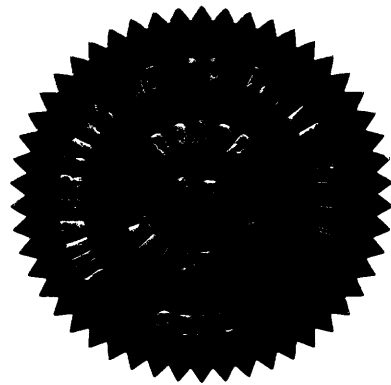


MINUTES

**UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES**

July 7, 1995



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UNIVERSITY OF SOUTHERN INDIANA BOARD OF TRUSTEES

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The University of Southern Indiana Board of Trustees met in annual and regular sessions at the Terre Haute Country Club in Terre Haute, Indiana, on Friday, July 7, 1995. Present were Trustees Brent Auberry, Bruce Baker, Charles Combs, J. David Huber, Thomas McKenna, Joseph O'Daniel, Robert Swan, and Harolyn Torain. Also attending were President H. Ray Hoops; Vice Presidents Robert Reid, Richard Schmidt, and Sherianne Standley.

There being a quorum present, Mr. Baker called the meeting to order at 10:05 a.m.

SECTION I - GENERAL AND ACADEMIC MATTERS

A. ANNUAL MEETING OF THE BOARD

The annual meeting of the University of Southern Indiana Board of Trustees was held preceding the regular session. The minutes of the annual meeting are appended.

B. APPROVAL OF MINUTES OF MAY 5, 1995, MEETING

On a motion by Mr. Swan, seconded by Mr. Auberry, the minutes of the May 5, 1995, meeting were approved.

C. ESTABLISHMENT OF NEXT MEETING DATE, TIME, LOCATION

The next regular meeting of the Board of Trustees was set for Thursday, September 7, at the University of Southern Indiana. The Board will have a day-long retreat on Friday, September 8.

D. PRESIDENT'S REPORT

Dr. Hoops reported that both New Harmony Theatre and Young Abe Lincoln opened June 16, and the theatre faculty and staff are to be commended for their efforts in producing summer theatre in southern Indiana.

The 7th annual Ropewalk Writers Conference was held in New Harmony on June 11-17 with more than 50 registrants and an excellent faculty.

Case managers in the health professions and social work participated in Case Management 95, a day-long conference on campus that received excellent evaluations.

The July 27 program "Lessons in Leadership" presented by Dr. Dennis Waitley, consultant and author of Empires of the Mind, promises to be one of the most successful the University has offered. It is co-sponsored by the School of Business and Office of Extended Services.

With the assistance of Eisenhower grants, faculty from the School of Science and Engineering Technology, the School of Education and Human Services, and the Office of Extended Services are conducting two summer projects. Funded at \$115,000, the Reitz Demonstration Project and the Lincoln Hills Project, funded at \$87,000 are aimed at improving teaching and learning in high school science and mathematics.

The 19th annual USI Sailing School was held at Kentucky Lake in May and June. These weekend programs served 40 students, 28 of whom enrolled for credit.

The women's softball team captured a post-season tournament bid this spring. Amber Huse was again named All American, making her the first woman athlete at USI to earn All American honors twice.

Dr. Hoops called the Board's attention to the Screaming Eagles soda story and color photo in the June issue of the *Chronicle of Higher Education*.

The June 8 Varsity Club Golf Outing was the most successful ever, raising over \$12,000 for grants-in-aid to student athletes.

Dr. Hoops welcomed athletic director Steve Newton. The University's athletic program will be greatly enhanced by the valuable experiences and ideas Mr. Newton will bring. Mr. Newton stated that the University's goal is to be a model Division II program, and he is excited about being at USI.

In June, clerical and support employees marking their five, ten, fifteen, twenty, and twenty-five years of service to the University and employees entering retirement were honored at a dinner at the University Home.

Without power and water on June 9, the University kept the doors open, worked by natural light, and with paper and pencil registered more than 400 students. The University will continue with additional orientation and registration periods throughout the summer, and expect this important process will yield great results for a smooth start in the fall.

Faculty will return to campus on August 21 in preparation for fall semester, and classes will begin August 28. Mr. Schmidt reported that student housing occupancy is expected to be at capacity for the fall semester. Tentative plans include building additional housing units. Discussion followed on additional housing.

The North Central Association subcommittees currently are preparing sections of the institutional self-study required for accreditation review. Dr. Reid presented an overview of the self-study activity and related work on institutional assessment.

