

**MINUTES**  
**JOINT MEETING**  
**FINANCE/AUDIT AND CONSTRUCTION COMMITTEES**

**UNIVERSITY OF SOUTHERN INDIANA**  
**BOARD OF TRUSTEES**

**January 13, 2005**

The Finance/Audit and Construction Committees of the University of Southern Indiana Board of Trustees met in joint session on Thursday, January 13, 2005, at the Westin Hotel in Indianapolis, Indiana. Present were committee chair G. Patrick Hoehn and Trustees Mark A. Day, and Frank F. McDonald II. Also in attendance was Vice President for Governmental Relations Cynthia S. Brinker. President H. Ray Hoops joined the committee for the discussion of the Code of Ethics following his attendance with the Long-Range Planning Committee.

Mr. Hoehn called the meeting to order at 9:00 a.m.

(FINANCE/AUDIT)

**1. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS**

Chair Hoehn called on Vice President Brinker, who presented the items in Attachment B. On a motion by Mr. McDonald, seconded by Mr. Day, the budget appropriations, adjustments, and transfers in Attachment B were approved.

(CONSTRUCTION)

**2. RECOMMENDATION OF APPROVAL OF REQUEST FOR PUBLIC UTILITY EASEMENT**

Chair Hoehn called on Steve Helfrich, Director of Facilities Operations and Planning, who reported that Vanderburgh County requests an easement for right-of-way along the east side of Schutte Road from Mahrenholz Drive to Clarke Lane. The easement will be used to install a sanitary sewer pipe for connection to the existing gravity flow sanitary sewer on Clarke Lane to serve the development at the southeast corner of Schutte Road and State Highway 62. Mr. Helfrich reported that the easement will connect a 28-unit apartment complex to the city sewer on the USI campus.

On a motion by Mr. Day, seconded by Mr. McDonald, the committee approved a recommendation to the Board of Trustees to grant the Public Utility Easement in Attachment C.

**3. RECOMMENDATION OF APPROVAL OF PROPOSED KENNETH P. McCUTCHAN ART GALLERY**

Mr. Hoehn called on Mr. Helfrich to report on the construction of the Kenneth P. McCutchan Art Gallery, which will provide space for educational experiences in the visual arts to the USI community and the general public. The gallery will provide professional exhibition space for art majors, alumni, faculty, visiting artists, and the University's permanent collection. Mr. Helfrich reported that the art gallery will be an addition to the west side of the Liberal Arts Center at ground level facing Reflection Lake. The gallery is planned to be a one-story addition with 6,065 square feet providing space for four galleries, a work room and storage area, corridors, and a reception foyer. It is anticipated the construction will be completed during July 2006. The project cost estimate is \$1,125,000. Funding for the project will come from the Kenneth P. McCutchan Fund and other USI Foundation funds, University reserves for special projects, and the sale of art prints. A conceptual plan is shown in Attachment D.

On a motion by Mr. Day, seconded by Mr. McDonald, the committee approved a recommendation to the Board of Trustees to authorize President Hoops to request approval of the Commission for Higher Education, the State Budget Committee, and the Governor of the State of Indiana for construction of the Kenneth P. McCutchan Art Gallery.

(FINANCE/AUDIT)

**4. RECOMMENDATION OF APPROVAL OF PROPOSED CODE OF ETHICS FOR BOARD OF TRUSTEES**

Mr. Hoehn called on President Hoops to review the recommendation of the Code of Ethics for the Board of Trustees. President Hoops noted that at its January 8, 2004, meeting, the Finance/Audit Committee reviewed and recommended Board of Trustees approval of the Code of Ethics for University administrators, faculty, and support staff in voluntary compliance with the Sarbanes-Oxley Act. The Board of Trustees approved the employee Code of Ethics at its meeting on January 8, 2004. Dr. Hoops remarked that the Code of Ethics for the Board of Trustees is another way for the University to voluntarily comply with the Sarbanes-Oxley Act. He recommended approval of the Code of Ethics as a sound management policy, a good standard to follow, and an assertion to the public that the university behaves responsibly in all its decision-making.

