

MINUTES

UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

September 3, 2009

The University of Southern Indiana Board of Trustees met in regular session on Thursday, September 3, 2009, in Carter Hall in the University Center. Present were Chair John M. Dunn and Trustees Ira G. Boots, W. Harold Calloway, Amy MacDonell, Lauren K. Raikes '11, Ronald D. Romain '73, and Steven J. Schenck '72. Trustees Jeffrey L. Knight and Ted C. Ziemer, Jr. were absent. Also in attendance were President Linda L. M. Bennett; Interim Provost and Vice President for Academic Affairs Nadine A. Coudret; Vice President for Government and University Relations Cynthia S. Brinker; Vice President for Student Affairs Robert W. Parrent; Vice President for Business Affairs and Treasurer Mark Rozewski; Faculty Senate Chair Lesa Cagle; and Student Government Association President Robert Wolfley.

SECTION I - GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF JULY 9, 2009, and AUGUST 6, 2009, MEETINGS AND CORRECTION TO MINUTES OF MARCH 5, 2009, MEETING

On a motion by Mr. Boots, seconded by Mr. Calloway, the minutes of the July 9, 2009, and August 6, 2009, meetings of the Board of Trustees and corrections to the minutes of the March 5, 2009, meeting of the Board of Trustees were approved.

B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

Mr. Dunn called on Vice President Brinker, who reported the Board will meet in regular session on Thursday, November 5, 2009, in the University Center.

Ms. Brinker also reported the Board of Trustees will meet in regular session in Indianapolis, Indiana, on Thursday, January 14, 2009. A dinner for Indianapolis friends of the University is scheduled for Wednesday, January 13, 2009.

She noted the dates for Inauguration Week, October 10-16, 2009, and invited the Trustees to participate. Packets with details about inauguration activities, including President Bennett's investiture on October 15, will be mailed to the Trustees.

C. REPORT OF THE LONG-RANGE PLANNING COMMITTEE

The Long-Range Planning Committee met prior to the Board of Trustees meeting on September 3, 2009. Mr. Dunn called on Vice Chair Calloway for a report. Mr. Calloway reported the Long-Range Planning Committee heard a report on EBI MAP-Works, a student success and retention program, from Michael Broshears, director of University Division. Mr. Calloway asked Provost Coudret to explain the program. Dr. Coudret reported that EBI MAP-Works, developed at Ball State University, was initiated at USI in 2008-2009. The program provides a positive opportunity to improve student retention and because of its success, it will be expanded in 2009-2010.

D. PRESIDENT'S REPORT

President Bennett began her report by asking Vice President Parrent to report on fall enrollment. Dr. Parrent noted his report is unofficial, because the Board meeting was scheduled prior to the census date for recording fall enrollment. As of the meeting date, enrollment totaled 10,543 students, an increase of 417 over fall 2008 and a record enrollment at USI. Dr. Parrent reported the academic quality of the incoming class is excellent. Final information about enrollment will be released by the Office of News and Information Services as appropriate.

Dr. Bennett was pleased to announce that in August, the University honored 50 dedicated support staff employees and four retirees at the annual Employee Recognition Luncheon. Later in the month, 63 new faculty and staff members were welcomed to the USI community during the fall meeting of faculty and administrative staff. She reported the staff is ready and eager to assist USI students as they pursue their academic goals.

She referred the Trustees to a copy of the "Institutional Snapshot" for USI. This is the second year the Office of Planning, Research, and Assessment has provided the campus with a data summary of trends. This year's Snapshot focuses on faculty and the survey of USI employees that resulted in USI's selection as one of 150 institutions nationwide to receive the designation as a "Great College to Work For" by the Chronicle of Higher Education. These data will be used in the strategic planning process to address areas where the work environment can be improved for all employees.

Also included in the Trustees' packets was an outline of the strategic planning process during the coming year. Called "Reflections and Directions", the process is designed to capture USI stories from participants and identify major initiatives around which strong support can be developed. Board members will be part of this process as it unfolds and will be provided regular updates. Dr. Bennett reported the first listening sessions have begun and some patterns of consensus among faculty and staff already are emerging. She noted now that students have returned to campus, their stories will be heard and their observations will be woven into the process.

