

**MINUTES**

**UNIVERSITY OF SOUTHERN INDIANA  
BOARD OF TRUSTEES**

**March 2, 1995**

## MINUTES

### UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

March 2, 1995

The University of Southern Indiana Board of Trustees met on Thursday, March 2, 1995, in Room 353 of the University Center. Present were Trustees Brent Auberry, Bruce Baker, Charles Combs, J. David Huber, Thomas McKenna, Joseph O'Daniel, and Robert Swan. Also attending were President H. Ray Hoops; Vice Presidents John Byrd, Robert Reid, Richard Schmidt, and Sherrienne Standley; Faculty Senate Chairperson Timothy Schibik; and Student Government Association President Rob Kerney.

There being a quorum present, Mr. Baker called the meeting to order at 10:10 a.m.

#### SECTION I - GENERAL AND ACADEMIC MATTERS

##### A. APPROVAL OF MINUTES OF JANUARY 5, 1995, MEETING

On a motion by Mr. Swan, seconded by Mr. Combs, the Minutes of the January 5, 1995, meeting were approved.

##### B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

The next regular meeting was set for Friday, May 5, 1995, at the University of Southern Indiana.

##### C. PRESIDENT'S REPORT

Dr. Hoops reported that the University Handbook, long in the revising, has just arrived from the printer, and a copy has been distributed to each Board member. Director of Human Resources Nancy Byrd reported that the handbooks will be distributed to the University staff during the week of March 13.

Dr. Donald Bennett was invited here today because we wanted to make a presentation to him. As has been our custom with all retiring members of the board and officers of the University, a University chair has been commissioned for Dr. Bennett. We are pleased to offer this gift as a token of our gratitude for his many years of service, along with a replica of the Bennett Lane street sign.

Dr. Hoops reported that Trustee Joe O'Daniel and his wife Marie have established an endowed scholarship valued at over \$100,000, which will be called the Joseph E. and Marie O'Daniel Endowed Presidential Scholarship. The entire USI community thanks Joe and Marie for their generous benchmark gift.

The dedication of the Health Professions Center is set for Sunday, April 2. A brief program is planned during which appreciation will be expressed to all those who have made the building a reality for students and faculty. The ribbon cutting and public tours will follow. Also in connection with the opening, Dr. Bernie Siegel, nationally known author on health care, will be the Enlow Lecturer on Monday, April 3.

The televised announcement of pairings for the NCAA Division II Men's and Women's basketball regional tournaments will take place this Sunday. The University has had an excellent season for both these intercollegiate teams. Dr. Hoops offered congratulations to the coaches and students and wished them well if tournament play is in their future.

Later in March, the Board will be represented at the national Association of Governing Boards meeting in Seattle by Chuck Combs, Percy Clark, and Tom McKenna.

Dr. Hoops called on Mr. Schmidt for an update on legislative matters. Assistant Vice President for Business Affairs Cindy Brinker summarized various higher education legislation being considered by the General Assembly.

Mr. Schmidt called the Board's attention to the operating budget request and capital budget request summaries in their folders. He presented information on the base adjustments, maintenance for current programs, quality improvements, and student assistance in the operating budget. Discussion followed on these budget requests.

Vanderburgh County Commissioner Rick Borries presented the University with a full-color aerial photograph of the completed campus interchange project. Mr. Baker expressed appreciation to the County Commissioners for their work with the overpass project.

Dr. Hoops reported that this is Rob Kerney's last official board meeting with us as President of Student Government. We have enjoyed Rob's involvement and his timely reports to us on matters of importance to students. Mr. Kerney expressed his appreciation for the opportunity to participate in the Board meetings as SGA president.

Dr. Hoops called on Dr. Jones to report on the University's activity on Total Quality Management. Dr. Jones presented a brief overview of the various University TQM teams and recommendations which have been implemented with success. Discussion followed on the University's quality improvement process.

Dr. Reid called on Associate Professor of English Walter Everett and Assistant Professor of English Laurence Musgrove to report on refining rhetoric and composition program offerings. Dr. Everett reported that the changes in the freshman composition courses include the addition of a placement test, English 100 development course, and change in the content of English 101. He added that implementation of these changes will ensure a better success rate among USI students. Discussion followed on the revisions in the program.

Dr. Hoops called on Dr. Byrd to present an update on the proposed decrease in federal financial aid. Dr. Byrd reported that over 30 national organizations have been formed in an effort to show support for student programs derived from federal aid. He said about \$7.5 million in federal financial aid is dispersed to USI students. Discussion followed on the proposed changes.

Faculty Senate Chairperson Timothy Schibik reported on proposed changes being considered by the Faculty Senate which include: grading policy to reflect the addition of both a plus and minus, rhetoric/composition course changes, faculty issues surrounding distance education, and faculty salary considerations. He said that a subcommittee is reviewing the use of part-time faculty, has been involved in the University handbook process, and has been involved in the recent budget recommendation process to further faculty development.

The Presidential Scholar luncheon will be held at noon today giving an opportunity to get to know some of the scholars and to express appreciation to the donors. The University has about 75 scholars on campus now, and applications are strong for next year's class.

**D. REPORT OF LONG-RANGE PLANNING COMMITTEE**

Mr. Swan reported that the Long-Range Planning Committee began this morning with a discussion on proposed additional University housing. He added that discussion continued on the University's curriculum development plan, the North Central Association Self-Study, AGB's proposal to develop a national higher education accreditation board, and a distance education update.

**E. APPROVAL OF CANDIDATES FOR DEGREES**

The candidates for master, baccalaureate, and associate degrees, to be conferred May 6, 1995, are listed in Exhibit I-A.

On a motion by Mr. Swan, seconded by Mr. McKenna, award of the respective degrees was approved, as amended, subject to the completion of all requirements.

Mr. Auberry abstained from voting.

**F. APPROVAL OF CANDIDATES FOR HONORARY DEGREES**

On a motion by Mr. Combs, seconded by Mr. O'Daniel, the conferral of the following honorary degrees at the May 6, 1995, Commencement was approved.

DOCTOR OF LAWS to Randall T. Shepard, Evansville native and Chief Justice of the Indiana Supreme Court, who will bring the Commencement address.

DOCTOR OF LAWS to David L. Rice, president emeritus of the University of Southern Indiana, who served USI from 1967-1994.

**G. OTHER BUSINESS**

Mr. Swan introduced Jeremy Shuler, a freshman from Jasper, who hosted him in student housing last night.

## SECTION II - FINANCIAL MATTERS

### A. REPORT OF FINANCE COMMITTEE MEETING

Mr. Combs reported that the Finance Committee discussed obtaining a construction manager for the General Purpose Classroom Building and supports the draft request for proposals. He added that investment banker services for the University Center Addition were discussed and a draft Request for Proposal was reviewed. Mr. Combs reported that discussion continued on proposals from local banks to establish a VEBA trust to fund post-retirement health coverage. A presentation was given on the Utility Tunnel project and the proposed credit card purchasing system was introduced.

### B. APPROVAL TO ISSUE REQUESTS FOR PROPOSAL (RFP) FOR INVESTMENT BANKER SERVICES AND CONSTRUCTION MANAGER SERVICES

The Finance Committee has reviewed drafts of Requests for Proposal (RFP) for Investment Banker services related to the future sale of bonds for the University Center addition and for Construction Manager services for construction of the General Purpose Classroom building. It is recommended that the Finance Committee be authorized to issue these Requests for Proposal, evaluate the results of the proposals submitted, and present a recommendation to accept proposals for each of these projects or reject all proposals for one or both of these projects at the next regularly scheduled meeting of the Board of Trustees.

On a motion by Mr. Combs, seconded by Mr. Swan, this authorization was approved.

### C. APPROVAL TO AUTHORIZE FINANCE COMMITTEE TO REVIEW VEBA TRUST REQUESTS FOR PROPOSAL

The University has received proposals from four area banks for the purpose of establishing a VEBA Trust to fund post-retirement health coverage. These proposals, which include detailed financial aspects of trust administration, have been analyzed by University staff and the findings have been reported to the Finance Committee. It is recommended that the Finance Committee be authorized to study these proposals and present a recommendation to accept one proposal or to reject all proposals at the next regularly scheduled meeting of the Board of Trustees.

On a motion by Mr. Combs, seconded by Mr. Auberry, this authorization was approved.

### D. APPROVAL OF REQUEST TO CONSTRUCT A UTILITY TUNNEL

In order to facilitate the delivery of utility services to the University Center addition, the future General Purpose Classroom building, and other future construction projects in the southeastern quadrant of the campus, construction of a new utility tunnel segment is recommended. This infrastructure development project will allow utilities from our central heating and cooling plant to be delivered to these construction sites, and allow the future development of a utility loop system which will service the entire campus. A summary of the project is presented in Exhibit II-A. The estimated cost for this project will be \$264,800, which will be funded internally utilizing existing plant fund reserves.

