

**AGENDA
SUPPLEMENTAL INFORMATION
UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES**

September 1, 2011

SECTION I – GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF JULY 14, 2011, MEETING

B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

C. REPORT OF THE LONG-RANGE PLANNING COMMITTEE

The Long-Range Planning Committee will meet prior to the Board of Trustees meeting on September 1, 2011. A report will be presented.

D. PRESIDENT’S REPORT

E. REVIEW AND ACCEPTANCE OF 2011 CONFLICT OF INTEREST DISCLOSURE STATEMENTS

Indiana Code 35-41-1-3 describes conflict of interest on the part of a public servant and provides for the filing of a disclosure statement regarding possible conflicts of interest. The statement must be reviewed by the Board of Trustees and forwarded to the State Board of Accounts.

The University requires statements of trustees and senior staff, including those with no potential conflicts of interest to disclose. A list of individuals who have submitted a *Possible Conflict of Interest Disclosure Statement* for calendar year 2011 is in Exhibit I-A.

Approval to certify the Board of Trustees has reviewed and accepted the disclosure statements in Exhibit I-A is recommended.

F. APPROVAL OF AMENDMENT TO BOARD OF TRUSTEES BYLAWS

Article V Section 2 of the Bylaws of the University of Southern Indiana Trustees states “These bylaws may be altered, amended, or repealed at any meeting of the Board of Trustees by a majority vote of the members of the Board of Trustees, provided that the Amendment was presented in writing at the previous meeting of the Board of Trustees.” The following amendment was presented to the Board at its meeting on July 14, 2011. Exhibit I-B includes a copy of the bylaws with the proposed amendment.

Approval of the amendment to the Board of Trustees bylaws is recommended.

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

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

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

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

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

SECTION II – FINANCIAL MATTERS

A. REPORT OF THE FINANCE/AUDIT COMMITTEE

The Finance/Audit Committee will meet prior to the Board of Trustees meeting on September 1, 2011. A report will be presented.

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

The VEBA (Voluntary Employees' Benefit Association) Trust Investment Policy requires the approval of the Board of Trustees for a transfer of funds to the VEBA Trust.

Approval of a recommendation to the Board of Trustees to transfer of \$500,000 to the VEBA Trust is recommended.

C. APPROVAL OF RECOMMENDATION FOR 2012-2013 HOUSING RATES

Approval of the following 2012-2013 housing rates is recommended.

<u>FALL OR SPRING SEMESTER</u>	<u>CURRENT RATE</u>	<u>PROPOSED RATE</u>	<u>EFFECTIVE DATE</u>
<u>McDONALD or O'DANIEL APARTMENT</u>			
Two Bedroom: Two students per bedroom	\$1,870	\$1,964	7-01-12
One student per bedroom	3,345	3,512	7-01-12
One Bedroom: Two students	2,258	2,371	7-01-12
One student	4,195	4,405	7-01-12
<u>GOVERNORS, NEWMAN, O'BANNON, or RUSTON HALL</u>			
One and Two Bedroom: Two students per bedroom	\$1,870	\$1,964	7-01-12

SUMMER SESSIONS

Summer session rates are pro-rated to fall and spring semester rates.

D. APPROVAL OF RECOMMENDATION FOR 2012-2013 MEAL PLAN RATES

Students who live in the residence halls (Governors, Newman, O'Bannon, and Ruston) are required to purchase a resident meal plan. Three plans (Red, White, and Blue Eagle) offer different combinations of buffet meals in The Loft and discretionary spending at other dining venues on campus. The proposed rate allows for normal increases in food and labor costs.

FALL OR SPRING SEMESTER

	<u>CURRENT RATE</u>	<u>PROPOSED RATE</u>	<u>EFFECTIVE DATE</u>
Red, White, or Blue Eagle Meal Plan	\$1,730	\$1,785	7-01-12

Students who live in apartments (McDonald or O'Daniel) are required to purchase \$50 in Munch Money for use in any dining venue on campus.

Approval of the proposed meal plan rates for 2012-2013 is recommended.

