

AGENDA

UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

June 19, 1998

SECTION I - GENERAL AND ACADEMIC MATTERS

- A. Approval of Minutes of May 8, 1998, Meeting
- B. Establishment of Next Meeting Date, Time, Location
- C. President's Report
- D. Discussion of New Program Development Plan
- E. Presentation of Amendment to the Bylaws

SECTION II - FINANCIAL MATTERS

- A. Approval of TIAA/CREF Cash Withdrawal Option
- B. Approval of the Revised Retirement Policy
- C. Approval of Recommendation to Transfer Additional Funds to the VEBA Trust Account
- D. Approval of the 1999-01 Capital Improvement Budget Request
- E. Approval of Construction Bids for the Science Center Renovation Project
- F. Approval of Change Orders for Liberal Arts Center Project
- G. Approval of Renovation of the Physical Activities Center Locker Room Facilities Project
- H. Approval of Request for Construction of Parking Lot H
- I. Report of Current Construction Projects
- J. Approval of Request for General Repair and Rehabilitation Funds
- K. Approval of Resolution to Enter Into Credit Card Agreements
- L. Approval of Resolution Regarding Bank Depositories
- M. Approval of Resolution to Carry Out the Terms of a Grant Proposal to be Submitted to the Lilly Endowment
- N. Approval of Budget Appropriations, Adjustments, and Transfers

SECTION III - PERSONNEL MATTERS

- A. Approval of Personnel Action

SUPPLEMENTAL INFORMATION
UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES

June 19, 1998

SECTION I - GENERAL AND ACADEMIC MATTERS

- A. APPROVAL OF MINUTES OF May 8, 1998, MEETING**
- B. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION**
- C. PRESIDENT'S REPORT**
- D. DISCUSSION OF NEW PROGRAM DEVELOPMENT PLAN**

The New Program Development Plan, which was reviewed and discussed by the Long-Range Planning Committee at the May 8, 1998, meeting, is appended.

E. PRESENTATION OF AMENDMENT TO THE BYLAWS

The Trustees desire a change in the timing of the Annual Meeting to accommodate trustee appointment schedules. Pursuant to the Bylaws, the amendment will be presented in writing and discussed at this meeting and will be recommended for approval at the September meeting.

Article III should be amended to read:

Section 1. Annual Meeting. The annual meeting of the Board of Trustees shall be held after July 1 at a time and place as shall be fixed in the notice of such meeting, for the purpose of electing officers and transacting such other business as may be brought before the meeting. Notice of such annual meeting shall be mailed by the secretary to each member not less than five (5) days in advance of such meeting.

SECTION II - FINANCIAL MATTERS

A. APPROVAL OF TIAA/CREF CASH WITHDRAWAL OPTION

In 1990, the Retirement Plan Review Committee reviewed new options available through TIAA/CREF for transferability and cashability of retirement funds and new investment options. The Committee recommended adoption of additional investment options, but elected not to adopt cashability and transferability at that time and to review the issues at a later date.

In October 1997, the Retirement Plan Review Committee was reconvened. The Committee reviewed the issues of cashability and transferability of regular retirement funds and recommends the following:

1. Cashability

Effective July 1, 1998, offer the cash withdrawal option from TIAA/CREF regular retirement accounts to separated/retired employees at any age with no service requirement, subject to the distribution rules of TIAA/CREF, the Internal Revenue Service, and/or federal legislation regarding pension programs.

2. Transferability

Maintain TIAA/CREF as the administrator of the regular retirement plan for faculty and administrative staff. No alternative carrier is recommended.

Approval of the adoption of the cash withdrawal option from TIAA/CREF regular retirement accounts for separated/retired employees at any age with no service requirement is recommended effective July 1, 1998.

B. APPROVAL OF THE REVISED RETIREMENT POLICY

A report on the proposed Revised Retirement Policy (Exhibit II-A) will be presented.

Approval of the Revised Retirement Policy effective January 1, 1999, is recommended.

C. APPROVAL OF RECOMMENDATION TO TRANSFER ADDITIONAL FUNDS TO THE VEBA TRUST ACCOUNT

The VEBA Trust Investment Policy requires the approval of the Board of Trustees for a transfer of additional funds to the VEBA Trust accounts.

Approval to transfer \$200,000 to the VEBA Trust sub account at Citizens National Bank in August, 1998, is recommended.

D. APPROVAL OF THE 1999-01 CAPITAL IMPROVEMENT BUDGET REQUEST

The Capital Improvement Budget Request for 1999-01 (Exhibit II-B) proposes construction of a Science/Education Classroom Building and funding for several general repair and rehabilitation projects.

