

MINUTES
JOINT MEETING
FINANCE AND CONSTRUCTION COMMITTEES

UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES

July 8, 1999

The University of Southern Indiana Finance Committee and Construction Committee met in a joint session on Thursday, July 8, 1999, at 1:00 p.m. in the Conference Center of the New Harmony Inn in New Harmony, Indiana. Present were Trustees Charles Combs, Tina Kern, and James Will Sr. Also attending were President H. Ray Hoops, Vice President for Business Affairs Richard Schmidt, Assistant Vice President for Business Affairs Cindy Brinker, Physical Plant Director Steve Helfrich, and Faculty Senate Chair Mark Krahlung.

There being a quorum present, Mr. Will called the meeting to order at 1:20 p.m.

(FINANCE COMMITTEE)

1. APPROVAL OF BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

On a motion by Ms. Kern, seconded by Mr. Combs, the budget appropriations, adjustments, and transfers in Attachment A were approved.

2. DISCUSSION OF THE OPERATING BUDGET PROCESS

Budget Director Mary Hupfer explained the operating budget process.

(CONSTRUCTION COMMITTEE)

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

Steve Helfrich explained change orders in Attachments B, C, D, and E.

3. DISCUSSION OF PROPOSAL PROCESS FOR SELECTING ARCHITECTS AND CONSTRUCTION MANAGERS FOR THE SCIENCE/EDUCATION CLASSROOM BUILDING

In an effort to reduce paperwork in proposals, RFQs will be accepted instead of RFPs. From those submitted, architects then will be selected to submit RFPs and be interviewed. Richard Schmidt recommended that a construction manager be hired for future projects to assure that projects are completed on time as has been the case with the Liberal Arts Center.

There being no further business, the meeting was adjourned at 2:02 p.m.

BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS

Additional Appropriation - Income

From:	Unappropriated Current Operating Funds		
To:	1-10100	General Instruction Supplies and Expense	344
To:	1-10150	Arts Commission General Supplies and Expense	500
To:	1-10170	USI Theatre Supplies and Expense	11,139
To:	1-10200	School of Liberal Arts Personal Services Supplies and Expense	1,800 847
To:	1-10220	Communications Supplies and Expense	462
To:	1-10300	School of Science and Engineering Technology Personal Services Supplies and Expense	9,300 1,737
To:	1-10320	Engineering Technology Supplies and Expense	893
To:	1-10340	Chemistry Supplies and Expense	100
To:	1-10400	School of Nursing and Health Professions Personal Services Supplies and Expense	13,200 1,386
To:	1-10460	Dental Hygiene Capital Outlay	423
To:	1-10520	Institutional Research Supplies and Expense	1,017
To:	1-10700	School of Business Personal Services Supplies and Expense	19,800 15,791
To:	1-10760	Management and Marketing Personal Services	6,750
To:	1-10800	School of Education and Human Services Personal Services Supplies and Expense	14,000 1,440
To:	1-13200	Library Services Capital Outlay	1,600
To:	1-15000	Physical Plant Repairs and Maintenance	7,770

To:	1-15000	Physical Plant Capital Outlay	8,096
To:	1-15600	Distribution Services Supplies and Expense Capital Outlay	432 1,342
To:	1-16220	University Advancement Personal Services	100
To:	1-16240	Special Events Personal Services	50
From:	Unappropriated Designated Funds		
To:	2-20110	Student Development Personal Services	80
To:	2-20300	Student Government Association Supplies and Expense	811
To:	2-23100	Faculty Development Travel Supplies and Expense	15,484
To:	2-23300	School of Business Revolving Fund Supplies and Expense	452
From:	Unappropriated Auxiliary Funds		
To:	3-30200	University Center Supplies and Expense	2,745
To:	3-30602	Baseball Supplies and Expense	8,150
To:	3-30607	Softball Supplies and Expense	873
To:	3-30620	Soccer - Women Supplies and Expense	2,600
To:	3-30900	Historic New Harmony Supplies and Expense	2,120
From:	Unappropriated Restricted Funds		
To:	4-46344	Texas Instruments - T3 Summer Institute Supplies and Expense	1,980
To:	4-46352	Indiana Academy of Science—Research 1999 Supplies and Expense	1,800
To:	4-46830	Indiana Department of Natural Resources - New Harmony National Register Nomination Personal Services Supplies and Expenses	3,000 900
To:	4-46908	Indiana Humanities Council - Mueller Photo Collection Project Supplies and Expense	1,788