The School of Business continues to make progress toward accreditation by the American Assembly of Collegiate Schools of Business. Dean Phil Fisher presented a review of the progress. Discussion followed on the accreditation process.

The Career Services and Placement Office surveys new graduates during the year after their graduation to learn more about the careers they have entered. Director of Career Services and Placement Marilyn Schmidt presented an overview of the results of the class of 1994. Discussion followed on the data presented.

A recommendation to confer honorary doctorates on Henry and Helen Ruston, on Harold Ashley, and posthumously on Alma Schulien Baker, is included in today's agenda.

Dr. Hoops reported that since philanthropy is becoming more important to accomplishing the University's goals, Sherianne Standley has agreed to take greater responsibility for fund raising. It is recommended that her title be changed to Vice President for Advancement to reflect her additional duties. Mrs. Standley has been working closely with staff in all areas of advancement to implement recommendations of a newly completed advancement audit by Bentz Whaley and Associates, a professional consulting firm. Mrs. Standley presented an overview of the progress toward the recommendations. The deans are becoming more involved in identifying needs of the institution, and the development staff is focusing more on fund raising, while other duties are being shifted to other advancement offices. Discussion followed on the progress.

Graduate student and adjunct faculty member Martha Chapin and Associate Professor of English Matthew Graham presented copies of the University's literary journal, *Southern Indiana Review*, to the Board. They presented a review of their involvement in editing and publishing this journal.

E. APPROVAL OF UNIVERSITY SEAL

During planning for the inauguration, a committee of faculty members recommended the creation of a presidential seal to be used in casting the University medallion. Both the design and symbolism of the seal have received widespread approval.

On a motion by Mrs. Torain, seconded by Mr. Auberry, the presidential seal in Exhibit I-A was approved as the University seal.

F. APPROVAL OF CANDIDATES FOR HONORARY DEGREES

On a motion by Mr. Swan, seconded by Mr. O'Daniel, the conferral of the following honorary degrees at the September 7, 1995, President's Associates dinner was approved.

DOCTOR OF LAWS to Henry and Helen Ruston, civic leaders

DOCTOR OF LAWS to Harold Ashley, benefactor

DOCTOR OF LAWS (posthumously) to Alma Schulien Baker, benefactress

G. APPROVAL OF NEW DEGREE PROGRAM

On a motion by Mr. Swan, seconded by Mr. Combs, the following new degree program, Exhibit I-B, was approved.

Proposal for the Master of Science in Accountancy Degree Program

The School of Business proposes to offer a master's degree program in accountancy, Exhibit I-B. The implementation date is the fall semester, 1997; the program will provide graduate-level instruction and training for residents of Evansville and the surrounding region. Presently, no master's program in accountancy exists in the Tri-State area. This program responds to a growing need for trained professionals in this important field of business.

The program has been developed by the faculty in the Department of Accounting and Business Law, and recommended by the Dean of the School of Business, the Graduate Council, the Academic Planning Council, and the Vice President for Academic Affairs.

SECTION II - FINANCIAL MATTERS

A. APPROVAL OF SCHEDULE OF STUDENT FEES FOR 1995-96

The spending level approved for the state universities by the 1995 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 \$3.50 for Indiana resident undergraduate students, \$5.25 for Indiana resident graduate students, \$8.75 for non-resident undergraduate students and \$10.50 for non-resident graduate students.

Schedule of Fees
Effective Fall Semester 1995
Per Semester Credit Hour

	UNDERGRADUATE		GRADUATE	
	Resident	Non-Resident	Resident	Non-Resident
Contingent	\$ 54.25	\$ 54.25	\$ 89.75	\$ 89.75
Instructional Facilities	16.25	16.25	16.25	16.25
Student Services	5.25	5.25	5.25	5.25
Non-Resident		109.00		111.25
Total	\$ 75.75	\$184.75	\$111.25	\$222.50

On a motion by Mr. Auberry, seconded by Mrs. Torain, the proposed student fees for 1995-96 were approved.

