

File

MINUTES  
INDIANA STATE UNIVERSITY  
BOARD OF TRUSTEES

SEPTEMBER 6, 2002

Exhibits

SECTION I

- A. Biennial Operating Budget Request, 2003-05
- B. DegreeLink Budget Request, 2003-05
- C. SouthCentral/SouthEast Budget Request, 2003-05
- D. Indoor Climbing Wall Fees
- E. Disclosure of Interest Statement Summary
- F. In Memoriam:
  - William Peel
  - Alden Smith
  - Kathlyne Sparks
  - Andrew Zeberl

SECTION III

- A. Support Staff Personnel Report

Attachments

SECTION II

- 1. Revenue Report
- 2. Expenditures Report

SECTION IV

- 1. Grants – Information Only
- 2. Vendors Report – Information Only

MINUTES  
INDIANA STATE UNIVERSITY  
BOARD OF TRUSTEES

SEPTEMBER 6, 2002

The Indiana State University Board of Trustees met in regular session at 1:30 p.m. on Friday, September 6, 2002, in the State Room, Tirey Hall.

Trustees present: Mr. Bonds, Mr. Dooley, Mr. Fleetwood, Mrs. House, Mr. Huntsinger, Mr. Shagley, Mr. Smith and Dr. Zietlow. Trustee absent: Mr. Alley.

President Benjamin, Vice Presidents Floyd, Pontius, Ramey, Quatroche and Schafer were present. Also attending were Ms. Melony Sacopulos, University Counsel, Dr. Jerome Cerny, Chairperson, University Faculty Senate, Ms. Trina Langley, Vice Chairperson, Support Staff Council and Ms. Kellee Thomas, President of the Student Government Association.

There being a quorum present, Mrs. House called the meeting to order at 1:35 p.m.

SECTION I

A. APPROVAL OF THE MINUTES (Mrs. House)

On a motion by Mr. Bonds, seconded by Mr. Dooley, the minutes of the July 19, 2002 meeting were approved as presented.

B. DATE OF NEXT MEETING (Mrs. House)

The dates for the next meeting are October 3-4, 2002.

C. REPORT OF THE BOARD PRESIDENT (Mrs. House)

Mrs. House welcomed everyone to the new school year and indicated the Board looked forward to working with everyone in a spirit of cooperation to resolve issues and continue progress in making ISU a better place for its students.

The Board met in retreat on August 23, at the ISU Foundation Office in Indianapolis for a Board self-evaluation and a performance evaluation of the University President.

D. REPORT OF THE UNIVERSITY PRESIDENT (Dr. Benjamin)Enrollment

President Benjamin was pleased to announce an enrollment increase. Official headcount enrollment for fall semester 2002 is 11,714. This is an overall increase of 3.5 per cent. Graduate enrollment increased by 8 per cent. There was a 2 per cent increase in full-time undergraduates while credit hours increased 4 per cent.

Annual Report

The first annual report has been sent to all members of the University community and to external stakeholders. President Benjamin thanked all involved in its production. The report will be helpful as ISU's story is carried to public policy makers, donors, students/parents, faculty, and staff.

Fall Welcome Address

The Fall Welcome address was extremely well attended. President Benjamin was pleased Dr. Cerny, Ms. Gabey, and Ms. Thomas participated. The fall opening reception followed the address.

Memorial Observance

A memorial program for September 11 is planned at 11:00 a.m. Wednesday on the Tirey Hall Plaza. Other events are planned throughout the day and evening around the Wabash Valley. ISU students, faculty, and staff will take part.

Jane Hazeldine Charitable Remainder Trust

The University family was saddened by the recent death of Jane Cunningham Hazeldine, prominent civic leader and patron of the arts. In April on Reunion Day she attended an event in Normal Hall as the building was listed on the National Register of Historic Places. Cunningham Memorial Library was named after Jane's father.

Mrs. Hazeldine was an ardent supporter of Friends of the Library and dedicated her interest in seeing Normal Hall renovated. She left a bequest of \$45,000 to Cunningham Memorial Library and \$45,000 to Normal Hall for a total bequest of \$90,000. ISU is indebted to the late Jane Hazeldine and the Hazeldine family.

Lilly Endowment Challenge Grants

During July and August, Vice President Quatroche, Mr. Ralph Cutter, and Dr. Benjamin visited Board and Foundation members regarding the Lilly Initiative to Strengthen Board Commitment. Proposals for support have been made.

Also underway is the Lilly Initiative to Strengthen Institutions of Higher Education, a \$3.5 million dollar matching gift program for alumni, parents, and students. Specific details on this campaign will be forthcoming in the near future.

International Affairs

Dr. Fernandez commented he had previously reported on the charge by Dr. Benjamin given to the International Affairs Center to review international programs, cost benefit analysis of the programs, and to look at the broad range in activity that would allow a comprehensive approach to international programs on campus. To enhance the University's strategic role in furthering international education and the values set out by the President and Provost in regard to the distinguishing identity, this fall delegations from China and Thailand have visited ISU.

ISU has also been working very hard to develop a relationship with Morocco. Last Spring the Ambassador visited the campus. This summer President Benjamin visited with the new Ambassador in Washington, D.C. The Moroccan Embassy will sponsor the presentation Dr. Benjamin will be giving in Morocco about higher education. One implication can be seen as getting more international students to come to ISU.

Lumina Grant

President Benjamin introduced Dr. Robert Guell who prepared the Lumina proposal following the end of the Lilly project on enhancing the first year experience.

Dr. Guell reviewed the MySuccess Portfolio project and introduced Sarah Myers, a student who described her initial experiences with the electronic portfolio which becomes a part of the distinguishing identity for the University.

E. REPORT OF THE UNIVERSITY FACULTY SENATE CHAIRPERSON  
(Dr. Cerny)

Dr. Cerny extended greetings and encouraged all to work for a productive and engaging year. He noted he was honored once more to serve as Chairperson of the University Faculty Senate. The University Faculty Senate is elected by the

faculty to represent the faculty in deliberations and actions affecting the institution. He felt the ISU Board of Trustees and the administration should take seriously and support the contributions the Senate makes to the functioning of the University. Dr. Cerny recognized and expressed his appreciation to the members of the 2002-03 University Faculty Senate, the Executive Committee, and its officers: Frank Bell, Vice-chairperson; Harriet Hudson, Secretary; and Ed Warner, Parliamentarian.

Dr. Cerny indicated the increase in total enrollment for this fall speaks highly of the efforts to increase retention rates, and he applauded those who have worked so diligently in this effort.

President Benjamin has declared this to be the “year of refinement.” The faculty understand and appreciate the President’s plan. Faculty were especially pleased that improving communication and establishing and implementing a plan to increase salaries to the levels of sister institutions are among this year’s priorities.

Dr. Cerny reported the Faculty Senate Executive Committee has drafted an action plan to build greater participation and unity among faculty, to assert greater influence in institutional collaborative decision-making, and to improve and expand relationships with local and state-wide constituencies.

A draft for a new faculty workload policy has been completed and will be ready for Senate review later this semester. It is also anticipated that the Faculty Economic Benefits Committee will develop a plan to raise faculty compensation to competitive levels and to meet the criteria established by last year’s Faculty Economic Benefits Committee.

Dr. Cerny reminded the Board that the faculty are still waiting for a response to concerns raised last year in regard to the unapproved preamble to the University Handbook.

In its first meeting of the new year, the Senate approved the nominees for standing committees and for the traditional university administrative committees. Several curricular items were debated and approved. At that meeting Dr. Cerny also shared some components of the action plan aimed at improving communication among faculty, students, administration, and the Senate.

The faculty stand ready, willing, and better prepared to meet the challenges that lay ahead. The University administration has declared that its goals are to invest in people, put learning first, enhance enrollment, and diversify income resources. The faculty are eager to productively and cooperatively join in efforts to meet these goals and, in President Benjamin’s words, “refine our institutional identity.”

F. REPORT OF THE SUPPORT STAFF COUNCIL CHAIRPERSON (Ms. Gabey)

Ms. Langley was pleased to represent Support Staff Council Chairperson Wandell Gabey, who was out of state. On behalf of Wandell and the entire Support Staff Council, she welcomed all to the 2002 Fall Semester.

Support staff were pleased that Wandell was given the opportunity, along with other campus leaders, to welcome the campus community at the President's Fall Welcome. Many support staff attended President Benjamin's address and then stayed to enjoy the reception that followed.

Ms. Langley invited all to the Support Staff Council annual soup and sandwich sale around the fountain on September 24. The proceeds from the sale go directly to the Support Staff Scholarship Fund.

Elections were held in August for one-half of the Council districts. Several new representatives and a few returning representatives will attend the first meeting of the new Council and hold election of new officers for the current year.

Ms. Langley reported that Wandell will not be returning to the Support Staff Council this year, but that doesn't mean she won't be heard from in the future. Wandell will continue to be an active voice for support staff at ISU.

As part of her written report Wandell indicated she has thoroughly enjoyed the three years she has been privileged to serve as Chair of the Support Staff Council at ISU. In that capacity she has been able to participate in the retirement of one president and the inauguration of another. She has been a member of the President's Planning and Resources Committee and the Dean's Council and also served on the Institutional Effectiveness Committee and the Human Resources Taskforce as well as many search committees as a representative of the support staff. She has found Board of Trustees meetings to be informative and the board members to be caring people who have the welfare of the University in the forefront at all times. She will continue to work with issues of importance to the campus and trusts that everyone will remember – a quality education for ISU students is the most important task to be performed.

G. REPORT OF THE STUDENT GOVERNMENT ASSOCIATION PRESIDENT  
(Ms. Thomas)

Ms. Thomas reported the freshmen dance was held on August 18, with approximately 1,000 students in attendance.

SGA is working on the Sammies Program with 23 applicants. Also, SGA Senate seats are being filled and committee student representatives appointed. SGA is

trying to expand the Sycamore Psychos to volleyball and football. Students are planning for Unity Day.

Kellee thanked Wandell Gabey, the outgoing Chairperson of the Support Staff Council. Wandell has been wonderful to work with for SGA, and she has been very supportive of student needs.

H. BIENNIAL OPERATING BUDGET REQUEST, 2003-05 (Mr. Floyd)

Recommendation: Approval of the Biennial Operating Budget Request, 2003-05 as presented in Exhibit A.

On a motion by Dr. Zietlow, seconded by Mr. Fleetwood, the recommendation was approved.

I. DEGREELINK BUDGET REQUEST, 2003-05 (Mr. Floyd)

Recommendation: Approval of the DegreeLink Budget Request, 2003-05 as presented in Exhibit B.

On a motion by Mr. Fleetwood, seconded by Mr. Smith, the recommendation was approved.

J. SOUTHCENTRAL/SOUTHEAST BUDGET REQUEST, 2003-05 (Mr. Floyd)

Recommendation: Approval of the SouthCentral/SouthEast Budget Request, 2003-05 as presented in Exhibit C.

On a motion by Dr. Zietlow, seconded by Mr. Bonds, the recommendation was approved.

Representatives from SouthCentral Indiana (Steve Ray) and SouthEast Indiana (William St. Pierre) were introduced. They were pleased Dr. Benjamin came to visit several of the cities to get a better view of the programs which cover an 11 county area with 15 learning centers, serving 2,000 students. In the spring semester of 1995 the first learning center opened with 221 students. They expressed appreciation for the relationship with ISU and the services received through the University.

Dr. Zietlow inquired about the profile of these students. They responded that many are from ages 18 to 35, returning students and many are taking a first course in a postsecondary institution. The students may be employed, most are married with families and children. The top three reasons for coming to these centers are the

times courses are offered, fewer miles to travel and the friendly atmosphere for students.

Dr. Benjamin suggested that an assessment might be necessary to see what additional things could be done to further assist these students.