President Bennett called on Provost Coudret for a report about USI's partnership with the Vanderburgh County Health Department in developing an awareness program and providing vaccine for the H1N1 virus. Dr. Coudret noted the H1N1 flu is a concern for USI as it is for other campuses and communities. A plan has been developed which focuses on three objectives – education and prevention; vaccinations; and support services for all students. The first phase includes the development of a pamphlet and posters with information about flu prevention for students and an opportunity for faculty and staff to attend a webinar about H1N1. Provost Coudret reported USI will serve as a site for the Vanderburgh County Health Department to provide vaccinations without cost to students and health care providers. Students who become ill are asked to self-report flu-like symptoms and will be advised to stay in their rooms or return home. Arrangements have been made with Food Services to provide delivery to residence halls if necessary.

Dr. Bennett announced that two trucks filled with high-tech scientific equipment are part of the University's initiative to advance the teaching and learning of science, technology, engineering, and mathematics. The "STEM trucks" will travel to schools in a nine-county area in southwest Indiana and provide opportunities for students to use sophisticated equipment in learning science. Approximately \$300,000 worth of scientific equipment will be on the trucks, including instruments with applications in aerospace, pharmaceutical, paint, and other industries. President Bennett reported that funding for the trucks and equipment comes from several generous sources and expressed gratitude to the donors, including Trustee Ira Boots and Berry Plastics Corporation, for their support of this project to further the STEM initiative in our area.

President Bennett called on Athletic Director Jon Mark Hall to bring a report of intercollegiate athletics programs. Mr. Hall was happy to report that USI student-athletes obtained an average 3.0 grade point average in 2008-2009. This effort was led by the women's volleyball team with a 3.53 GPA. Sixty-seven USI student-athletes were named Academic All-GLVC and 37 student-athletes were named to the Division II Athletic Directors Honor Roll, which recognizes students with a GPA of 3.5 and above. He reported the department finished fourth out of 13 institutions in the GLVC All Sports Trophy standings. Both the men's and women's cross country teams won conference championships and advanced to the NCAA National meet. Both the men's basketball team and the baseball team won the west division of the GLVC and also advanced to the NCAA tournament. The USI women's golf team advanced to the NCAA tournament in the spring after an outstanding regular season.

Mr. Hall announced the addition of new head coaches since his last report to the Board of Trustees. Mat Santoro came to USI from the University of Memphis to lead the men's soccer program; Rodney Watson, from Southern Illinois University, was named the men's basketball coach; and USI alumnus and former men's tennis player Chris Crawford has returned to lead the tennis program.

He reported that a national championship event will come to campus in November as USI hosts the Division II Men's and Women's Cross Country Championships. The event will take place on November 21 with the start and finish at the Broadway Recreational Complex. Over 500 student athletes and coaches from throughout the country will compete for national titles.

In an update on the Great Lakes Valley Conference, Mr. Hall reported that Maryville University (St. Louis) and the University of Illinois Springfield will begin play in the GLVC this year. Both institutions will compete in conference schedules this year, but neither will be eligible for conference championships or post-season play. This will increase the number of institutions in the league to 15. Mr. Hall noted that if a 16th institution is added, the conference will likely split into a true east and west division in most sports, with USI moving back to the east division.

Mr. Hall completed his report by expressing appreciation for improvements that will take place at the soccer and baseball complexes this fall. He noted such improvements are valuable as his staff continues to recruit the best student-athletes possible for our programs.

The president asked Lesa Cagle, chair of Faculty Senate, for a report. Professor Cagle reported the Senate recently held its annual retreat, which was attended by President Bennett and Provost Coudret. The Senate's meeting schedule for 2009-2010 has been established and posted on the Faculty Senate web site. Officers recently elected are Vice Chair Kent Scheller and Secretary Mellisa Hall. The Senate has reviewed its completed charges from 2008-2009 and set priorities for the new academic year.

Dr. Bennett called on Bob Wolfley, president of the Student Government Association, who reported that SGA has a new logo this year and the organization's web site will be re-formatted this semester. SGA is assisting in the University's strategic planning process, hosted the annual Welcome Dinner attended by 800 students, and will review library operating hours this fall. Meetings of the General Assembly will be recorded and played on Access USI, the campus television station.

The president reported the University of Southern Indiana Center for Applied Research (CAR) was presented the Federal Laboratories Consortium Partnership Award for the development of a process to help Naval Surface Warfare Center Crane Division identify intellectual property. A model for federal research labs across the country, the "Innovation Discovery Process" was designed by Dr. Susan J. Ellspermann, director of CAR, and Gene Recker, USI's manager of education and entrepreneurship at Innovation Pointe in downtown Evansville. The process included allowing inventors to discuss their projects with experts who then identified potential disclosures (documented concepts which can be used toward applying for a patent) to be pursued. Dr. Bennett noted the University looks forward to further developing its partnership with Crane.

