

MINUTES

**JOINT MEETING
FINANCE AND CONSTRUCTION COMMITTEES**

**UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES**

May 7, 1999

The University of Southern Indiana Finance Committee and Construction Committee met in a joint session on Friday, May 7, 1999, at 1:00 p.m. in Carter Hall of the University Center. Present were Trustees Tina Kern, Thomas McKenna, and James Will Sr. Also attending were Vice President for Business Affairs Richard Schmidt, Assistant Vice President for Business Affairs Cindy Brinker, Business Office Director Mike Whipple, and Physical Plant Director Steve Helfrich.

There being a quorum present, Mr. Will called the meeting to order at 1:10 p.m.

(FINANCE COMMITTEE)

1. DISCUSSION OF VEBA (VOLUNTARY EMPLOYEES' BENEFIT ASSOCIATION) TRUST INVESTMENT POLICIES

Richard Schmidt and Cindy Brinker presented information on the VEBA Trust investment policies, reporting that there is currently \$2.2 million in the fund in accounts at Old National Bank, Civitas, and NBD Bank. A target date of January 1, 2000, was set for completion of an actuarial study and revised investment policies to be presented to and approved by the Finance Committee.

2. NEW BUSINESS – SECOND CHECKING ACCOUNT

Mike Whipple reported a second checking account has been opened at Civitas Bank to receive transfers of funds for foreign students.

3. REVIEW OF PROPOSED SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES FOR 1999-2000 AND PROPOSED MISCELLANEOUS FEES FOR 1999-2000

The proposed Schedule of Student Fees and Other Mandatory Fees for 1999-2000 and the proposed Miscellaneous Fees for 1999-2000 (Attachment A) were reviewed and recommended for approval by the Board of Trustees.

4. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

The budget appropriations, adjustments, and transfers in Attachment B were approved.

(CONSTRUCTION COMMITTEE)

5. DISCUSSION OF CHANGE ORDERS TO THE LIBERAL ARTS CENTER PROJECT, THE HEALTH PROFESSIONS CENTER LOWER LEVEL COMPLETION PROJECT, AND THE STUDENT RESIDENTIAL COMPLEX PROJECT (Attachments C, D, and E)

Steve Helfrich presented information on change orders in Attachments C, D, and E.

6. NEW BUSINESS – REVIEW OF FINANCING ALTERNATIVES FOR THE WELLNESS, FITNESS, RECREATIONAL FACILITY

Mike Whipple presented information on the advantages and disadvantages of issuing variable rate bonds for this project. The University's plan is to pursue the variable rate issue with level debt service secured with a line of credit, thus allowing the University to retain payment flexibility and providing the potential of interest savings.

There being no further business, the meeting was adjourned at 2:10 p.m.

RECOMMENDED SCHEDULE OF STUDENT FEES AND OTHER MANDATORY FEES FOR 1999-2000

The spending level approved for the state universities by the 1999 Indiana General Assembly includes an increase in student fees to supplement the State appropriation.

It is recommended that the per-semester credit-hour fee be increased by \$4.50 for Indiana resident undergraduate students, \$6.50 for Indiana resident graduate students, \$10.75 for non-resident undergraduate students, and \$13 for non-resident graduate students.

Schedule of Fees
 Effective Fall Semester 1999
 Per Semester Credit Hour

	UNDERGRADUATE		GRADUATE	
	Resident	Non-Resident	Resident	Non-Resident
Contingent	\$ 65.50	\$ 65.50	\$109.00	\$109.00
Instructional Facilities	18.00	18.00	18.00	18.00
Student Services	8.75	8.75	8.75	8.75
Non-Resident		133.75		137.00
	\$ 92.25	\$226.00	\$135.75	\$272.75
Total				

OTHER MANDATORY FEES

Campus Services Fee (8 or more credit hours per semester)	\$30.00
Campus Services Fee (more than 3 and fewer than 8 credit hours per semester)	22.75
Campus Services Fee (3 or fewer hours per semester)	.00
Campus Services Fee Summer	7.75

