

MINUTES

UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

September 5, 2019

The University of Southern Indiana Board of Trustees met in regular session on Thursday, September 5, 2019, in the Griffin Center on the University campus. Present were Trustees W. Harold Calloway serving as chair in Chair Sendelweck's absence; Josi M. Barscz '22; John M. Dunn; Christine H. Keck; Jeffrey L. Knight; and Christina M. Ryan. Trustees Ellis S. Redd; Ronald D. Romain '73; and Kenneth L. Sendelweck '76 were 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 Enrollment Management Andrew W. Wright; 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 Kenneth M. Purcell and Student Government Association President Kelsey L. McCullough '21.

Mr. Calloway called the meeting to order at 10:33 a.m.

SECTION I – GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF JULY 11, 2019, MEETING

On a motion by Mr. Dunn, seconded by Mr. Knight, the minutes of the July 11, 2019, meeting of the Board of Trustees were approved.

B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

Mr. Calloway called on Vice President Strupp, who announced the next regular meeting of the Board of Trustees will be Thursday, November 7, 2019, on campus.

C. REPORT OF THE ACADEMIC AFFAIRS AND ENROLLMENT MANAGEMENT COMMITTEE

The Academic Affairs and Enrollment Management Committee met prior to the Board of Trustees meeting on September 5, 2019. Mr. Calloway called on Christine Keck serving in Committee Chair Jeff Knight's absence, for a report. Ms. Keck reported that the Committee heard an Academic Affairs update from Provost Mohammed Khayum and an enrollment update from Vice President for Enrollment Management Andrew Wright. In addition, Director of Undergraduate Admissions, Rashad Smith, presented a report on Enrollment Planning Services and Segment Analysis, which focused on recruitment initiatives using comprehensive profiles based on the characteristics of educational neighborhoods and high school clusters of prospective students.

D. PRESIDENT'S REPORT

Mr. Calloway called on President Rochon for his report. Dr. Rochon began by reporting on Lt. Governor Suzanne Crouch's visit to campus on August 5, which included a tour of the renovated third floor of the College of Nursing and Health Professions building. The President reported Welcome Week, move-in, and the Student Convocation Ceremony held on August 16, were all successful events. He noted the elevated quality of the incoming class is evident, in that this year's average GPA rose to 3.44 from 3.39 in 2018, and average ACT scores also were higher at 22.4 versus 22.1.

He announced USI's Founder's Day event to be held on September 11, 2019, will honor Mr. Kevin Hammett '90 with the Alumni Service Award, Ms. Katheryn Waters with the Faculty Recognition Award, and Ms. Penny S. Goshert will receive the Honorary Alumni Award. Faculty Convocation will be held on Friday, October 11, 2019, on campus. This event is held to celebrate the accomplishments of USI faculty.

President Rochon reviewed the 2018 Institutional Snapshot. He discussed improved student diversity, a 15 percent increase in the four-year graduation rate, the Proficiency Profile test results, the assessment of Core 39, and the faculty profile.

Vice President for Student Affairs Khalilah T. Doss was introduced to the Board and welcomed to her first Board of Trustees meeting.

Dr. Rochon called on Athletics Director, Jon Mark Hall, for a report from athletics. Mr. Hall presented an overview of the athletic facilities on campus. He discussed events scheduled in the Screaming Eagles Arena and the availability of tickets for those events. The Physical Activities Center renovation project currently underway will include a 6,200 square foot athletics weight and fitness room, eight academic classrooms, an academic lab, athletic offices, and student lounge areas. The gym space will continue to serve academic classes, intermural activities, and athletic practices with a new multi-purpose surface on the floor and spectator seating removed. The Aquatics Center currently under construction will be connected to the Recreation Fitness and Wellness Center. It will be 25,000 square feet and house a 25-meter by 25-yard pool including eight competition and two warm-up lanes, a three-meter diving platform, and (2) two-meter diving stands.