President Bennett concluded her remarks by reporting that in August, Board Chair John Dunn and she traveled to Indianapolis to participate in a meeting with Governor Daniels and other college presidents and board chairs. The primary focus of the meeting was a discussion about tuition increases and statements by the chair of the State Budget Committee that approval of construction projects for IU and Purdue would be delayed until a resolution of legislative concerns. In the meeting, the Governor expressed concern that Indiana's economy will continue to show the strain of reduced revenues and that, while the state's appreciation of higher education is undiminished, its ability to support previous funding levels is unlikely. With challenging times ahead, all universities are encouraged to think about ways to be more efficient and be mindful of the impact of these tough economic times on Hoosier families. A second part of the meeting focused briefly on reforms of teacher education proposed by Superintendent of Public Instruction Tony Bennett. Dr. Bennett reported that USI faculty and staff are already discussing ways to respond and waiting to see the final form of proposed changes.

E. REVIEW AND ACCEPTANCE OF 2009 CONFLICT OF INTEREST DISCLOSURE STATEMENT

Mr. Dunn asked Vice President Rozewski to review the 2009 Conflict of Interest Disclosure Statement submitted by Trustee Lauren K. Raikes. Mr. Rozewski reported that Ms. Raikes disclosed no conflicts of interest.

On a motion by Ms. MacDonell, seconded by Mr. Romain, the Board of Trustees certified it has reviewed and accepted the disclosure, which will be forwarded to the Indiana State Board of Accounts.

SECTION II – FINANCIAL MATTERS

A. REPORT OF THE FINANCE/AUDIT COMMITTEE

The Finance/Audit Committee met prior to the Board of Trustees meeting on September 3, 2009. In the absence of Vice Chair Jeff Knight, Mr. Dunn called on acting Chair Ira Boots for a report. Mr. Boots reported the Finance/Audit Committee approved a recommendation to the Board of Trustees for approval of 2010-2011 housing rates. The Committee also approved a recommendation to the Board of Trustees for approval of 2010-2011 meal plan rates.

Mr. Boots noted the Committee received a report on the performance of the VEBA Trust Fund and approved a recommendation to the Board of Trustees to transfer funds to the VEBA Trust.

The Committee approved year-end budget appropriations for fiscal year 2008-2009.

B. APPROVAL OF 2010-2011 HOUSING RATES

Mr. Dunn asked Vice President Rozewski to review the recommendation for approval of 2010-2011 housing rates. Mr. Rozewski reported the housing rates for 2010-2011 are set nearly a year in advance so the information is available to prospective students as they make application and enrollment decisions. The University's most prevalent accommodation is a two bedroom apartment with two students per bedroom. This room will increase in cost \$55 per semester, a three percent increase to \$1,780 per semester. Mr. Rozewski reported there are 2,837 beds in student housing. Fall 2009 occupancy is 98.7 percent, compared to 96 percent in fall 2008.

Upon the recommendation of the Finance/Audit Committee, the following 2010-2011 housing rates were approved.

		CURRENT RATE	PROPOSED RATE	EFFECTIVE DATE
<u>FALL OR SPRING SEMESTER</u>				
<u>McDONALD or O'DANIEL APARTMENT</u>				
Two Bedroom:	Two students per bedroom	\$1,725	\$1,780	7-01-10
	One student per bedroom	3,090	3,185	7-01-10
One Bedroom:	Two students	2,084	2,150	7-01-10
	One student	3,878	3,995	7-01-10
<u>GOVERNORS, NEWMAN, O'BANNON, or RUSTON HALL</u>				
One and Two Bedroom: Two students per bedroom		\$1,725	\$1,780	7-01-10

SUMMER SESSIONS

Summer session rates are indexed to semester rates. The rate for each five-week summer session is one-third of the academic year semester rate.

C. APPROVAL OF 2010-2011 MEAL PLAN RATES

Mr. Dunn called on Vice President Rozewski to review the 2010-2011 meal plan rates. Mr. Rozewski reported the proposed increase is \$55 per semester or three percent. The three meal plans cost the same amount, but differ in that they have varying numbers of fixed meals and "dining dollars", which can be spent in snack bars, vending machines, and the convenience store. Mr. Rozewski reported participation in meal plans increased 12 percent from 1,003 in fall 2008 to 1,126 in fall 2009.