Approval of the Capital Improvement Budget Request for 1999-01 is recommended.

E. APPROVAL OF CONSTRUCTION BIDS FOR THE SCIENCE CENTER RENOVATION PROJECT

Exhibit II-C is a summary of the construction bids for the Science Center Renovation project. Following a review of the bids by University staff and the firm of Veazey, Parrott & Shoulders, it is recommended that Lichtenberger Construction Company, the low bidder for the Base Bid work and for Alternates #1, #3, and #4 combined, be awarded the contract for the Science Center Renovation project.

Approval to award Lichtenberger Construction Company the contract for Base Bid work and Alternates #1, #3, and #4 for the Science Center Renovation project is recommended.

K. APPROVAL OF RESOLUTION TO ENTER INTO CREDIT CARD AGREEMENTS

Approval of the following resolution is recommended.

WHEREAS the University wishes to consolidate its resolutions to enter into credit card agreements and to update the authorizations required to represent the University in such agreements;

THEREFORE, BE IT RESOLVED that the President, Assistant Secretary, Treasurer, or Assistant Treasurer, or any one or more of them, be authorized and empowered to enter into and execute an agreement, on such terms as they deem advisable, in the name of the Corporation, with Master Card, Visa, and/or Discover Systems, Inc. (hereinafter called "Discover Card") relating to the sale by this Corporation to the aforementioned of sales slips evidencing purchases from this Corporation of merchandise sold and delivered and services rendered, or both, and from time to time modify such agreements with the aforementioned as to terms on which such sales slips are to be sold to the aforementioned; and

FURTHER RESOLVED that the President, Assistant Secretary, Treasurer, or Assistant Treasurer are hereby authorized and empowered to sell, assign, deliver, endorse, negotiate, or otherwise transfer to Master Card, Visa, or Discover Card all accounts, sales slips, and other obligations, and any instruments evidencing or securing same, now and hereafter owned or acquired by this Corporation, and for said purposes to execute and deliver any and all assignments, transfers, endorsements, contracts, guarantees, agreements, or other instruments in respect thereof; and

FURTHER RESOLVED that the President, Assistant Secretary, Treasurer, or Assistant Treasurer are hereby further authorized to make remittances and payments in respect thereof by cash, checks, drafts, or otherwise and to do and perform all such other acts and things deemed by such officer or officers necessary, convenient, or proper to carry out or modify such contract and arrangements with the aforementioned, hereby ratifying, approving, and confirming all that any said officers have done or may do in the premises.

L. APPROVAL OF RESOLUTION REGARDING BANK DEPOSITORIES

Approval of the following resolution is recommended.

WHEREAS the University wishes to update the list of banks designated as depositories in which funds may be deposited and to update the authorizations required for transactions with the depositories;

THEREFORE, BE IT RESOLVED that the Citizens National Bank of Evansville, Old National Bank of Evansville, National City Bank of Evansville, Fifth Third Bank of Central Indiana, Boonville Federal Savings Bank, AmBank Indiana N.A., First Chicago NBD Corporation, Tell City National Bank, Spencer County Bank, Permanent Federal Savings Bank, and Bank One be and hereby are designated as depositories in which funds of this Corporation may be deposited by its officers, agents and employees; and

FURTHER RESOLVED that the Treasurer is authorized to sign (including using facsimile signatures) any and all checks, drafts and orders, including orders or directions in informal or letter form, against any funds at any time standing to the credit of this Corporation with said bank, and that the said bank hereby is authorized to honor any and all checks, drafts, and orders so signed, including those drawn to the individual order of such officer without further inquiry or regard to the authority of said officer or the use of said checks, drafts, and orders, or proceeds thereof; and

FURTHER RESOLVED that the Treasurer or Assistant Treasurer of the University of Southern Indiana is authorized to enter into a Funds Transfer Agreement with the aforementioned Banks; and

FURTHER RESOLVED that the Treasurer, the Assistant Treasurer, the Assistant Vice President for Business Affairs, and the Controller of the University of Southern Indiana be designated as the officers of the University authorized to make wire transfers; and

FURTHER RESOLVED that each of the foregoing resolutions shall continue in force until express written notice of its rescission or modification has been received by the said Bank, but if the authority contained in them should be revoked or terminated by operation of law without such notice, it is resolved and hereby agreed for the purpose of inducing the said Bank to act thereunder, that the said Bank shall be saved harmless from any loss suffered or liability incurred by it in so acting after revocation or termination without such notice.