President Rochon called on Provost Khayum for the Academic Report. Dr. Khayum introduced Associate Provost for Academic Affairs, Dr. Shelly Blunt, for a report on Disability Resources at USI. The report outlined the purpose of the department and the various students it serves. The goal of Disability Resources is to foster an inclusive, supportive, and positive environment for all students with varying disabilities including learning disabilities, health impairments, physical disabilities, and mental health disabilities. Accommodations may include extra time for exams and assignments, notetaking assistance, interpreters, specialized furniture in classrooms, and alternative format textbooks. Over the past five years, demand for disability services has increased significantly. Dr. Blunt concluded her report noting future plans to enhance the services provided through Disability Resources including accessibility software for the Course Management System, distraction free and specialized tutoring services, disability awareness activities, and increased captioning of campus-wide events.

Dr. Rochon asked Vice President for Enrollment Management, Andrew Wright, to present a report. Mr. Wright began by providing the Board with an admission and enrollment update for fall 2019, noting the information was not final until the census date of September 13, 2019. In addition, he reported that USI expects to see its highest percentages in five and six-year graduation rates at 48.6 and 49.3 percent respectively, and its 2nd highest four-year graduation rate at 32.5 percent.

Dr. Rochon called on Vice President for Development, David A. Bower, for a report from USI Foundation. Mr. Bower began by announcing the USI Foundation finished the 2018-2019 fiscal year ending June 30 with gifts and pledges totaling \$7,321,251. Average annual support over the past five years has been over \$8.4 million, with 58 percent from individuals; 31 percent from businesses, corporations, and foundations; and 11 percent from government grants. A leadership gift from alumnus John L. Schutz '82 was received to cover the salary and benefits for the *Ticket & Athletic Sponsorship Coordinator* for the first two years to help ensure the Screaming Eagles Arena is filled for all sporting events held there. The USI Foundation will revise the process for reviewing and selecting recipients of need-based scholarships. They will work closely with a University-wide committee to review the financial data of students to ensure funding is awarded to make the most impact on retention efforts. Merit scholarships will remain under the discretion of academic departments. He concluded his report by announcing student Darrian Breedlove will speak at the next USI Foundation Board meeting on September 19, 2019. Ms. Breedlove is an English major and Opinion Editor for *The Shield*, who recently was able to study abroad this summer in Japan, through scholarships that were provided by generous donors.

President Rochon asked for a report from Dr. Kenneth Purcell, Faculty Senate chair. Dr. Purcell stated the Faculty Senate held its annual retreat on August 14, electing Dr. Rex Strange as vice chair and Dr. Richard Bennett as secretary. In addition to addressing charges received from faculty, Faculty Senate will strive to more effectively serve its role as a communication channel between the academic faculty and administration. Executive University leadership will be invited to attend Senate meetings to discuss the challenges faced as a university community and develop strategies to address those challenges. Vice President for Finance and Administration, Steve Bridges, will attend the next meeting of Faculty Senate on Friday, September 13.

Dr. Rochon called on Kelsey McCullough, President of the Student Government Association (SGA), for a report. Over the summer, SGA in collaboration with the Dean of Students Office and Student Development Programs, piloted a program that will allow students to set meetings with administrators through an online system using the software *Bookings* by Microsoft. Ms. McCullough discussed the SGA Welcome Dinner held on August 17, 2019. This annual event educates students new to USI on the support programs provided by SGA and encourages them to get involved with the organization. She concluded her report summarizing several initiatives SGA will focus on this fall, including those of the new Environmental Protection Committee established through SGA in 2018-2019.

This concluded President Rochon's report.

E. REVIEW AND ACCEPTANCE OF 2019 CONFLICT OF INTEREST DISCLOSURE STATEMENTS

Mr. Calloway called on Vice President Bridges to review the 2019 *Possible Conflict of Interest Disclosure Statements*. Mr. Bridges reported that Indiana Code 35-44.1-1-4 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 University requires statements of trustees and senior staff, including those with no potential conflicts of interest to disclose. The list in Exhibit I-A is an addition to the prior list submitted and approved in January 2019 by the Board of Trustees.

On a motion by Mr. Knight, seconded by Ms. Keck, the *Possible Conflict of Interest Disclosure Statements* described in Exhibit I-A were approved.

