

AGENDA
JOINT MEETING
FINANCE AND CONSTRUCTION COMMITTEES

UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES

September 5, 2002

(FINANCE COMMITTEE)

1. REVIEW OF 2001 FINANCIAL STATEMENTS RESTATED IN THE GASB (GOVERNMENTAL ACCOUNTING STANDARDS BOARD) FORMAT
2. APPROVAL OF YEAR-END BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS FOR FISCAL YEAR 2001-2002 (Attachment A)
3. REVIEW OF RECOMMENDATION FOR 2003-04 HOUSING RATES

Approval of the following housing rates for 2003-04 for recommendation to the Board of Trustees is recommended.

| | CURRENT RATE | PROPOSED RATE | EFFECTIVE DATE |
|---|-------------------------|--------------------------|---------------------------|
| <u>FALL OR SPRING SEMESTER</u> | | | |
| <u>McDONALD or O'DANIEL APARTMENT</u> | | | |
| Two Bedroom: Two students per bedroom | \$1,320 | \$1,370 | 7-01-03 |
| One student per bedroom | 2,400 | 2,540 | 7-01-03 |
| One Bedroom: Two students | 1,625 | 1,680 | 7-01-03 |
| One student | 3,100 | 3,220 | 7-01-03 |
| <u>GOVERNORS, NEWMAN, or O'BANNON HALL</u> | | | |
| Two Bedroom: Two students per bedroom | \$1,320 | \$1,370 | 7-01-03 |
| One student per bedroom | N/A | 2,540 | 7-01-03 |
| One Bedroom: Two students | 1,320 | 1,370 | 7-01-03 |
| One student | 2,450 | 2,540 | 7-01-03 |
| <u>GOLDEN TOWER APARTMENT</u> | | | |
| Two Bedroom: Two students per bedroom | \$1,320 | \$1,370 | 7-01-03 |
| Three students | 1,700 | 1,760 | 7-01-03 |
| One student per bedroom | 2,450 | 2,540 | 7-01-03 |
| Family | 3,600 | 3,740 | 7-01-03 |
| One Bedroom: Two Students | 1,625 | 1,680 | 7-01-03 |
| One Student | 3,100 | 3,220 | 7-01-03 |
| Family | 3,100 | 3,220 | 7-01-03 |

SUMMER SESSIONS

Summer session rates, effective May 1, 2003, are indexed to the semester rates above. The rate for each five-week summer session is 20 percent of the one-semester rate.

4. REVIEW OF RECOMMENDATION FOR 2003-04 MEAL PLAN RATES

Students who live in the Residence Halls (Newman Hall, Governors Hall, and O'Bannon Hall) are required to purchase a Resident Meal Plan. Three plans are available from which students can choose. The proposed rates allow for normal increases in food and labor costs.

Approval of the following meal plan rates for 2003-04 for recommendation to the Board of Trustees is recommended.

FALL OR SPRING SEMESTER

| | <u>CURRENT RATE</u> | <u>PROPOSED RATE</u> | <u>EFFECTIVE DATE</u> |
|------------------|-------------------------|--------------------------|---------------------------|
| Red Eagle Plan | \$1,496 | \$1,530 | 7-01-03 |
| White Eagle Plan | 1,349 | 1,390 | 7-01-03 |
| Blue Eagle Plan | 1,159 | 1,200 | 7-01-03 |

SUMMER SESSIONS

Meal plans are not offered during summer sessions.

(CONSTRUCTION COMMITTEE)

