

AGENDA

**UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES**

May 6, 2006

SECTION I - GENERAL AND ACADEMIC MATTERS

- A. APPROVAL OF MINUTES OF MARCH 2, 2006, MEETING**
- B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION**
- C. REPORT OF THE LONG-RANGE PLANNING COMMITTEE**
- D. PRESIDENT'S REPORT**
- E. REPORT ON THE INDIANA GENERAL ASSEMBLY**
- F. APPOINTMENT OF THE NOMINATING COMMITTEE**
- G. APPROVAL OF RESOLUTION OF APPRECIATION TO LOUISE S. BRUCE**

SECTION II - FINANCIAL MATTERS

- A. REPORT OF THE FINANCE/AUDIT COMMITTEE**
- B. REPORT OF THE CONSTRUCTION COMMITTEE**
- C. UPDATE ON CURRENT CONSTRUCTION PROJECTS**
- D. APPROVAL OF MISCELLANEOUS FEES FOR 2006-2007**
- E. APPROVAL OF TEN-YEAR CAPITAL IMPROVEMENT PLAN**
- F. APPROVAL OF ANNUAL OPERATING BUDGETS**
- G. APPROVAL OF GROUP TERM LIFE INSURANCE RATES FOR 2006-2007**
- H. APPROVAL OF SUPPLEMENTAL LIFE INSURANCE CARRIER FOR 2006-2007**
- I. APPROVAL OF LONG-TERM DISABILITY INSURANCE RATES FOR 2006-2007**
- J. APPROVAL OF EMPLOYEE ASSISTANCE PROGRAM PREMIUM RATES FOR 2006-2007**

SECTION III - PERSONNEL MATTERS

- A. APPROVAL OF PERSONNEL ACTIONS**

SUPPLEMENTAL INFORMATION

**UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES**

May 6, 2006

SECTION I - GENERAL AND ACADEMIC MATTERS

A. APPROVAL OF MINUTES OF MARCH 2, 2006, 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 May 6, 2006. A report will be presented.

D. PRESIDENT'S REPORT

E. REPORT ON THE INDIANA GENERAL ASSEMBLY

A report will be presented on the 2006 session of the Indiana General Assembly.

F. APPOINTMENT OF THE NOMINATING COMMITTEE

G. APPROVAL OF RESOLUTION OF APPRECIATION TO LOUISE S. BRUCE

Trustee Louise S. Bruce tendered her resignation as a member of the University of Southern Indiana Board of Trustees effective March 29, 2006. Approval of the following Resolution of Appreciation is recommended.

WHEREAS, Louise S. Bruce was appointed to the University of Southern Indiana Board of Trustees in 1995 for a term of four years, and was reappointed in 1999, and again in 2003; and

WHEREAS, in her capacity as Trustee, Mrs. Bruce has been an active partner in fully developing educational opportunities for the people of Indiana; and

WHEREAS, throughout her tenure as a dedicated member of the Board of Trustees, Mrs. Bruce has served with distinction as secretary of the Board, as a visionary member of the Long Range Planning Committee and as a member of the Nominating Committee, and has represented the Trustees as a director of the USI Foundation; and

WHEREAS, during her three terms on the Board of Trustees, the University has experienced dramatic growth in enrollment, facilities, and stature;

NOW THEREFORE BE IT RESOLVED, that at its meeting May 5, 2006, the Board of Trustees, assembled on the campus of the University of Southern Indiana, commends Mrs. Louise S. Bruce for her dedication to the students and faculty of the University of Southern Indiana; and

FURTHER RESOLVED, that Mrs. Bruce be named Trustee Emerita, serving in an honorary capacity to the Board, and

FURTHER RESOLVED, that this resolution be adopted and spread upon the minutes of the Board of Trustees for all time as a perpetual recognition of the deep gratitude owed by the University and its trustees, officers, students, and faculty, to Mrs. Louise S. Bruce for her devoted service.