K. PURCHASES OVER \$250,000 (Mr. Floyd)

Under the University purchasing guidelines, during any calendar year a single purchase of more than \$250,000 or vendors with accumulated purchases in excess of \$250,000 are to be approved by the Board. The following purchase orders require Board approval:

Springhill Heating/Air Conditioning, P0041157, \$259,000.00, Student Services Building.

Junglaus Campbell Company, Inc., P0038529, \$351,300.00, renovation of Lincoln Quad northside.

ElectriCom, P0040666, \$580,816.65, base bid southern route fiber-optic.

Contract Renewal

Advanced Microelectronics, P0040860, \$275,000.04, renewal of three year contract.

SBC Ameritech, Indiana, P0040443, \$325,716.00, telephone maintenance per contract.

Energy USA-TPC, P0040960, \$1,500,000.00, natural gas contract.

Recommendation: Approval of the purchases over \$250,000.

On a motion by Mr. Shagley, seconded by Mr. Huntsinger, the recommendation was approved. Mr. Fleetwood abstained from voting.

L. INDOOR CLIMBING WALL FEES (Dr. Ramey)

With the opening of an indoor climbing wall by mid-September 2002, the Recreational Sports Office has proposed a schedule of user fees which is outlined in Exhibit D.

Recommendation: Approval of the participant fees for the indoor climbing wall as outlined in Exhibit D, effective September 1, 2002.



On a motion by Dr. Zietlow, seconded by Mr. Dooley, the recommendation was approved.

M. DISCLOSURE OF INTEREST STATEMENT SUMMARY (Mr. Schafer)

A Disclosure of Interest Statement Summary is presented in Exhibit E. The statement will be transmitted to the State Board of Accounts as required by statute.

Recommendation: Acceptance and acknowledgement of the Disclosure of Interest Statement Summary as presented in Exhibit E.

On a motion by Dr. Zietlow, seconded by Mr. Dooley, the recommendation was approved.

N. IN MEMORIAM (Mr. Schafer)

Memorial Resolutions are presented in Exhibit F.

William Peel, Electronics Technician, Facilities Management, died on August 24, 2002.

Alden Smith, Associate Professor Emeritus of Business, died on August 3, 2002.

Kathlyne Sparks, Office Assistant (retired), died on July 13, 2002.

Andrew Zeberl, Professor Emeritus of Health and Safety, died on August 8, 2002.

Recommendation: Acceptance of the resolutions and acknowledgement of years of service to the University.

On a motion by Mr. Huntsinger, seconded by Mr. Shagley, the recommendation was approved.

Summary I  
SUMMARY OF 2003-05 OPERATING REQUEST  
FOR INDIANA STATE UNIVERSITY  
\*Fiscal year 2003 expenditures includes technology appropriations made available for operating expenditures by HEA 1196.

	2002-03		2003-04		2004-05		TOTAL BIENNIIUM (\$)
	BUDGET TOTAL (\$)	CHANGE (\$)	REQUEST (%)	TOTAL (\$)	CHANGE (\$)	REQUEST (%)	
<b>EXPENDITURE BUDGET CHANGES</b>	<b>118,596,184</b>	<b>3,353,495</b>	<b>2.8%</b>	<b>121,949,679</b>	<b>3,141,570</b>	<b>2.6%</b>	<b>247,040,928</b>
<b>I. BASE ADJUSTMENTS</b>							
A. Enrollment Change		252,000			0	0.0%	504,000
B. Plant Expansion		0			0		
SUBTOTAL		252,000	0.2%		0	0.0%	504,000
<b>II. PRICE INFLATION</b>							
A. Personal Services		1,791,046			1,826,867		5,408,959
B. Supplies and Expense		245,429			247,883		738,741
C. Student Assistance		90,020			91,820		271,860
SUBTOTAL		2,126,495	1.8%		2,166,570	1.8%	6,419,560
<b>III. QUALITY IMPROVEMENTS</b>							
A. Educational Development Portfolio		250,000			250,000		750,000
B. Expanding Information Technology Expertise		500,000			500,000		1,500,000
C. AOP Summer Institute and Mentoring Program		225,000	0.8%		225,000	0.8%	675,000
SUBTOTAL		975,000	0.8%		975,000	0.8%	2,925,000
<b>TOTAL EXPENDITURE BUDGET</b>		<b>3,353,495</b>	<b>2.8%</b>		<b>3,141,570</b>	<b>2.6%</b>	<b>9,848,560</b>
<b>INCOME BUDGET</b>							
<b>I. STUDENT FEES</b>							
A. Rate Change							
1. Gross Fee Base	48,829,537	976,531	2.0%	49,806,068	996,183	2.0%	100,608,319
2. (Less) Academic Facility Fees	(6,542,859)	(390,872)		(6,933,731)	(145)		(13,867,607)
3. (Less) Other Dedicated/Restricted Fees	(8,204,000)	0	0.0%	(8,204,000)	0	0.0%	(16,408,000)
SUBTOTAL (=Net Unrestricted Fees)	34,082,678	585,659	1.7%	34,668,337	996,038	2.9%	70,332,712
<b>II. FEDERAL FUNDS</b>							
<b>III. STATE APPROPRIATIONS</b>							
A. Operating Expense	75,937,523	2,376,964	3.1%	78,314,487	2,145,387	2.7%	156,774,361
B. Fee Replacement	6,542,859	390,872	6.0%	6,933,731	145	0.0%	13,867,607
C. Technology Funds per HEA 1196	2,033,124	0		2,033,124	0		4,066,248
SUBTOTAL	84,513,506	2,767,836	3.3%	87,281,342	2,145,532	2.5%	176,708,216
<b>TOTAL INCOME BUDGET</b>	<b>118,596,184</b>	<b>3,353,495</b>	<b>2.8%</b>	<b>121,949,679</b>	<b>3,141,570</b>	<b>2.6%</b>	<b>247,040,928</b>

# **DEGREELINK BIENNIAL BUDGET REQUEST 2003 - 2005**

## **BACKGROUND**

### **Introduction**

DegreeLink, a statewide, baccalaureate degree completion initiative, is designed to meet the educational needs of place- and time-bound Hoosier adults. Access to workforce-related degree completion opportunities has been difficult for these adults for several reasons, including little opportunity in underserved rural areas, and a lack of seamless transfer or articulation opportunities which allow students to move from two- to four-year degree programs. DegreeLink was conceived in response to these concerns.

### **CHE Approval**

On April 11, 1997, the Commission for Higher Education (CHE) approved eight DegreeLink degree programs (the program was then known as PEPP - Partnerships for Enhanced Postsecondary Participation) to be offered by ISU statewide via mediated instruction. In June, the CHE recommended that the State Budget Committee and the State Budget Agency allocate state funds to support the DegreeLink (PEPP) project and proposed a schedule for the development and roll out of the degree programs by distance education. The primary delivery focus for these programs was to Ivy Tech and Vincennes University locations, and several Area Learning Centers throughout the state. The initial appropriation (1997-99) for this project by the legislature was \$500,000 for each year of the biennium with an additional \$900,000 in one-time dollars. As of June 2000, a total of 11-degree programs have been approved by the Commission for statewide-mediated delivery. These degree completion opportunities are considered one part of the broader ISU distance education delivery mechanism called "DegreeLink".

### **DegreeLink Goal**

DegreeLink addresses Indiana's need for increased numbers of baccalaureate degree holders in workforce-related fields of study. The overall DegreeLink strategy is to develop comprehensive statewide program articulation between ISU and Ivy Tech and Vincennes University to facilitate bachelor's degree completion through the third and fourth year of ISU programs delivered both on- and off- campus. These three institutions have been constructing this partnership to provide for a more seamless transfer of credits since the middle of 1996. ISU has become a state leader in articulation and transfer through the DegreeLink program and is currently recognized as a transfer-friendly institution. Through its distance education offerings, ISU also has substantially increased access to workforce-related degrees for many Hoosiers, particularly for place- and time-bound adults.

One significant area of positive impact upon ISU enrollments has been that of transfer students with a consistent increase of approximately three percent. During FYO2, Ivy Tech State College and Vincennes University transfer students were enrolled in the following numbers throughout all programs at Indiana State University.

Total ISU Transfer Students By Transfer Institution, 2001-2002

	Ivy Tech State College	Vincennes University
Summer I 01	229	211
Summer II 01	139	124
Fall 01	585	576
Spring 02	581	538

**Enrollment and Degree Completion**

Enrollment and degree completion projections for DegreeLink programs and distance education through fiscal year 2002 have been surpassed. In excess of 1,800 students have been admitted to DegreeLink programs. Since 1998, 170 DegreeLink students have graduated and another 88 have applied for graduation at this writing (8/2002).

During fiscal year 2002, in its fourth full-year of operation, 539 DegreeLink students were enrolled for classes in one of the 11-degree completion programs including 318 who only took courses at a distance. The chart that accompanies this narrative demonstrates successful trends in enrollment growth both on campus and at a distance. Early in fiscal year 2003, student enrollments for summer and fall terms significantly exceed the same point in time for previous years, in part, because students now have a full range of degree offerings available to them. As the number of approved programs have increased, there has been a corresponding growth in overall enrollment. A county-by-county enrollment chart also provides evidence that DegreeLink has had a statewide impact for both distance and on campus transfer students.

While the enrollments reported above comprise the central focus for the DegreeLink effort, the faculty and course development activities supported by the appropriated funds have had a secondary impact on the development and delivery of mediated courses by ISU faculty. Distance education courses enrolled 3,071 students during 2001-2002, a four-year increase approaching 200% from 1997-98. The ISU enrollment growth in these types of courses has occurred during the period in which DegreeLink has been in operation and during a period of rapid development in these kind of offerings throughout U.S. higher education.

**Student Comments**

Early this year, DegreeLink students enrolled in ISU distance education courses were asked how they felt about their experiences. From their comments, the benefits to the largely adult, place-bound students include convenient access to preferred degree options and educational delivery approaches that fit into the constraints of the student's lifestyles. The following are some excerpts from their replies:

“I live in rural Indiana and I would not be able to take these courses, continue teaching and raise my family if not for the Internet format.”

“Ability to work towards a degree that I would not be able to achieve any other way.”

“Freedom to work when convenient as I am employed full time.”

“I had gained so much information that improved my quality of life in terms of my technical expertise and education to make my job easier.”

“Not having to come to campus every week which I couldn’t have done and therefore wouldn’t have been able to enroll in this program – I appreciate the distance education courses.”

### **Interinstitutional Support Committee**

An Interinstitutional Support Committee was established in December 1998 and meets quarterly in support of the DegreeLink partnership and its initiatives. The purpose of this committee is to evaluate and improve administrative functions in admissions, advisement, registration, student records, financial aid, library, bookstore, and those of the bursar. Another goal of this committee has been to develop processes and procedures for creating student awareness of articulated degree programs and to establish uniform support systems for students across the state to ensure the most effective and efficient delivery of DegreeLink distance programs. This committee of approximately 40 senior staff members from Ivy Tech, Vincennes University, and ISU meets regularly as an entire committee and includes several subcommittees that address specific support and service issues. The Interinstitutional Support Committee undergirds the partnership that leads the state in integrating policies supportive of student-centered delivery. Due to the success of DegreeLink, the Interinstitutional Committee will have a broaden institutional wide partnership that can focus on a variety of educational programs representing the full capabilities of our institutions and enhance our service to Indiana.

### **CURRENT BUDGET, EXPENDITURES & PROGRAM ACTIVITIES**

The current appropriation has been directed toward providing continued support for DegreeLink degree completion programs through professional staff services, including regional student support services at three Ivy Tech campuses, operational supplies and expenses, and course and faculty development.

#### **Professional Staff Services**

- Three instructional designers provide professional service to faculty involved in the course development process. To date, these design experts have worked directly with approximately 300 faculty members who are in the process of transforming their courses for distributed education delivery.