On a motion by Mr. Combs, seconded by Mr. Swan, it was approved that President Hoops be authorized to request the Indiana Commission for Higher Education, the Indiana State Budget Committee, and the Governor of the State of Indiana to approve the University entering into contracts to construct this utility tunnel segment.

**E. REPORT ON CHANGE IN GROUP TERM LIFE INSURANCE CARRIER**

Manulife Financial, the University's group term life insurance carrier, notified the University of its intent to withdraw from the U.S. Group Life and Health business effective February 28, 1995. To provide continuous coverage for existing accounts, Manulife Financial entered into an agreement with The Canada Life Assurance Company. Canada Life is rated "AAA" by Standard & Poor's and Duff & Phelps. Canada Life will underwrite the University's group term life insurance plan beginning March 1, 1995, without any change in premium rates.

**F. APPROVAL OF RESOLUTION FOR CORPORATE CREDIT CARD**

The Business Office has evaluated a plan to implement a credit card system for purchases of certain services and supplies. Credit cards will be issued to selected fiscal agents and their designated representatives. Purchases made using this system will be those purchases which cannot be made economically or efficiently utilizing the existing purchase order system. The credit card system will allow fiscal agents to procure low value services and supplies in a timely manner.

To facilitate the implementation of this credit card purchasing system, the following resolution is presented for approval.

BE IT RESOLVED, that the University of Southern Indiana enter into a written agreement with Citizens Bank of Evansville pursuant to which there shall be issued to this corporation Visa credit cards for commercial and business use by this corporation's officers and employees, and that the Vice President for Business Affairs and Treasurer is hereby authorized and directed to execute for and on behalf of the corporation said written agreement upon terms and conditions as may be required by the Bank.

BE IT FURTHER RESOLVED, that the Vice President for Business Affairs and Treasurer is hereby authorized, directed, and empowered in the name of the corporation, to apply to the Bank for issuance of such cards deemed in his/her judgment appropriate for the corporation's officers and employees and that he/she be hereby authorized and empowered to pay all indebtedness incurred by the use of such credit cards.

BE IT FURTHER RESOLVED, that Citizens Bank of Evansville is authorized to act upon this resolution until written notice of its revocation is delivered to said Bank, and that the authority hereby granted shall apply with equal force and effect to the successors in office herein named.

On a motion by Mr. Combs, seconded by Mr. McKenna, the preceding resolution was approved.

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

On a motion by Mr. Swan, seconded by Mr. Combs, the following budget appropriations, adjustments, and transfers were approved.

1. Additional Appropriations

From:	Unappropriated Current Operating Funds		
To:	1-10700	School of Business Supplies and Expense	854
To:	1-10220	Communications Capital Outlay	5,950
From:	Unappropriated Designated Funds		
To:	2-23100	Faculty Development Travel Supplies and Expense	2,529

From:	Unappropriated Auxillary Funds		
To:	3-30606	Athletics - Men's Basketball Supplies and Expense	900
To:	3-30607	Athletics - Softball Supplies and Expense	150
To:	3-30608	Athletics - Men's Golf Supplies and Expense	350
To:	3-30610	Athletics - Soccer Supplies and Expense	1,125
To:	3-30611	Athletics - Volleyball Supplies and Expense	150
To:	3-30615	Athletics - Cross Country Supplies and Expense	450

From:	Unappropriated Restricted Funds		
To:	4-45090	Medical Education Grant Personal Services	46,688
		Supplies and Expense	59,657
To:	4-45097	Biomedical Research Grant Personal Services	3,000
		Supplies and Expense	22,000
To:	4-46016	Small Business Administration Grant 10/94-12/95 Supplies and Expense	5,000
To:	4-46135	Eisenhower Grant/Reitz High School Demo Project Personal Services	48,000
		Supplies and Expense	68,532
To:	4-46321	National Science Foundation Grant - Professor DiPietro Personal Services	31,646
		Supplies and Expense	44,029
To:	4-46326	Lincoln Hills Project Grant Personal Services	38,177
		Supplies and Expense	42,474

2. Transfer of Funds

From:	2-20200	Activities Programming Board	
To:	1-09100	Transfers In	100
From:	3-30612	Athletic Tourney	
To:	0-30699	Athletic Reserve	1,914

3. Appropriation Transfers

From:	1-10320	Engineering Technology Supplies and Expense	
To:	1-10320	Engineering Technology Capital Outlay	1,484
From:	1-14000	Student Services Personal Services	
To:	1-14003	Student Financial Assistance Capital Outlay	3,252
From:	1-14101	Intramurals Personal Services	
To:	1-14101	Intramurals Supplies and Expense	3,000

### SECTION III - PERSONNEL MATTERS

#### A. APPROVAL OF ANNUAL AUTHORIZATION FOR EMPLOYMENT OF FACULTY AND STAFF

Pursuant to Indiana Code 20-12-1-4, the University of Southern Indiana Board of Trustees on March 3, 1994, authorized the President of the University of Southern Indiana to employ faculty and staff, and to establish salaries and wages within budgetary capabilities.

On a motion by Mr. McKenna, seconded by Mr. Auberry, it was approved that the Board of Trustees authorize the President of the University of Southern Indiana to employ qualified faculty and staff, to grant leaves of absence, and to establish salaries, wages, and benefits for employees within the capabilities of the budget.

#### B. APPROVAL OF PERSONNEL ACTIONS

On a motion by Mr. Auberry, seconded by Mr. Combs, the following personnel actions were approved.

##### 1. Tenure

The following faculty members are recommended for continuous appointment, effective August 19, 1996.

Hilary Braysmith, Assistant Professor of Art History  
School of Liberal Arts

Ernest H. Hall, Jr., Assistant Professor of Management  
School of Business

Sheila Melander, Assistant Professor of Nursing  
School of Nursing and Health Professions

Jong Rhim, Assistant Professor of Finance  
School of Business

##### 2. Promotions

The names of the members of the faculty who are recommended for promotion, effective August 21, 1995, are as follows:

##### Assistant Professor to Associate Professor

Ernest H. Hall, Jr., Management and Marketing Department  
School of Business

Sheila Melander, Nursing Program  
School of Nursing and Health Professions

Jong C. Rhim, Economics and Finance Department  
School of Business

Timothy J. Schibik, Economics and Finance Department  
School of Business



Peggy O. Shields, Management and Marketing Department  
School of Business

Gregory P. Valentine, Information Systems and Business Education Department  
School of Business

Associate Professor to Professor

Donald D. Bennett, Education Department  
School of Education and Human Services

Munir Quddus, Economics and Finance Department  
School of Business

**3. Early Retirement**

Gordon E. Kelley, Professor of Health Professions and Associate Dean for Health Professions, in accordance with the early retirement policy, has requested early retirement effective June 30, 1996, including leave with pay for the period of January 1, 1996, through June 30, 1996. Severance pay based on 25 years of service to the University will be paid as of June 30, 1996.

Frank L. Stanonis, Professor of Geology/Geography and Chair, Geology and Physics Department, in accordance with the early retirement policy, has requested early retirement effective December 16, 1995, including leave with pay for the period of August 21, 1995, through December 16, 1995. Severance pay based on 26 years of service to the University will be paid as of January 2, 1996.

**4. Early Retirement and Emeritus Status**

Donald D. Bennett, Athletic Director, Executive Administrative Assistant, in accordance with the early retirement policy, has requested early retirement effective January 9, 1996, including leave with pay for the period of July 9, 1995, through January 9, 1996. Severance pay based on 28 years of service to the University will be paid as of January 31, 1996.

It is further recommended that the appropriate emeritus title, Vice President Emeritus for Student Affairs and Professor Emeritus of Education; 28 years at USI, be conferred effective January 9, 1996.

**5. Emeritus Status**

The following faculty members will retire at the end of the Spring Semester, 1995. It is recommended that they be retired officially with the effective dates shown and that the appropriate emeritus titles, as indicated, be conferred:

Aldo F. Cardarelli, Professor Emeritus of Education;  
21 years at USI, effective May 6, 1995.

Melvin W. Denner, Professor Emeritus of Biology;  
27 years at USI, effective May 6, 1995.

Yen-Tzu Fu, Professor Emeritus of Mathematics;  
28 years at USI, effective May 6, 1995.

Glenn L. Kinzie, Professor Emeritus of Education;  
25 years at USI, effective May 6, 1995.

M. Victoria Pohl, Professor Emerita of Mathematics;  
25 years at USI, effective May 6, 1995.

Robert M. Small, Jr., Associate Professor Emeritus of Education;  
25 years at USI, effective December 17, 1994.

There being no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Thomas McKenna', written over a horizontal line.