Upon the recommendation of the Finance/Audit Committee, the following 2010-2011 meal plan rates were approved.

FALL OR SPRING SEMESTER

	CURRENT RATE	PROPOSED RATE	EFFECTIVE DATE
Red Eagle Plan	\$1,625	\$1,680	7-01-10
White Eagle Plan	1,625	\$1,680	7-01-10
Blue Eagle Plan	1,625	\$1,680	7-01-10

D. APPROVAL OF TRANSFER OF FUNDS TO THE VEBA (VOLUNTARY EMPLOYEES' BENEFIT ASSOCIATION) TRUST

Chairman Dunn called on Vice President Rozewski to review a recommendation to transfer \$750,000 to the VEBA (Voluntary Employees' Benefit Association) Trust. The VEBA Trust Investment Policy requires approval of the Board of Trustees for a transfer of funds to the trust, except those funds transferred from the regular operating budget.

Upon the recommendation of the Finance/Audit Committee, a transfer of \$750,000 to the VEBA Trust was approved.

E. UPDATE ON CURRENT CONSTRUCTION PROJECTS

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

Mr. Helfrich reported the Business and Engineering Center Project continues to proceed well, with the exterior brick and stone façade nearing completion and the roof system complete, which will allow for additional work to be performed during the winter. Approximately 90 percent of the walls are framed and installation of drywall has begun. Work on electrical items, sheet metal duct installation, piping for the mechanical systems installation, and the sprinkler system is in progress. The project continues to be on schedule.

The Recreation and Fitness Center Expansion Project is complete and the entire facility is open for use. Many compliments have been received and usage of the facility appears to have increased substantially since the project was completed.

Work on the University Center Expansion Project continues as expected. The structural steel for the first two levels of the conference center and the tower has been erected. Mr. Helfrich reported the infrastructure and rough-in work for the electrical, mechanical, and plumbing work is in progress. The new exterior wall foundations on the east and north sides are in place in preparation for the new façade and glass walls to be installed. Work will begin soon on the utility tunnel and the south façade foundations. Mr. Helfrich reported the contractors have constructed several mock-ups to show construction details and finishes for the tower and other details walls. The mock-ups are located at the east entrance to the site.

Mr. Helfrich reported the construction of the Central Heating and Cooling Plant expansion continues and site improvements are in progress. The expanded parking lot is complete and open for parking. The mechanical and electrical work is continuing with the installation of the large piping systems, pumps, and sheet metal work. The new high-temperature water boiler has been delivered and the metal façade material is on order. After the metal panels are installed, the glass and glazing systems will be installed and the building essentially complete. Mechanical and electrical work will continue through the winter and will be complete in time to heat and cool the Business and Engineering Center when it opens in fall 2010.

The roundabout at the campus entrance is open for traffic and functioning well, according to Mr. Helfrich. The contractor is upgrading Bent Twig Lane from the Children's Learning Center to the University Center service drive. Most of the work in this section is to construct a passing lane for the vehicles turning into Parking Lot H and to make improvements to the intersection at the UC service drive.

Construction of the new valley parking lot and the expansion of Parking Lots E and M were completed in time for the beginning of the fall semester. The expansion of lots E and M added 68 parking spaces and the valley lot provided 226 additional spaces.

Mr. Helfrich reported on the renovation of the second level of the original Science Center, which was completed in time to move the faculty into their new offices before the fall semester began and to have classes and labs in the renovated rooms. This project included offices, laboratories, and corridors. Improvements to the chemistry laboratories made them safer and more functional. He announced the phased project in the Science Center will be completed with the renovation of the lower level in summer 2010.

The University Center Kitchen Expansion Project is nearly complete and the space and equipment are in operation for the fall semester.

Another recently completed project is the O'Daniel Lane Resurfacing Project to improve the drive through the apartment complex on the east side of campus. New concrete roadway, curbs, and walks were completed in a record time of 10 days from start of construction to completion.

The Water Tower construction is underway on the east side of campus on Bluff Lane. The foundation work is complete as is the installation of the underground water pipes that will connect the tank to the City of Evansville domestic water system. This project is being funded and constructed by the Evansville Water and Sewer Utilities.