- ISU employs three Distance Learning Coordinators at Ivy Tech campuses in Columbus, Indianapolis, and Logansport. They work with Ivy Tech and Vincennes student and academic personnel in Southern, Central, and Northern Indiana. They also assist adult students with admission, registration, and advisement processes, which can be confusing for distance education students. National research indicates that such student services are critical components for the persistence and success of students enrolled at a distance.

### **Supplies and Equipment**

This expense category includes office supplies, printing, telephone, videotapes, travel, and postage that support DegreeLink efforts.

### **Course and Faculty Development**

The Course Transformation Academy (CTA) acquaints faculty with the many course development options that are available, with the pedagogy that works well with adult students who participate in distance education, and with new instructional technologies. Since its inception in 1997, over 270 faculty have participated in the Course Transformation Academy which have received a faculty development stipend for completion. The faculty development program involves the instructional designers, computer pedagogy specialists, and library personnel who are involved in delivering the CTA instruction and in assisting faculty in the transformation of their courses following completion of the CTA curriculum.

### **Course/Program Delivery Support**

A hybrid delivery model, or a mixture of distance delivery of academic courses with in-person student services, supports DegreeLink students. Three full-time DegreeLink coordinators, with office space at Ivy Tech State College campuses in Columbus, Indianapolis, and Logansport, provide community-based student support, and coordinate regional services with student service coordinators located at Ivy Tech and Vincennes University campuses. These part-time coordinators provide additional support to students beyond that offered by the full-time coordinators. Together, this network of coordinators supply a variety of advising, counseling, and logistical support services that help connect distance students to their DegreeLink education. As mentioned above, research supports that this is a vital aspect of a quality distance education opportunity.

ISU video classrooms have been developed in several locations on the Terre Haute campus. These classrooms support the delivery of courses via IHETS satellite and/or two-way audio and video. Additional connectivity has been added to the infrastructure at numerous Ivy Tech and Vincennes University campuses and to select learning centers to enhance their technical capacity to serve distance education students. Additional SUVON connections at ISU, Ivy Tech campuses, and Vincennes University campuses have also increased voice communication, capabilities. ISU also has added a 48-station audio conferencing bridge for real-time voice communication between faculty and students and between groups of students working on collaborative projects during the instructional process.

### **Faculty Development and Support**

Course Transformation Academy (CTA) - The Course Transformation Academy, funded through the initial appropriation, continues to assist faculty in the transformation of face-to-face classes into mediated formats. The CTA is an 8-week faculty development program designed to assist faculty members in learning how to effectively incorporate technology into their teaching. The CTA provides faculty members with the time and resources to investigate, create, and utilize alternative instructional strategies by exploring ideas about teaching, learning, course design, and educational technology. Faculty participants have hands-on opportunities to use an array of technologies, and explore the latest research on learning styles and teaching strategies. Faculty leaders, with expertise and experience in using mediated teaching approaches, are utilized throughout the CTA. This curricular design creates a cascading effect of informed practice as each "class" of CTA graduates gains experience teaching students with technology and then serves as mentors to successive participants. To date, 270 faculty members have participated in the CTA. It is noteworthy that the Course Transformation approach resulted in ISU receiving a highly competitive Learning Anytime Anyplace Program grant for approximately \$1.2 million to develop a virtual instructional designer. It was one of 29 grants from a pool of 653 applicants.

**Course Development Support Teams** - Professional staff - instructional designers, computer specialists, a course development coordinator, an editor, video production staff, graduate students, and student workers -- support faculty efforts to develop their courses in distance education formats. These teams are supported jointly by the DegreeLink appropriation and other University funds. Faculty members engage these support services as they design and develop their courses. The majority of new courses developed for DegreeLink utilize computer technologies (e.g., Internet and Web based applications). As technical capacity continues to increase, many courses that currently utilize video via the IHETS satellite are expected to convert to Internet delivery approaches that utilize video streaming, video caching, and other cutting-edge technologies. These anywhere, anytime, anyplace types of delivery are favored by students and faculty members who are eager to test these computer applications.

### **SUMMARY**

The DegreeLink program has been highly successful. This program has supported ISU as it has become a leader in Indiana for being transfer-friendly, developing articulations with other institutions, and in forming partnerships meaningful to the opportunities provided to Hoosier students. Through implementation of DegreeLink ISU has focused on developing student-centered policies and procedures relating to distance education and transfer students. DegreeLink funding provides important faculty development in the use of technology in instruction that leverages existing state investment in the ISU faculty expertise for the benefit increased numbers of students. Significant technical infrastructure enhancements have also been accomplished through support. In its formative years, DegreeLink programs have experienced significant levels of enrollment growth and serve the educational needs of previously underserved student populations. In short, the state's investment in DegreeLink has been and

continues to be appreciated by increasing numbers of faculty, students, and Hoosier taxpayers.

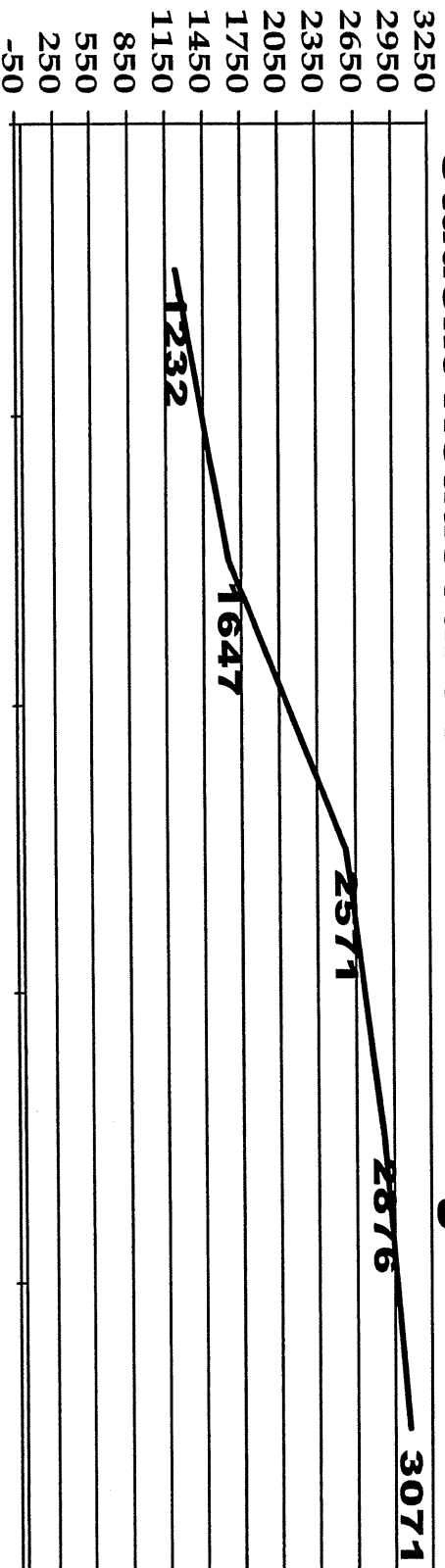
**PROPOSED BUDGET EXPENDITURES**

The University requests recurring continued support of the base DegreeLink appropriation with a maintenance increase of 2% on compensation and 1% on other expenses. This budget request will continue the programs and services model currently in place (described above). This service model has been directed at providing support for DegreeLink programs through professional staff services, including regional student support services at three Ivy Tech campuses, operational supplies and expenses, and course and faculty development. In keeping with its commitment to the state, the University is utilizing fee revenues from DegreeLink students to build the DegreeLink program capacity.