Thomas McKenna, Secretary

**CANDIDATES FOR DEGREES**

**May 6, 1995**

**MASTER OF ARTS IN LIBERAL STUDIES  
MASTER OF BUSINESS ADMINISTRATION  
MASTER OF SCIENCE IN EDUCATION  
MASTER OF SCIENCE IN INDUSTRIAL MANAGEMENT  
MASTER OF SOCIAL WORK**

**BACHELOR OF ARTS  
BACHELOR OF OCCUPATIONAL AND GENERAL STUDIES  
BACHELOR OF SCIENCE  
BACHELOR OF SCIENCE IN NURSING  
BACHELOR OF SOCIAL WORK**

**ASSOCIATE OF ARTS  
ASSOCIATE OF SCIENCE  
ASSOCIATE OF SCIENCE IN NURSING**

**CANDIDATE FOR  
MASTER OF ARTS IN LIBERAL STUDIES**

Johnson, Nancy L.

**CANDIDATES FOR  
MASTER OF BUSINESS ADMINISTRATION**

Bridges, Steven J.  
Browne, James A.  
Casteel, Andrew B  
Daily, Marjorie L.  
Dewitt, Robert Paul  
Floyd, Thalita A  
Gill, Harold A.  
Green, Jeffrey W.  
Harp, Lisa R.  
Hawa, Adib M  
Isenogle, Alan Brent  
Kappler, James D.  
Kays, Martin A  
Klein, Kenneth W  
Kline, Joseph Edward  
Kuhlman, Steven J  
Maier, Jeanette C.  
Melchior, Daniel C  
Neff, Kerry E  
Peluchette, Russell C.  
Sievern, Luann S.  
Sievern, William R.  
Weiss, Monica L  
Whiteside, Larry B  
Will, Martin Joseph  
Yeager, James Roger

**CANDIDATES FOR  
MASTER OF SCIENCE IN EDUCATION**

Barbre, Judy A.  
Boyles, Clara M.  
Bozarth, Nancy  
Bracher, Frederick August  
Glaser, Josephine I.  
Gruenwald, Margaret L.  
Haller, Jolayne M.  
Lapadat, Michael J.  
Melchior, David S  
Osborne, Rebecka L.  
Williams, Doneta L.  
Wittmer, Christine M

**CANDIDATE FOR  
MASTER OF SCIENCE  
IN INDUSTRIAL MANAGEMENT**

Payne, Mark Alan

**CANDIDATES FOR  
MASTER OF SOCIAL WORK**

Alderson, Samuel J.  
Bilskie, Evelyn F (Arnold)  
Burg, Pamela L  
Collins, Lorrie E.

Dannheiser, Leesa C.  
Davenport, Patricia  
Fromme, John E.  
Hayes, Luzada  
Hires, Marcia A. (Hill)  
Julian, Walter M.  
Land, Donna Kaye  
Lankford, Mary J.  
McCool, Jennifer A.  
Phillips, Marsha J. (Mc Devitt)  
Rajchel, Stacey A.  
Rinks, Bonitta Ellen  
Theby, Mary Helen

**CANDIDATES FOR  
BACHELOR OF ARTS  
School of Business**

Floyd, Rebekah J.  
Fritz, Jenny E.  
Herke, Tania M.  
Hodge, Ann M.  
Ison, Melanie M.  
Keller, Gary S.  
Ketenbrink, Heather R.  
Kim, Hyun J.  
Lim, Jongshik  
McConnell, Jarrod H.  
Perek, Laura E.  
Stroud, Melanie A.

**CANDIDATES FOR  
BACHELOR OF SCIENCE  
School of Business**

Ahmad, Atif  
Alcorn, Bobbie  
Aldridge, Lynn J.  
Allen, Denise R.  
Ailyn, Matthew D.  
Anslinger, Charles E  
Arvin, Amy L  
Ashley, Chonghui  
Austin, John R.  
Bagby, Todd M.  
Baier, Nicolette P.  
Baker, Aaron S.  
Baker, James S.  
Barber, Pamela J.  
Barchet, Laura A.  
Barlow, Joanne B.  
Barnes, George G. Jr.  
Becker, Tammy L.  
Bedwell, Maria D.  
Berendes, Michael K  
Best, Kirstie K.  
Birchler, Vickie L.  
Bowen, Sherri R.  
Boyer, Stephanie L.  
Brockey, Mitchell A.  
Bruce, Laura J.  
Bruce, Melissa K.  
Carroll, Steven Christopher  
Castleman, Julie A.  
Cherry, Roger A.

Clark, Harry W.  
Claybrook, Gary Wayne  
Clements, Jacqueline  
Clements, Terry W.  
Coffman, Joseph D  
Collins, Crystal G.  
Cooper, Timothy M  
Coulter, Brian K.  
Craig, Dallas J  
Critser, Tresa F.  
Daniel, William M.  
Dauby, Denise R.  
Daunhauer, Jan M  
Deardurff, Tricia L.  
Deeg, Elizabeth D.  
Demir, Gulcan  
Dlamini, Siphon  
Dodge, Wendy P.  
Drone, Lisa M.  
Duff, Sherry Ann  
Edris, Garold Quentin  
Eich, Jason T.  
Elpers, Tim J.  
Emmons, Shelby L.  
Evans, Jason R.  
Fanello, Mary C.  
Fiscus, Amy M.  
Fry, Joseph J.  
Fulton, Bridget A.  
Garbison, Tracy S.  
Garst, Vincent K.  
Gee, Gregory B  
Gibbs, Tina Jo  
Gilham, Terri Sue  
Gladish, Sharla K.  
Goepfner, Deanna K.  
Goerner, Michael  
Goodson, Jessica N.  
Graves, Troy D.  
Gray, Douglas A.  
Greener, Lana  
Greenwell, Michael H.  
Greer, Michael E.  
Grossman, Stephanie A.  
Hackleman, Christine E.  
Hahn, Edward A.  
Hale, Donna G.  
Hankins, Brian K.  
Harper, Eric W.  
Hawkins, David B.  
Heidorn, Doug A.  
Heldt, Farley D.  
Hilgenhold, Jeffrey S.  
Hirsch, Gregory J.  
Huff, Lana J  
Hyson, Kathleen D  
Johnson, Christopher L  
Johnson, James R  
Jones, Alan D.  
Jones, Kerl A.  
Jordan, Steven D.  
Kavanaugh, David  
Kerns, Rodney D  
Kincaid, Brian D.  
Kinney, David Samuel  
Kirchgeßner, Sandra M.  
Knepp, Sheila A  
Kuester, Candy M.

Kutz, Diana M.(Nelson)  
Lang, Rose A.  
Le Barron, Eric W.  
Little, Tisha Kay  
Lousig-Nont, Michael Allen  
Maurer, Brian K.  
McReynolds, Karen M.  
McWilliams, Amy S.  
Memmer, Heath A.  
Merrick, Jeffrey  
Merritt, Joey D.  
Mills, Billie J.  
Mitchell, Cindy S.  
Mitchell, Shara L.  
Moore, Staci L.  
Musgrave, Chad W.  
Newman, Stacy  
Nobles, Dennis S  
Nohatty, Lawrence M.  
Oxley, Andrea K.  
Palmer, Wendi R.  
Pollert, Luann M.  
Price, Robert B.  
Rames, Kathy L.  
Randell, William B.  
Rasche, Jayme W.  
Raven, Curtis W.  
Rodgers, Jeanne M  
Rogers, Barbara K.  
Rutherford, Davy L.  
Salyers, Tiffany L.  
Sanders, Ernest J.  
Schlachter, Mark A.  
Schneider, Danny J.  
Schornhorst, Lori L.  
Schutz, Chris D  
Seib, Debbie L.  
Seidl, Ryan M.  
Serbus, Patti (Burkhardt)  
Sheets, Stuart J.  
Shourds, Tammy L.  
Shrode, Catherine L  
Smith, Alex  
Smith, Brian E.  
Smith, Bryan J  
Smith, Joe B.  
Smith, Lawrence J.  
Southwood, Lloyd R. (Jr)  
Stallings, Amy L.  
Sternberg, Bob F.  
Stone, Troy Lee  
Strauser, Barry D.  
Sulawske, Todd A.  
Timberman, Marc L.  
Townsend, Robert M.  
Truelove, Derek R  
Tuell, Trevis R.  
Upton, Robin Elaine  
Vandre, Sonia K.  
Wagner, Barry L.  
Waldroup, Tye C.  
Walker, Toni L.  
Wargel, Lisa Diane  
Waskom, David L  
Wells, Jeanna S.  
Wells, Steven W.  
Wesenberg, Marcia B. (Oliver)  
Weyer, Vicki S.