E. UPDATE ON CURRENT CONSTRUCTION PROJECTS

A report will be presented on current construction projects. Exhibit II-A includes a summary of the cost and funding sources for each project.

SECTION III – PERSONNEL MATTERS

A. REPORT ON FACULTY AND ADMINISTRATIVE RETIREMENTS

The following administrative retirement will be reviewed.

Dean of the College of Nursing and Health Professions and Professor of Nursing Nadine A. Coudret, in accordance with the revised retirement policy, will retire effective July 1, 2012, including leave with pay for the period January 1, 2012, through June 30, 2012. Retirement service pay based on 24 years of service to the University will be paid as of June 30, 2012.

B. APPROVAL OF EMERITUS STATUS

Approval of the following emeritus title is recommended.

Dean Emerita of the College of Nursing and Health Professions and Professor Emerita of Nursing Nadine A. Coudret

**Possible Conflict of Interest Disclosure Statements
Filed for 2011**

DATE	NAME/ TITLE	VENDOR/ CONTRACTOR	DESCRIPTION OF FINANCIAL INTEREST
08-10-11	Mark Bernhard Associate Provost for Outreach and Engagement	None	N/A
09-01-11	Susan Ellsperman Student Trustee	None	N/A
08-02-11	Marcia Kennard Kiessling Associate Provost for Student Affairs	None	N/A

Amended September 3, 1998

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 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, telegraph 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 telegraph 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. 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 8. 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. The Chair, Vice Chair(s), Secretary, Assistant Secretary, and Treasurer shall serve for terms of one year or until successors are elected and qualified. 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 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 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

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.

File: T:\Board of Trustees/Bylaws

**Summary
Current Construction Projects
September 1, 2011**

Projects Recently Completed

Student Housing Apartment Buildings Renovation

Project Cost \$ 750,000

Funding Source: Housing Reserve

University Boulevard Asphalt Pavement Replacement

Project Cost \$ 350,000

Funding Source: Transportation Reserve

Projects Under Construction

Residence Life Community Center Expansion

Project Cost \$ 235,000

Funding Source: Housing Reserve

Wright Administration Red Mango and RFC Simply to Go Installations

Project Cost \$ 200,000

Funding Source: Dining Reserve

Residence Life Community Center to Eagle Village Sidewalk Construction

Project Cost \$ 190,000

Funding Source: Transportation Reserve

Technology Center Faculty Offices and Classrooms Renovation

Project Cost \$ 200,000

Funding Source: Special Projects Reserve

Orr Center Main Lobby Renovation

Project Cost \$ 100,000

Funding Source: Special Projects Reserve

Recreation and Fitness Center Service Drive Construction

Project Cost \$ 125,000

Funding Source: Special Projects Reserve

Bicycle/Walk Path Construction

Project Cost \$ 130,000

Funding Source: Transportation Reserve

Publishing Services Air Handling Unit Replacement

Project Cost \$ 125,000

Funding Source: General Repair and Rehabilitation Appropriation

Projects in Design

Teaching Theatre Construction

Project Cost \$ 16,500,000

Funding Sources:

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

Special Projects Reserve \$ 1,500,000

USI Foundation \$ 2,000,000

Advanced Manufacturing Center Construction

Project Cost \$ 3,300,000

Funding Source: Special Projects Reserve

Science Center - Lower Level Renovation

Project Cost \$ 750,000

Funding Source: General Repair and Rehabilitation Appropriation

University Center Loft Renovation

Project Cost \$ 1,800,000

Funding Source: Dining Reserve

Orr Center and Technology Center Sidewalk Replacement

Project Cost \$ 250,000

Funding Source: Transportation Reserve

Orr Center Third Level Renovation Phase II

Project Cost \$ 200,000

Funding Source: Special Projects Reserve

Exterior Site Lighting Improvements

Project Cost \$ 150,000

Funding Source: Transportation Reserve

Student Housing Apartment Buildings Renovation - Phase II

Project Cost \$ 400,000

Funding Source: Housing Reserve

Residence Life Office Renovation

Project Cost \$ 150,000

Funding Source: Housing Reserve