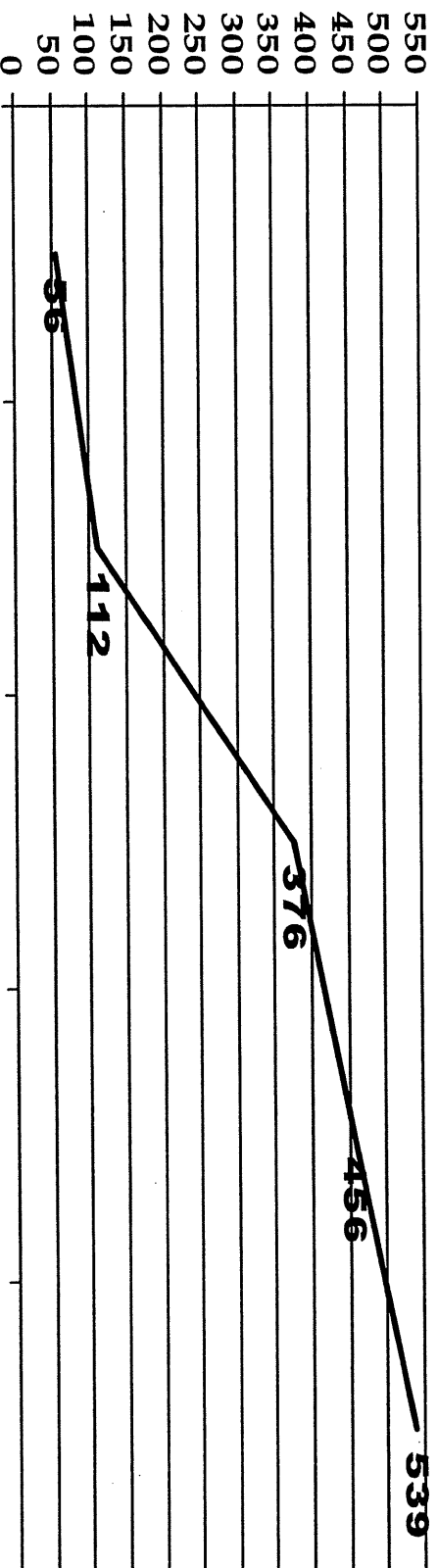


# Indiana State University

## Unduplicated DegreeLink and Distance Education Student Headcount since Start of DegreeLink



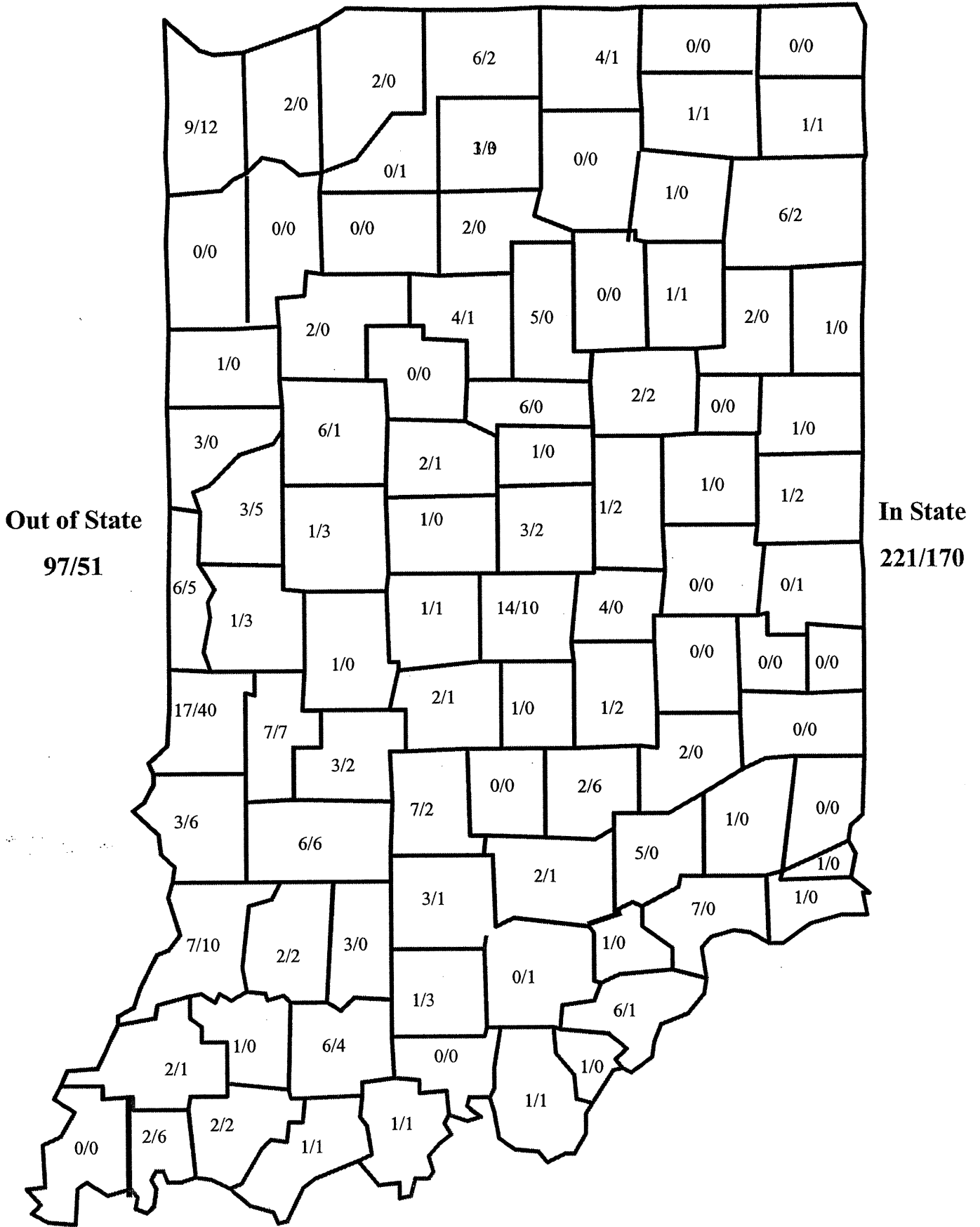
— Distance Students



— DegreeLink Students-Defined as TRANSFER Students into the 11 2+2 programs approved for distance delivery statewide

Information Source: ISU Registrar

# DegreeLink Students FY02 Distance/On Campus



Line Item 1

SUMMARY OF PROPOSED LINE ITEM PROJECTS  
FOR INDIANA STATE UNIVERSITY DEGREE LINK PROGRAM

	2002-03	2003-04		2004-05			
	Total	Increase	%	Total	Increase	%	Total
<b>Line Item Project 1 - Base Budget</b>							
<b>EXPENDITURES</b>							
Compensation	511,583	10,232	2.0%	521,815	10,436	2.0%	532,251
Supplies and Other Expenses	272,186	2,722	1.0%	274,908	2,749	1.0%	277,657
<b>Total</b>	<u>783,769</u>	<u>12,954</u>	<u>1.7%</u>	<u>796,723</u>	<u>13,185</u>	<u>1.7%</u>	<u>809,908</u>
<b>INCOME</b>							
State General Fund	500,375	7,286	1.5%	507,661	7,404	1.5%	515,065
Student Fees	283,394	5,668	2.0%	289,062	5,781	2.0%	294,843
<b>Total</b>	<u>783,769</u>	<u>12,954</u>	<u>1.7%</u>	<u>796,723</u>	<u>13,185</u>	<u>1.7%</u>	<u>809,908</u>

## **SOUTH CENTRAL EDUCATIONAL ASSOCIATION AND ALLIANCE (SCEA)**

### **Executive Summary**

In accordance with the guidelines and instructions prescribed by the Commission for Higher Education and the State Budget Agency, SCEA (Indiana State University as fiscal agent) respectfully submits its 2003-2005 Operating Budget Request.

The SCEA is a collaborative effort between the SCEAssociation, local civic leaders, and the SCEAlliance comprised of Ball State University, Indiana State University (Site manager and Fiscal Agent), Indiana University, Ivy Tech State College, Purdue University, and Vincennes University, who have agreed to coordinate, collaborate, and articulate course offerings to expand and bring cohesiveness to educational opportunities delivered to the region comprised of Greene, Jackson, Lawrence, Martin, Orange, and Washington counties. The collaborative structure of this enterprise is a promising approach to marshal resources and apply them to the educational and workforce development needs in the area.

During the past biennium (2001-2003), SCEA has been very successful in providing educational opportunities and services, increased enrollments, expanding the sites and locations of learning center, receiving grant dollars, and forming collaborative efforts with business and community organizations.

SCEA established one learning center site (Lawrence County) during the fall of 1995. Classes began in the spring of 1996. During the (1999-2001) biennium, three new learning sites were opened for citizens in Greene, Jackson, and Orange counties. Plans for this biennium of 2003-2005, plans are to open new learning sites in Martin and Washington Counties. While the learning site for Jackson County will remain at Seymour High School and the learning site for Greene County will remain at White River Valley High School, plans are to locate the learning sites in Orange County and Washington County to sites outside of local high schools.

---

Student enrollments and services provided have increased greatly in the south central region of Indiana. As indicated on charts are this report, degree-seeking students increased from 275 students in the 1997-98 school year to 749 students in the 1999-2000 year. This is a 172.4% increase in student enrollments in 3 years. Workforce development activities have increased by 17.6% over the last three years. In 1997-98, 273 individuals were taking classes and in 1999-2000, there were 321 students taking classes. During the 1997-98 year, a total of 548 students were taking classes and during the 1999-2000 year, 1070 students took classes. This is a 95.3% increase in the number of students enrolled in postsecondary educational activities. During the 2000-2001 year, 987 students enrolled in credit classes and 520 enrolled in non-credit workforce classes, a total of 1507 students. These figures represent a 40% increase in enrollments from the

previous year. In addition, 127 individuals participated in personal enrichments classes at the learning sites.

Enrollment figures for the 2001-2002 year, 1291 students participated in credit classes, 423 students enrolled in non-credit workforce classes for a total of 1714 students, an increase of 14% over the previous year. In addition, 545 individuals participated in personal enrichment classes.

SCEA received \$6,200,000 in grant dollars during the 2001-2003 biennium. The SC CAPE (South Central Community Alliance to Promote Education is a grant funded by the Lilly Endowment, Inc. The purpose of the grant is to focus on Early Childhood, Parenting and Family Intervention; School Improvement, Professional Development and Higher Student Achievement; and Workforce Development, Career Training and Lifelong Learning. SCEA Area Learning Centers were used as a model for the SC CAPE grant in order to create Community Learning Centers for citizens in Lawrence, Martin, Orange and Washington Counties.

SCEA continues to expend dollars from a grant awarded to the Greene County Area Learning Center in 1999. The Lilly Endowment grant has supplied technology equipment and professional developmental activities. The grant extension will be completed in November, 2002.

An innovative partnership between SCEA and Clarian Health was created in order to provide health care and delivery opportunities in Lawrence County. T1 lines, Vtel two-way video equipment, monitors, and computers will be placed at the Bedford Regional Medical Center. The initiative will enhance learning environments, especially in the "telemedicine" approach. Students seeking to enter or reenter the health care industry will have the opportunity to take classes through Hoosier institutions of higher learning, without having to travel long distances to campuses.

The budget request recommends a 2% increase in compensation and a 1% increase in all other budget items for the 2002-2003 year plus similar increases for 2003-2004. A substantial increase is requested for the 2004-2005 year due to the ending of the SC CAPE grant and the increased costs for compensation and other budget items.

---

For quality improvement and enhanced services, the budget request recommends a 35.5% increase in funding supporting the new centers created in 2002-2003 and for technology equipment at each of the learning sites, and for the Access Indiana Statewide Backbone (AISB) recurring costs for line connections.

Completion of the recommendations included in the quality improvement request will provide enhanced access to areas with learning center sites with a broad spectrum of educational programs and services and to areas currently underserved. Increased adult participation in postsecondary educational programs should be a direct result of expanding the scale of the SCEA in its six-county region.

# **SOUTH CENTRAL EDUCATION ASSOCIATION AND ALLIANCE**

## **2003-2005 BUDGET REQUEST**

### **History**

The South Central Education Association, Inc., (known as the SCEAssociation or the "Association"), a group of local civic leaders, and a partnership of post-secondary institutions known as the South Central Education Alliance (referred to as the SCEAlliance or the "Alliance" and composed of Ball State University, Indiana State University, Indiana University, Ivy Tech State College, Purdue University, and Vincennes University) was organized to expand specified educational services available to the place bound students of the six-county region known as South Central Indiana. This region includes: Greene, Jackson, Lawrence, Martin, Orange, and Washington counties.

The original Alliance institutions agreed to coordinate, collaborate, and articulate course offerings that expand and provide educational opportunities to citizens of the region. In addition, distance education courses and programs delivered by the Indiana Partnership for Statewide Education (IPSE) institutions through the Indiana College Network (ICN) were made available in locations with appropriate technology in place. With the rapid development of courses delivered through internet/WEB technologies and IHETS/IPSE, all of Indiana's public postsecondary institutions deliver educational programs that are accessible to the citizens of South Central Indiana. This trend and availability of courses and programs will become even more prevalent and sophisticated with access to the Access Indiana Statewide Backbone (AISB).

Indiana State University continues to broker educational services and is fiscal agent for the South Central Education Association.

---

During spring 1996, courses were offered at the first area learning center located in Lawrence County at the Vo-Tech Center on the Bedford-North Lawrence campus. In November 1998, the Orange County Area Learning Center, located at the Paoli Jr.-Sr. High School. One month later, the Greene County Area Learning Center, located at the White River Valley High School, began offering courses. In January 2000, the Area Learning Center for Jackson County was opened at the Seymour High School. In the Fall of 2002, the Martin County Learning Center will open to bring post-secondary opportunities to citizens living in Martin County. Plans are to open a learning center in Washington County during the 2003 year.

## **Mission and Goals**

The mission of this initiative is to deliver a menu of programs and services that respond to individual, community, and workforce as well as economic development needs and plans. Success will be achieved through the combined effort of: the Association and area advisory committees; business, industry, and organized labor; and economic and workforce development organizations and governmental agencies as they work with Hoosier postsecondary institutions. Primary goals are:

- 1) to increase access to educational programs which enable increasing numbers of students to enroll in certificate, degree completion, and workforce development opportunities and to provide an accompanying range of students to reduce barriers to postsecondary participation;
- 2) to reduce logistical barriers for students by offering selected face-to-face programs and courses in Area Learning Centers and Sites while increasing access by expanding electronic delivery of educational opportunities which free students from time and place constraints; and
- 3) to deliver educational opportunities to meet the identified needs of constituent groups and individuals through a coordinated, collaborative, articulated manner without duplication of effort by participating institutions.

## **Achievements**

The community based service plan for delivering education programs and services in south central Indiana provides full-service learning centers utilizing full- or part-time staff to provide individualized "hands on" student services. The focus on a "customer service" orientation has created success in reaching and supporting place-bound students in their entry/reentry into higher education. The value of this approach manifests itself in increased course enrollments and repeat "customers" seeking additional post-secondary education.

---

- **Access** – During the past biennium student service access continues to increase in Greene, Jackson, Lawrence and Orange Counties in the South Central Indiana service area.

Support from two grants, mentioned later, is also providing for additional access to education through the provision new learning sites for Lawrence, Martin, Orange and Washington Counties and for two-way video capability and computers in all of the counties.

- **Participation Levels** - Student enrollments and services provided have increased greatly in the south central region of Indiana. As indicated on charts are this report, degree-seeking students increased from 275 students in the 1997-98 school year to 749 students in the 1999-2000 year. This is a 172.4% increase in student enrollments in 3 years. Workforce development activities have increased by 17.6% over the last three years. In 1997-98, 273 individuals were taking classes and in 1999-2000, there were 321 students taking classes. During the 1997-98 year, a total of 548 students were taking classes and during the 1999-2000 year, 1070 students took classes. This is a 95.3% increase in the number of students enrolled in postsecondary educational activities. During the 2000-2001 year, 987 students enrolled in credit classes and 520 enrolled in non-credit workforce classes, a total of 1507 students. These figures represent a 40% increase in enrollments from the previous year. In addition, 127 individuals participated in personal enrichments classes at the learning sites.