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 May 6, 2006. A report will be presented.

B. REPORT OF THE CONSTRUCTION COMMITTEE

The Construction Committee met on April 7, 2006, and May 4, 2006. A report will be presented.

C. UPDATE ON CURRENT CONSTRUCTION PROJECTS

D. APPROVAL OF MISCELLANEOUS FEES FOR 2006-2007

Miscellaneous Fees are those fees (other than the Contingent, Academic Facilities, Student Services, and Technology Fees) that are charged to some, but not necessarily all, students in the course of their attendance. Examples include, but are not limited to, Laboratory Fees, Parking Fees, and Late Registration Fees. A schedule of proposed Miscellaneous Fees is in Exhibit II-A.

Approval of the proposed Miscellaneous Fees for 2006-2007 is recommended.

NOTE: IC 20-12-1-12, as added by P.L. 246-2005, SEC.123, passed by the 2005 Indiana General Assembly, requires state universities in Indiana to approve Mandatory Fees, ("Tuition"), such as the Contingent, Academic Facilities, Student Services, and Technology Fees, for a two-year period. Institutions must set those rates on or before May 30 of any odd-numbered year. The Mandatory Fee rates for 2005-2006 and 2006-2007 were approved by the USI Board of Trustees at its meeting in July 2005. Exhibit II-B details those rates and is included for reference.

E. APPROVAL OF TEN-YEAR CAPITAL IMPROVEMENT PLAN

The Ten-Year Capital Improvement Plan for 2007-2017 will be reviewed. The 2007-2009 Capital Improvement Budget Request, of which the Ten-Year Capital Improvement Plan is a part, will be submitted to the Indiana Commission for Higher Education on June 16, 2006.

Approval of the Ten-Year Capital Improvement Plan for 2007-2017 (Exhibit II-C) is recommended.

F. APPROVAL OF ANNUAL OPERATING BUDGETS

The recommended Current Operating Budget for fiscal year 2006-2007 (Exhibit II-D) will be presented. The recommendation is for a balanced budget based upon estimates of fee revenue, State appropriations, and other available sources.

Approval of the Annual Operating Budgets is recommended.

Note: Exhibit II-D is a summary of the Current Operating Budget. At the time this agenda was prepared for mailing, the Current Operating Budget was being finalized. Exhibit II-D will be sent to the Board of Trustees under separate cover prior to the May 5 meeting. Copies of the complete Annual Operating Budget document will be available at the meeting.

G. APPROVAL OF GROUP TERM LIFE INSURANCE RATES FOR 2006-2007

The University offers two group term life insurance programs through Prudential Insurance Company of America. There are 58 employees and 71 retirees enrolled in the original program and 802 employees and 44 retirees enrolled in the revised program. Employees hired after February 1, 1988, are enrolled in the revised program.

Renewal rates from Prudential Insurance Company of America reflect a rate hold for the twelve-month guarantee period beginning July 1, 2006. Life Insurance rates will remain at \$.21/\$1,000 with an Accidental Death and Dismemberment (AD&D) rate of \$.02/\$1,000.

Approval of the group term life insurance programs with Prudential Insurance Company of America with the proposed rates effective July 1, 2006, is recommended.

H. APPROVAL OF SUPPLEMENTAL LIFE INSURANCE CARRIER FOR 2006-2007

The University offers supplemental life insurance through Prudential Insurance Company of America to eligible employees. There are 279 employees enrolled in the program.

Renewal rates from Prudential Insurance Company of America reflect a rate hold for the twelve-month guarantee period beginning July 1, 2006.

Approval of the supplemental life insurance program with Prudential Insurance Company of America effective July 1, 2006, is recommended.

I. APPROVAL OF LONG-TERM DISABILITY INSURANCE RATES FOR 2006-2007

The contract for the University's Long-Term Disability Insurance Program with The Standard Insurance Company is to be renewed as of July 1, 2006. The disability coverage provides income benefits and retirement contributions in the event of a long-term disability. The University pays the total premium cost for 647 eligible employees.

