,306)</u>
Net Personal Services	48,661,125	1,142,171	49,803,296
Supplies and Expense	4,863,610	176,219	5,039,829
Budget Reduction	<u>(996,125)</u>	<u>336,574</u>	<u>(659,551)</u>
Net Supplies and Expense	3,867,485	512,793	4,380,278
Repairs and Maintenance	509,676	460	510,136
Capital Outlay	<u>642,882</u>	<u>5,350</u>	<u>648,232</u>
TOTAL INSTRUCTION	53,681,168	1,660,774	55,341,942
ACADEMIC SUPPORT			
Personal Services	3,259,438	41,365	3,300,803
Budget Reduction	<u>(179,366)</u>	<u>(287,481)</u>	<u>(466,847)</u>
Net Personal Services	3,080,072	(246,116)	2,833,956
Supplies and Expense	1,634,429	(34,739)	1,599,690
Budget Reduction	<u>(34,650)</u>	<u>25,918</u>	<u>(8,732)</u>
Net Supplies and Expense	1,599,779	(8,821)	1,590,958
Repairs and Maintenance	419,982	0	419,982
Capital Outlay	<u>914,629</u>	<u>0</u>	<u>914,629</u>
TOTAL ACADEMIC SUPPORT	6,014,462	(254,937)	5,759,525
STUDENT SERVICES			
Personal Services	8,391,495	133,781	8,525,276
Budget Reduction	<u>(347,941)</u>	<u>85,183</u>	<u>(262,758)</u>
Net Personal Services	8,043,554	218,964	8,262,518
Supplies and Expense	1,338,038	408,765	1,746,803
Budget Reduction	<u>(133,200)</u>	<u>99,442</u>	<u>(33,758)</u>
Net Supplies and Expense	1,204,838	508,207	1,713,045
Repairs and Maintenance	73,913	700	74,613
Capital Outlay	<u>28,245</u>	<u>1,000</u>	<u>29,245</u>
TOTAL STUDENT SERVICES	9,350,550	728,871	10,079,421
OPERATION AND MAINTENANCE OF PLANT			
Personal Services	6,347,879	106,077	6,453,956
Budget Reduction	<u>(679,487)</u>	<u>270,952</u>	<u>(408,535)</u>
Net Personal Services	5,668,392	377,029	6,045,421
Supplies and Expense	8,208,850	557,598	8,766,448
Budget Reduction	<u>(43,110)</u>	<u>32,240</u>	<u>(10,870)</u>
Net Supplies and Expense	8,165,740	589,838	8,755,578
Repairs and Maintenance	1,059,286	55,000	1,114,286
Capital Outlay	<u>390,425</u>	<u>5,000</u>	<u>395,425</u>
TOTAL OPERATION AND MAINTENANCE OF PLANT	15,283,843	1,026,867	16,310,710

	<u>Approved Budget 2020-2021</u>	<u>Budget Change</u>	<u>Proposed Budget 2021-2022</u>
ADMINISTRATION AND GENERAL			
Personal Services	12,589,663	189,240	12,778,903
Budget Reduction	<u>(476,579)</u>	<u>(241,292)</u>	<u>(717,871)</u>
Net Personal Services	12,113,084	(52,052)	12,061,032
Supplies and Expense	4,922,017	5,004	4,927,021
Budget Reduction	<u>(240,660)</u>	<u>180,231</u>	<u>(60,429)</u>
Net Supplies and Expense	4,681,357	185,235	4,866,592
Repairs and Maintenance	157,259	0	157,259
Capital Outlay	<u>124,587</u>	<u>0</u>	<u>124,587</u>
TOTAL ADMINISTRATION AND GENERAL	17,076,287	133,183	17,209,470
INSTITUTIONAL STUDENT AID			
Supplies and Expense	<u>12,577,124</u>	<u>1,520,659</u>	<u>14,097,783</u>
TOTAL INSTITUTIONAL STUDENT AID	12,577,124	1,520,659	14,097,783
TOTAL BUDGET	113,983,434	4,815,417	118,798,851

**Summary of Construction Change Orders
Authorized by the Vice President for Finance and Administration**

PHYSICAL ACTIVITIES CENTER (PAC) RENOVATION AND AQUATICS CENTER

Empire Contractors, Inc. - General Contractor

CO N015 Access panel, door opening, elevator buttons, exhaust, wood panels, light to elevator.	\$14,475
CO N016 Revised ADA Ramp (Sidewalk)	\$19,346

PHYSICAL ACTIVITIES CENTER (PAC) RENOVATION PHASE II

Empire Contractors, Inc. - General Contractor

CO P037 Printing graphics, sliding stops, railing on mop sink and light fixture.	\$10,698
CO P038 Power to fixtures, landscape drain, fiber lines, two exhaust grilles, fingerprint reader.	\$16,070

Procedures Related to Changes in Construction Contracts

1. Change orders up to \$50,000 may be issued by the Vice President for Finance and Administration and reported to the Board of Trustees at its next meeting.
2. Change orders over \$50,000 that require immediate action will be described to all Construction Committee members (generally by email). After any concerns have been resolved, the Vice President for Finance and Administration will issue the change order and report to the Board of Trustees at its next meeting.
3. All other change orders will be reviewed with the Construction Committee at its next meeting. Following approval of the committee, the change order will be issued and reported to the Board of Trustees at its next meeting.

In all cases, the Trustees will continue to review all change orders that the Vice President for Finance and Administration may have issued on their behalf.

**Summary
Construction Projects**

July 15, 2021

Projects Under Construction

Physical Activities Center (PAC) Phase II

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

Funding Source: Legislative Appropriation - 2017

HVAC Infrastructure Improvements

Project Cost **\$ 3,700,000**

Funding Source: Legislative Appropriation - 2019

Projects In Design

Health Professions Renovation/Addition

Project Cost **\$ 30,000,000**

Funding Source: Legislative Appropriation - 2019

Wellness Center

Project Cost **\$ 11,000,000**

Funding Source: Legislative Appropriation - 2019

Exterior Signage Replacement

Project Cost **\$ 500,000**

Funding Source:

Parking Reserves \$ 250,000

Landscape Improvement Reserves \$ 250,000

Atheneum Tile Roof Replacement

Project Cost **\$ 320,000**

Funding Source:

DW Vaughn Endowment \$ 100,000

Atheneum Upgrades and Maintenance \$ 153,871

New Harmony Project Reserves \$ 66,129

Beale House Repairs and Improvements

Project Cost **\$ 170,000**

Funding Source:

New Harmony Project Reserves \$ 170,000