5. REVIEW OF CHANGE ORDERS FOR THE SCIENCE AND EDUCATION CENTER (Attachment B)

BUDGET APPROPRIATIONS, ADJUSTMENTS, AND TRANSFERS FOR 2001-02

1. Additional Appropriation of Income

| | | | |
|-------|--|---|------------------------|
| From: | Unappropriated Current Operating Funds | | |
| To: | 1-10110 | Signature Learning Center Personal Services | 1,931 |
| To: | 1-10160 | USI Chamber Choir Supplies and Expense | 44,107 |
| To: | 1-10170 | USI Theatre Personal Services Supplies and Expense Repairs and Maintenance | 1,227 22,227 200 |
| To: | 1-10190 | WSWI Supplies and Expense | 6,140 |
| To: | 1-10195 | Southern Indiana Review Supplies and Expense | 1,127 |
| To: | 1-10200 | School of Liberal Arts Supplies and Expense Capital Outlay | 5,938 444 |
| To: | 1-10210 | Art and Music Supplies and Expense | 868 |
| To: | 1-10213 | Art Education Supplies and Expense | 2,075 |
| To: | 1-10300 | School of Science and Engineering Personal Services Supplies and Expense | 11,700 12 |
| To: | 1-10320 | Engineering Supplies and Expense | 2,310 |
| To: | 1-10340 | Chemistry Supplies and Expense | 5,074 |
| To: | 1-10350 | Geology and Physics Supplies and Expense | 693 |
| To: | 1-10400 | School of Nursing and Health Professions Supplies and Expense | 5,034 |
| To: | 1-10470 | Radiologic Technology Supplies and Expense | 560 |
| To: | 1-10700 | School of Business Personal Services Supplies and Expense | 3,125 134 |
| To: | 1-10740 | Information Systems and Business Education Supplies and Expense | 2,614 |

| | | | |
|-------|---------------------------------|--|------------------------|
| To: | 1-10760 | Management and Marketing Personal Services | 17,000 |
| To: | 1-10800 | School of Education and Human Services Personal Services | 1,000 |
| To: | 1-10840 | Teacher Education Supplies and Expense | 11,110 |
| To: | 1-10910 | Continuing Education Supplies and Expense | 8,915 |
| To: | 1-13200 | Library Supplies and Expense Capital Outlay | 3,881 19,648 |
| To: | 1-14002 | Office of the Registrar Supplies and Expense | 205 |
| To: | 1-15000 | Physical Plant Supplies and Expense | 265,086 |
| To: | 1-15700 | Security Personal Services Supplies and Expense Repairs and Maintenance | 5,980 40,977 535 |
| To: | 1-16150 | Distribution Services Supplies and Expense | 54,092 |
| To: | 1-16230 | News and Information Services Capital Outlay | 7,374 |
| To: | 1-16300 | Publications Supplies and Expense | 111,541 |
| To: | 1-16301 | Duplicating Services Supplies and Expense | 228,668 |
| To: | 1-16302 | Copy Center Services Supplies and Expense | 139,086 |
| To: | 1-16303 | Graphic Design Supplies and Expense | 36,687 |
| To: | 1-16305 | Color Copying Services Supplies and Expense | 29,172 |
| To: | 1-16400 | Development Personal Services Capital Outlay | 8,704 3,085 |
| From: | Unappropriated Designated Funds | | |
| To: | 2-20000 | Student Services Fees Supplies and Expense | 92,568 |
| To: | 2-20061 | Spring Festival Supplies and Expense | 20,324 |

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|-----|---------|--|--------|
| To: | 2-20062 | Eagle Gran Prix Supplies and Expense | 6,321 |
| To: | 2-20070 | Eagle Leaders Supplies and Expense | 451 |
| To: | 2-20100 | Student Programs Supplies and Expense | 1,388 |
| To: | 2-20125 | Gospel Choir Supplies and Expense | 16,302 |
| To: | 2-20200 | Activities Programming Board Supplies and Expense | 6,644 |
| To: | 2-20760 | International Programming Supplies and Expense | 3,651 |
| To: | 2-21000 | Academic Facilities Fees Supplies and Expense | 15,218 |
| To: | 2-21100 | University Services Fee Supplies and Expense | 21,413 |
| To: | 2-21105 | Student Activity Fee Supplies and Expense | 7,425 |
| To: | 2-22000 | Extended Services Revolving Fund Supplies and Expense | 6,994 |
| To: | 2-22040 | Chicago Trip Fall 2001 Supplies and Expense | 1,312 |
| To: | 2-22080 | Mid-America Conference for Teachers of Psychology Supplies and Expense | 4,994 |
| To: | 2-22081 | Department of Social Work - School Social Work Institute Supplies and Expense | 11,799 |
| To: | 2-22082 | Tri-State World Trade Council Supplies and Expense | 2,477 |
| To: | 2-22250 | Saturday School Supplies and Expense | 22,361 |
| To: | 2-22500 | Corporate Training Program Supplies and Expense | 25,934 |
| To: | 2-23100 | Faculty Development Travel Supplies and Expense | 10,595 |
| To: | 2-23130 | Faculty Enhancement – Science and Engineering Supplies and Expense | 9,087 |