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 5, 2019. Mr. Calloway, serving in Committee Chair Ron Romain’s absence, reported the following:

- Neil Heppler, Co-President with Fourth Street Performance Partners, reported on the Voluntary Employees’ Benefit Association (VEBA) Trust Fund.
- The committee reviewed and approved the unchanged Investment Policy Statement for the VEBA Trust.
- Fourth Street Performance Partners has been appointed as investment advisor for the University. The proposed Investment Policy Statement for the University was reviewed and approved.
- A recommendation for 2020-2021 housing rates was approved. This recommendation will be presented to the Board later in this agenda.
- A recommendation for 2020-2021 meal plan rates was approved. This recommendation will be presented to the Board later in this agenda.
- The audits completed by the Internal Audit Department thus far in 2019 and the revised audit plan were reviewed.
- The committee recommended approval of a request for general repair and rehabilitation funds which will be presented to the Board later in the agenda.
- Four construction change orders totaling \$207,047 for the PAC renovation project were reviewed and approved.

B. APPROVAL OF 2020-2021 HOUSING RATES

Mr. Calloway called on Vice President Bridges for a review of the 2020-2021 housing rates. Mr. Bridges reported student housing at USI includes 580 apartments in 53 buildings and 236 suites in four residence halls, which allows for approximately 2,700 beds. In fall 2019, student housing occupancy opened at 84.1 percent, a decrease from 89.7 percent in fall 2018.

Mr. Bridges proposed a rate increase of \$48 per semester for 2020-2021, or approximately two percent for the most common occupancy contract; two students per room. The proposed rate will be \$2,472 for a double occupancy room. The rate recommendation includes maintaining the same rate for one student per bedroom in a two bedroom unit and one student in a one bedroom unit. Mr. Bridges advised that interest in these living arrangements has increased, therefore holding the price steady may create more demand which will increase revenue from housing. He noted that USI will continue to monitor occupancy and enrollment trends as part of the decision process to add the new housing options outlined in the campus master plan.

Upon a recommendation of the Finance/Audit Committee to the Board of Trustees, the following 2020-2021 housing rates were approved.

<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	\$2,424	\$2,472	7-01-20
One student per bedroom	4,329	4,329	7-01-20
One Bedroom: Two students	2,923	2,981	7-01-20
One student	5,430	5,430	7-01-20
<u>GOVERNORS, NEWMAN, O’BANNON, or RUSTON HALL</u>			
Two Bedroom: Two students per bedroom	\$2,424	\$2,472	7-01-20
One Bedroom Studio: One student	2,923	2,981	7-01-20

Students who live in housing will have \$50 in Munch Money added to the proposed housing rates above for use in any venue on campus.

SUMMER SESSIONS

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

C. APPROVAL OF 2020-2021 MEAL PLAN RATES

Mr. Calloway called on Vice President Bridges to review the recommendation for 2020-2021 meal plan rates. Mr. Bridges explained at the start of 2019, 214 less meal plans were purchased as compared to the prior year, approximately a nine percent decrease. He proposed a \$22 increase to \$2,235 per semester (\$1.50 per week), an increase of one percent. He noted the adjustment will cover operating cost increases, particularly food and labor cost increases. Additionally, the rewards program introduced this year for sophomores, juniors, and seniors who have been red, white, or blue meal plan customers for two consecutive semesters with no participation gaps during the year, yielded 121 plans purchased under this program.

Upon a recommendation from the Finance/Audit Committee to the Board of Trustees, the proposed meal plan rates for 2020-2021 were approved.

<u>FALL OR SPRING SEMESTER</u>	<u>CURRENT RATE</u>	<u>PROPOSED RATE</u>	<u>EFFECTIVE DATE</u>
Red, White, or Blue Eagle Meal Plan	\$2,213	\$2,235	7-01-20

D. APPROVAL OF REQUEST FOR GENERAL REPAIR AND REHABILITATION FUNDS

Mr. Calloway called on Vice President Bridges to review the proposed recommendation related to general repair and rehabilitation funds. Mr. Bridges reported the 2019 Indiana General Assembly appropriated funds for repair and rehabilitation of campus facilities. The amount allotted for 2019-2020 is \$1,112,962. Mr. Bridges noted that Board approval would allow the University to access and draw down this appropriation for year one of the appropriation.

Upon a recommendation from the Finance/Audit Committee the request regarding funds for Repair and Rehabilitation of campus facilities was approved.

E. UPDATE ON CURRENT CONSTRUCTION PROJECTS

Mr. Calloway 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-A for a list of projects and a summary of the cost and funding sources for each project.