On a motion by Mr. McDonald, seconded by Mr. Day, the Code of Ethics for the Board of Trustees was approved for recommendation to the Board of Trustees at its meeting on January 13, 2005.

There being no further business, the meeting adjourned at 9:20 a.m.

## UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES CODE OF ETHICS

The conduct of University trustees should be characterized by integrity. Each individual's personal and professional conduct reflects on one's institution and the higher education enterprise at large.

The University of Southern Indiana Board of Trustees has chosen to voluntarily comply with the spirit of the Sarbanes-Oxley Act of 2002 and has developed the following Code of Ethics. USI embraces the values expressed in the Code and advocates their observance by the trustees, who should:

- Comply with applicable governmental laws, rules, and regulations;
- Act with competence and strive to advance competence, both in self and in others;
- Devote time, thought, and study to the duties and responsibilities of a trustee, and be able to render effective and creditable service;
- Understand the University's objectives and policies and contribute constructively to their ongoing evaluation and reformulation;
- Maintain the confidentiality of privileged information that infringes upon another's right to privacy and not disclose information to secure personal or financial gain;
- Complete the University's *Possible Conflict of Interest Disclosure Statement* to disclose any interest, financial or otherwise, direct or indirect, in any business, transaction, or professional activity which may be in substantial conflict with the proper discharge of a trustee's duties;
- Refuse to accept any gift, favor, service, or other item of significant value from any person, group, private business, or public agency which may affect the impartial performance of one's duties; and
- Refuse to engage in actions that violate the ethical principles contained in this Code or provisions of law.

Code violations should be reported and reviewed through the appropriate Board and administrative channels.

**BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS**

**1. Additional Appropriation of Income**

From:	Unappropriated Designated Funds		
To:	2-23300	School of Business Revolving Account Supplies and Expense	50
To:	2-23305	Center for Business and Economic Research Supplies and Expense	5,400
To:	2-28220	Research, Innovation, Scholarship, and Creativity (RISC) Michael Aakhus Supplies and Expense	750
To:	2-28221	Research, Innovation, Scholarship, and Creativity (RISC) Peggy Shields Supplies and Expense	500
To:	2-28222	Research, Innovation, Scholarship, and Creativity (RISC) Brian Metscher Supplies and Expense	750
To:	2-28223	Research, Innovation, Scholarship, and Creativity (RISC) Cindy Deloney-Marino Supplies and Expense	750
To:	2-28224	Research, Innovation, Scholarship, and Creativity (RISC) Jeannie Collins Supplies and Expense	717
To:	2-28225	Research, Innovation, Scholarship, and Creativity (RISC) Iris Phillips Supplies and Expense	462
To:	2-28226	Research, Innovation, Scholarship, and Creativity (RISC) Michael Aakhus Supplies and Expense	750
To:	2-29010	Science and Engineering Research Grant Award Jeff Seyler Supplies and Expense	1,300
To:	2-29011	Science and Engineering Research Grant Award Glen Kissel Supplies and Expense	2,904
To:	2-29012	Science and Engineering Research Grant Award Richard Ruhala Supplies and Expense	1,510
To:	2-29013	Science and Engineering Research Grant Award Jeannie Collins Supplies and Expense	3,216