Whelan, Nick V.  
White, Gina Louise  
Willis, Klint D.  
Wilson, John  
Wilson, Sabra L.  
Wilson, Todd A.  
Wirey, Melanie J.  
Woliver, Michael Todd  
Woolsey, Kimberly A.  
Zapfe, Stephanie K  
Ziliak, Wayne L

**CANDIDATES FOR  
BACHELOR OF ARTS  
School of Education and Human Services**

Beasley, Felicia R.  
Cooley, Tara L.  
Dilger, Lisa A.  
Eppler, Amy L.  
Keil, Diane M  
Stoelting, Cheryl L.  
Washington, Sheila Marie  
Weber, Theresa J

**CANDIDATE FOR  
BACHELOR OF OCCUPATIONAL  
AND GENERAL STUDIES  
School of Education and Human Services**

Flesher, Robert D

**CANDIDATES FOR  
BACHELOR OF SCIENCE  
School of Education and Human Services**

Aiken, Stacy L.  
Albon, Susan E. Jackson  
Alford, Lynn G.  
Arhelger, Sherri D.  
Banks, Amy B.  
Barton, Penny L.  
Beckwith, Jennifer A.  
Bennett, Linda F. (Elaman)  
Benton, Susan G.  
Berg, Tara L.  
Beshears, Jennie  
Boger, Charlotte  
Bower, Glenna G.  
Brashear, Kelly Todd  
Braun, Kristina L.  
Brown, Cathy J.  
Brown, Christina D.  
Brown, Damon A.  
Brown, Nichole A  
Brumfield, Barbara J. (Hermon)  
Burriss, Dana L.  
Buse, Alicia D.  
Campbell, Travis R  
Carrier, Jamie R.  
Chenault, Patricia K  
Clausheide, Lancesa K.  
Corbitt, Rebecca J.  
Crissup, Teresa R.  
Davis, Kimberlee D.

Denton, Mimi Lynn  
Dixon, Theresa A.  
Edwards, Robin E.  
Elkin, Kara Jeanette  
Elpers, Brian E.  
Ferguson, Scott A.  
Galvin, Varbi J.  
Gansman, Steven W.  
Gates, Kathryn M  
Gentil, Gary L  
Gish, Kelly L.  
Gooch, Lisa R.  
Gries, Jennifer L.  
Gurley, Ann M.  
Haley, Amy M.  
Heck, Lisa J.  
Hedges, Monica J.  
Heineman, Linda J.  
Helliwell, Sean C  
Hildenbrand, Lynn A.  
Hill, Sarah J.  
Holzmeyer, Julie E.  
Hooper, Kristi L.  
Horning, Mary E.  
Humphrey, Maura K.  
Hurf, Amy Ray  
Jochim, Marilyn S. (Corn)  
Johnson, Greg Lee  
Kelsey, Tricia D.  
Knies, Sherry L.  
Knopfmeier, Jena L.  
Kuester, Shawna A.  
Lamp, Meredith R.  
Lasher, Dona L. (Schnur)  
Lepeau, Sarah L.  
Lewis, Stacy M.  
Lutz, Susan M.  
Martin, July A.  
Martin, Margaret A  
Martin, Melissa D.  
Massey, Lora A.  
Mullins, Bethany Rachelle  
Mullis, Ginger R.  
Osborne, Ronald A  
Osborne, Thomas P  
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Persyn, Anthony J.  
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Rees, Scott  
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Slagle, Todd S.  
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Wilmes, Jody M.  
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Fortune, Arlene A. (Moesner)  
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Hartman, Brian G.  
Hartmann, Chad J.  
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Jones, Cleatus A. II  
Jones, Valerie D.  
Kaiser, Elizabeth A.  
Maurer, Timothy J.  
McFall, Glori A.  
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Miller, Chad E.  
Mohr, Dana M.  
Niehaus, Chad J.  
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Norrick, Dawn R.  
Nuffer, Audrey E.  
Ohning, Derrick J.  
Patton, Joseph R.  
Peach, Pala F.  
Peery, Anne B.  
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Prow, Tari Wayne  
Raaf, Matthew J.  
Royster, Walter C.  
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Yen-Tzu Fu, Professor Emeritus of Mathematics;  
28 years at USI, effective May 6, 1995.

Glenn L. Kinzie, Professor Emeritus of Education;  
25 years at USI, effective May 6, 1995.

M. Victoria Pohl, Professor Emerita of Mathematics;  
25 years at USI, effective May 6, 1995.

Robert M. Small, Jr., Associate Professor Emeritus of Education;  
25 years at USI, effective December 17, 1994.

There being no further business, the meeting was adjourned at 11:30 a.m.

**PROJECT SUMMARY**

**DRAFT**

**NEW CONSTRUCTION**

**INSTITUTION:** University of Southern Indiana **CAMPUS:** \_\_\_\_\_  
**PROJECT TITLE:** Extension of Utility Tunnel **BUDGET AGENCY NO.:** G-0-95-1-05  
**INSTITUTION'S PRIORITY:** 1

**PROJECT SUMMARY DESCRIPTION (ATTACHMENT A)**  
 Construction of a segment of utility tunnel to extend the central plant heating and cooling system water and other utilities to the University Center Addition and the planned General Purpose Classroom Building.

**SUMMARY OF NEED AND NET CHANGE IN CONTRIBUTION TO EDUCATIONAL SERVICES PROVIDED BY INSTITUTION (ATTACHMENT B)**  
 This infrastructure development will allow distribution of utilities to the planned structures and keep utility costs to operate the buildings to a minimum.

**SPACE DATA (ATTACHMENT C)**  
**PROJECT SIZE:** N/A GSF N/A ASF N/A ASF/GSF  
**NET CHANGE IN CAMPUS ACADEMIC/ADMINISTRATIVE SPACE:** 0 ASF

**TOTAL PROJECT BUDGET (ATTACHMENT D)**  
**TOTAL ESTIMATED COST:** 264,800 \$/GSF N/A  
**ANTICIPATED DATE OF PROJECT COMPLETION:** March 1996

**ANTICIPATED SOURCES OF FUNDING (ATTACHMENT E)**

<u>Plant Fund Reserves</u>	<u>\$264,800</u>
_____	_____
_____	_____
<b>TOTAL BUDGET</b>	<u><u>\$264,800</u></u>

**ESTIMATED CHANGE IN ANNUAL OPERATING BUDGET AS A RESULT OF THIS PROJECT (ATTACHMENT F)**

No Change ( ) INCREASE ( ) DECREASE

NOTE: SEE ATTACHMENTS FOR SUPPORTING INFORMATION REQUEST TO BE SUBMITTED WITH PROJECT SUMMARY FORM.

## **Attachment A**

### **DETAILED PROJECT DESCRIPTION**

#### **NEW CONSTRUCTION**

**Budget Agency Number:** G-0-95-1-05

Page 1 of 2

#### **DESCRIPTION OF THE PROJECT:**

This project is to construct a new utility tunnel segment from the Physical Services Building to near the University Center Building. This infrastructure development project will allow utilities from our central heating and cooling plant to be delivered to new facility construction projects. Projects now being planned are the University Center building addition and the General Purpose Classroom Building. Attached is a site plan showing the location and plan of the utility tunnel location. The construction material of the tunnel is poured concrete, eight inches thick on sides, top and floor forming an enclosure running the length of the project. The width and height of the tunnel is approximately eight feet. A section view of the tunnel is also attached. On each side of the interior of the tunnel will be steel framing to support chilled water, high temperature water, and domestic water piping, electrical, telephone, communications, control, and signaling cables.

All major campus buildings are now connected to the central heating and cooling plant located in the Physical Services Building via similar utility tunnels. The existing utility tunnel layout is shown on the plans included in this Project Summary.

#### **PLANNING CHANGES:**

This project has not been reviewed at the planning review stage.

#### **RELATIONSHIP TO OTHER CAPITAL IMPROVEMENT PROJECTS:**

This project, to extend the campus utility tunnel system, will put in place another segment of our utility network that will serve not only the planned capital construction projects but also all future capital projects for facilities the University constructs in the years to come on the south end of campus. Just as the existing utility tunnels were constructed at various stages of the campus growth and used collectively for the operation of the existing buildings and efficiency of our utility system, so will this segment of the utility tunnel be used for future buildings.

The extension of the utility tunnel system to the University Center will provide the infrastructure to supply the University Center with chilled water for cooling and high temperature water for heating the planned addition to the building to be constructed in 1995-96. Communications, signaling, fire alarm, and energy management cabling will utilize this tunnel to connect the addition to the campus control center in the Physical Services Building.

**Attachment A - DETAILED PROJECT DESCRIPTION**

**Page 2 of 2**

The General Purpose Classroom Building will use this utility tunnel for the conveyance of all the utilities and communications to the project. Another tunnel segment will be constructed from the terminus point of this tunnel segment to the new building as a part of the General Purpose Classroom Building project.

The present utility tunnel system lacks the capability to loop the chilled and high temperature water systems. The present chilled water system, being dead ended, does not allow sufficient quantity of chilled water to reach the Physical Activities Center and Technology Center, which are on the end of the tunnel system. Although this project does not provide the tunnel necessary to make a loop system, a subsequent phase will connect the terminus point of this project near the University Center to Utility Manhole Number 7. In the University Center addition project, we will install a piping connection between this project and the chilled water piping in Utility Tunnel Manhole Number 5 to allow for looping of the chilled water.