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|-------|--------------------------------|---|---------|
| To: | 2-23180 | Faculty Enhancement – Education and Human Services Personal Services | 1,735 |
| | | Supplies and Expense | 3,535 |
| | | Capital Outlay | 15 |
| To: | 2-23200 | Occupational Therapy Professional Practice Unit Supplies and Expense | 16 |
| To: | 2-23210 | Nursing and Health Professions Practice Unit Supplies and Expense | 813 |
| To: | 2-23220 | Anticoagulant Practice Unit Supplies and Expense | 119,569 |
| To: | 2-23225 | Congestive Heart Failure Certificate Program Supplies and Expense | 6,042 |
| To: | 2-23230 | Dental Professional Practice Unit Supplies and Expense | 14,296 |
| To: | 2-23240 | Case Management Practice Unit Supplies and Expense | 6,710 |
| To: | 2-23250 | Lipid Management Practice Unit Supplies and Expense | 816 |
| To: | 2-23255 | Pain Management Practice Unit Supplies and Expense | 4,083 |
| To: | 2-23290 | Video Production Practice Unit Supplies and Expense | 1,866 |
| To: | 2-23305 | Center for Business and Economic Research Supplies and Expense | 3,675 |
| To: | 2-24001 | Procurement Chargebacks Supplies and Expense | 79,049 |
| To: | 2-26103 | Faculty Enhancement - Professor Collins Supplies and Expenses | 575 |
| To: | 2-27000 | RISC (Research, Innovation, Scholarship, Creativity) Awards Supplies and Expenses | 691 |
| From: | Unappropriated Auxiliary Funds | | |
| To: | 3-30200 | University Center Supplies and Expense | 2,528 |
| To: | 3-30201 | University Center Food Service Supplies and Expense | 127,798 |
| To: | 3-30208 | Departmental Food Service Supplies and Expenses | 80,247 |
| To: | 3-30210 | Campus Card Office Supplies and Expenses | 19,947 |

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| To: | 3-30300 | University Licensing Supplies and Expenses | 2,636 |
| To: | 3-30400 | New Harmony Museum Shop Supplies and Expense | 10,401 |
| To: | 3-30500 | Bookstore Supplies and Expense | 680,094 |
| To: | 3-30600 | Athletics Supplies and Expense | 3,437 |
| To: | 3-30602 | Baseball Supplies and Expense | 13,008 |
| To: | 3-30603 | Men's Tennis Supplies and Expense | 1,000 |
| To: | 3-30605 | Women's Basketball Supplies and Expense | 2,500 |
| To: | 3-30607 | Softball Supplies and Expense | 1,500 |
| To: | 3-30608 | Men's Golf Supplies and Expense | 116 |
| To: | 3-30609 | Men's Cross Country Supplies and Expense | 5,431 |
| To: | 3-30611 | Volleyball Supplies and Expense | 371 |
| To: | 3-30698 | Athletic Reserve Supplies and Expense | 13,103 |
| To: | 3-30700 | Athletics Grant-in-Aid Supplies and Expense | 650 |
| To: | 3-30702 | Baseball Grant-in-Aid Supplies and Expense | 4,927 |
| To: | 3-30705 | Women's Basketball Grant-in-Aid Supplies and Expense | 500 |
| To: | 3-30711 | Volleyball Grant-in-Aid Supplies and Expense | 3000 |
| To: | 3-30900 | New Harmony Operations Supplies and Expense | 3,955 |
| To: | 3-30905 | New Harmony Plant Operations Repairs and Maintenance | 5,000 |
| To: | 3-30940 | New Harmony Guest House Supplies and Expenses | 2,636 |