B. APPROVAL OF MISCELLANEOUS FEES

1. LABORATORY AND MISCELLANEOUS FEES

	Current Fee	Proposed Fee	Effective Date
Application Fee (Undergraduate)	\$ 0.00	\$ 25.00	07/01/95
Application Fee (Graduate)	10.00	25.00	07/01/95
Audit Fee (Plus Applicable Lab Fee)	30.00	30.00	08/29/95
Bad Check Penalty	15.00	15.00	07/01/95
Bowling Lab Fee	35.00	35.00	08/29/95
Campus Services Fee (Full-time, per semester)	10.00	15.00	08/29/95
Campus Services Fee (Part-time, per semester)	0.00	12.00	08/29/95
Campus Services Fee (Per summer session)	2.00	4.00	07/01/95
Change of Schedule	12.00	15.00	08/29/95
Computer Lab Fee	20.00	25.00	08/29/95
Departmental Exams	10.00	15.00	08/29/95
Distance Education Fee	25.00	0.00	
Distance Education Fee (Learning Center Fee - per credit hour)	0.00	15.00	07/01/95
Distance Education Supply Fee	100.00	100.00	08/29/95
ID Card Replacement Fee	5.00	5.00	08/29/95
Laboratory Fee	20.00	25.00	08/29/95
Late Registration Fee	10.00	25.00	08/29/95
Nursing Test Fee	30.00	30.00	08/29/95
Payment Plan Fee	25.00	30.00	07/01/95
Payment Plan Late Fee	10.00	15.00	07/01/95
Physical Education Fee	10.00	15.00	08/29/95
Studio Fee	20.00	25.00	08/29/95

Traffic Violation Fines			
Reckless Driving	20.00	35.00	07/01/95
Speeding	20.00	35.00	07/01/95
Parking Handicapped Zone	10.00	25.00	07/01/95
All Other Violations	5.00	5.00	07/01/95
Health Professions Insurance	15.00	15.00	07/01/95

2. ADMISSION PRICES FOR ATHLETIC EVENTS

It is recommended that the 1995-96 admission prices for athletic events be established as follows. A valid student identification card admits USI students free to regularly scheduled athletic 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 \$1.00 discount on each single-admission ticket or pass. These fees will be effective July 1, 1995.

	<u>Current Fee</u>	<u>Proposed Fee</u>
BASKETBALL, MEN		
SEASON TICKET (includes men's/women's doubleheaders)		
Reserved Chairback	\$60.00	\$75.00
General Admission Bench, Adult	45.00	60.00
General Admission Bench, Student (non USI)	20.00	25.00
SINGLE GAME		
Reserved Chairback	6.00	7.00
General Admission Bench, Adult	5.00	6.00
General Admission Bench, Student (non USI)	3.00	3.00
BASKETBALL, WOMEN		
General Admission, Adult	4.00	5.00
General Admission, Student (non USI)	2.00	3.00
SOCCER		
SEASON PASS		
Family	0.00	60.00
Adult	35.00	25.00
Student (non USI)	15.00	15.00
SINGLE GAME		
Adult	4.00	4.00
Student (non USI)	4.00	4.00
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 1995-96 Children's Center fees be changed as follows.

	<u>Current Fee</u>	<u>Proposed Fee</u>
<u>Full-time Attendance</u> (Per Day Fee)		
One Child (USI)	\$13.00	\$14.00
One Child (of off-campus parents)	14.00	18.00

Hourly Attendance (Per Hour Fee)

One hour	2.50	2.50
One and one-half hours		3.25
Two hours	3.75	4.00
Two and one-half hours	4.25	4.50
Three hours	5.00	5.25
Three and one-half hours	5.75	6.00
Four hours	6.50	6.75
Four and one-half hours	7.25	7.50
Five hours	8.00	8.25
More than five hours = full time		

State licensing requires all children in attendance during the lunch hour to be served lunch, provided by a caterer or center-based kitchen approved by the State Board of Health. By law, parents may not bring lunch, homemade food, or opened containers of prepared food from home. A snack fee of \$.25/child and a lunch fee of \$2.25/child will be assessed all part-time children in attendance during lunch and/or snack time. An optional breakfast may be served children in attendance before 8:00 a.m. (\$.75 fee), at the parent's request.

The proposed full-time fee of \$14.00/day for children of USI parents and \$18.00/day for children of off-campus parents (enrolled only if space allows) includes lunch and snacks. Breakfast is optional for the additional (\$.75) fee.

Parents will be responsible for contracted child care fees, regardless of attendance. When the Center is notified of absence prior to 9:00 a.m., children enrolled on an hourly basis will not be charged lunch or snack fees. The weekly fee will be prorated if the days the University is closed affect the child's attendance.

The child care fee will not be enforced for students and faculty when classes are not in session, unless these clients choose to enroll their child/children during the recesses.

A sibling discount of 10 percent per child will be given to parents who have more than one child attending child care **at the same time**. This discount includes siblings enrolled in summer school-age care.

On a motion by Mr. Combs, seconded by Mr. Huber, the laboratory and miscellaneous fees, the admission prices to athletic events, and the Children's Center fees were approved as amended.