## **Attachment B**

### **NEED AND PURPOSE**

#### **NEW CONSTRUCTION**

**Budget Agency Number:** G-0-95-1-05

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#### **RELATIONSHIP TO MISSION AND LONG-RANGE PLANNING:**

This project will provide another segment of the campus utility distribution infrastructure needed for the development of the campus facilities. The utility tunnel extension will support the planned facilities for academic and support functions the University has identified in its Ten-Year Capital Improvement Plan.

#### **NEED AND EXPECTED CONTRIBUTION TO EDUCATIONAL SERVICES:**

The extension of the utility system to the campus buildings planned for the future will provide the lowest cost utilities to the buildings. This will help keep operating costs as low as possible for the life of the buildings by providing the cooling and heating water from the central chiller and high temperature water plant.

#### **ALTERNATIVES CONSIDERED:**

One alternative discussed for providing the additional chilled water needed for the University Center addition was to install a four-inch diameter pipe from the Physical Services Building to the addition in the existing utility tunnel. The cost for this work is estimated to cost \$80,000. This pipe addition would have no other use than for the University Center addition. It was decided this was too much to spend without a better return on the value of the investment.

#### **PRIORITY RANKING:**

This project is the University's number one priority using University funds to construct.

#### **RELATIONSHIP TO LONG-RANGE FACILITY PLANS:**

As the campus facilities continue to grow and increase in numbers, more infrastructure development for the distribution of utilities is required. This project provides for some of the infrastructure required for the planned capital projects. Most of the capital projects indicated in the Ten-Year Capital Improvement Plan will be in the southern end of the campus. This utility tunnel addition will provide for the conveyance of utilities to the central and southern end of the campus.



**ATTACHMENT C  
SPACE DATA**

**NEW CONSTRUCTION**

BUDGET AGENCY NUMBER: G-0-95-1-05

PAGE 1 OF 1

(a) ROOM TYPE	CURRENT SPACE IN USE	(b) SPACE UNDER CONSTRUCTION	(b) SPACE PLANNED AND FUNDED	SUBTOTAL CURRENT & FUTURE SPACE	(b)		NET TOTAL FUTURE SPACE
					SPACE TO BE DEMOLISHED AS A RESULT OF THIS REQUEST	SPACE IN NEW REQUEST	
(110 & 115) Classroom	64,769	----	----	64,769	----	----	64,769
(210, 215, 220, 225, 230, 235) Class Lab	83,879	----	400	84,279	----	----	84,279
(250 & 255) Nonclass Lab	2,831	----	----	2,831	----	----	2,831
300 Office Facilities	92,260	----	5,970	98,230	----	----	98,230
400 Study Facilities	35,624	----	----	35,624	----	----	35,624
500 Spec Use Facilities	65,092	----	2,000	67,092	----	----	67,092
600 General Use Facilities	69,240	----	22,000	91,240	----	----	91,240
700 Support Facilities	39,782	----	----	39,782	----	----	39,782
800 Health Care Facilities	675	----	----	675	----	----	675
900 Resident Facilities	7,682	----	----	7,682	----	----	7,682
000 Unclassified	23,770	----	----	23,770	----	----	23,770
<b>TOTAL</b>	<b>485,604</b>	<b>0</b>	<b>30,370</b>	<b>515,974</b>	<b>0</b>	<b>0</b>	<b>515,974</b>

(a) Room type classifications should follow the categories defined in the Commission's Facilities Inventory and Space Utilization Report.

(b) Identify in footnote the specific facilities that are included in the data in these columns.

Include only space currently in the campus inventory plus new space that has already been authorized, whether it is under construction or not. Only if the proposed project is dependent on another proposed project should the latter project's space data be included in this data. Room type classifications should follow the categories defined in the Commission's Facilities Inventory and Space Utilization Report.

**FOOTNOTES**

(b) The space planned and funded in the University Center Addition Project.

**ATTACHMENT D  
PROJECT COST**

**NEW CONSTRUCTION**

BUDGET AGENCY NUMBER     G-0-95-1-05    

PAGE 1 OF   1  

**ANTICIPATED CONSTRUCTION SCHEDULE:**

	<u>MONTH</u>	<u>YEAR</u>
Bid Date	<u>April</u>	<u>1995</u>
Start Construction	<u>May</u>	<u>1995</u>
Occupancy	<u>March</u>	<u>1996</u>

**ESTIMATED CONSTRUCTION COST:**

	<u>PROJECT COST BASIS (a)</u>	<u>ESCALATION FACTORS (b)</u>	<u>ESTIMATED PROJECT COST (c)</u>
<b>Planning Costs</b>			
Academic Facilities Planning Fund	<u>    \$0</u>	<u>    \$0</u>	<u>    \$0</u>
Other Architectural Fees	<u>  14,800</u>	<u>    0</u>	<u>  14,800</u>
<b>Construction</b>			
Structure	<u>  175,000</u>	<u>    0</u>	<u>  175,000</u>
Mechanical (Plumbing, HVAC, Elevators)	<u>   70,000</u>	<u>    0</u>	<u>   70,000</u>
Electrical	<u>    0</u>	<u>    0</u>	<u>    0</u>
Moveable Equipment	<u>    0</u>	<u>    0</u>	<u>    0</u>
Fixed Equipment	<u>    0</u>	<u>    0</u>	<u>    0</u>
Site Development	<u>   5,000</u>	<u>    0</u>	<u>   5,000</u>
Other (Explain)	<u>    0</u>	<u>    0</u>	<u>    0</u>
<b>Total Estimated Project Cost</b>	<u>  \$264,800</u>	<u>    \$0</u>	<u>  \$264,800</u>

(a) Based on current costs prevailing as of (month, year)

February 1995

(b) Explain the basis for arriving at this estimate.

    This cost estimate was prepared by our consulting Engineers who are preparing construction plans and documents

(c) Description of unique building characteristic, design features, construction materials, site development factors or other considerations affecting cost estimates appears on a separate page immediately following.

**ATTACHMENT E  
SOURCE OF FUNDING**

Exhibit II-A  
3-2-95  
Page 7

**NEW CONSTRUCTION**

BUDGET AGENCY NUMBER: G-0-95-1-05

PAGE 1 OF 1

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ESTIMATED TOTAL PROJECT COST: \$264,800

SOURCES OF FUNDING:

Prior Appropriation (Acts of ____)	_____			
State Appropriation Requested	_____	<u>ANNUAL PAYMENT *</u>	<u>YEARS *</u>	<u>RATE *</u>
Bonding Authority (Acts of 1965)	_____	_____	_____	_____
Bonding Authority (Acts of 1929)	_____	_____	_____	_____
Bonding Authority (Acts of 1927)	_____	_____	_____	_____
Lease Purchase	_____	_____	_____	_____
Other <u>Plant Fund Reserves</u> (specify)	<u>\$264,800</u>	_____	_____	_____

\* Annual payment based on assumed years and rate. Provide the annual debt service payment information for the appropriation bonding or lease-purchase arrangement even though cash appropriation is requested.

EXPLANATION OF ANY UNIQUE FUNDING FEATURES:

None

**ATTACHMENT F  
ESTIMATED CHANGE IN OPERATING COSTS**

**NEW CONSTRUCTION**

BUDGET AGENCY NUMBER: G-0-95-1-05

PAGE 1 OF 1

GROSS SQUARE FOOTAGE OF AREA AFFECTED BY PROJECT: N/A

<b>ANNUAL OPERATING COST</b>	<b>COST PER SQUARE FOOT</b>	<b>TOTAL COST</b>	<b>PERSONNEL SERVICES</b>	<b>SUPPLIES AND EXPENSE</b>
Operations	\$0.000	0	\$0	\$0
Maintenance	0.000	0	0	0
Fuel	0.000	0	0	0
Utilities	0.000	0	0	0
Other	0.000	0	0	0
<b>Total</b>	<b>\$0.000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>LESS: OPERATING COST OF</b>				
Existing Area Affected		0	0	\$0
Other Space Affected		0	0	0
<b>ESTIMATED CHANGE IN COST</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

