

SUPPLEMENTAL INFORMATION
UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES

July 7, 1994

SECTION I - GENERAL AND ACADEMIC MATTERS

A. ANNUAL MEETING OF THE BOARD

1. Roll Call
2. Reading of the Notice of Annual Meeting
3. Reading and Approval of the Minutes of the 1993-94 Annual Meeting
4. Report of the Nominating Committee
5. Election of Officers
 - a. Chairman of the Board
 - b. Vice Chairmen of the Board
 - c. Secretary of the Board
6. Appointment of Treasurer and Assistant Secretary
7. Other Business
8. Adjournment of the Annual Meeting

B. APPROVAL OF MINUTES OF MAY 6, 1994, MEETING

C. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

D. PRESIDENT'S REPORT

E. DISCUSSION OF 1995-2005 DEVELOPMENT PLAN

SECTION II - FINANCIAL MATTERS

A. APPROVAL OF RESOLUTION FOR BANK DEPOSITORY

University Bookstore operations have increased to a level which warrants creation of a separate bank account to receive daily deposits of Bookstore receipts. This account will facilitate the reconciliation of Bookstore activity and income reporting. The Business Office proposes opening an account at NBD Bank of Evansville for this purpose.

The following corporate resolution is presented for approval.

BE IT RESOLVED, that NBD Bank located in Evansville, Indiana, be and hereby is designated a depository in which the funds for the Corporation may be deposited by its officers, agents and employees.

BE IT FURTHER RESOLVED, that the Treasurer of this Corporation is authorized to sign (including use of 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/or against any account of this Corporation with said Bank, and that said Bank hereby is authorized to honor any and all checks, drafts and orders so signed, including those drawn to the individual order of 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 the proceeds thereof.

BE IT 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 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 said Bank shall be saved harmless from any loss suffered or liability incurred by it in so acting after such revocation or termination with such notice.

Approval of the preceding resolution is recommended.

B. APPROVAL OF REQUEST TO CONSTRUCT STUDENT HOUSING

The 1989 Indiana General Assembly passed legislation in P.L. 211, Sec. 1. IC 20-12-8-1 which authorized the trustees of the University to construct and equip housing for students. On June 30, 1994, the existing housing units owned by Southern Indiana Higher Education, Inc. were transferred to University ownership with the approval of the Commission for Higher Education, the Indiana State Budget Committee, and the Governor of the State of Indiana.

Estimates indicate the existing housing units will be completely filled with the opening of fall semester 1994. To accommodate the projected housing need for fall 1995, the University proposes to construct one additional housing unit in the same style as the existing units at a cost of \$800,000. The new unit will provide an additional 64 housing spaces. In order for this unit to be completed by the opening of fall semester 1995, all necessary state approvals must be acquired before December 31, 1994.

Approval is recommended 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 following actions:

- a. to engage architects for the project;
- b. to enter into contracts to construct, equip, finance, and otherwise provide for the construction of the student housing unit;
- c. to use receipts from fees and earnings for the construction and financing of project to the extent necessary; and
- d. to issue debt in the form of construction financing and bonds in an amount not to exceed the total estimated cost as finally determined by the Board of Trustees to finance the project.

C. REPORT OF THE CONSTRUCTION COMMITTEE

The Construction Committee for the University Center Addition project interviewed three architectural firms on May 19, 1994.

The Committee met on June 1, 1994, to review the May 19 interviews and selected Knapp, Given, Veazey and Shoulders, Associates, Inc. for recommendation to the Board of Trustees.

Approval of the selection of Knapp, Given, Veazey and Shoulders, Associates, Inc. as architects for the University Center Addition project and authorization for the Treasurer to sign the necessary contracts is recommended.

D. REVIEW OF 1995-97 BIENNIAL BUDGET

Work is progressing on completion of the FY 1995-97 Biennial Budget Request. An outline of the proposed narrative along with proposed summary schedules will be presented for review and comment.

E. APPROVAL OF HEALTH PROFESSIONS BUILDING CHANGE ORDERS

A summary of change orders for the Health Professions Building is included in Exhibit II-A.

Approval of the Health Professions Building change orders in Exhibit II-A is recommended.