I. APPROVAL OF MISCELLANEOUS FEES FOR 1999-2000

1. LABORATORY AND MISCELLANEOUS FEES

	<u>Current Fee</u>	<u>Proposed Fee</u>	<u>Effective Date</u>
Application Fee (Undergraduate)	\$ 25.00	\$ 25.00	07/01/99
Application Fee (Graduate)	25.00	25.00	07/01/99
Audit Fee (Plus Applicable Lab Fee)	35.00	35.00	08/30/99
Bad Check Penalty First Check	10.00	10.00	07/01/99
Bad Check Penalty Subsequent	20.00	20.00	07/01/99
Bowling Lab Fee	35.00	35.00	08/30/99
Change of Schedule	15.00	15.00	08/30/99
Computer Lab Fee	30.00	30.00	08/30/99
Departmental Exams	15.00	15.00	08/30/99
Distance Education Fee (Learning Center Fee, per credit hour)	15.00	25.00	08/30/99
Distance Education Delivery Fee	0.00	10.00	08/30/99
Distance Education Supply Fee	100.00	100.00	08/30/99
Health Professions Insurance	15.00	15.00	07/01/99
Health Services Fee	47.00	47.00	08/30/99
ID Card Replacement Fee	10.00	10.00	08/30/99
Laboratory Fee	30.00	30.00	08/30/99
Late Registration Fee	25.00	25.00	08/30/99
Matriculation Fee (7 or more credit hours per semester)	62.00	62.00	07/01/99
Matriculation Fee (fewer than 7 credit hours per semester)	31.00	31.00	07/01/99
Nursing Test Fee	30.00	30.00	08/30/99
Occupational Therapy Clinical Fee	50.00	50.00	08/30/99
Payment Plan Fee	30.00	30.00	07/01/99
Payment Plan Late Fee	15.00	25.00	08/30/99
Parking Fee (8 or more credit hours per semester)	15.00	15.00	08/30/99
Parking Fee (more than 3 and fewer than 8 credit hours per semester)	10.00	10.00	08/30/99
Parking Fee (3 or fewer credit hours)	5.00	5.00	08/30/99
Parking Fee (per summer session)	5.00	5.00	08/30/99
Parking Fee (temporary)	5.00	5.00	08/30/99
Parking Tag Replacement Penalty	10.00	10.00	08/30/99
Physical Education Fee	20.00	20.00	08/30/99
Respiratory Therapy Advanced Life Support Fee	100.00	100.00	08/30/99
Student Resident/Housing Conduct Program Fees			
Level I	25.00	25.00	08/30/99
Level II	50.00	50.00	08/30/99
Level III	100.00	100.00	08/30/99
Studio Fee	30.00	30.00	08/30/99
Traffic Violation Fines			
Reckless Driving	35.00	35.00	07/01/99
Speeding	35.00	35.00	07/01/99
Parking Handicapped Zone	25.00	25.00	07/01/99
Improper Registration	5.00	5.00	07/01/99
All Other Violations	5.00	10.00	07/01/99

2. ADMISSION PRICES FOR ATHLETICS EVENTS

It is recommended that the 1999-2000 admission prices for athletics events be established as follows. This recommendation reflects an increase in the cost of a reserved chairback season ticket for men's and women's basketball. A valid student identification card admits USI students free to regularly-scheduled athletics events. Children two years of age and under not occupying a seat will be admitted free when accompanied by an adult. Children occupying a seat will be charged the student (non-USI) fee. Senior citizens 65 years of age or older will receive a \$1 discount on each single-admission ticket or pass.

	<u>Current</u>	<u>Proposed</u>
BASKETBALL, MEN AND WOMEN		
SEASON TICKET		
Reserved Chairback	\$90.00	\$100.00
General Admission Bench, Adult	75.00	75.00
General Admission Bench, Student (non-USI)	35.00	35.00
SINGLE GAME		
Reserved Chairback	8.00	8.00
General Admission Bench, Adult	7.00	7.00
General Admission Bench, Student (non-USI)	4.00	4.00
SOCCER		
SINGLE GAME		
Family	8.00	8.00
Adult	4.00	4.00
Student (non-USI)	2.00	2.00
VOLLEYBALL		
SINGLE GAME		
Adult	3.00	3.00
Student (non-USI)	1.00	1.00

3. CHILDREN'S CENTER FEES

It is recommended that the 1999-2000 Children's Center fees be changed as follows.

	<u>Current Fee</u>	<u>Proposed Fee</u>
<u>Full-time Attendance (Per-Day Fee) *</u>		
One Child (USI)	\$15.25	\$15.50
One Child (off-campus parents)	18.50	19.00
<u>Hourly Attendance (Per-Hour Fee) **</u>		
One hour	2.75	2.75
Two hours	4.25	4.25
Three hours	5.50	6.00
Four hours	7.00	7.25
Five hours	8.50	9.50

More than five hours = full time

* Snacks and lunches are included in the full-time fee.

** Additional charges for snacks and lunches will be assessed all children enrolled on a part-time basis in attendance at snack and/or lunch time.

BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

1. Additional Appropriation - Income

From:	Unappropriated Designated Funds		
To:	2-23300	School of Business Revolving Fund Supplies and Expense	550
From:	Unappropriated Auxiliary Funds		
To:	3-30200	University Center Supplies and Expense	2,463
To:	3-30600	Athletics Operations Supplies and Expense	1,150
To:	3-30602	Baseball Supplies and Expense	250
To:	3-30606	Basketball - Men Supplies and Expense	2,500
To:	3-30881	Kindergarten Camp 1998 Supplies and Expense	2,343
From:	Unappropriated Restricted Funds		
To:	4-45096	IU School of Medicine - Calcium Signaling Project Supplies and Expense	7,033
To:	4-46010	IU School of Medicine - Technology Fee Plan Supplies and Expense	6,700
To:	4-46245	Corporation for Educational Communications -Vision Athena Personal Services Supplies and Expense	17,000 9,500
To:	4-46710	Endowment for New Harmony Studies - Lesueur Book Project Supplies and Expense	3,000
To:	4-46825	Endowment for New Harmony Studies – Doctor’s Office Project Supplies and Expense	1,000
To:	4-46907	Independent Colleges of Indiana - Retention Research Supplies and Expense	10,000