To:	2-29014	Science and Engineering Research Grant Award Brian Metscher Supplies and Expense	4,463
To:	2-29015	Science and Engineering Research Grant Award James Durbin Supplies and Expense	2,654
To:	2-26303	Center for Teaching and Learning Excellence Leigh Ann Howard and Robert Jeffers Supplies and Expense	4,000
To:	2-26304	Center for Teaching and Learning Excellence Patricia Aakhus Supplies and Expense	3,975
To:	2-26305	Center for Teaching and Learning Excellence John Gottcent Supplies and Expense	3,948
To:	2-26306	Center for Teaching and Learning Excellence Stephanie Hamington Supplies and Expense	1,967
To:	2-26307	Center for Teaching and Learning Excellence Norm King Supplies and Expense	1,239
From:	Unappropriated Restricted Funds		
To:	4-46527	Great Lakes Valley Conference - Academic Support Supplies and Expense	1,500
To:	4-46528	Great Lakes Valley Conference - Athletic Health and Safety Support Supplies and Expense	1,100
To:	4-46529	Great Lakes Valley Conference - Student Athlete Advisory Committee Support Supplies and Expense	300

**2. Transfer of Funds**

From:	3-33406	Newman/Governors Residence Hall Council	
To:	2-20110	Activities Programming Board	75

**3. Transfer and Appropriation of Funds**

From:	1-10104	Religious Life	
To:	2-20120	Multicultural Center Supplies and Expense	500
From:	2-20050	Student Services Operations	
To:	2-20120	Multicultural Center Supplies and Expense	150
From:	2-20050	Student Services Operations	
To:	2-20180	Student/Faculty Honors Symposium Supplies and Expense	500

From:	2-20050	Student Services Operations	
To:	2-20300	Student Government Association	
		Supplies and Expense	4,190
From:	2-20050	Student Services Operations	
To:	3-33400	Residence Life Activity Fund	
		Supplies and Expense	350
From:	2-20110	Student Activities	
To:	2-20120	Multicultural Center	
		Supplies and Expense	1,000
From:	2-20110	Student Activities	
To:	2-20760	International Programs	
		Supplies and Expense	1,500
From:	2-20120	Multicultural Center	
To:	2-20760	International Programs	
		Supplies and Expense	300
From:	2-20200	Activities Programming Board	
To:	2-20760	International Programs	
		Supplies and Expense	1,250
From:	3-33400	Residence Life Activity Fund	
To:	2-20120	Multicultural Center	
		Supplies and Expense	200

**P U B L I C   U T I L I T Y   E A S E M E N T**

**THIS INDENTURE WITNESSETH, University of Southern Indiana, a body corporate and politic organized and existing under the laws of the State of Indiana (GRANTOR) of Vanderburgh County, State of Indiana, for and in consideration of the sum of ONE DOLLAR (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, do hereby GRANT and CONVEY unto VANDERBURGH COUNTY, a governmental entity (GRANTEE), a nonexclusive easement and right-of-way to construct, install, operate, control, maintain, repair, reconstruct, or remove, one or more pipes, conduits, lines and all appurtenant and necessary structures to transmit public utilities across, under and upon the following described real estate located in Vanderburgh County, Indiana, to-wit:**

**Part of the West Half, Southwest Quarter, Southeast Quarter, Section 29, Township 6 South, Range 11 West in Perry Township, Vanderburgh County, Indiana, being more particularly described as follows:**

**Commencing at the Southwest corner of said quarter, quarter section; thence along the west line of said quarter section, North 00 degrees 28 minutes 26 seconds East 128.04 feet; thence South 89 degrees 31 minutes 34 seconds East 15.00 feet to the point of beginning; thence along the existing 30 foot Schutte Road right of way opened per Commissioner's Record Vol. Z, page 485, North 00 degrees 28 minutes 26 seconds East 15.81 feet; thence North 49 degrees 51 minutes 59 seconds East 8.67 feet; thence North 04 degrees 51 minutes 59 seconds East 18.47 feet; thence parallel with the west line of said quarter section, North 00 degrees 28 minutes 26 seconds East 478.38 feet to a point on the north line of a tract of land conveyed to the University of Southern Indiana, recorded in Deed Drawer 8, Card 8359 in the office of the Recorder of Vanderburgh County, Indiana; thence along said north line, South 88 degrees 40 minutes 20 seconds East 12.00 feet; thence parallel with the west line of said quarter section, South 00 degrees 28 minutes 26 seconds West 478.66 feet; thence South 04 degrees 51 minutes 59 seconds West 23.90 feet; thence South 49 degrees 51 minutes 59 seconds West 23.93 feet to the point of beginning, containing 6192 square feet (0.14 acres).**