To:	4-46909	Lilly Endowment - Southern Indiana Rural Development Project Supplies and Expense	75,000
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Additional Appropriation - Fund Balance

From: Unappropriated Designated Funds

To:	2-27300	Student/Faculty Research – Professor Price Personal Services	150
		Supplies and Expense	100

From: Unappropriated Auxiliary Funds

To:	3-33000	Residence Life Operations Capital Outlay	3,461
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Transfer and Appropriation of Funds

From:	1-10100	General Instruction	
To:	2-23010	University Core Curriculum Personal Services	1,959

From:	2-20050	Student Services Operations	
To:	1-14101	Intramurals Supplies and Expense	1,557

From:	3-30698	Athletics Reserve	
To:	2-20100	Student Programs Supplies and Expense	362

Transfer of Funds

From:	2-22000	Extended Services Revolving Fund	
To:	2-23210	Nursing and Health Professions Professional Practice	3,400

From: Unappropriated Restricted Funds

To:	4-47881	Lilly Center for Teaching and Learning Excellence – Core Curriculum Project Personal Services	95
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**UNIVERSITY OF SOUTHERN INDIANA
HEALTH PROFESSIONS CENTER
LOWER LEVEL COMPLETION PROJECT
SUMMARY OF CHANGE ORDERS**

JULY 8, 1999

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
5	Install chemical resistant sink and modify electric in rooms L045 and L057	Deig Bros. Construction Co.	\$648.43
6	Change lower level entry and corridor floor finish from carpet to porcelain tile	Deig Bros. Construction Co.	\$13,656.50
	TOTAL AMOUNT OF CHANGE:		\$14,304.93

UNIVERSITY OF SOUTHERN INDIANA

**LIBERAL ARTS CENTER PROJECT
SUMMARY OF CHANGE ORDERS**

JULY 8, 1999

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
25	Modify the electrical system in the Language Lab as requested by owner and per PR-39	Mounts Electric Co.	\$17,309.00
26	Install technology cables and switching in Language Lab for the Sony equipment purchased by owner and per PR-39	Industrial Contractors, Inc.	\$23,274.00
	TOTAL AMOUNT OF CHANGE:		\$40,583.00

**UNIVERSITY OF SOUTHERN INDIANA
 SCIENCE CENTER LABORATORY
 RENOVATION PROJECT
 SUMMARY OF CHANGE ORDERS**

JULY 8, 1999

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
10	Provide and install drench hose/eye wash in laboratory SC 53 per PR-11	Lichtenberger Construction Co.	\$823.00
11	Increase size of gas line to emergency generator per PR-12	Lichtenberger Construction Co.	\$5,094.00
12	Provide and install boiler to allow the removal and replacement of the high temperature water piping in utility tunnel per PR-13	Lichtenberger Construction Co.	\$21,964.00
13	Install ceiling bulkhead and relocate piping in ceiling cavity to allow the installation of new ductwork per PR-14 and PR-15	Lichtenberger Construction Co.	\$3,462.00
14	Change the light fixture layout in rooms 53, P53, 54, P54, 91D and 92 and install bulkhead for two doors	Lichtenberger Construction Co.	\$2,846.00
15	Install variable air volume monitoring station on Return Fan No. 1	Lichtenberger Construction Co.	\$5,002.00
	TOTAL AMOUNT OF CHANGE:		\$39,191.00

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

JULY 8, 1999

CHANGE ESTIMATE NUMBER	DESCRIPTION	CONTRACTOR(S)	PROPOSAL AMOUNT
GC-14	General construction revisions for installing trash chute	Lichtenberger Construction Co.	\$15,007.00
MC-6	Install garbage disposal in Resident Coordinator's suite	Goedde Plumbing and Heating Co.	\$110.00
MC-7	Additional sprinkler work required at third floor lobby and trash chute	Goedde Plumbing and Heating Co.	\$4,554.00
MC-8	Install concealed sprinkler heads in 7 ft. ceilings in Building A and all areas of Building B and reroute main in Building B at the third level	Goedde Plumbing and Heating Co.	\$8,912.00
MC-9	Install hot water trash chute wash down piping and valves	Goedde Plumbing and Heating Co.	\$3,900.00
EC-6	Modify electric and lights in trash chute area and use plastic cover plates instead of stainless steel	Premier Electric Co.	\$4,836.00
	TOTAL AMOUNT OF CHANGE:		\$37,319.00