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|-------|---------------------------------|---|-----------|
| To: | 3-32001 | Lincoln Amphitheatre 2001 | |
| | | Personal Services | 9,379 |
| | | Supplies and Expense | 12,158 |
| | | Repairs and Maintenance | 90 |
| | | Capital Outlay | 2,035 |
| To: | 3-32002 | Lincoln Amphitheatre 2002 | |
| | | Personal Services | 2,590 |
| | | Supplies and Expense | 360 |
| | | Repairs and Maintenance | 2,864 |
| To: | 3-32041 | Lincoln Amphitheatre Gift Shop - Clothing | |
| | | Supplies and Expense | 714 |
| To: | 3-32051 | Lincoln Amphitheatre Gift Shop - Toys | |
| | | Supplies and Expense | 334 |
| To: | 3-32071 | Lincoln Amphitheatre Gift Shop - Food | |
| | | Supplies and Expense | 324 |
| To: | 3-32666 | Lincoln Psycho-Path: An Outdoor Haunted Adventure | |
| | | Personal Services | 669 |
| | | Supplies and Expense | 4,890 |
| To: | 3-33400 | Residence Life Activity | |
| | | Supplies and Expense | 3,235 |
| To: | 3-33950 | Golden Tower | |
| | | Personal Services | 100,162 |
| To: | 3-34900 | Auxiliary System Parking Services | |
| | | Supplies and Expense | 7,872 |
| To: | 3-35002 | New Harmony Theatre 2002 | |
| | | Personal Services | 6,589 |
| To: | 3-36200 | Intramurals Operations | |
| | | Supplies and Expense | 338 |
| To: | 3-36210 | Intramurals Programming | |
| | | Supplies and Expense | 11,215 |
| To: | 3-39000 | Theatre Management | |
| | | Supplies and Expense | 94,315 |
| From: | Unappropriated Restricted Funds | | |
| To: | 4-45001 | Pell Grants | |
| | | Supplies and Expenses | 4,488,333 |
| To: | 4-45002 | SEOG - Federal Supplemental Educational | |
| | | Opportunity Grant | |
| | | Supplies and Expenses | 240,084 |
| To: | 4-45004 | College Work Study | |
| | | Personal Services | 206,439 |
| To: | 4-45005 | College Work Study Job Locator | |
| | | Supplies and Expenses | 52,906 |

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| To: | 4-45007 | College Work Study Community Service Personal Services | 25,287 |
| To: | 4-45008 | College Work Study America Reads Program Personal Services | 11,742 |
| To: | 4-45009 | College Work Study Contractor Agreement Personal Services | 6,509 |
| To: | 4-45012 | Indiana Minority Teacher Scholarship Supplies and Expenses | 10,000 |
| To: | 4-45013 | Indiana State Higher Education Grant Awards Supplies and Expenses | 1,952,027 |
| To: | 4-45014 | State of Indiana Scholarships Supplies and Expenses | 11,500 |
| To: | 4-45015 | Robert Byrd Scholarship Program Supplies and Expenses | 3,000 |
| To: | 4-45016 | State of Indiana Nursing Scholarship Supplies and Expenses | 14,800 |
| To: | 4-45017 | 21 st Century Scholarship Supplies and Expenses | 472,278 |
| To: | 4-45018 | Child of Disabled or Deceased Veteran (CDV) Scholarships Supplies and Expenses | 369,879 |
| To: | 4-45021 | National Guard Supplemental Grant Supplies and Expenses | 80,184 |
| To: | 4-45090 | Medical Education General Account Supplies and Expenses | 14,978 |
| To: | 4-45094 | Medical Education – Autoimmune Diabetes Supplies and Expenses | 3,813 |
| To: | 4-45101 | State College Work Study Supplies and Expenses | 1,055 |
| To: | 4-46002 | Community Development Action Program Supplies and Expenses | 9,981 |
| To: | 4-46010 | Medical Education – Technology Fee Plan Supplies and Expenses | 178 |
| To: | 4-46100 | Epi-Hab Center Supplies and Expenses | 6,112 |
| To: | 4-46151 | Campus Program Supplies and Expenses | 4,877 |
| To: | 4-46706 | Perkins Options Program Supplies and Expenses | 13,187 |