**Subject to all easements, rights-of-way, building and use restrictions of record.**

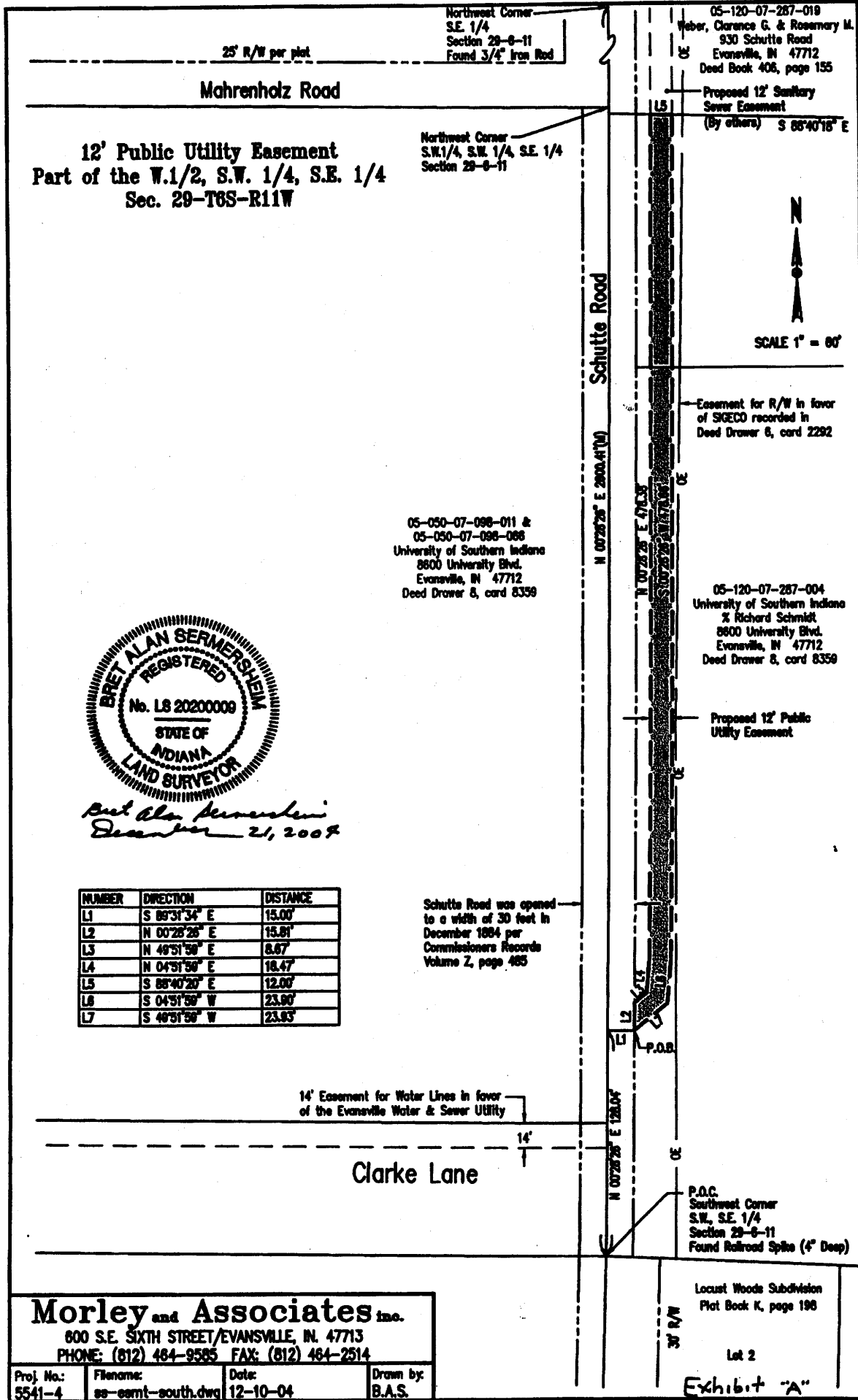
**SEE EXHIBIT "A"**

**Together with the right of ingress and egress over the lands of Grantor to and from said line in the exercise of the rights and privileges herein granted.**

**IN WITNESS WHEREOF, the said \_\_\_\_\_  
\_\_\_\_\_ have hereunto set their hands and  
seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

**STATE OF INDIANA, COUNTY OF \_\_\_\_\_, SS:**

**Before me, the undersigned, a Notary Public in and for said County and State, personally appeared the within named \_\_\_\_\_ who acknowledged \_\_\_\_\_  
\_\_\_\_\_ of the foregoing instrument to be their voluntary act and deed**



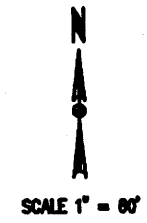
25' R/W per plat  
**Mahrenholz Road**  
 12' Public Utility Easement  
 Part of the W.1/2, S.W. 1/4, S.E. 1/4  
 Sec. 29-T8S-R11W

Northwest Corner  
 S.E. 1/4  
 Section 29-8-11  
 Found 3/4" Iron Rod

Northwest Corner  
 S.W.1/4, S.W. 1/4, S.E. 1/4  
 Section 29-8-11

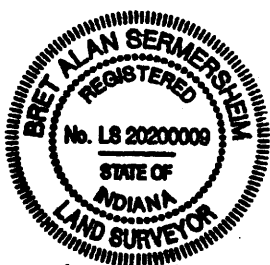
05-120-07-287-018  
 Weber, Clarence G. & Rosemary M.  
 930 Schutte Road  
 Evansville, IN 47712  
 Deed Book 406, page 155