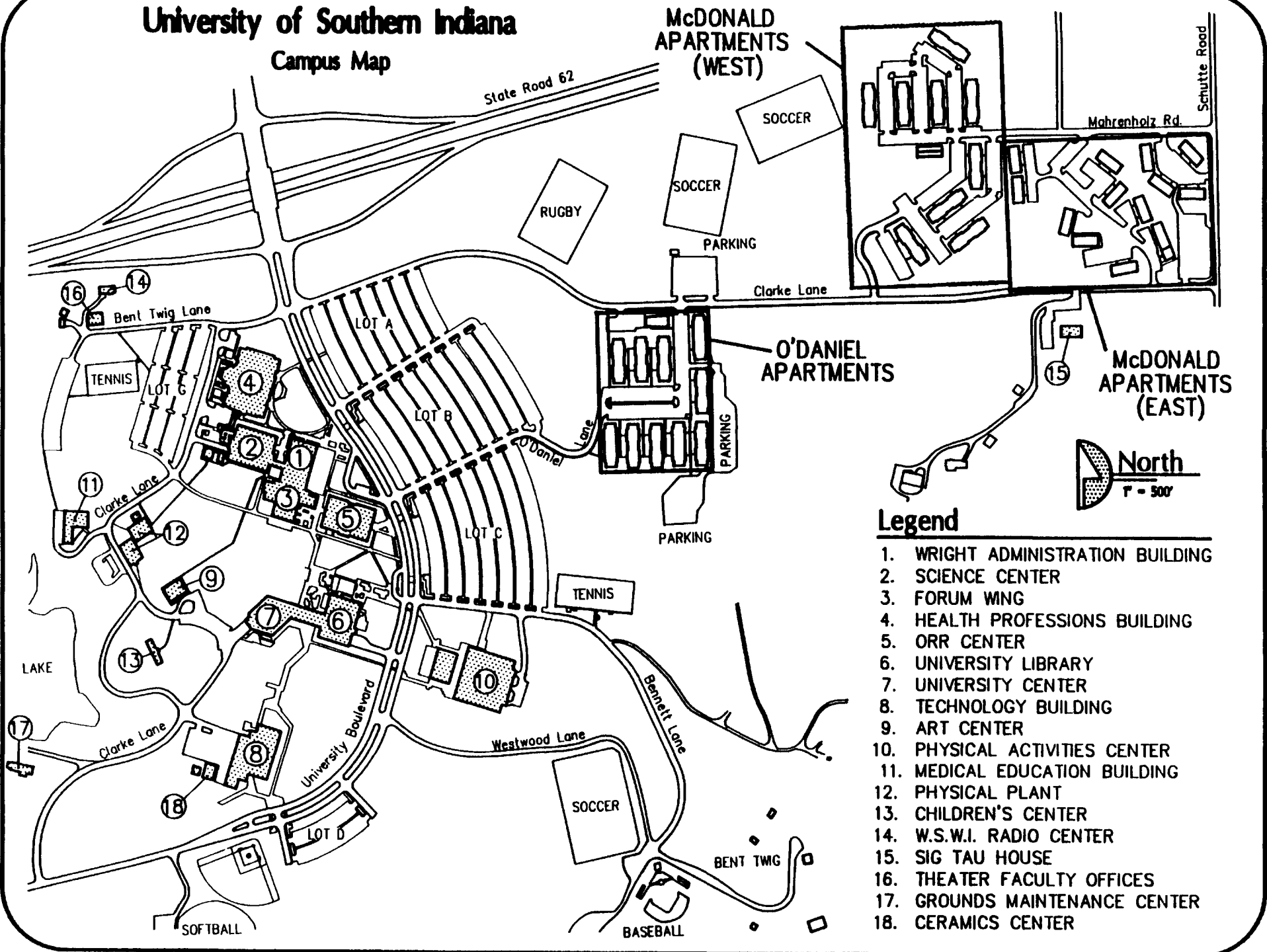
**DESCRIPTION OF ANY UNUSUAL FACTORS AFFECTING OPERATING AND MAINTENANCE COST:**  
There are no unusual factors affecting operating and maintenance cost. There will be no additional operating or maintenance costs associated with this project.

**DESCRIPTION OF ANTICIPATED PLANT EXPANSION REQUEST:**

Of the above "Estimated Change in Cost", what amount (if any) will be requested as a "plant expansion" adjustment to the institution's operating budget? Beginning in which year?

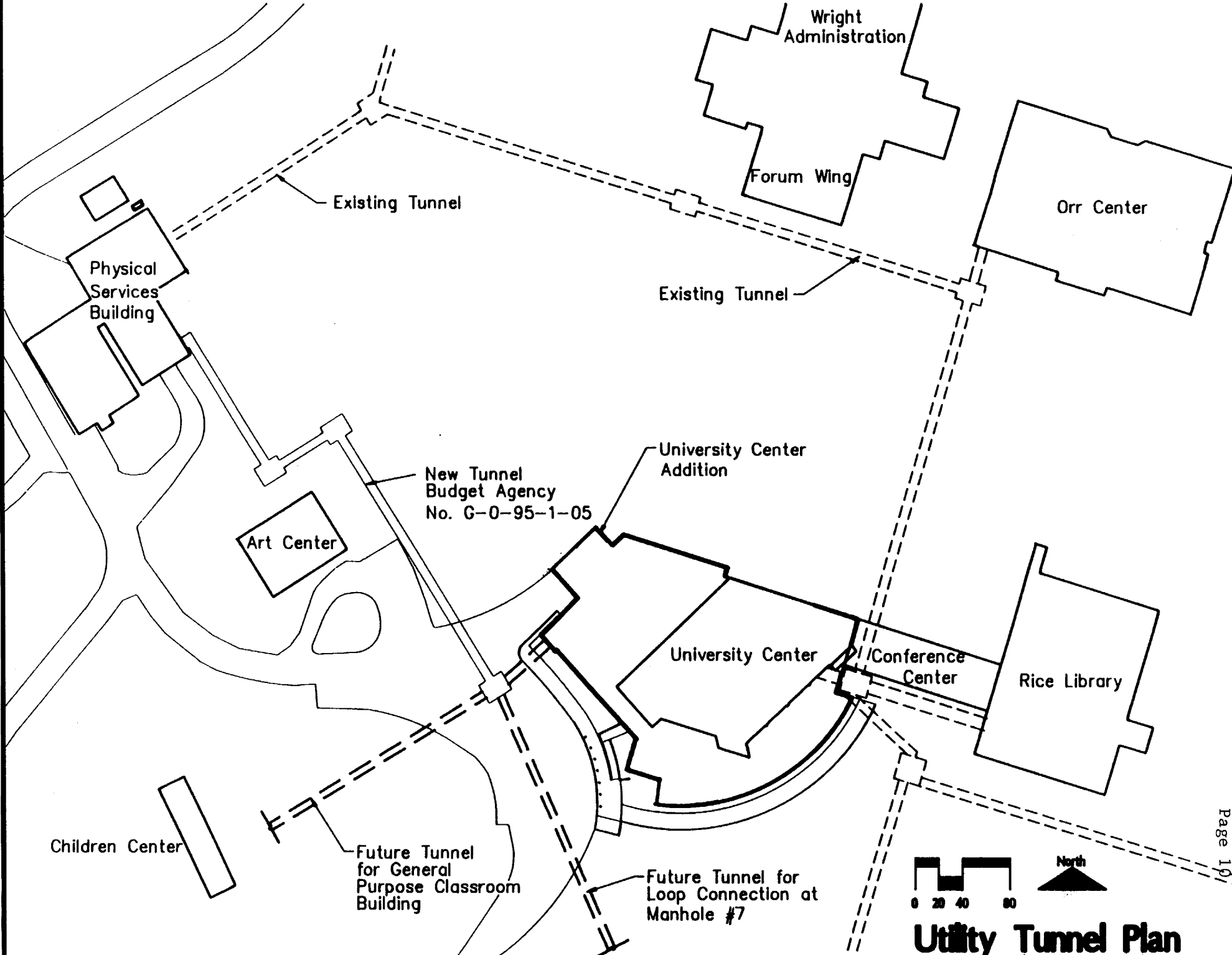
No increase in our operating costs will be requested.