Enrollment figures for the 2001-2002 year, 1291 students participated in credit classes, 423 students enrolled in non-credit workforce classes for a total of 1714 students, an increase of 14% over the previous year. In addition, 545 individuals participated in personal enrichment classes.

- **Grant Support** - SCEA received \$6,200,000 in grant dollars during the 2001-2003 biennium. The SC CAPE (South Central Community Alliance to Promote Education) is a grant funded by the Lilly Endowment, Inc. The purpose of the grant is to focus on Early Childhood, Parenting and Family Intervention; School Improvement, Professional Development and Higher Student Achievement; and Workforce Development, Career Training and Lifelong Learning. SCEA Area Learning Centers was used as a model for the SC CAPE grant in order to create Community Learning Centers for citizens in Lawrence, Martin, Orange and Washington Counties.

SCEA continues to expend dollars from a grant awarded to the Greene County Area Learning Center in 1999. The Lilly Endowment grant has supplied technology equipment and professional developmental activities. The grant extension will be completed in November, 2002.

- **Community Awareness** - Projections indicate that the numbers of students seeking credit classes and participating in workforce development activities will increase during the next biennium. This assumption is based upon the increase during the last biennium and the volume of contacts with individuals, employers in business and industry, chambers of commerce, school corporations and other agencies.



- **Existing Partnerships** – SCEA continues to strengthen the partnership with Clarian Health at the Bedford Regional Medical Center to provide “telemedicine” and other educational activities through the two-way audio/video technologies. This partnership will serve as a model for other health care facilities and the learning sites for the purpose of bringing health education to areas in south central Indiana.

The Bedford Regional Medical Center provides facilities and services to support the installation and utilization of the two-way video equipment and computers that was provided for students who are enrolled in asynchronous courses. This partnership provides significant opportunities for the residents of Lawrence County.

- **New Partnership** – Indiana University Purdue University-Indiana’s Columbus campus and SCEA- Jackson County Learning Center, have entered into a partnership to strengthen and broaden post-secondary opportunities to residents living in Jackson County.

IUPUC provides general educational courses for many degrees while SCEA provides two-way audio/video equipment for students enrolling in distance education.

### **2003-2005 Budget Request**

#### **Maintenance**

The budget request recommends a 2.0% increase in compensation and a 1.0% increase in other budget items above the 2002-2003 budget for program maintenance in 2003-2004 plus similar increases for the second year of the biennium, 2004-2005. The increases are necessary to maintain a pace with the cost of services and materials utilized as well as to maintain/increase the quality and quantity of materials and services for adult students, area employers, and other citizens and organizations. A complete line item budget is included.

#### **Program Maintenance**

	2003-2004	Increase	2004-2005
<b>Base Budget Recurring</b>	\$286,103	\$5,498	\$291,601

## **Funding Request for Expanded Services**

For expanded services, the budget requests recommends an increase in funding supporting: 1) increasing the salary of the Seymour learning center coordinator to a full-time status, 2) the recurring costs for T1 connections to the Access Indiana Statewide Backbone (AISB), and 3) technology equipment at each of the learning center sites.

Implementation of the recommendations included in the Expanded Services request will provide enhanced access to a broad spectrum of educational programs and services to the service areas. Increased adult participation in postsecondary educational programs should be a direct result of expanded scale of the SCEA in its six-county region.

### **Increased Salary for Seymour Learning Center**

Student enrollments at the Seymour learning center continue to increase every year. Hence, it is evident that the coordinator's position should become a full-time position.

### **T1 Connections to the Access Indiana Statewide Backbone (AISB)**

With the installation of T1 lines and two-way equipment, there is a recurring cost of \$16,500 for each of the counties (Jackson, Lawrence, Orange, and Washington). Therefore, \$66,000 of recurring funding is being requested for FY 2003-2004 and for FY 2004-2005. These connections will provide access to nearly 150 two-way video classes during semesters and also provides much grater capability for hundreds of internet/web based courses available from Indiana's universities. This financial support will ensure access to educational programming not otherwise available.

### **Technology and Computer Enhancements**

The learning centers need to update/replace computer equipment due to the increased usage and program improvements and to provide services in each location. Current funding levels are not able to support these needs. Therefore an additional \$50,000 is requested to meet these needs.

	<b>2003-2004</b>	<b>Increase</b>	<b>2004-2005</b>
<b>Expanded Services Request</b>	\$149,050	\$1,705	\$150,755

The total biennial budget request is on the following page.

**Summary**

Implementation of this request will provide a significant amount of additional access and great potential for increasing adult participation levels in higher education.

---

	2002-2003		2003-2004			2004-2005	
	Total	Increase	%	Total	Increase	%	Total
<b>Maintenance</b>							
Compensation	\$237,724	\$4,754	2%	\$242,478	\$4,850	2%	\$247,328
Leases	0	0		0	0		0
Marketing	\$5,000	\$50	1%	\$5,050	\$50	1%	\$5,100
Travel	\$6,000	\$60	1%	\$6,060	\$60	1%	\$6,120
Technology	\$2,915	\$29	1%	\$2,944	\$29	1%	\$2,973
Supplies/Expenses	\$1,000	\$10	1%	\$1,010	\$10	1%	\$1,020
<b>Sub-Total Maintenance</b>	<b>\$252,639</b>	<b>\$4,903</b>		<b>\$257,542</b>	<b>\$4,999</b>		<b>\$262,541</b>
Site Management	\$28,071	\$490		\$28,561	\$499		\$29,060
<b>Total Maintenance</b>	<b>\$280,710</b>	<b>\$5,393</b>		<b>\$286,103</b>	<b>\$5,498</b>		<b>\$291,601</b>
<b>Expanded Services</b>							
Compensation		\$19,500		\$19,500	\$390	2%	\$19,890
T1 Connections		\$66,000		\$66,000	\$660	1%	\$44,660
Technology/Computer Enhance.		\$50,000		\$50,000	\$500	1%	\$50,500
<b>Sub-Total Expanded Services</b>		<b>\$135,500</b>		<b>\$135,500</b>	<b>\$1,550</b>		<b>\$137,050</b>
Site Management		\$13,550		\$13,550	\$155		\$13,705
<b>Total Expanded Services</b>		<b>\$149,050</b>		<b>\$149,050</b>	<b>\$1,705</b>		<b>\$150,755</b>
<b>Total</b>	<b>\$280,710</b>			<b>\$435,153</b>			<b>\$442,356</b>

# COLLEGE COOPERATIVE SOUTHEAST (CCS)

## Executive Summary

### Background

In accordance with the guidelines and instructions prescribed by the Commission for Higher Education (ICHE) and the State Budget Agency, the College Cooperative Southeast, with Indiana State University as fiscal agent and site manager, respectfully submits its 2003- 2005 Operating Budget Request.

With the recommendation of the Commission for Higher Education, the State Budget Agency authorized funding for the CCS in June 1997, and Indiana State University became "broker" of educational services in southeastern Indiana, now named the College Cooperative Southeast (CCS). The CCS has embraced a mission to "provide access to learning opportunities and services which enhance the quality of life in southeastern Indiana." As part of its vision, the CCS will take a lead in connecting communities of southeastern Indiana to education and training opportunities delivered by colleges, universities, and other organizations through collaboration with other Hoosier institutions of higher education. Distance education technologies provide the primary delivery system for these programs with some selected face-to-face instruction, both within and outside the workplace. The main goal is to provide a depth of program choice and student access to a range of pre-collegiate, workforce development, associate, bachelor, and graduate degree programs in a wide spectrum of academic areas. The CCS is uniquely a "community" organization that encourages cooperative and collaborative efforts of post-secondary institutions, and sponsors staffed learning centers oriented to "customer-friendly" delivery of distance education.

The organizational structure includes a Regional Director, Marketing/Administrative Coordinator, Technical Services Coordinator (shared with South Central Indiana Education Association), six full-time Area Learning Center Coordinators, four part-time Assistant Area Coordinators, and seven Learning Site Coordinators. This staff, distributed across southeastern Indiana, provides access to higher education and support services for students. The Learning Center Coordinator will provide assistance, leadership, and support services to all post-secondary institutions that deliver academic programs at 15 learning center locations. Six "full-service" Area Learning Centers are located in Fortville, Greensburg, Lawrenceburg, Madison, North Vernon (library/high school), and Shelbyville. Smaller Community Learning Sites include Batesville (high school and Ivy Tech sites), Brookville, Moores Hill, Rising Sun, Scottsburg, Versailles, and Vevay.

### Achievements

Student enrollments and services have increased significantly in southeastern Indiana over the past two years. The following achievements are indicative of recent progress and include:

- **Access** – Nine CCS learning centers and sites are currently connected to the Indiana Telecommunications Network (ITN) for two-way videoconferencing. Increased access

has also been achieved with successful implementation of learning centers in Hancock, Shelby, and Scott counties (move to Scott County Lifelong Learning Center).

- **Participation Levels** – During FY'01, 1493 students enrolled in 1971 courses, an increase of 42% in enrollment and 35% in the number of individual students. During fiscal 2002, 2002 students enrolled in 2632 courses, an increase of 34% in enrollment and students. Enrollments have nearly doubled over the past two years.
- **Community Services** – The CCS coordinates and hosts programs that range from community education computer classes, to professional development, to courses for small businesses, and other community groups including health care workers and law enforcement officials. The participation level for these community programs range in the hundreds to over a thousand individuals yearly. One of the sponsored IHETS programs hosted at CCS Learning Centers during 2002 was the Indiana Department of Health program on bio-terrorism, as an example of a current topic.
- **Citizen Involvement** – There is continuing interest among citizens, educators, community foundation officials, and local chambers of commerce, to partner with the CCS in current and new efforts for lifelong learning in communities where CCS has a presence. The CCS participation in the Scott County Lifelong Learning Center and Community Alliances for Partnership in Education (CAPE) grants in southeastern counties are examples of CCS leading and/or facilitating in these efforts.
- **Grant Support** – The CCS participated in the U. S. Department of Agriculture Rural Utilities Services program that established additional technology resources for Franklin and Switzerland counties. While funding has expired, much needed distance education resources have been provided to the communities of Brookville and Vevay.

## **Budget Request 2003 - 2005**

For maintenance, the budget recommends a 2% overall increase in compensation and a 1% increase in all other budget items above the 2002-2003 budget for program maintenance in the 2003-2004 budget, plus similar increases for the second year of the biennium, 2004-2005.

The result of these investments will be continued significant increases in the number of participants and levels of service to southeastern Indiana.

A minimal Expanded Services budget is proposed to include a two-way videoconferencing unit for the Moores Hill Learning Center (\$20,000), and T-1 connection (\$16,500) in fiscal 2004, and cost of T-1 connection only (\$16,500) for fiscal 2005. Carry-forward funds are utilized in FY 2004 (\$148,500) and FY 2005 (\$148,500) to continue T-1 connections to the Indiana Telecommunications Network (ITN) in nine locations. Utilization of carry-forward funds is critical to overall technology needs and equipment replacement during the biennium.

# COLLEGE COOPERATIVE SOUTHEAST

## 2003-2005 BUDGET REQUEST

### History

The College Cooperative Southeast (CCS) is the continuation of the "Electronic Campus" initiative begun in 1994 through the Southeastern Indiana College and Continuing Education Coalition (SICCEC). Indiana State University became the broker of educational services in June 1997 and the CCS, under its direction, became a collaborative effort of the State's universities to provide post-secondary education opportunities to meet needs of time-and place-bound students in the original nine county region of southeastern Indiana. In 1999, learning centers initiatives in Hancock and Shelby counties were successfully implemented, becoming part of the CCS.