F. APPROVAL OF STUDENT HOUSING FEES 1994-95

The proposed schedule of student housing fees is presented below. These fees are stated as semester fees per student except for low-income apartments. Basic low-income furnished apartment fees are stated for a four-month period per apartment.

<u>Apartment Type</u>	<u>Proposed Rental Fee</u>	<u>Proposed Activity Fee</u>	<u>Proposed Total Fee</u>	<u>Effective Date</u>
Two Bdrm., Four Student	\$ 865	6	\$ 871	08-29-94
One Bdrm., Two Student	1,081	6	1,087	08-29-94
One Bdrm., One Student	2,168	6	2,174	08-29-94
One Bdrm., Low Income	1,176		1,176	08-29-94

Approval of the Student Housing Fees is recommended.

G. APPROVAL OF STUDENT HOUSING BUDGETS

Transfer of the Southern Indiana Higher Education, Inc. student housing units to University ownership was completed on June 30, 1994. The recommended University fiscal year 1994-95 operating and plant fund budgets for these housing units are presented below:

	<u>Appropriation Recommended 1994-95</u>
3-33100 Frank F. McDonald Apartments	
Rental Income	1,184,719
Utilities Income	223,742
Forfeitures Income	28,400
Other Income	<u>27,257</u>
Total Available	1,464,118
<u>Appropriations</u>	
Personal Services	102,169
Supplies & Expense	581,760
Repairs & Maintenance	49,429
Capital Outlay	2,520
Transfer to Other Funds	<u>318,746</u>
Total	1,054,624
3-33500 Joseph E. O'Daniel Apartments	
Rental Income	855,895
Utilities Income	158,025
Forfeitures Income	19,200
Other Income	<u>44,829</u>
Total Available	1,077,949
<u>Appropriations</u>	
Personal Services	68,112
Supplies & Expense	385,145
Repairs & Maintenance	32,986
Capital Outlay	1,680
Transfer to Other Funds	<u>221,011</u>
Total	708,934
6-64300 Frank F. McDonald Apartment Bonds	
Transfer from Other Funds	<u>318,746</u>
Total	318,746
<u>Appropriations</u>	
Supplies & Expense	<u>318,746</u>
Total	318,746
6-64335 Joseph E. O'Daniel Apartment Bonds	
Transfer from Other Funds	<u>221,011</u>
Total	221,011
<u>Appropriations</u>	
Supplies & Expense	<u>221,011</u>
Total	221,011

Approval of the student housing current and plant fund budgets is recommended.

H. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

Approval of the following budget appropriations, adjustments, and transfers is recommended.

1. Additional Appropriations

From:	Unappropriated Current Operating Funds		
To:	1-10160	Arts Commission - Music Supplies & Expense	1,485
To:	1-10170	USI Theatre Supplies & Expense	1,000
To:	1-10200	School of Liberal Arts Supplies & Expense	425
To:	1-10250	History Personal Services	1,000
To:	1-10300	School of Science and Engineering Technology Capital Outlay	299
To:	1-10350	Geology Supplies & Expense Capital Outlay	542 4,051
To:	1-10700	School of Business Supplies & Expense	166
To:	1-10170	USI Theatre Supplies & Expense	2,076
To:	1-14101	Intramurals Supplies & Expense	4,974
From:	Unappropriated Designated Funds		
To:	2-20100	Student Programs Supplies and Expense	2,255
To:	2-23100	Faculty Development - Travel Supplies & Expense	6,352
To:	2-25103	Faculty Research - Professor Harrison Supplies and Expense	2,945
To:	2-25104	Faculty Research - Professor Hart Supplies and Expense	3,800
To:	2-25105	Faculty Research - Professor Raymond Supplies and Expense	2,123
To:	2-25204	Faculty Research - Professor Seyler Supplies and Expense	800
To:	2-25303	Faculty Research - Professors Rhim and Wade Personal Services Supplies and Expense	1,218 250
To:	2-25304	Faculty Research - Professor Quddus Personal Services Supplies and Expense	2,800 600
To:	2-25401	Faculty Research - Professor Price - III Supplies and Expense	750
To:	2-25402	Faculty Research - Professor Newcomb Personal Services Supplies and Expense	1,160 100