Proposed 12' Sanitary  
 Sewer Easement  
 (By others) S 88°40'18" E



05-050-07-088-011 &  
 05-050-07-088-088  
 University of Southern Indiana  
 8600 University Blvd.  
 Evansville, IN 47712  
 Deed Drawer 8, card 8339

05-120-07-287-004  
 University of Southern Indiana  
 X Richard Schmidt  
 8600 University Blvd.  
 Evansville, IN 47712  
 Deed Drawer 8, card 8339



*Bret Alan Sermersheim*  
 December 21, 2009

NUMBER	DIRECTION	DISTANCE
L1	S 89°31'34" E	15.00'
L2	N 00°28'28" E	15.81'
L3	N 49°51'58" E	8.67'
L4	N 04°51'58" E	18.47'
L5	S 88°40'20" E	12.00'
L6	S 04°51'58" W	23.90'
L7	S 49°51'58" W	23.93'

Schutte Road was opened  
 to a width of 30 feet in  
 December 1884 per  
 Commissioners Records  
 Volume Z, page 485

14' Easement for Water Lines in favor  
 of the Evansville Water & Sewer Utility

**Clarke Lane**

P.O.C.  
 Southwest Corner  
 S.W. S.E. 1/4  
 Section 29-8-11  
 Found Railroad Spike (4" Deep)

**Morley and Associates inc.**

800 S.E. SIXTH STREET/EVANSVILLE, IN. 47713  
 PHONE: (812) 464-9585 FAX: (812) 464-2514

Proj. No.: 5541-4	Filename: ss-esmt-south.dwg	Date: 12-10-04	Drawn by: B.A.S.
----------------------	--------------------------------	-------------------	---------------------