# University of Southern Indiana Campus Map

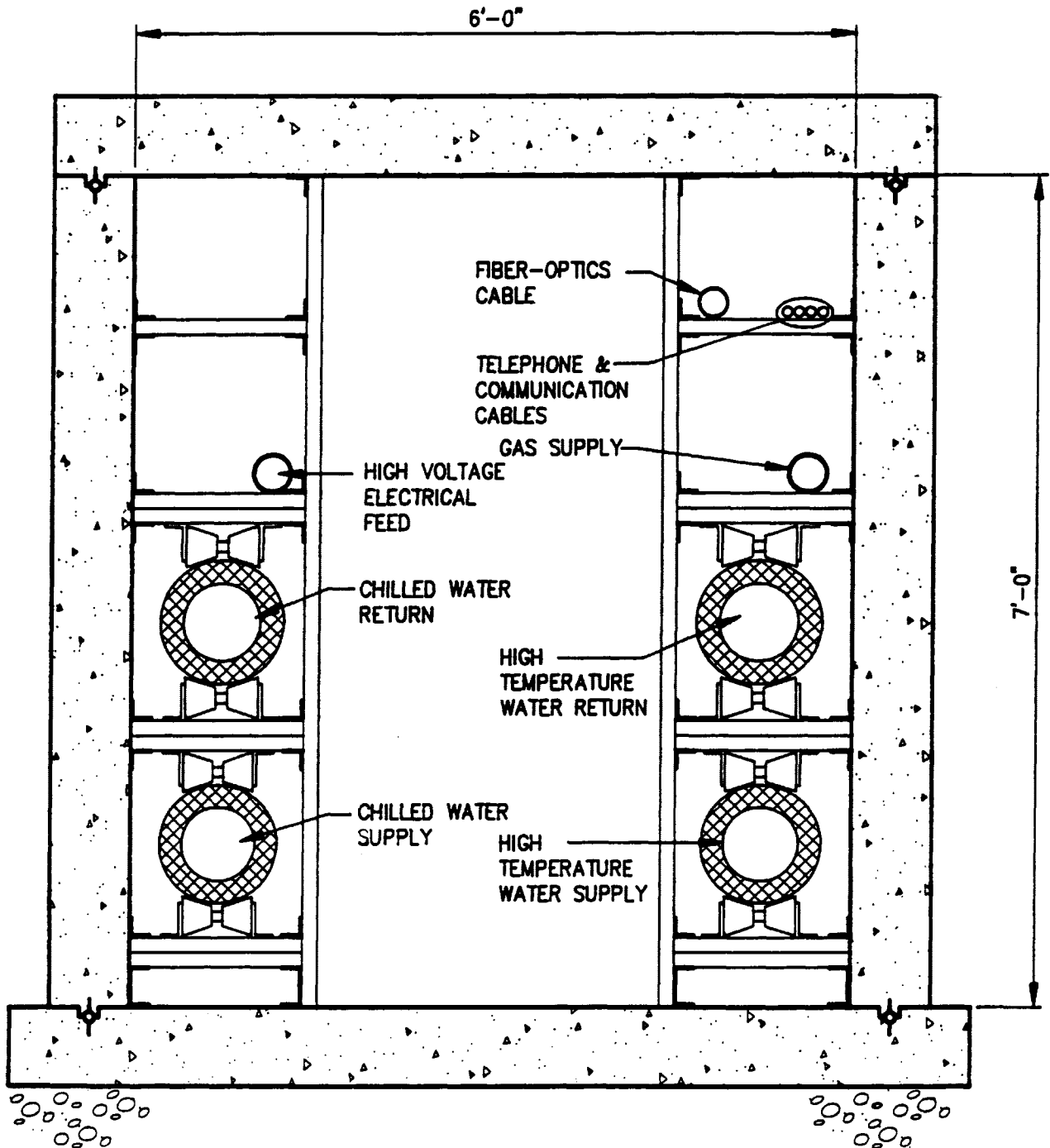


## Legend

1. WRIGHT ADMINISTRATION BUILDING
2. SCIENCE CENTER
3. FORUM WING
4. HEALTH PROFESSIONS BUILDING
5. ORR CENTER
6. UNIVERSITY LIBRARY
7. UNIVERSITY CENTER
8. TECHNOLOGY BUILDING
9. ART CENTER
10. PHYSICAL ACTIVITIES CENTER
11. MEDICAL EDUCATION BUILDING
12. PHYSICAL PLANT
13. CHILDREN'S CENTER
14. W.S.W.I. RADIO CENTER
15. SIG TAU HOUSE
16. THEATER FACULTY OFFICES
17. GROUNDS MAINTENANCE CENTER
18. CERAMICS CENTER



# Utility Tunnel Plan



**SECTION THRU TUNNEL**  
SCALE 3/4" = 1'-0"

**ATTACHMENT E  
SOURCE OF FUNDING**

Exhibit II-A  
3-2-95  
Page 7

**NEW CONSTRUCTION**

BUDGET AGENCY NUMBER: G-0-95-1-05

PAGE 1 OF 1

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ESTIMATED TOTAL PROJECT COST: \$264,800

SOURCES OF FUNDING:

Prior Appropriation (Acts of ____)	_____			
State Appropriation Requested	_____	<u>ANNUAL PAYMENT *</u>	<u>YEARS *</u>	<u>RATE *</u>
Bonding Authority (Acts of 1965)	_____	_____	_____	_____
Bonding Authority (Acts of 1929)	_____	_____	_____	_____
Bonding Authority (Acts of 1927)	_____	_____	_____	_____
Lease Purchase	_____	_____	_____	_____
Other <u>Plant Fund Reserves</u> (specify)	<u>\$264,800</u>	_____	_____	_____

\* Annual payment based on assumed years and rate. Provide the annual debt service payment information for the appropriation bonding or lease-purchase arrangement even though cash appropriation is requested.

EXPLANATION OF ANY UNIQUE FUNDING FEATURES:  
None



**ATTACHMENT F  
 ESTIMATED CHANGE IN OPERATING COSTS**

**NEW CONSTRUCTION**

BUDGET AGENCY NUMBER: G-0-95-1-05

PAGE 1 OF 1

GROSS SQUARE FOOTAGE OF AREA AFFECTED BY PROJECT: N/A

<b>ANNUAL OPERATING COST</b>	<b>COST PER SQUARE FOOT</b>	<b>TOTAL COST</b>	<b>PERSONNEL SERVICES</b>	<b>SUPPLIES AND EXPENSE</b>
Operations	<u>\$0.000</u>	<u>0</u>	<u>\$0</u>	<u>\$0</u>
Maintenance	<u>0.000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Fuel	<u>0.000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Utilities	<u>0.000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other	<u>0.000</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total</b>	<b><u>\$0.000</u></b>	<b><u>0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>LESS: OPERATING COST OF</b>				
Existing Area Affected		<u>0</u>	<u>0</u>	<u>\$0</u>
Other Space Affected		<u>0</u>	<u>0</u>	<u>0</u>
<b>ESTIMATED CHANGE IN COST</b>		<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

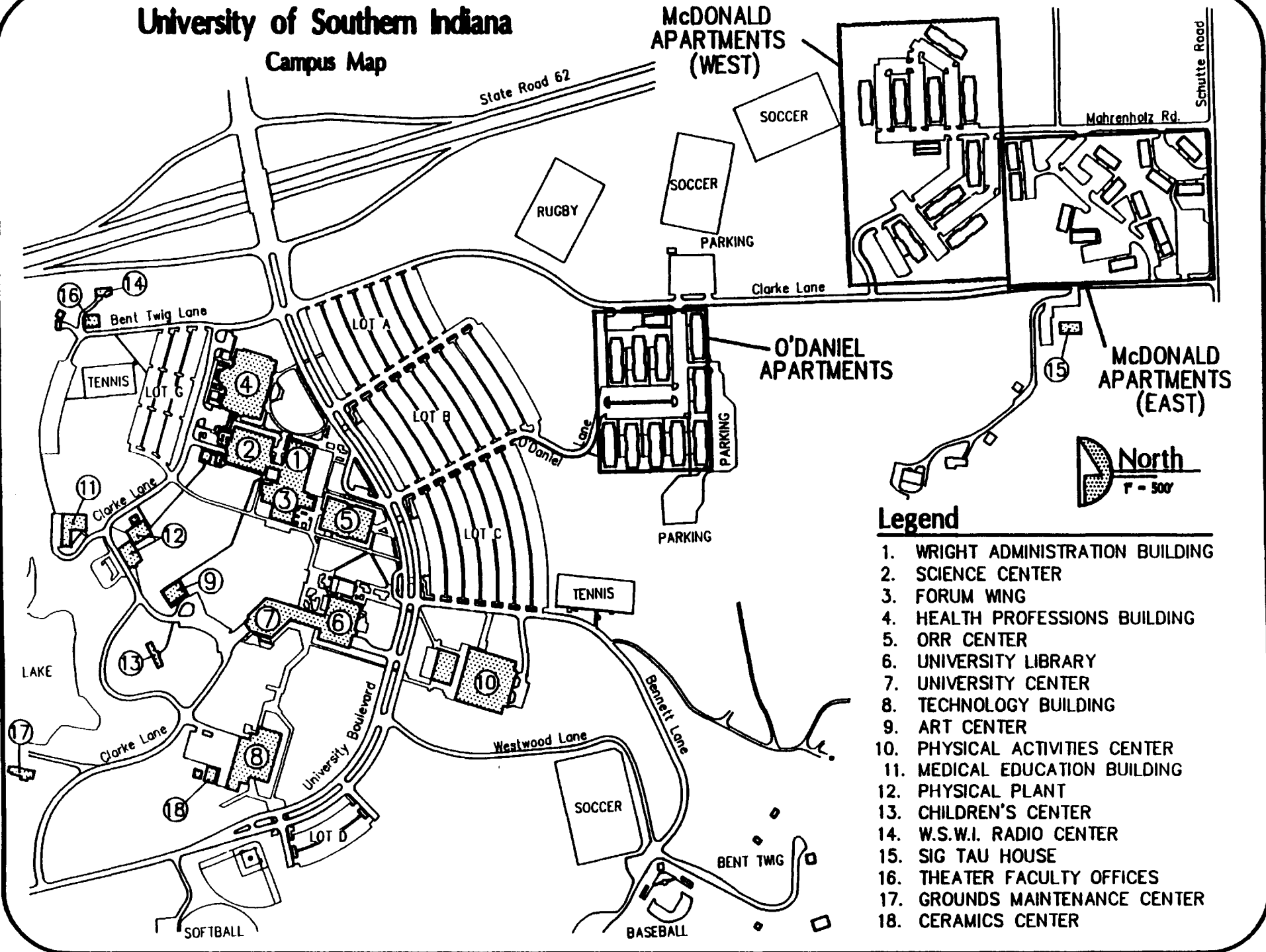
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**DESCRIPTION OF ANTICIPATED PLANT EXPANSION REQUEST:**