From:	Unappropriated Auxiliary Funds		
To:	3-30603	Athletics - Men's Tennis Supplies and Expense	2,000
To:	3-30604	Athletics - Women's Tennis Supplies and Expense	6
To:	3-30605	Athletics - Women's Basketball Supplies and Expense	387
To:	3-30606	Athletics - Men's Basketball Supplies and Expense	1,189
To:	3-30607	Athletics - Women's Softball Supplies and Expense	1,271
To:	3-30608	Athletics - Golf Supplies and Expense	800
To:	3-30611	Athletics - Volleyball Supplies and Expense	379
To:	3-30615	Athletics - Women's Cross Country Supplies and Expense	6
To:	3-30616	Athletics - Concessions Supplies and Expense	96
To:	3-30900	New Harmony Operations Repairs and Maintenance	4,000

From:	Unappropriated Restricted Funds		
To:	4-46132	Eisenhower Grant/Reitz High School Demo Project Personal Services Supplies and Expense Capital Outlay	36,075 52,212 25,000
To:	4-46227	German Reunification Symposium Supplies and Expense	1,397
To:	4-46509	Ehlen Research Supplies and Expense	2,500
To:	4-46901	Southern Indiana Rural Development Project Supplies and Expenses	150,000
To:	4-46903	ELITE Program Supplies and Expense	5,000

2. Appropriation Transfers

From:	1-10100	Academic Affairs Capital Outlay	
To:	1-10200	School of Liberal Arts Personal Services	2,400
To:	1-10921	Academic Skills Supplies & Expense	168

From:	1-10190	WSWI Supplies & Expense	
To:	1-10190	WSWI Personal Services Capital Outlay	1,021 4,977
From:	1-10190	WSWI Repairs & Maintenance	
To:	1-10190	WSWI Personal Services Capital Outlay	800 619
From:	1-10300	School of Science and Engineering Technology Supplies & Expense	
To:	1-10300	School of Science and Engineering Technology Capital Outlay	12,948
To:	1-10320	Engineering Technology Capital Outlay	2,469
From:	1-14001	Admissions Personal Services	
To:	1-14001	Admissions Repairs & Maintenance	10,000
From:	1-16110	Human Resources Supplies & Expense	
To:	1-16110	Human Resources Capital Outlay	2,650
From:	1-16120	Business Office Personal Services	
To:	1-16120	Business Office Capital Outlay	11,365
From:	1-16400	Development Personal Services	
To:	1-16400	Development Supplies & Expense Capital Outlay	758 299

I. APPROVAL OF AUTHORIZATION FOR FINANCIAL AID AWARDS

Approval of the following Authorization for Financial Aid Awards is recommended.

Pursuant to Indiana Code 20-12-1-2, which provides for awarding financial aid to students from existing resources, the University of Southern Indiana Board of Trustees delegates to the President of the University of Southern Indiana the responsibility to approve financial aid recommendations for students within the 1994-95 budgetary capabilities.

SECTION III - PERSONNEL MATTERS

A. APPROVAL OF PERSONNEL ACTIONS

Approval of the following personnel actions is recommended.

1. Early Retirement

Glenn L. Kinzie, Professor of Education, in accordance with the early retirement policy, has requested early retirement effective May 6, 1995, including leave with pay for the period of January 2, 1995, through May 6, 1995. Severance pay based on 25 years of service to the University will be paid as of June 30, 1995.

2. Emeritus Status

David S. Deering will retire at the end of the fiscal year 1994. It is recommended that he be retired officially with the effective date shown and the appropriate emeritus title, as indicated, be conferred;

David S. Deering, Bookstore Manager Emeritus; 24 years at USI, effective June 30, 1994.

#90127
University of Southern Indiana
Health Professions Building

SUMMARY OF CHANGE ORDERS

GENERAL AND EQUIPMENT CONSTRUCTION
CONTRACTOR: Peyronnin Construction Company, Inc.

NO.	DESCRIPTION	AMOUNT
CO #GE-8 Item 1	Upline Structural Services, Inc. has performed additional work to detail structural steel members not included in the original bid and to provide additional work to detail revisions made to the structural plans.	\$ 4,358.28

The contract sum is increased by this change order in the amount of \$4,358.28.