### Mission and Goals

The mission of the College Cooperative Southeast is to provide access to learning opportunities and services, which enhance the quality of life in southeastern Indiana. This initiative is designed to deliver a menu of programs and services that will respond to individual, community, workforce, and economic development needs and plans specifically:

- To increase access to educational programs and thereby enable increasing numbers of students to enroll in certificate, degree completion, and workforce development opportunities, as well as to provide a full range of learning center services to satisfy the educational needs of students and communities of southeastern Indiana;
- To reduce logistical barriers for students by offering selected face-to-face programs and courses in Area Learning Centers while continuing to expand electronic delivery of programs/courses to Area Learning Centers and Sites through the utilization of asynchronous programs/courses which free students from time and place constraints; and
- To deliver educational opportunities that satisfy identified needs of constituent groups and individuals in a collaborative, coordinated, articulated manner without duplication of effort by participating institutions.

In its marketing of post-secondary educational opportunities in southeastern Indiana, the CCS initiative has also performed its mission in a way that fairly represents and collaborates with all institutions. Marketing of and referrals to partnership institutions are based on agreed-upon protocols with these institutions, especially in areas of business and industry training.

### Achievements

The community based service plan for delivering education programs and services now operating in southeastern Indiana retains the best of the original "electronic campus" concept and supplements that with full-service learning centers utilizing full-time staff to provide individualized "hands on" student services. The plan also maintains Community Learning Sites with part-time staff, thereby providing access to services in smaller communities. The emphasis

on marketing and personal contacts – a "customer service" orientation, has created success in reaching and supporting place-bound students in their entry/reentry into higher education. The value of this approach manifests itself in increased course enrollments and repeat "customers" seeking additional post-secondary education. Achievements in the past two years include:

**Access** – Nine CCS learning centers and sites are currently connected to the Indiana Telecommunications Network (ITN). This provides access in these locations to receive educational programming through two-way videoconferencing. These connections also provide increased bandwidth for Internet-based course access.

**Participation Levels** - Total enrollment for FY 2001 was 1493 students enrolled in 1971 courses with an annualized FTE of 197.1. This was a 42% increase in enrollment and 35% increase in student count over 2000. For the same period, fiscal year 2002, the student count was 2002 with enrollment at 2632, or a 34% increase in students and in enrollments. Annualized FTE for fiscal 2002 was 263.2.

**Citizen Involvement** – There is continuing interest among citizens, educators, foundation directors, chamber of commerce/economic development directors, to partner with the CCS in establishing and continuing efforts and directions for lifelong learning in communities where CCS has a presence. The CCS has actively participated in the Scott County Lifelong Learning Center, worked with educational committees of the chambers of commerce, and with local Community Alliances for Partnership in Education (CAPE) initiatives.

**Community Services** – In addition to enrollment of students for post-secondary Partnership programs, CCS is uniquely situated as a community-based learning center network to deliver courses, seminars, and workshops. These programs may be technology-delivered or face-to-face. They include, for example, American Sign Language (ASL) classes, virtual field trips for elementary students, computer classes, and academy training for police officers, small business seminars, or programs for health care workers. These programs are possible because CCS has offered a vital service – staffed community learning centers. Head counts for these community programs number several hundreds to more than a thousand yearly.

**Grant Support** – The CCS previously received a U. S. Department of Agriculture Rural Utilities Services grant for installation of two-way video and computers at learning centers in Franklin and Switzerland counties. With expiration of funding for T-1 lines, CCS has continued support of these centers within its existing funding.

---

**Community Awareness** - Contacts with community institutions including media outlets, business and industry, chambers of commerce, school corporations, libraries, Purdue Cooperative Extension Service, to name a few, have expanded awareness of post-secondary offerings in this region of Indiana. As evidenced by performance, demand for educational programs and services has increased in all Learning Centers with dramatic growth in several counties. Local community leaders including chambers of commerce and local foundations have solicited CCS expertise in their discussions and designs for community learning initiatives.



## 2003-2005 BUDGET REQUEST

### Maintenance

An increase of 2% in compensation and increase of 1% in other budgeted items above the 2002-2003 budget is requested to provide program maintenance in 2003-2004, plus similar increases for fiscal 2004-2005. These increases are necessary to maintain pace with the cost of service and materials utilized in program delivery as well as to maintain/increase the quality and quantity of materials and service for adult students, area employers, and other organizations and citizens.

Carry-forward funds will be utilized in this proposed biennial budget for this initiative. Additionally, carry-forward funds are utilized for maintenance of older two-way videoconferencing units and computer upgrades in learning centers. All these funds and other one-time funds from previous years will be expended on or before June 30, 2005.

	<b>Program Maintenance</b>		
	<b>2003-2004</b>	<b>Increase</b>	<b>2004-2005</b>
<b>Base Budget Recurring</b>	<b>\$755,037</b>	<b>\$12,797</b>	<b>\$767,834</b>

### Funding Request for Expanded Services

To maximize student enrollment potential in southeastern Indiana counties will require additional investments in learning centers, sites, and technology. This expanded services request will facilitate this goal and provide students with broader access to educational programs and degrees offered through Hoosier post-secondary institutions and professional student services assistance.

Over the past year, growth at the Lawrenceburg Learning Center, coupled with limited capacity to offer additional courses at this facility, has resulted in a critical need to provide a second site in Dearborn County for two-way video access and T-1 connectivity. While staffing is already in place at the Moores Hill Learning Site, expanded funding will cover one-time cost of video conferencing unit, and cost of T-1 connections to the Indiana Telecommunications Network for fiscal 2004 and 2005. Total cost is equal to \$58,300. This overall budget request and expanded services will help offer students in rural areas similar access as those in urban areas.

	<b>2003-2004</b>	<b>2004-2005</b>	<b>Totals</b>
<b>Expanded Services Request</b>	<b>\$40,150</b>	<b>\$18,150</b>	<b>\$58,300</b>

## **Expanded Services – One-Time Expenditures with Existing Resources**

To maximize the student enrollment potential in southeastern Indiana counties will require additional investments in learning centers, technology, and personnel. Funding for these needs, among others, will utilize existing budget resources. All carry-forward funds will be exhausted to cover these needs and others before June 30, 2005.

- A full-time staff complement serving the Madison and Scottsburg Learning Centers, where additional growth in adult participation is anticipated.
- Limited part-time staffing in high enrollment Learning Centers, where course delivery requires extended hours for already limited staffing resources.
- Software upgrades and new computer equipment in all 15 learning site locations in southeastern Indiana.
- Two-way video equipment upgrades and T-1 connections to the Indiana Telecommunication Network at nine Learning Centers during the biennium.

## **Budget Request Summary**

The maintenance portion of the 2003-2004 biennial budget recommends annual increases of 2% in compensation and 1% in equipment, supplies, and other services. The total base budget increase request is 1.7% for 2003-2004, and an additional 1.7% for 2004-2005.

The utilization of carry-forward funds will be expended for support of T-1 connections and other technology needs in southeastern Indiana through June 30, 2005, as well as other priorities.

The overall expanded services request for fiscal 2003-2004 is \$40,150. For fiscal 2004-2005 that request is equal to \$18,150 for cost of T-1 connection relating to the Moores Hills Learning Center.

No plans are being developed currently for establishment of an Area Learning Center in Rush County. However, with some distance learning activities in this county, students have received assistance from Area Learning Center staff in Greensburg and Shelbyville.

## COLLEGE COOPERATIVE SOUTHEAST

### 2003- 2005 Biennial Budget Request

EXPENDITURES	2002-2003		2003-2004			2004-2005		
	Total	Increase	%	Total	Increase	%	Total	
<b>Maintenance</b>								
Regional Services								
Compensation	\$467,628	\$9,353	2%	\$476,981	\$9,540	2%	\$486,520	
Learning Ctr. Hosts/Leases	124,050	1,241	1%	125,291	1,253	1%	126,543	
Marketing	17,800	178	1%	17,978	180	1%	18,158	
Travel	33,761	338	1%	34,099	341	1%	34,440	
Technology	3,244	32	1%	3,276	33	1%	3,309	
Supplies/Expense	28,508	285	1%	28,793	288	1%	29,081	
	<b>\$674,991</b>	<b>\$11,426</b>		<b>\$686,417</b>	<b>\$11,634</b>		<b>\$698,051</b>	
<b>Sub-Total Maintenance</b>	<b>\$674,991</b>	<b>\$11,426</b>		<b>\$686,417</b>	<b>\$11,634</b>		<b>\$698,051</b>	
<b>Site Management</b>	67,477	1,143		68,620	1,163		69,783	
	<b>\$742,468</b>	<b>\$12,569</b>		<b>\$755,037</b>	<b>\$12,797</b>		<b>\$767,834</b>	
<b>Expanded Services</b>								
Technology - T-1 Line		\$36,500		\$36,500	\$16,500		\$16,500	
<b>Sub-Total Expanded Service</b>		<b>\$36,500</b>		<b>\$36,500</b>	<b>\$16,500</b>		<b>\$16,500</b>	
<b>Site Management</b>		3,650		3,650	1,650		1,650	
<b>Total Expanded Services</b>		<b>\$40,150</b>		<b>\$40,150</b>	<b>\$18,150</b>		<b>\$18,150</b>	
	2002-2003	Increase		Total	Increase		Total	
<b>TOTAL EXPENDITURES</b>	<b>\$742,468</b>	<b>\$52,719</b>		<b>\$795,187</b>	<b>\$30,947</b>		<b>\$785,984</b>	

Indiana State University  
 Office of Recreational Sports  
 Participant Fees Proposal for Indoor Climbing Wall

The Office of Recreational Sports is excited about the anticipated grand opening of an indoor climbing wall by mid-September 2002. The overwhelming majority of student recreation centers in the nation have built climbing walls with their new construction projects and many institutions have built walls in existing structure such as here. Although our hope was to not charge students for use of the wall, due to overhead costs and student wages, fees will be necessary. Nearly all climbing walls, whether they be privately or publicly owned, charge users fees. This is an activity in which students who are use to climbing would expect to pay fees. Following the review of other institution's policies and procedures for their climbing walls the following rationale and proposal are forwarded for your consideration and action. The fees proposed are in line with most of the lower end levels surveyed.

Expenses (excluding summer)

24 hrs/week regular operation	@	\$5.75/hr X 30 wks	=	\$4,140.00
Weekly instructional workshops	1/hr week @	5.75 X 30 wks	=	172.50
Terre Haute Community Climb	2 staff X	3 hr/wk X 30 wks	=	<u>\$1,035.00</u>
		Total	=	\$5,347.50

Summer schedule could include as many as 10 additional hours per week.  
 Community climbers could easily subsidize those hours.

Overhead – such items as rope, harnesses, and carabiners will need to be purchased on an as needed basis. Expenses for first year overhead should be very limited.  
 Examples of such items: carabiners \$18 ea., harnesses \$24 ea., rope \$1/meter, hand holds \$2-10 ea., belay devices \$15 ea.

Revenue

ISU students/faculty/staff/dependents	\$3/day	\$10/5 days	\$20/semester
Non ISU patrons	\$10/day		

Summer camps could be an additional source of income.

100 students/semester of semester pass	=	\$4,000
200 non ISU patrons hours	=	<u>\$2,000</u>
total	=	\$6,000

Although \$20/semester is a significant value, the purpose of such is to promote the semester pass enough so that more students might take advantage thereby increasing revenue.