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|-------|-----------------------------------|---|--------|
| From: | Unappropriated Auxiliary Reserves | | |
| To: | 3-33400 | Residence Life Activity Supplies and Expense | 2,234 |
| To: | 3-36001 | Recreation and Fitness Center Reserve Supplies and Expense | 31,770 |

3. Transfer of Funds

| | | | |
|-------|---------|--|-----------|
| From: | 1-10000 | General Instruction | |
| To: | 3-32001 | Lincoln Amphitheatre 2001 | 6,554 |
| From: | 1-10000 | General Instruction | |
| To: | 3-35001 | New Harmony Theatre 2001 | 1,607 |
| From: | 1-10000 | General Instruction | |
| To: | 3-30900 | Historic New Harmony Operations | 31,265 |
| From: | 1-10000 | General Instruction | |
| To: | 3-30920 | New Harmony Tours | 15,234 |
| From: | 1-10000 | General Instruction | |
| To: | 3-30940 | New Harmony Guest House | 516 |
| From: | 1-10000 | General Instruction | |
| To: | 6-60080 | Engineering Facilities Reserve | 150,000 |
| To: | 6-60060 | New Harmony Projects Reserve | 35,500 |
| To: | 6-61350 | Science and Education Center | 750,000 |
| From: | 1-10700 | School of Business | |
| To: | 6-60199 | School of Business Office Renovation Project | 75,000 |
| From: | 1-14050 | General Student Services | |
| To: | 2-20125 | Gospel Choir | 6,793 |
| From: | 1-15000 | Physical Plant | |
| To: | 6-60030 | Auto Amortization | 112,949 |
| To: | 6-60060 | New Harmony Projects Reserve | 35,500 |
| To: | 6-60101 | Energy Management Reserve | 250,000 |
| From: | 1-16000 | General Administration | |
| To: | 6-60701 | Campus Technology Fund | 100,000 |
| From: | 1-16300 | Publications | |
| To: | 6-60103 | Copy Equipment Reserve | 106,500 |
| From: | 1-16303 | Graphics Services | |
| To: | 6-60104 | Graphic Equipment Reserve | 11,500 |
| From: | 1-19999 | Current Operating Transfers Out | |
| To: | 6-60100 | Special Projects | 1,000,000 |
| From: | 2-20050 | Student Services Operations | |
| To: | 2-20125 | Gospel Choir | 8,867 |
| From: | 2-20050 | Student Services Operations | |
| To: | 6-60199 | Intramural Lights | 55,000 |

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|-------|---------|--|---------|
| From: | 2-20500 | Shield | |
| To: | 2-20400 | Student Publications | 3,504 |
| From: | 2-20600 | Transition | |
| To: | 2-20400 | Student Publications | 5,971 |
| From: | 2-21100 | University Services | |
| To: | 6-60200 | Parking Facility Fund | 4,792 |
| From: | 2-21105 | Student Activity Fee | |
| To: | 2-20125 | Gospel Choir | 612 |
| From: | 2-22000 | Extended Services Revolving Fund | |
| To: | 2-22350 | Organizational and Professional Development Fund | 16,000 |
| From: | 2-22000 | Extended Services Revolving Fund | |
| To: | 2-22040 | Chicago Trip Fall 2001 | 562 |
| From: | 3-30500 | Bookstore | |
| To: | 6-60035 | Bookstore Reserve | 650,000 |
| From: | 3-30698 | Athletics Reserve | |
| To: | 3-30601 | Athletics Revenue | 13,103 |
| From: | 3-33900 | Residence Life Services | |
| To: | 6-60000 | Auxiliary System | 718,029 |
| From: | 3-34900 | Auxiliary Parking Services | |
| To: | 6-60200 | Parking Facility Fund | 4,792 |
| From: | 3-36000 | Fitness Center | |
| To: | 6-60070 | Recreation and Fitness Reserve | 268,654 |
| From: | 3-36001 | Wellness/Fitness Reserve | |
| To: | 6-61050 | Fitness Center | 31,770 |
| From: | 3-36300 | Athletic Fields | |
| To: | 3-36200 | Intramural Operations | 5,286 |
| From: | 6-60000 | Auxiliary System Reserve | |
| To: | 6-60120 | McDonald East Renovation | 63,314 |
| To: | 6-61400 | Student Residential Building | 211,831 |
| From: | 6-60100 | Special Projects | |
| To: | 6-60150 | Children's Center Renovation | 30,398 |
| To: | 6-60165 | Forum Renovation | 4,625 |
| To: | 6-60186 | Foundation Office Renovation | 8,340 |
| To: | 6-60195 | Technology Center TV Studio Renovation | 11,639 |
| From: | 6-60060 | New Harmony Projects Reserve | |
| To: | 6-60197 | Collection Storage Building Renovation | 2,599 |