C. APPROVAL OF 1995-96 CURRENT OPERATING AND PLANT FUND BUDGETS

The recommended current operating budget for fiscal year 1995-96 was presented. The revenue sources making increases over the previous fiscal year's budget possible are an increase in State appropriation, which includes an adjustment for prior enrollment increases and for debt service, and an increase in the student fee rate. Budget increases are included for salaries and employee benefits, including health insurance.

The recommendation is for a balanced budget based upon estimates of revenue, State appropriations, and other available sources.

A two-page summary of the Current Operating Budget is contained in Exhibit II-A. The detailed budget was distributed at the meeting, and a copy is included in the official Board files.

On a motion by Mr. Swan, seconded by Mr. Huber, the 1995-96 Current Operating and Plant Fund Budgets were approved.

D. APPROVAL OF UNIVERSITY CENTER ADDITION PLANS FOR BID

Architects from Veazey Parrott and Shoulders presented final construction documents and cost estimates for the University Center Addition project. Approval of these documents is necessary before construction bids are accepted.

On a motion by Mr. O'Daniel, seconded by Mr. Combs, the University Center Addition plans for bid were approved.

E. APPROVAL OF RESOLUTION TO AUTHORIZE THE UNIVERSITY CENTER ADDITION CONSTRUCTION COMMITTEE TO AWARD CONSTRUCTION CONTRACTS

Due to a term expiration and resignation, Mr. Baker appointed a revised committee including Mr. O'Daniel, Mr. Combs, Dr. Clark, and Mr. Huber as chair, to serve on the Construction Committee to award construction contracts for the University Center Addition.

WHEREAS, the Board of Trustees of the University of Southern Indiana wishes to enhance the completion of the construction of the University Center Addition on a timely basis, and

WHEREAS, the construction bids will be received in August 1995 and the next scheduled meeting of the Board of Trustees is not until September 1995,

NOW, THEREFORE, BE IT RESOLVED that the University Center Addition Construction Committee is authorized to award the contracts after all bids have been received and reviewed by architects and University officials, and

FURTHER RESOLVED that the committee is authorized to award the contracts or to reject all proposals on behalf of the Board of Trustees, and

FURTHER RESOLVED that the committee will report its actions at the next scheduled meeting of the Board of Trustees.

On a motion by Mr. Huber, seconded by Mr. Swan, this resolution was approved.

F. APPROVAL OF RESOLUTION TO AUTHORIZE THE FINANCE COMMITTEE TO SELECT THE PERMANENT FINANCING PLAN FOR FINANCING THE UNIVERSITY CENTER ADDITION AND REFINANCING OR DEFEASANCE OF THE EXISTING STUDENT UNION REFUNDING BONDS OF 1985 IN CONJUNCTION WITH THE NEW FINANCING

On May 5, 1995, the Board of Trustees approved the recommendation of the Finance Committee to select Smith Barney, Inc. and Traub and Company, a joint proposal, as the investment bankers to represent the University. Proposals for the final financing plan are being prepared for review and a recommendation for acceptance of a final plan is not possible at this time. Therefore, the following resolution is presented for approval.

WHEREAS, the Board of Trustees wishes to proceed with selection of a plan for financing the University Center Addition and refinancing or defeasing of existing Student Union Refunding Bonds of 1985 in conjunction with the new financing, and

WHEREAS, the next scheduled meeting of the Board of Trustees is not until September 1995,

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Trustees is authorized to appoint the Finance Committee to review the proposed financing plans, to select the final plan for the financing of the University Center Addition and refinancing or defeasing of existing Student Union Refunding Bonds of 1985 in conjunction with the new financing, and to report the results of the plan selected at the next scheduled meeting of the Board of Trustees.

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

G. APPROVAL OF RESOLUTION TO AUTHORIZE THE FINANCE COMMITTEE TO EXECUTE THE VEBA TRUST AGREEMENT FOR POST-RETIREMENT HEALTH BENEFITS

On May 5, 1995, the Board of Trustees approved the recommendation of the Finance Committee to select a VEBA Trust financing proposal from Old National Bank, with custodial responsibilities to be ONB's with two sub-accounts to be managed by ONB and NBD. The establishment of a trust agreement which constitutes a voluntary employees' beneficiary association is required under Code Section 501(c)9 of the Internal Revenue. The VEBA Trust Agreement is being prepared for review and a recommendation for acceptance of a final document is not possible at this time. Therefore, the following resolution was presented for approval.