M. APPROVAL OF RESOLUTION TO CARRY OUT THE TERMS OF A GRANT PROPOSAL TO BE SUBMITTED TO THE LILLY ENDOWMENT

Approval of the following resolution is recommended.

WHEREAS, the University of Southern Indiana plans to submit by August 31, 1998, an application for the Indiana College Preparatory Program designed to develop programs which serve pre-collegiate students to strengthen their academic skills to better prepare themselves for success in college, and

WHEREAS, the Lilly Endowment, which funds this program, requires evidence of Board approval of the project,

THEREFORE, BE IT RESOLVED that the USI Board of Trustees approves entering into a contract with the Lilly Endowment to carry out the terms of the grant proposal which will be submitted to the Endowment by August 31, 1998.

N. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

1. Additional Appropriations

From:	Unappropriated Designated Funds		
To:	2-20110	Student Activities Supplies and Expense	350
To:	2-25122	Faculty Research-Professor Harison Supplies and Expense	902
To:	2-25123	Faculty Research-Professor Meliska Personal Services Supplies and Expense	1,680 273
To:	2-25124	Faculty Research-Professor Priest Personal Services Supplies and Expense	545 230
To:	2-25125	Faculty Research-Professor Raymond Personal Services Supplies and Expense	444 1,798
To:	2-25126	Faculty Research-Professor Skoglund Supplies and Expense	2,799
To:	2-25127	Faculty Research-Professor Zehr Personal Services Supplies and Expense	557 847
To:	2-25213	Faculty Research-Professors Gunderson and Miller Supplies and Expense	3,721

To:	2-25214	Faculty Research-Professor Hankins Personal Services Supplies and Expense	550 822
To:	2-25215	Faculty Research-Professor Miller Supplies and Expense	1,784
To:	2-25313	Faculty Research-Professors Jermakowicz and Johansen Personal Services Supplies and Expense	525 1,193
To:	2-25314	Faculty Research-Professor Khayum Personal Services Supplies and Expense	1,680 32
To:	2-25315	Faculty Research-Professor Rhim Personal Services Supplies and Expense	1,030 82
To:	2-25408	Faculty Research-Professor Elpers Personal Services Supplies and Expense	698 3,702
To:	2-25409	Faculty Research-Professor Filkins Personal Services Supplies and Expense	824 448
To:	2-25504	Faculty Research-Professor Halstead Personal Services Supplies and Expense	858 1,128
From:	Unappropriated Auxiliary Funds		
To:	3-30602	Baseball Supplies and Expense Repairs and Maintenance	850 1,500
To:	3-30607	Softball Supplies and Expense	680
To:	3-33609	Cross Country - Men's Supplies and Expense	225
From:	Unappropriated Restricted Funds		
To:	4-46143	"Your Town: Designing Its Future" Workshop - National Trust for Historic Preservation Supplies and Expense	17,000
To:	4-46250	Pigeon Creek Greenway Passage Sculpture Project Supplies and Expense	7,200
To:	4-46346	Indiana Academy of Science-1998 Supplies and Expense	1,200
To:	4-46347	Student/Faculty Research-Professor Seyler Supplies and Expense	1,600

To:	4-46409	Open Airways Project - American Lung Association Supplies and Expense	1,500
To:	4-46606	Student/Faculty Research-Professor Price Personal Services Supplies and Expense	120 90
To:	4-46706	Lilly Endowment Planning Grant - Indiana College Preparatory Program Supplies and Expense	15,000
To:	4-46906	Mueller Photo Collection II - Indiana Humanities Council Supplies and Expenses	2,000

2. Transfer and Appropriation of Funds

From:	1-10200	School of Liberal Arts	
To:	2-20500	The Shield Supplies and Expense	400
From:	2-20100	Student Programs	
To:	2-20500	The Shield Capital Outlay	1,400
From:	3-30600	Athletic Operations	
To:	2-20300	Student Government Association Supplies and Expense	3,600

3. Transfer of Funds

From:	6-64150	Academic Building Fee Interest Fund	
To:	6-62195	Physical Activities Center Locker Room Renovation Supplies and Expense	225,000

Approval of the preceding Budget Appropriations, Adjustments, and Transfers is recommended.

SECTION III - PERSONNEL MATTERS

A. APPROVAL OF PERSONNEL ACTION

Approval of the following personnel action is recommended.

Early Retirement - Daniel C. Scavone, Professor of History, in accordance with the early retirement policy, has requested early retirement effective May 7, 1999, including leave with pay for the period of January 11, 1999, through May 7, 1999. Severance pay based on 29 years of service to the University will be paid as of June 30, 1999.