Mr. Helfrich reported these projects also are under construction:

- improvements to the University Home;
- installation of new roofs on the Science Center and Physical Activities Center; and
- improvements to the soccer and baseball fields.

He concluded his report with a report of these projects in the design phase:

- bicycle and walk path on campus and from Burdette Park to campus;
- construction of a practice soccer field;
- resurfacing of the south end University Boulevard; and
- landscape improvements to the campus entrance and loop road, which include landscape plants, a fountain, and masonry signs in the roundabout. Bids for this work will be received in early October with construction to begin soon thereafter.

SECTION III – PERSONNEL MATTERS

A. APPROVAL OF PERSONNEL ACTIONS

Mr. Dunn called on Provost Coudret who recommended approval of the following personnel actions.

On a motion by Mr. Schenck, seconded by Mr. Calloway, the personnel actions outlined below were approved.

1. Retirement

Professor of Computer Information Systems Marvin L. Albin, in accordance with the regular retirement policy, has requested retirement effective July 1, 2010.

Professor of English Thomas A. Wilhelmus, in accordance with the revised retirement policy, has requested retirement effective July 1, 2010, including leave with pay for the period January 4, 2010, through May 9, 2010.

2. Emeritus Status

Professor Emeritus of Computer Information Systems Marvin L. Albin
10 years at USI, effective July 1, 2010

Professor Emeritus of English Thomas A. Wilhelmus
40 years at USI, effective July 1, 2010

There being no further business, the meeting adjourned at 1:40 p.m.

Respectfully submitted,

Amy W. MacDonell
Secretary

University of Southern Indiana Board of Trustees

**Summary
Current Construction Projects
September 3, 2009**

Projects Under Construction

Business and Engineering Center

Project Cost **\$ 31,946,069**
Funding Source: Bond Issue (Repaid with Fee Replacement Appropriation)

Recreation, Fitness, and Wellness Center Renovation

Project Cost **\$ 9,120,000**
Funding Sources:
Reserve \$ 1,260,000
Student Services Fee 125,000
Student Activity Fee 360,000
Student Services Operations 125,000
Bond Issue (Repaid with Student Fees) 7,250,000

University Center Expansion

Project Cost **\$ 18,400,000**
Funding Sources:
Bond Issue (Repaid with Student Fees) \$ 13,750,000
Academic Funding Series I 800,000
Academic Funding Reserves 650,000
Bookstore Reserve 1,000,000
University Center Reserve 2,200,000

Central Heating and Cooling Plant Expansion

Construction Cost **\$ 4,854,905**
Funding Sources:
Business and Engineering Center Bond Issue \$ 3,150,000
General Repair and Rehabilitation Appropriation 340,000
Transportation System Reserve 278,600
Energy Management Reserve 1,000,000
Special Projects Reserve 86,305

Campus Entrance and Loop Road Construction

Project Cost - Phase I **\$ 3,825,892**
Funding Sources:
David L. Rice Library Bond Issue \$ 2,000,000
Federal Direct Appropriation Funding FY2005 1,475,892
Federal Direct Appropriation Funding FY2008 350,000

Parking Lot Expansion

Project Cost \$ 989,594
Funding Source: Transportation System Reserve

Science Center Renovation - Phase 4

Project Cost \$ 900,000
Funding Source: General Repair and Rehabilitation Appropriation

University Center Kitchen Expansion

Project Cost \$ 700,000
Funding Source: University Center Reserve

O'Daniel Lane Resurfacing

Project Cost \$ 370,000
Funding Source: Transportation System Reserve

University Home Improvements

Project Cost \$ 225,000
Funding Source: Special Projects Reserve

Science Center and Physical Activities Center Roof Replacement

Project Cost \$ 404,000
Funding Source: General Repair and Rehabilitation Appropriation

Varsity Soccer and Baseball Field Improvements

Project Cost \$ 1,250,000
Funding Source: Special Projects Reserve

Projects in Design

Bicycle/ Walk Path Construction

Project Cost \$ 350,000
Funding Source: Transportation System Reserve

Practice Soccer Field Construction

Project Cost \$ 750,000
Funding Source: Special Projects Reserve

Campus Road Repairs and Resurfacing

Project Cost \$ 475,000
Funding Source: Transportation System Reserve

Campus Entrance and Loop Road Landscape Improvements

Project Cost \$ 685,000
Funding Source: Special Projects Reserve