WHEREAS, the Board of Trustees wishes to proceed with the establishment of a trust agreement for the financing of post-retirement benefits, and

WHEREAS, the next scheduled meeting of the Board of Trustees is not until September 1995,

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Trustees is authorized to appoint the Finance Committee to review the proposed trust agreement, to approve the final documents to establish a trust agreement, and to report the results of the establishment of the trust agreement at the next scheduled meeting of the Board of Trustees.

On a motion by Mr. Auberry, seconded by Mr. Huber, the resolution was approved. Mr. Combs abstained from voting.

H. APPROVAL OF AUTHORIZATION FOR FINANCIAL AID AWARDS

On a motion by Mr. Huber, seconded by Mr. Combs, the following Authorization for Financial Aid Awards was approved.

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 1995-96 budgetary capabilities.

I. 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 as amended.

1. Additional Appropriations

From:	Unappropriated Designated Funds		
To:	2-20100	Student Programs Supplies and Expense	2,074
From:	Unappropriated Auxiliary Funds		
To:	3-30602	Baseball Supplies and Expense	372
To:	3-30603	Tennis - Men Supplies and Expense	1,859
To:	3-30604	Tennis - Women Supplies and Expense	1,487
To:	3-30605	Basketball - Women Supplies and Expense	3,484
To:	3-30606	Basketball - Men Supplies and Expense	3,855
To:	3-30607	Softball Supplies and Expense	3,346
To:	3-30608	Golf - Men Supplies and Expense	1,487

To:	3-30611	Volleyball - Women Supplies and Expense	3,346
To:	3-30615	Cross Country - Women Supplies and Expense	1,487
To:	3-30910	New Harmony Gallery Supplies and Expense	372
From:	Unappropriated Restricted Funds		
To:	4-45085	1994-95 Indiana Council for Economic Education Supplies and Expense	2,232
To:	4-46235	Indiana Humanities Council Indiana/Mexico Free-Trade Lecture Series Supplies and Expense	876
To:	4-46808	Indiana Humanities Council World War II at Home Archives/Collection Personal Services Supplies and Expense	2,410 200

Transfer of Funds

From:	3-30614	NCAA Basketball Tournament	
To:	2-20100	Student Programs Supplies and Expense	168

Transfer and Appropriation

From:	2-20000	Student Activities	
To:	2-20100	Student Programs Supplies and Expense	3,760
From:	3-30616	Athletic Concessions	
To:	2-20100	Student Programs Supplies and Expense	744
From:	6-64100	Academic Building Facilities	
To:	6-60300	Physical Plant Addition Capital Outlay	195,000

There being no further business, the meeting was adjourned at 11:55 a.m.

Respectfully submitted,



Thomas McKenna, Secretary

	<u>Actual 1993-94</u>	<u>Appropriation 1994-95</u>	<u>Appropriation Recommended 1995-96</u>
FUNCTION BY MAJOR EXPENSE CLASSIFICATION			
Instruction			
Personal Services	13,418,007	15,361,448	16,184,625
Supplies and Expense	1,540,274	1,550,339	1,623,613
Repairs and Maintenance	162,094	227,093	267,776
Capital Outlay	384,728	135,634	139,998
Total Instruction	15,505,103	17,274,514	18,216,012
Instruction Related			
Personal Services	628,458	771,189	800,049
Supplies and Expense	84,277	95,666	98,592
Repairs and Maintenance	28,480	33,213	37,511
Capital Outlay	345,239	319,550	329,449
Total Instruction Related	1,086,454	1,219,618	1,265,601
Student Services			
Personal Services	1,531,397	1,998,206	2,215,843
Supplies and Expense	226,027	229,696	292,874
Repairs and Maintenance	18,596	19,745	27,299
Capital Outlay	63,243	20,204	23,204
Total Student Services	1,839,263	2,267,851	2,559,220
Physical Plant			
Personal Services	1,685,032	1,903,777	1,976,634
Supplies and Expense	1,703,127	1,823,718	1,956,635
Repairs and Maintenance	600,270	524,545	540,955
Capital Outlay	285,537	140,984	142,570
Total Physical Plant	4,273,966	4,393,024	4,616,794
Administration and General			
Personal Services	2,928,965	3,420,570	3,449,886
Supplies and Expense	2,473,962	1,989,214	2,255,056
Repairs and Maintenance	181,888	176,081	182,826
Capital Outlay	401,868	123,442	123,442
Total Administration and General	5,986,683	5,709,307	6,011,210
Total Budget	28,691,469	30,864,314	32,668,837