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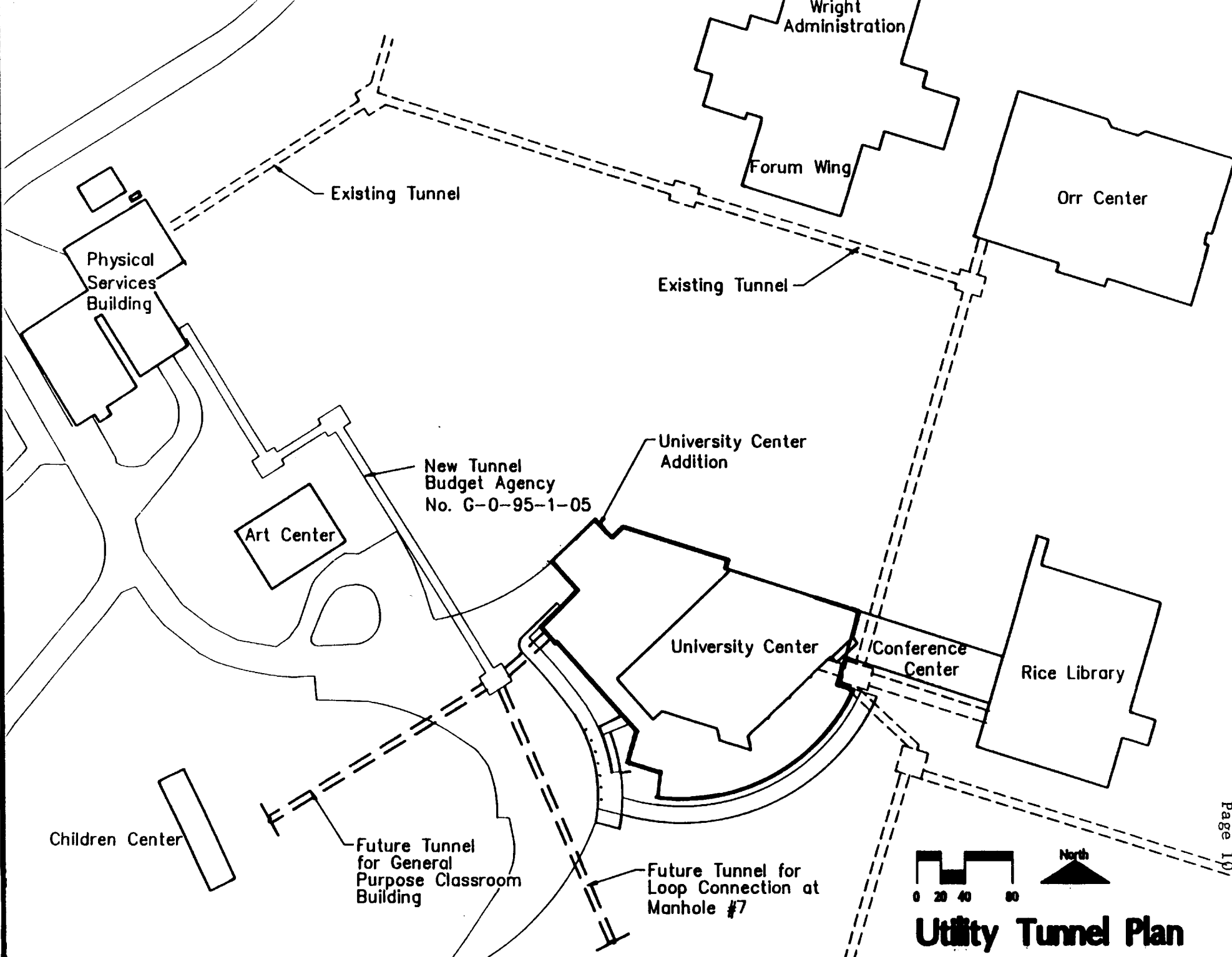
No increase in our operating costs will be requested.

# University of Southern Indiana Campus Map

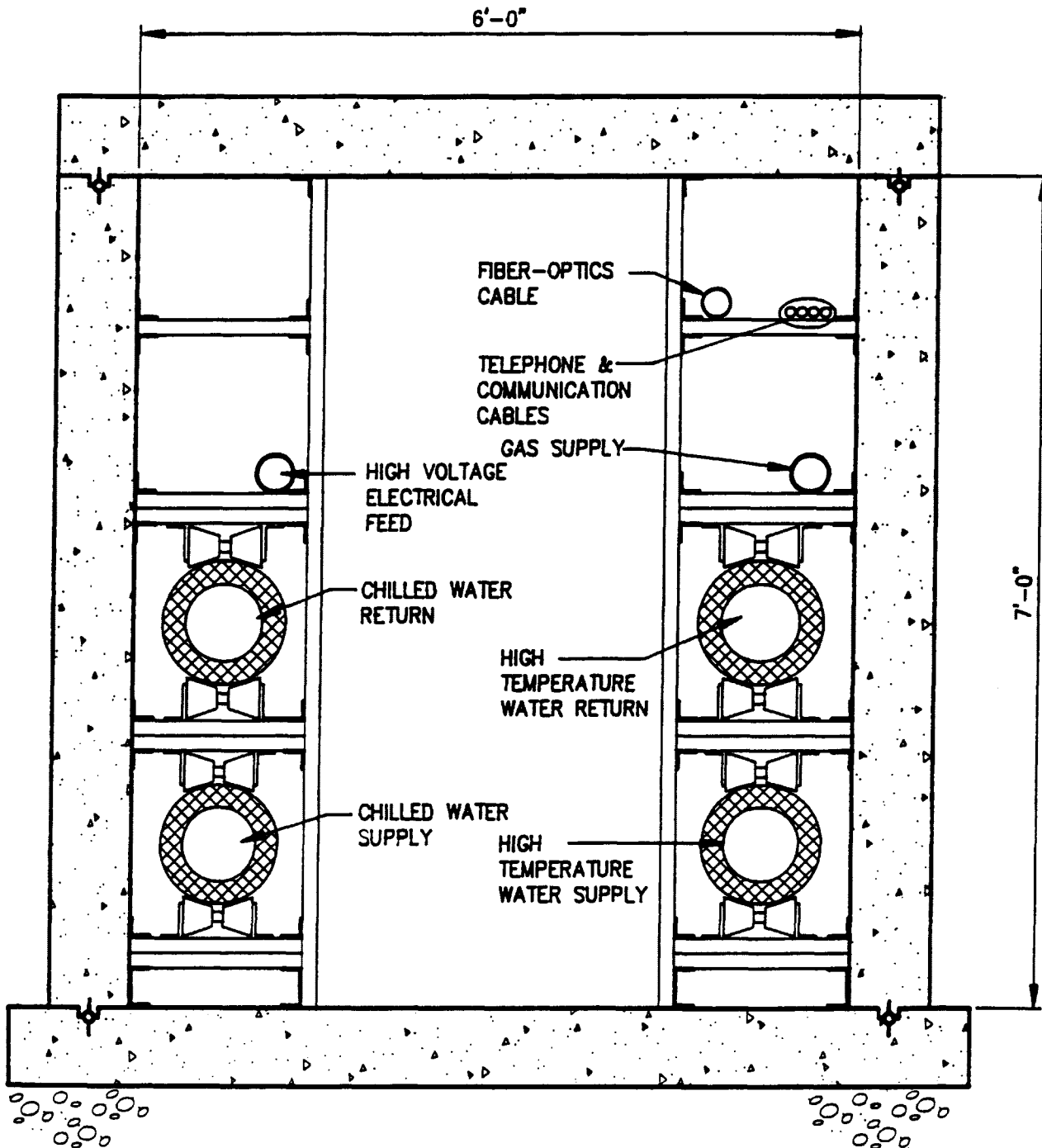


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# Utility Tunnel Plan



**SECTION THRU TUNNEL**  
SCALE 3/4" = 7'-0"