Renewal rates from The Standard Insurance Company reflect no increase for the twelve-month period beginning July 1, 2006. The current monthly premium is based on a percentage of Covered Monthly Salary (CMS) for the University;

	2005-2006 <u>Rates</u>	2006-2007 <u>Rates</u>
Income Premium	0.385% CMS	0.385% CMS
Annuity Premium	0.146% CMS	0.146% CMS

Approval of The Standard's Long-Term Disability Insurance rates effective July 1, 2006, is recommended.

J. APPROVAL OF EMPLOYEE ASSISTANCE PROGRAM PREMIUM RATES FOR 2006-2007

The contract for the University's Employee Assistance Program (CONCERN: EAP) with Deaconess Service Corporation is to be renewed as of July 1, 2006. CONCERN: EAP is a comprehensive employee assistance program which provides assessment, short-term counseling, referral, and follow-up services for 875 employees and members of their immediate families. The utilization rate for calendar year 2005 was 5.3 percent.

Renewal rates from Deaconess Service Corporation reflect no increase for the twelve-month period beginning July 1, 2006. The University pays the annual cost for the program which is \$20 per employee per year. This agreement with Deaconess Service Corporation may be terminated at any time by either party upon sixty (60) days advance written notice to the other party.

Approval of the renewal of the master policy with the Deaconess Service Corporation beginning July 1, 2006, is recommended.

SECTION III – PERSONNEL MATTERS

A. APPROVAL OF PERSONNEL ACTIONS

Approval of the following personnel action is recommended.

1. Early Retirement

Associate Professor of German Susan Smith Wolfe, in accordance with the early retirement policy, has requested early retirement effective December 15, 2007, including leave with pay for the period August 27, 2007, through December 15, 2007. Severance pay based on 19.5 years of service to the University will be paid as of December 31, 2007.

2. Emerita Status

It is recommended that the following faculty member be retired officially with the effective date shown and that the appropriate emerita title, as indicated, be conferred:

Associate Professor Emerita of German Susan Smith Wolfe
19.5 years at USI, effective December 15, 2007

MISCELLANEOUS FEES FOR 2006-2007

	Current Fee	Proposed Fee	Effective Date
Application Fee	25.00	25.00	08/28/06
Audit Fee (Plus applicable Lab Fee)	35.00	35.00	08/28/06
Change of Schedule	15.00	0.00	07/01/06
Computer Lab Fee	35.00	35.00	08/28/06
Departmental Exams	15.00	15.00	08/28/06
Distance Education Fee (Learning Center Fee, per credit hour)	25.00	25.00	08/28/06
Distance Education Delivery Fee (Per credit hour)	10.00	10.00	08/28/06
Distance Education Supply Fee	100.00	100.00	08/28/06
Health Professions Insurance	15.00	15.00	08/28/06
Health Services Fee	40.00	40.00	08/28/06
Laboratory Fee (College of Science and Engineering)	45.00	45.00	08/28/06
Laboratory Fee (All other colleges)	35.00	35.00	08/28/06
Late Registration Fee - Week 1	25.00	30.00	07/01/06
Late Registration Fee - Beginning Week 2	00.00	125.00	07/01/06
Matriculation Fee	65.00	65.00	08/28/06
Nursing Test Fee	30.00	30.00	08/28/06
Occupational Therapy Clinical Fee	50.00	50.00	08/28/06
Payment Plan Fee	30.00	30.00	08/28/06
Payment Plan Late Fee	25.00	25.00	08/28/06
Physical Education	20.00	25.00	07/01/06
Respiratory Therapy Advanced Life Support Fee	100.00	100.00	08/28/06
Special Course Fee (Varies by course; maximum amount)	200.00	200.00	08/28/06
Student Activity Fee (Non-mandatory)	25.00	25.00	08/28/06
Studio Fee	35.00	35.00	08/28/06
Study Abroad Fee	100.00	100.00	08/28/06
Transportation & Parking Fee (8 or more credit hours per semester)	40.00	45.00	07/01/06
Transportation & Parking Fee (More than 3 and fewer than 8 credit hours per semester)	32.00	36.00	07/01/06
Transportation & Parking Fee (3 or fewer credit hours)	24.00	27.00	07/01/06
Transportation & Parking Fee (Per summer session)	16.00	18.00	07/01/06

SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES
2005-2006 and 2006-2007

STUDENT FEES 2005-2006

	<u>UNDERGRADUATE*</u>		<u>GRADUATE*</u>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Contingent	\$ 97.70	\$ 97.70	\$ 161.65	\$ 161.65
Academic Facilities	25.00	25.00	25.00	25.00
Student Services	13.75	13.75	13.75	13.75
Technology	5.00	5.00	5.00	5.00
Non-Resident		195.80		200.25
Total	\$ 141.45	\$ 337.25	\$ 205.40	\$ 405.65

STUDENT FEES 2006-2007

	<u>UNDERGRADUATE*</u>		<u>GRADUATE*</u>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
Contingent	\$ 103.65	\$ 103.65	\$ 170.85	\$ 170.85
Academic Facilities	25.00	25.00	25.00	25.00
Student Services	15.00	15.00	15.00	15.00
Technology	5.00	5.00	5.00	5.00
Non-Resident		205.70		210.30
Total	\$ 148.65	\$ 354.35	\$ 215.85	\$ 426.15

OTHER MANDATORY FEES

University Services Fee (8 or more credit hours per semester)	\$ 30.00
University Services Fee (more than 3 and fewer than 8 credit hours per semester)	\$ 22.75
University Services Fee (3 or fewer hours per semester)	\$ 10.00
University Services Fee (summer)	\$ 10.00

* Per semester credit hour.

**UNIVERSITY OF SOUTHERN INDIANA
SCHEDULE C**

**TEN-YEAR CAPITAL IMPROVEMENT PLAN (BUILDINGS)
(ALL AMOUNTS EXPRESSED IN 2007-09 DOLLARS)**

Projected State Amount	NEAR-TERM 2007-09 Biennium			MEDIUM-TERM 2009-11 Biennium			LONG-TERM 2011-17 Biennium		
	Funding Other Sources (1)	Space Change A.S.F.	Projected State Amount	Funding Other Sources (1)	Space Change A.S.F.	Projected State Amount	Funding Other Sources (1)	Projected State Amount	Space Change A.S.F.
\$29,900,000		98,800							
			\$31,000,000	\$650,000 c	70,000				
				\$8,000,000 a		\$8,000,000 a			
			\$25,000,000	\$7,000,000 c	60,000	\$25,000,000			
				\$8,500,000 a	55,000		\$9,000,000 a		50,000
				\$8,250,000 b	1,400		\$3,000,000 a		55,000
							\$7,000,000 b		25,000
							\$5,250,000 b		
							\$6,430,000 c		58,000
							\$3,500,000		
\$29,900,000	\$0	98,800	\$56,000,000	\$32,400,000	186,400	\$34,930,000	\$38,680,000		243,000

I. Special R & R

1. Classroom Renovation/Expansion
2. Student Residence Building Renovation/Replacement

II. New Construction

1. College of Business/General Classroom Bldg. (Note 2)
2. Art, Theater, and Music Center
3. General Classroom Building
4. Student Residence Buildings
5. Student Residence Dining Facilities
6. Parking Facilities (Note 3)
7. Recreation and Fitness Center Expansion - Phase III
8. Physical Activities Center (PAC) Addition
9. Campus Roadway System - Phase II

III. Facilities Acquisition

(None)

IV. Lease

(None)

TOTAL

(1) Identify source of non-state (i.e. "other") funding: (a) Rental/Board Income, (b) Fees and Contributions, (c) Contributions.