Belay Card

Belaying is a mandatory function of climbing. Staff may belay when time and supervision allows. Otherwise participants typically come with a partner who belay for each other. Students who wish to belay must receive a "belay card." This allows students to belay their friends when climbing. Cards would be issued at the completion of a belay workshop. A card is good for one semester at which time a belay "challenge" may be administered free of charge to renew. Card fee: \$5

Climbing Wall Fee Proposal

ISU community:	\$3/day	\$10/5 days	\$20/semester
Non ISU patrons	\$10/day		
Belay Card fee	\$5		

DISCLOSURE OF INTEREST STATEMENT SUMMARY

Annual Disclosure Statement

<u>ISU Staff Member</u>	<u>Name of Vendor or Contractor</u>	<u>Description of Contract or Purchase</u>	<u>Description of the Financial Interest</u>
Michael J. Alley (Board of Trustees)	Fifth Third Bank, IN	Investments & Depository	President & CEO
Jerry C. Dooley (Board of Trustees)	Sagamore Insurance	Hospital has contract to provide health coverage	President and CEO of Hospital
George S. Fleetwood (Board of Trustees)	SBC Ameritech Indiana	Telecommunications Services	President
Barbara P. House (Board of Trustees)	Prudential Financial		Husband /Senior Vice President
Richard J. Shagley (Board of Trustees)	Wright, Shagley and Lowery	None currently - legal services	Partner
Donald E. Smith (Board of Trustees)	First Financial of Terre Haute	Investments & Depository	President and CEO

SECTION I  
Exhibit F  
September 6, 2002

IN MEMORIAM

William Peel

Alden Smith

Kathlyne Sparks

Andrew Zeberl

IN MEMORIAM

WILLIAM PEEL

WHEREAS, William Peel, Electronics Technician in Facilities Management, died on the twenty-fourth day of August two thousand two and;

WHEREAS, William Peel had given loyal and devoted service to Indiana State University for nine years and had gained the respect of those who knew him as a dedicated co-worker and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to his family deep sympathy and condolence and further expresses gratitude and respect for the service which he gave to the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to his family.



IN MEMORIAM

ALDEN J SMITH

WHEREAS, Alden J. Smith, Associate Professor Emeritus of Business, died on the third day of August two thousand two; and

WHEREAS, Alden J. Smith had given loyal and devoted service to Indiana State University and the business department for twenty years and had gained the respect of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to his family deep sympathy and condolence and further expresses gratitude and respect for the superior and dedicated service which he gave to students and the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to his family.

IN MEMORIAM  
KATHLYNE SPARKS

WHEREAS, Kathlyne Sparks, Office Assistant (Retired) in the Registrar's Office, died on the thirteenth day of July two thousand two; and

WHEREAS, Kathlyne Sparks had given loyal and devoted service to Indiana State University for twenty years and had gained the respect and affection of those who knew her as a co-worker and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to her family deep sympathy and condolence and further expresses gratitude and respect for the dedicated service which she gave to students and the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to her family.

IN MEMORIAM  
ANDREW ZEBERL

WHEREAS, Dr. Andrew Zeberl, Professor Emeritus of Health and Safety, died on the eighth day of August two thousand two; and

WHEREAS, Dr. Zeberl had given loyal and devoted service to Indiana State University and the health and safety department for thirteen years and had gained the respect of students and colleagues who knew him as a scholar, teacher and friend;

THEREFORE, BE IT RESOLVED, that the Indiana State University Board of Trustees by this Resolution expresses to his family deep sympathy and condolence and further expresses gratitude and respect for the superior and dedicated service which he gave to students and the University; and

BE IT FURTHER RESOLVED, that this Resolution be spread on the records of the minutes of the Indiana State University Board of Trustees, and that a copy thereof be duly executed and transmitted to his family.

SECTION II  
September 6, 2002

A. UNIVERSITY INVESTMENTS (Mr. Floyd)

At the February 16, 2001, Board of Trustees meeting a resolution was adopted modifying the investment policy and giving the Treasurer authority to manage the short and long-term investments of the University.

The following comparative presentation has been modified to a year-to-date reporting basis for the period from July 1, 2001 to June 30, 2002.

	12-Month Rolling Average Investment	12-Month Rolling Average Rate of Return
<u>Internal Invested Funds</u>		
1. Cash (Sweep)	\$ 7,426,103	1.99%
2. Short Term Invest (1 month to 2 years)	\$ 3,624,053	5.21%
3. Common Fund	\$38,326,650	2.66%
<u>Comparative Index</u> Avg Yield on 90-Day T-Bill		1.77%
<u>External Invested Funds</u>		
1. Medium Term exceeds two years	\$41,937,148	5.32%
<u>Comparative Index</u> Avg Yield on 2 year T-Notes		3.18%

B. VEBA INVESTMENTS (Mr. Floyd)

On December 4, 1998, the Board of Trustees authorized the establishment of a Voluntary Employees' Benefit Association (VEBA) trust for post-retirement health care benefits. The transition of moving the VEBA funding to outside investment professionals was completed by December 31, 1998. The VEBA strategy is to accumulate a total of approximately \$51M by the end of the next ten years. The funding strategy is based on 8% growth which includes a \$2M annual university and employee contribution combined with investment gains. The annualized rate of return for the six months ended June 30, 2002, was -5.18 percent.

C. REAL ESTATE

The University has been asked to waive its right of first refusal on the property located at 800 North 8<sup>th</sup> Street so that the property can be retitled in the name of H&H Realty, LLC.

Recommendation: Approval of the Hellmann request regarding the property at 800 North 8<sup>th</sup> Street.

On a motion by Dr. Zietlow, seconded by Mr. Dooley, the recommendation was approved.

**Indiana State University**  
**Revenue**  
**July 31, 2002**

	<b>Current Budget</b>	<b>Actual Revenue Jul-02</b>	<b>Actual Revenue Jul-01</b>	<b>Revenue FY 01-02</b>
State Of Indiana	85,013,881	6,539,250	6,498,347	85,139,702
Student Fees	33,482,678	3,912,766	3,266,252	30,442,419
Sales and Services	882,000	28,893	31,851	1,010,060
Rent, Interest, Dividends and Gifts	1,811,000	147,505	144,542	1,882,884
Miscellaneous Income	<u>2,008,894</u>	<u>655,981</u>	<u>385,705</u>	<u>1,864,556</u>
Subtotal	\$ 123,198,453	\$ 11,284,395	\$ 10,326,697	\$ 120,339,621
Carryforwards	6,540,001	5,527,898	6,383,259	6,383,259
Pass Thru Income	<u>280,223</u>	<u>280,223</u>	<u>182,039</u>	<u>4,967,225</u>
<b>Grand Total</b>	<b>\$ 130,018,677</b>	<b>\$ 17,092,516</b>	<b>\$ 16,891,995</b>	<b>\$ 131,690,105</b>

**Indiana State University**  
**Expenditures**  
**July 31, 2002**

	FY 2003 Revised Budget	FY 2003 Jul-02 YTD	FY 2002 Jul-01 YTD	FY 2002 Total Year
<b>President</b>				
Wage Expense	1,904,612	128,123	99,410	1,534,856
Benefits	388,747	20,209	14,395	262,458
Student Wage	163,109	(4,439)	7,647	201,468
Supplies Expense	332,888	26,883	18,379	347,686
Travel	33,467	12,486	8,741	45,636
Repair and Maintenance	14,982	642	65	6,949
Capital Equipment	31,837	3,052	4,547	22,298
	<u>\$ 2,869,642</u>	<u>\$ 186,956</u>	<u>\$ 153,184</u>	<u>\$ 2,421,351</u>
<b>Provost-Instruction</b>				
Wage Expense	49,329,111	2,531,720	2,582,844	48,554,198
Benefits	13,871,690	(117,159)	(38,393)	12,669,851
Student Wage	1,642,923	92,596	90,861	1,873,013
Supplies Expense	8,520,350	622,877	625,838	4,305,303
Travel	932,586	310,686	335,806	1,069,479
Repair and Maintenance	435,109	283,041	147,724	585,665
Sp Academic Computing	185,926	17,462	47,259	397,683
Capital Equipment	3,853,407	1,014,280	242,832	3,099,035
	<u>\$ 78,771,102</u>	<u>\$ 4,755,503</u>	<u>\$ 4,034,771</u>	<u>\$ 72,554,227</u>
<b>Business Affairs &amp; Finance</b>				
Wage Expense	2,603,885	184,566	188,969	2,130,841
Benefits	897,787	39,977	46,431	462,891
Student Wage	84,067	5,218	5,105	95,034
Supplies Expense	1,084,626	79,214	86,466	1,046,091
Travel	51,075	3,263	4,937	30,749
Repair and Maintenance	56,219	20,749	32,292	42,528
Capital Equipment	614,559	9,937	27,293	120,110
	<u>\$ 5,392,218</u>	<u>\$ 342,924</u>	<u>\$ 391,493</u>	<u>\$ 3,928,244</u>
<b>Administrative Affairs</b>				
Wage Expense	214,194	48,742	33,397	422,038
Benefits	78,104	40,254	39,493	488,176
Student Wage	9,227	160	266	6,909
Supplies Expense	107,965	50,518	17,343	212,636
Travel	22,266	17,159	17,113	22,550
Repair and Maintenance	65,600	5,225	-	71,150
Capital Equipment	17,000	-	-	23,783
	<u>\$ 514,356</u>	<u>\$ 162,058</u>	<u>\$ 107,612</u>	<u>\$ 1,247,242</u>

**Indiana State University**  
**Expenditures**  
**July 31, 2002**

	FY 2003 Revised Budget	FY 2003 Jul-02 YTD	FY 2002 Jul-01 YTD	FY 2002 Total Year
<b>Facilities Mgmt &amp; Power Plant</b>				
Wage Expense	5,060,131	369,512	374,410	4,825,564
Benefits	1,687,288	121,697	113,796	1,446,249
Student Wage	153,074	8,612	15,738	206,806
Utilities	1,023	2,523	3,000	2,884
Supplies Expense	496,713	544,366	530,215	1,007,675
Travel	15,672	3,011	3,784	16,620
Repair and Maintenance	1,195,656	372,352	577,269	1,425,052
Capital Equipment	169,709	113,803	209,943	654,298
	<u>\$ 8,779,266</u>	<u>\$ 1,535,876</u>	<u>\$ 1,828,155</u>	<u>\$ 9,585,148</u>
<b>Advancement</b>				
Wage Expense	1,296,368	120,621	144,508	1,608,045
Benefits	453,378	42,367	47,334	541,563
Student Wage	48,840	2,044	2,768	73,315
Supplies Expense	759,648	178,453	460,168	897,916
Travel	26,026	39,237	42,428	35,358
Repair and Maintenance	5,046	-	-	374
Capital Equipment	37,992	13,451	10,029	36,471
	<u>\$ 2,627,298</u>	<u>\$ 396,173</u>	<u>\$ 707,235</u>	<u>\$ 3,193,042</u>
<b>Student Affairs</b>				
Wage Expense	4,217,946	327,058	307,342	4,045,390
Benefits	1,337,715	93,436	85,755	1,148,227
Student Wage	242,919	3,810	6,721	207,109
Supplies Expense	582,860	93,314	69,253	430,842
Travel	41,682	4,686	7,726	26,196
Repair and Maintenance	65,191	32,418	16,128	41,856
Capital Equipment	81,694	28,944	12,695	75,118
	<u>\$ 6,570,007</u>	<u>\$ 583,666</u>	<u>\$ 505,620</u>	<u>\$ 5,974,738</u>
<b>University Wide</b>				
Wage Expense	22,161	22,161	19,654	258,463
Benefits	5,401,619	450,934	394,847	5,009,455
Student Wage	-	307	129	8,521
Utilities	5,790,604	1,817,666	1,820,094	6,050,821
Supplies Expense	3,996,720	380,433	226,333	8,979,452
Travel	-	-	-	907
Bond & Interest	553,215	-	-	-
Student Aid	7,674,164	2,091,085	1,974,886	6,251,140
	<u>\$ 23,438,483</u>	<u>\$ 4,762,586</u>	<u>\$ 4,435,943</u>	<u>\$ 26,558,759</u>
<b>TOTAL</b>	<b>\$ 128,962,372</b>	<b>\$ 12,725,742</b>	<b>\$ 12,164,013</b>	<b>\$ 125,462,751</b>



SECTION III  
SEPTEMBER 6, 2002

PERSONNEL (Mr. Schafer)

A. FACULTY

Recommendation: Approval of all the items in this section.