Locust Woods Subdivision  
 Plat Book K, page 198

Lot 2

Exhibit "A"





existing Liberal Arts Center

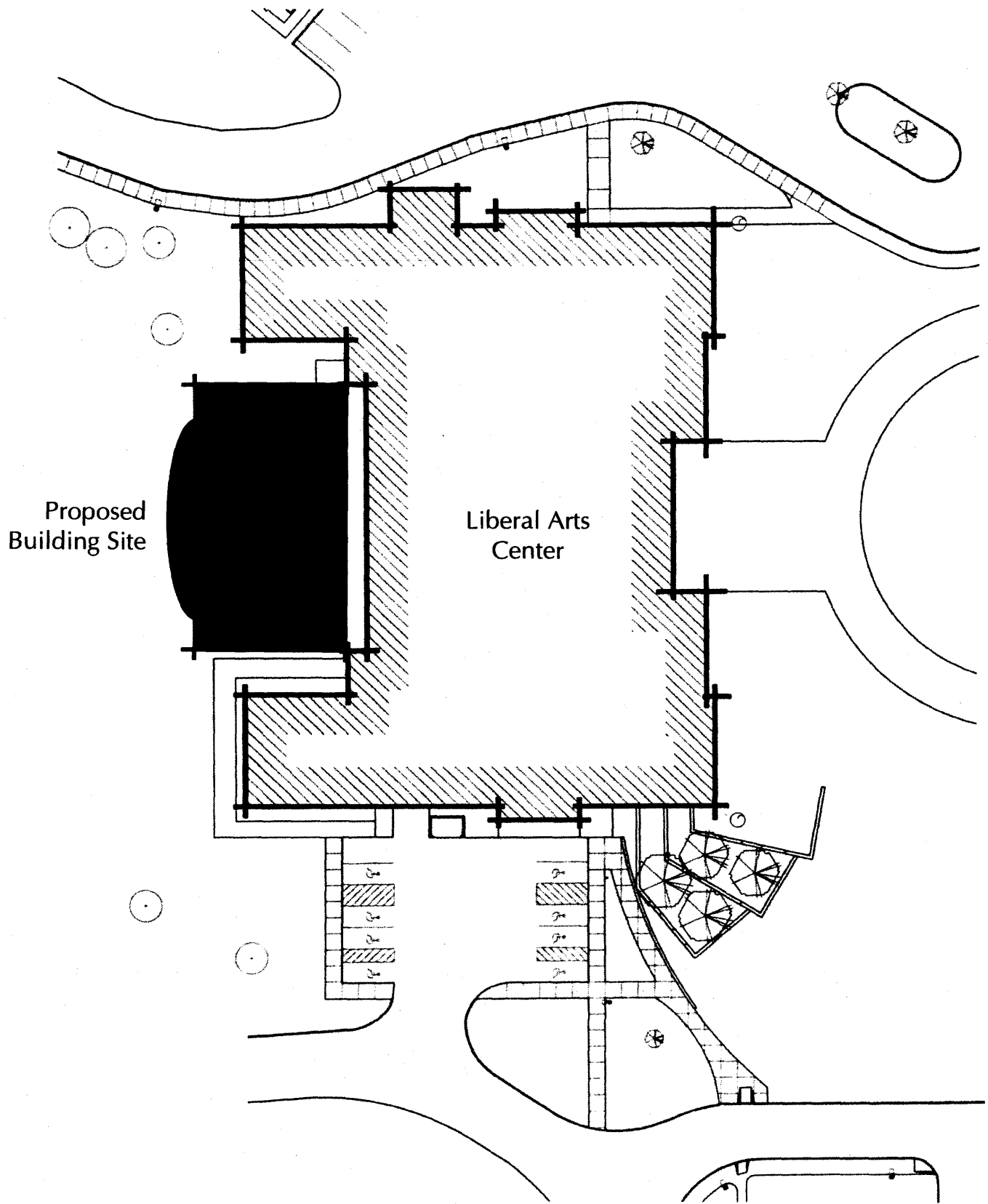


Liberal Arts Center with proposed McCutchan Art Gallery

## McCutchan Art Gallery

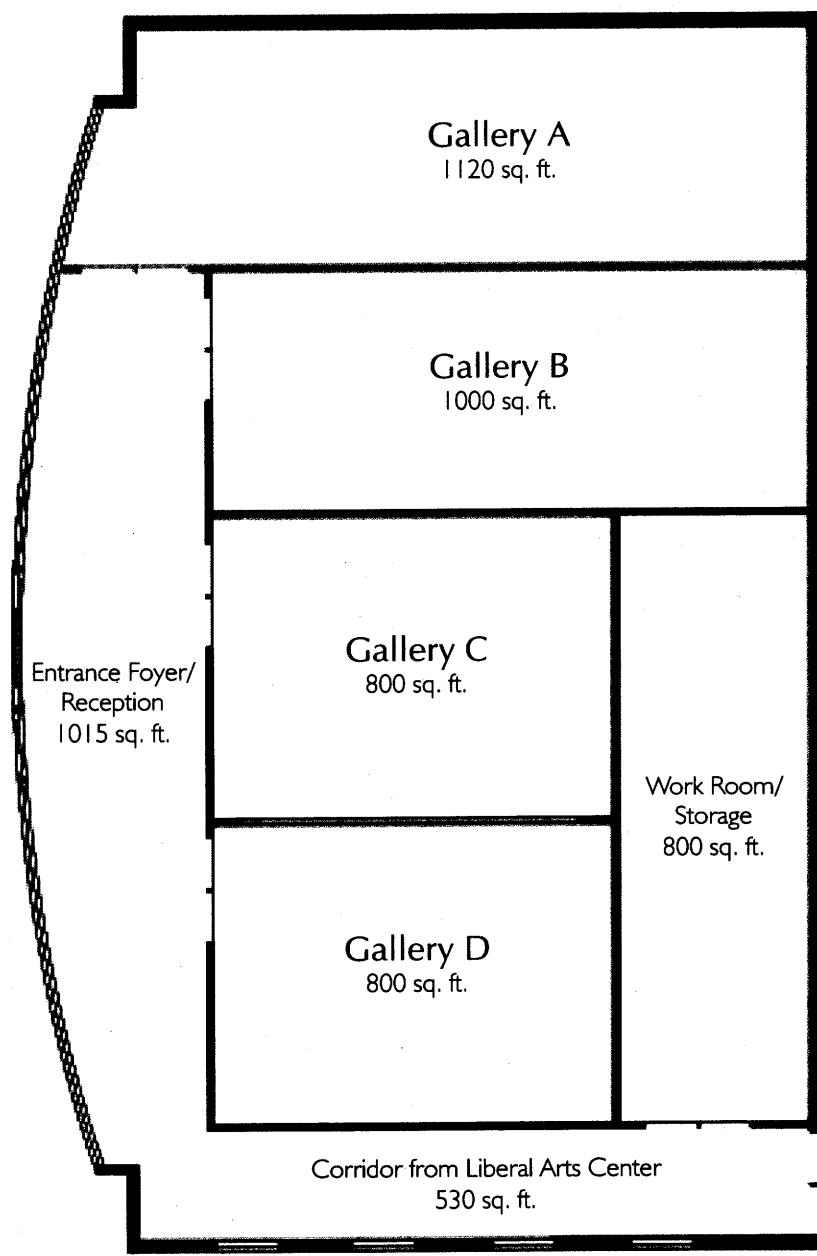
Conceptual plan for addition to  
Liberal Arts Center





McCutchan Art Gallery  
Conceptual plan for addition to  
Liberal Arts Center





Schematic Plan

McCutchan Art Gallery  
Conceptual plan for addition to  
Liberal Arts Center