SECTION III - PERSONNEL MATTERS

A. REPORT ON FACULTY AND ADMINISTRATIVE RETIREMENTS

Mr. Calloway called on Provost Khayum, who reviewed the following faculty retirements.

Professor of Computer Information Systems Sharlett K. Gillard, in accordance with the revised retirement policy, will retire effective July 1, 2020, after 34 years of service, including leave with pay from January 1, 2020, to May 6, 2020.

Instructor in Economics Timothy B. Mahoney, in accordance with the revised retirement policy, will retire effective July 1, 2020, after 33 years of service, including one-half assignment with full pay from January 1, 2020, to May 6, 2020.

Assistant Professor of Computer Information Systems Ernest E. Nolan, in accordance with the revised retirement policy, will retire effective July 1, 2020, after 37 years of service, including leave with pay from January 1, 2020, to May 6, 2020.

Contract Assistant Professor of Nursing Colleen R. Walsh, in accordance with the revised retirement policy, will retire effective January 1, 2021, after 22.5 years of service, including leave with pay from July 1, 2020, to December 1, 2020.

Professor of Computer Information Systems Jennifer J. Williams, in accordance with the revised retirement policy, will retire effective July 1, 2020, after 28.5 years of service, including leave with pay from January 1, 2020, to May 6, 2020.

B. APPROVAL OF EMERITUS STATUS

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

Professor Emerita of Computer Information Systems Sharlett K. Gillard

Instructor Emeritus in Economics Timothy B. Mahoney

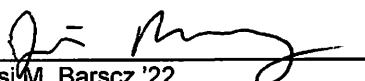
Assistant Professor Emeritus of Computer Information Systems Ernest E. Nolan

Contract Assistant Professor Emerita of Nursing Colleen R. Walsh

Professor Emerita of Computer Information Systems Jennifer J. Williams

There being no further business, the meeting was adjourned at 11:23 a.m.

Respectfully submitted,



Josi M. Barscz '22
Secretary

**Possible Conflict of Interest Disclosure Statements
Filed for 2019**

DATE	NAME/ TITLE	VENDOR/ CONTRACTOR	DESCRIPTION OF FINANCIAL INTEREST
07-24-19	Terri J. Alvey Computer Technician, Library; Staff Council Chair	None	N/A
07-24-19	Josi Barszcz Trustee	None	N/A
07-23-19	Cathy Carey Dean, Romain College of Business	None	N/A
08-21-19	Khalilah T. Doss Vice President for Student Affairs	None	N/A
07-24-19	Jennifer R. Hammat Dean of Students	None	N/A
07-24-19	Britney N. Orth Assistant Director of Student Conduct and Outreach; Administrative Senate Chair	None	N/A
07-11-19	Christina M. Ryan Trustee	None	N/A

**Summary
Construction Projects**

September 5, 2019

Recently Completed

Ruston Hall Floor Covering Replacement

Project Cost \$ 180,000
Funding Source: Housing Reserves

Student Apartments Flooring Replacement

Project Cost \$ 105,000
Funding Source: Housing Reserves

Projects Under Construction

Physical Activities Center (PAC) Phase II

Project Cost \$ 38,500,000
Funding Source: Legislative Appropriation - 2017

Campus Heating - Cooling Water Supply Infrastructure Improvements

Project Cost \$ 410,000
Funding Source: General Repair and Rehabilitation Appropriation

Projects In Design

Health Professions Renovation/Addition (Design Only)

Project Cost \$ 500,000
Funding Source: Special Projects

Exterior Signage Replacement

Project Cost \$ 500,000
Funding Source:
 Parking Reserve \$ 250,000
 Landscape Improvement Reserves \$ 250,000

Projects In Design (continued)

HVAC Infrastructure Improvements (Design Only)

Project Cost \$ 300,000

Funding Source: Construction Planning

UC West Air Handler Replacement

Project Cost \$ 300,000

Funding Source: General Repair and Rehabilitation Appropriation

Quadrangle Landscape Improvements

Project Cost \$ 125,000

Funding Source: Landscape Improvement Reserves

McCutchan Art Center Roof Replacement

Project Cost \$ 110,000

Funding Source:

General Repair and Rehabilitation Appropriation \$ 86,000

Special Projects \$ 24,000