(2) College of Business/General Classroom Building: \$33,800,000 - \$6,600,000 received in 2005-2007 = \$27,200,000*1.03*1.03 = \$28,856,480; Relocation of Facilities = \$1,043,520. Project Total: \$29,900,000.

(3) Received bonding authorization in 2003-2005 for \$3,000,000 to construct parking facility; mid-term request is for increase of \$4,000,000 in bonding authorization for construction of parking facility for total of \$7,000,000 for project. Balance of request for \$1,250,000 is for other parking facilities.

CURRENT OPERATING BUDGET SUMMARY

	Actual 2004-05	Appropriation 2005-06	Appropriation Recommended 2006-07
Fund Balance Allocated		40,000	40,000
INCOME			
State Appropriation	39,253,111	39,944,987	41,114,624
Student Fees	27,372,862	28,129,927	29,818,515
Other Income	3,666,733	1,904,879	2,037,273
Total Income	70,292,706	69,979,793	72,970,412
TOTAL AVAILABLE	70,292,706	70,019,793	73,010,412
 MAJOR EXPENSE CLASSIFICATION			
Personal Services	46,289,857	51,978,608	54,774,103
Supplies and Expense	16,725,329	14,366,665	14,684,357
Repairs and Maintenance	2,486,504	1,861,426	1,862,469
Capital Outlay	2,952,694	1,813,094	1,689,483
TOTAL	68,454,384	70,019,793	73,010,412
 FUNCTIONAL EXPENDITURE CLASSIFICATION			
Instruction	35,369,483	38,588,146	40,402,718
Instruction Related	2,657,256	2,710,016	2,790,822
Student Services	4,927,409	5,576,749	5,730,098
Physical Plant	11,602,966	9,635,187	9,991,442
Administration and General	13,897,270	13,509,695	14,095,332
TOTAL	68,454,384	70,019,793	73,010,412

	<u>Actual 2004-05</u>	<u>Appropriation 2005-06</u>	<u>Appropriation Recommended 2006-07</u>
FUNCTION BY MAJOR EXPENSE CLASSIFICATION			
Instruction			
Personal Services	30,683,369	33,905,866	35,795,416
Supplies and Expense	3,008,276	3,244,005	3,280,751
Repairs and Maintenance	543,872	634,158	642,477
Capital Outlay	<u>1,133,966</u>	<u>804,117</u>	<u>684,074</u>
Total Instruction	35,369,483	38,588,146	40,402,718
Instruction Related			
Personal Services	1,541,001	1,706,413	1,785,553
Supplies and Expense	192,251	187,805	200,530
Repairs and Maintenance	43,545	73,603	65,169
Capital Outlay	<u>880,459</u>	<u>742,195</u>	<u>739,570</u>
Total Instruction Related	2,657,256	2,710,016	2,790,822
Student Services			
Personal Services	4,030,721	4,616,766	4,767,548
Supplies and Expense	796,813	878,249	879,454
Repairs and Maintenance	44,814	53,588	55,049
Capital Outlay	<u>55,061</u>	<u>28,146</u>	<u>28,047</u>
Total Student Services	4,927,409	5,576,749	5,730,098
Physical Plant			
Personal Services	3,291,649	3,760,470	3,992,005
Supplies and Expense	6,943,493	5,046,985	5,173,525
Repairs and Maintenance	987,111	709,288	707,887
Capital Outlay	<u>380,713</u>	<u>118,444</u>	<u>118,025</u>
Total Physical Plant	11,602,966	9,635,187	9,991,442
Administration and General			
Personal Services	6,743,117	7,989,093	8,433,581
Supplies and Expense	5,784,496	5,009,621	5,150,097
Repairs and Maintenance	867,162	390,789	391,887
Capital Outlay	<u>502,495</u>	<u>120,192</u>	<u>119,767</u>
Total Administration and General	13,897,270	13,509,695	14,095,332
TOTAL BUDGET	68,454,384	70,019,793	73,010,412