2. Additional Appropriation - Fund Balance

From:	Unappropriated Designated Funds		
To:	2-25128	Faculty Research - Professor Aakhus Supplies and Expense	4,535
To:	2-25129	Faculty Research - Professor Latorre Supplies and Expense	2,840
To:	2-25130	Faculty Research - Professor McGucken Supplies and Expense	563

To:	2-25131	Faculty Research - Professor Meliska Personal Services Supplies and Expense	3,285 318
To:	2-25216	Faculty Research - Professor McCloud Personal Services Supplies and Expense	1,100 2,727
To:	2-25217	Faculty Research - Professor Shaw Personal Services	1,380
To:	2-25218	Faculty Research - Professor Ten Eyck Personal Services Supplies and Expense	1,200 5,882
To:	2-25316	Faculty Research - Professor Choe Personal Services Supplies and Expense	1,236 408
To:	2-25317	Faculty Research - Professors Rhim and Quddus Personal Services Supplies and Expense	1,070 530
To:	2-25410	Faculty Research - Professor Beaudoin Personal Services Supplies and Expense	206 658
To:	2-25411	Faculty Research - Professors Frazer and Westhuis Personal Services Supplies and Expense	624 1,322
To:	2-25505	Faculty Research - Professor Reed Personal Services Supplies and Expense	1,181 528
To:	2-27105	Student/Faculty Research - Professor Kuban Supplies and Expense	512
To:	2-27110	Student/Faculty Research - Professor Shaw Supplies and Expense	840
To:	2-27115	Student/Faculty Research - Professor Gundersen Supplies and Expense	600
To:	2-27510	Student/Faculty Research - Professor McNaughton Supplies and Expense	1,200
To:	2-27515	Student/Faculty Research - Professor Jeffers Supplies and Expense	1,400
From:	Unappropriated Auxiliary Funds		
To:	3-31070	Student Housing - Summer Refurbishing 1998 Personal Services Supplies and Expense Capital Outlay	15,381 5,338 619

From: Unappropriated Restricted Funds
To: 4-47820 Lilly Retention Initiative - Improving Advising Effectiveness
Supplies and Expense 1,100

3. Transfer of Funds

From: 2-20050 Student Services Operations
To: 2-20100 Student Programs 1,000

From: 2-20050 Student Services Operations
To: 2-20120 Multicultural Center 128

From: 2-20050 Student Services Operations
To: 2-20140 Student Leadership Academy 2,700

From: 2-20050 Student Services Operations
To: 3-36000 Fitness Center 1,753

From: 2-20050 Student Services Operations
To: 2-20200 Activities Programming Board 1,282

UNIVERSITY OF SOUTHERN INDIANA
LIBERAL ARTS CENTER PROJECT
SUMMARY OF CHANGE ORDERS

MAY 7, 1999

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
19	Credit unused portion of allowance contained in contract	The State Group	(\$9,666.00)
20	Insulate condensate drain lines above ceilings	Gribbins Insulation Co.	\$601.00
21	Provide and install theatre light dimming equipment	Mounts Electric Co.	\$6,467.00
22	Excavate additional soil down to the rock for the foundation footings	Arc Construction Co.	\$9,506.00
23	Revise wheelchair lift doors at Theatre Control Room	Arc Construction Co.	\$6,280.00
24	Install ceramic tile on all walls of the restrooms	Peyronnin Construction Co.	\$31,396.00
TOTAL AMOUNT OF CHANGE:			\$44,584.00

**UNIVERSITY OF SOUTHERN INDIANA
HEALTH PROFESSIONS CENTER
LOWER LEVEL COMPLETION PROJECT
SUMMARY OF CHANGE ORDERS**

May 7, 1999

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
3	Make changes to wood laboratory casework	Deig Brothers Construction Co.	\$1,204.00
4	Construct connecting link to Science Center Building as detailed on revised plans dated April 7, 1999	Deig Brothers Construction Co.	\$275,967.00
	TOTAL AMOUNT OF CHANGE:		\$277,171.00

**UNIVERSITY OF SOUTHERN INDIANA
 STUDENT RESIDENTIAL COMPLEX PROJECT
 SUMMARY OF CHANGE ORDERS**

MAY 7, 1999

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
GC-9	Construct bulkheads in resident suites per PR-G5	Lichtenberger Construction Company	\$19,439.00
GC-10	Change lintels and roof alignment over trash enclosure per PR-G9	Lichtenberger Construction Co.	\$5,101.00
GC-11	Change attic walkway and pipe enclosure system per PR-G14	Lichtenberger Construction Co.	\$33,059.00
GC-12	Modify roof structure over central core	Lichtenberger Construction Co.	\$3,158.00
GC-13	Install card access system on resident suites and modify hardware on entrance doors	Lichtenberger Construction Co.	\$14,532.00
MC-5	Relocate existing floor mount mop basin to corridor wall to accommodate trash chute redesign	Goedde Plumbing and Heating Co.	\$9,546.00
	TOTAL AMOUNT OF CHANGE:		\$84,835.00