4. Transfer and Appropriation of Funds

| | | | |
|-------|---------|---|--------|
| From: | 1-10100 | Academic Affairs | |
| To: | 2-23000 | General Instruction Revolving Fund Supplies and Expense | 2,156 |
| From: | 1-15050 | General Physical Plant | |
| To: | 3-30905 | New Harmony Plant Operations Supplies and Expense | 33,575 |
| From: | 2-20000 | Student Services Fees | |
| To: | 2-21050 | Campus Bus and Shuttle Service Supplies and Expense | 13,982 |
| From: | 2-20050 | Student Services Operations | |
| To: | 1-10212 | Music Instruction | 3,525 |
| To: | 2-20650 | Capital Outlay Southern Hospitality Days Supplies and Expense | 6,651 |
| From: | 2-20750 | Study Abroad Program | |
| To: | 2-20760 | International Programming Supplies and Expense | 1,944 |
| From: | 2-23000 | General Instruction Revolving Fund | |
| To: | 1-10200 | Liberal Arts Supplies and Expense | 1,630 |
| From: | 2-23100 | Faculty Development | |
| To: | 1-10200 | School of Liberal Arts Personal Services | 96 |
| From: | 3-30200 | University Center | |
| To: | 3-30202 | Conference Services Supplies and Expense | 9,134 |

**Report to University of Southern Indiana Board of Trustees
 September 5, 2002**

Change Orders Issued by the Vice President for Business Affairs

On September 6, 2001, the Board of Trustees adopted a procedure related to changes in construction contracts which included the following: "Change orders up to \$25,000 may be issued by the Vice President for Business Affairs and reported to the Board of Trustees at its next meeting." Consistent with that policy, the following change orders have been issued.

PROJECT: Science and Education Center

| | <u>Description</u> | <u>Contractor</u> | <u>Amount</u> |
|--------------------------------|--|---------------------------------------|---------------|
| <u>CO3,</u> <u>Cont. 05</u> | Provide and install aluminum window framing and glass in lower level south exterior wall. | Architectural Sales, Inc. | \$6,140.00 |
| <u>CO3,</u> <u>Cont. 01</u> | Make changes to hardware, doors, and door frames to provide fire rated wall and door systems for laboratories where chemicals are stored and kept. | Industrial Contractors, Inc. | \$2,598.00 |
| <u>CO1,</u> <u>Cont. 06</u> | Make changes to walls, ceilings, and fire stopping to provide fire-rated systems for laboratories where chemicals are stored and kept. | Kite, Inc. | \$9,070.00 |
| <u>CO1,</u> <u>Cont. 13</u> | Make changes to plumbing installation to avoid penetrating walls where fire rating has increased for laboratories where chemicals are stored and kept. | Goedde Plumbing and Heating Co., Inc. | \$2,617.00 |

PROJECT: Miscellaneous Improvements Related to the Construction of the Science and Education Center

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|--------------------------------|---|---------------------------------|------------|
| <u>CO 1,</u> <u>Cont 2A</u> | Make modifications to sanitary sewer piping and manhole, lower an existing natural gas line and make other minor modifications to work for construction of service drive. | Lichtenberger Construction Inc. | \$1,809.00 |
|--------------------------------|---|---------------------------------|------------|