On a motion by Mr. Shagley, seconded by Mr. Huntsinger, the recommendation was approved.

1. Appointments

One-year Appointments, 2002-03 Academic Year  
(Effective August 15, 2002, unless otherwise stated)

Ayman Abuhamdieh; Visiting Assistant Professor of Management Information Systems, Organizational Department; Ph.D., Rutgers University; salary \$82,000.

Ronald T. Allen; Visiting Assistant Professor, Department of Aerospace Technology; M.S., Embry-Riddle Aerospace University; salary \$50,000.

John A. Benton; Instructor, Department of History; M.A., Indiana State University; salary \$22,500.

Brad S. Brubaker; Visiting Assistant Professor, Department of Psychology; Ph.D., University of Wisconsin-Milwaukee; salary \$32,000.

Elizabeth G. Chaney; Instructor, Department of Curriculum, Instruction, and Media Technology; M.S., Indiana State University; salary \$30,000.

Scott T. Dreher; Instructor, Department of Geography, Geology, and Anthropology; Ph.D., University of Alaska; salary \$30,600.

Nicholas Farha; Visiting Associate Professor, Department of Electronics and Computer Technology; M.S., Friends University; salary \$54,000.

Deborah G. Flurkey; Instructor, Department of Elementary and Early Childhood Education; M.Ed., Clemson University; salary \$25,000.

Michael R. Frame; Instructor, Organizational Department; M.B.A., Ball State University; salary \$35,700.

Larry J. Gambaiani; Instructor, Department of Educational Leadership, Administration, and Foundations; Ph.D., Indiana University; salary \$35,000.

Michael D. Harrold; Instructor in Composition, Department of English; M.A., Indiana State University; salary \$22,500.

Cheryl L. Kremer; Temporary Assistant Professor, Family and Consumer Sciences; M.S., University of Southern Illinois; salary \$36,400.

Margaret S. Landess; Instructor in Composition, Department of English; M.A., Indiana State University; salary \$22,500.

Katherine R. Lloyd; Instructor, Department of Political Science; M.A., Indiana State University; salary \$22,500.

Tony E. Macheak; Instructor of French, Department of Languages, Literatures, and Linguistics; M.A., Purdue University salary \$23,500.

Robert D. McMahan; Instructor, Analytical Department; J.D., Indiana University; salary \$32,753.

William C. Meadows; Instructor, Department of Geography, Geology, and Anthropology; Ph.D., University of Oklahoma; salary \$22,500.

Terry L. Nicoletti; Visiting Assistant Professor, Department of Industrial and Mechanical Technology; Pittsburgh State University; salary \$47,000.

Gregory W. Putman; Instructional/Technical Support and Laboratory Coordinator, Department of Physics; M.S., Indiana State University; salary \$24,500.

Monty Records; Instructor in Composition, Department of English; M.A., Indiana State University; salary \$22,500.

Melissa J. Reynolds; Instructor, Department of Physical Education; M.S., Indiana State University; salary \$22,500.

Matthew T. Riley; Instructor, Department of Health, Safety, and Environmental Health Sciences; M.P.H., Indiana University; salary \$39,000.

Paula J. Ringo; Instructor, Department of Communication Disorders and Special Education; M.S., Indiana State University; salary \$31,049.

Amanda C. Solesky; SLPA Program Coordinator, Department of Communication Disorders and Special Education; M.S., Indiana State University; salary \$33,397.

William H. Svihla; Instructor, Analytical Department; M.B.A., Indiana State University; salary \$50,000.

Danny M. Vaughn; Instructor, Department of Geography, Geology, and Anthropology; Ph.D., Indiana State University; salary \$30,000.

Millie A. Vaughn; Instructor, Department of Elementary and Early Childhood Education; Ph.D., Indiana State University; salary \$30,000.

Roberta J. Wilson; Instructor, Department of Communication Disorders and Special Education; M.S., Indiana State University; salary \$33,397.

Temporary Part-time Faculty Appointments, 2002-03 Academic Year  
(Effective August 15, 2002)

Rhonda Packer; Visiting Professor, Department of History; Ph.D., University of California; nine hours each semester; salary \$16,742.

Temporary Part-time Faculty Appointments, 2002 Fall Semester  
(Effective August 15, 2002)

Kenneth V. Arini; Lecturer I, Department of Recreation and Sport Management; B.S., Indiana State University (special credentials on file); four hours; salary \$2,200.

Catherine A. Warner Bennani; Lecturer II, Department of English; M.S., Indiana University; twelve hours; salary \$7,920.

D. Sheryl Boatz; Lecturer III, Department of Communication Disorders and Special Education; M.S., Illinois State University; three hours; salary \$3,000.

John Patrick Dolan; Lecturer II, Department of English; M.A., Indiana State University; nine hours; salary \$5,940.

Dale G. Findley; Professor Emeritus, Department of Educational Leadership, Administration, and Foundations; Ph.D., University of Iowa; six hours; salary \$6,000.

Laura L. Fredendall; Lecturer III, Department of Psychology; Psy.D., Indiana State University; six hours; salary \$5,000.

Joan A. Fuelle; Lecturer III, Department of Counseling; Ph.D., Indiana State University; three hours; salary \$3,000.

Cynthia L. Gloye; Lecturer III, Department of Communication Disorders and Special Education; M.Ed., Indiana State University; three hours; salary \$2,325.

Jerry L. Hawkins; Lecturer III, Department of Educational Leadership, Administration, and Foundations; Ph.D., Indiana State University; six hours; salary \$6,000.

Jason K. Hoggatt; Lecturer III, Organizational Department; M.B.A., Indiana State University; two hours; salary \$1,700.

Richard S. Jinbo; Assistant Professor Emeritus, Department of Electronics and Computer Technology; M.Ed., Bowling Green State University; nine hours; salary \$10,800.

David L. Kelty; Lecturer II, Department of English; M.S., Indiana State University; twelve hours; salary \$7,920.

Richard G. Landini; Professor Emeritus of English, Department of English; Ph.D., University of Florida; three hours; salary \$2,325.

Ron G. Martin; Librarian Emeritus and Lecturer II, Department of English; M.S., Indiana State University; three hours; salary \$1,980.

David H. McCarter; Lecturer III, Department of History; Ph.D., University of Iowa; six hours; salary \$4,650.

Daniel J. McGrath; Lecturer III, Department of History; M.S., Indiana State University; eight hours; salary \$6,200.

Robert D. Murphy; Lecturer III, Department of Electronics and Computer Technology; M.S., Purdue University; three hours; salary \$3,600.

Sheila E. Neff; Lecturer III, Organizational Department; M.B.A., Indiana State University; three hours; salary \$2,550.

Walter J. Rinderle; Lecturer III, Department of History; Ph.D., Notre Dame University; six hours; salary \$4,650.

Kyle E. Slaven; Lecturer I, Department of Recreation and Sport Management; B.S., Indiana State University (special credentials on file); two hours; salary \$1,100.

Scott R. Stalcup; Lecturer II, Department of English; M.A., Indiana State University; twelve hours; salary \$7,920.

Kristi K. Williams; Lecturer III, Department of Psychology; Ph.D., Purdue University; three hours; salary \$3,000.

2. Change of Status and/or Pay

Esther L. Acree; extension of temporary appointment as Family Nurse Practitioner Coordinator and Associate Professor, Baccalaureate and Higher Degree Nursing Department; salary \$72,314 per fiscal year; effective July 1, 2002, through June 30, 2003.

Robert W. De France; Assistant Professor of Media Technology, Department of Curriculum, Instruction, and Media Technology; salary adjustment for the 2002-03 academic year; salary \$37,516 per academic year.

Robert Guell; change in assignment from Associate Professor, Department of Economics, to Interim Coordinator of the First-Year Programs and Associate Professor, Department of Economics; salary \$87,124 per fiscal year; effective July 1, 2002, through June 30, 2003.

Peggy Hines; Department of Counseling; delay of approved leave of absence from the fall 2002 semester to the fall 2003 semester.

Michael J. Murphy; Department of Psychology; delay of approved leave of absence from the fall 2002 semester to July 1, 2003, through December 31, 2003.

3. Leaves of Absence

Leaves of Absence, Without Pay, for the 2002-03 Academic Year

James W. Chesebro; Professor, Department of Communication.

Leaves of Absence, Without Pay, for the 2002 Fall Semester

Frederick W. Draper; Professor, Department of Physical Education.

4. Resignations

Melody M. Allison; Library Services; effective July 12, 2002.

Joanne M. Burrows; Educational Leadership, Administration, and Foundations; effective May 4, 2002.

Robert K. Goidel; Political Science; effective May 4, 2002.

Harry L. Marsh; Criminology; effective May 4, 2002.

Ravic P. Ringlaben; Communication Disorders and Special Education; effective May 4, 2002.

Martin A. Vaughan; Life Sciences; effective May 22, 2002.

5. Retirements

Michael D. Brosnan; Associate Professor, Department of Family and Consumer Sciences; retirement leave during the fall semester of the 2002-03 academic year; retirement effective December 14, 2002.

John E. Carter; Professor, Department of Educational Leadership, Administration, and Foundations; retirement leave during the fall semester of the 2002-03 academic year; retirement effective December 14, 2002.

Reece Chaney; Professor, Department of Counseling; retirement leave during the fall semester of the 2002-03 academic year; retirement effective December 14, 2002.

John M. Doty; Professor, Department of Health, Safety, and Environmental Health Sciences; retirement leave during the fall semester of the 2002-03 academic year; retirement effective December 14, 2002.

Marion T. Jackson; Professor, Department of Life Sciences; retirement leave during the fall semester of the 2002-03 academic year; retirement effective December 14, 2002.

Gary Stewart; Professor, Department of Theater; retirement leave during the fall semester of the 2002-03 academic year; retirement effective December 14, 2002.

Doris L. Williams; Associate Professor, Department of Communication Disorders and Special Education; retirement leave during the fall semester of the 2002-03 academic year; retirement effective December 14, 2002.

B. ADMINISTRATION

1. Appointments

Robert L. Barley; Director of Technology Infrastructure Services in Information Technology; M.B.A., Central Missouri State University; salary \$75,000 per fiscal year, prorated from the effective date of July 15, 2002.

Nathan Burris; Coordinator for Technical Support and Programming in DegreeLink; B.S., Indiana State University; salary \$28,000 per fiscal year, prorated from the effective date of August 12, 2002.

Jamie A. Grant; Admissions Counselor, Office of Admissions; B.A., Ripon College; salary \$28,080 per fiscal year, prorated from the effective date of July 15, 2002.

Cleo Magnuson-Jongsma; Instructional Designer, Center for Teaching and Learning; M.S., Dakota State University; salary \$36,000 per fiscal year, prorated from the effective date of August 12, 2002.

Paul E. Plummer; Co-Director of Athletic Training Services within the Department of Athletic Training; M.A., Michigan State University; salary \$55,000 per fiscal year, prorated from the effective date of August 1, 2002.

Kelly M. Sherman; Instrument Repair Technician, Department of Music; SUNY Oswego; salary \$35,000 per fiscal year, prorated from the effective date of August 5, 2002.

#### Temporary Appointments

Richie A. Adderley; Interim Assistant Director, Upward Bound Program; B.S., Indiana State University; salary \$28,540 per fiscal year, prorated for the period of July 1, 2002, through December 31, 2002.

Orville A. Alexander; Director, Small Business Development Center; M.B.A., Indiana State University; salary \$49,789 per fiscal year; effective July 1, 2002, through June 30, 2003.

O. Martin Angell; Assistant Director, Small Business Development Center; M.B.A., Central Missouri State University; salary \$38,251 per fiscal year; effective July 1, 2002, through June 30, 2003.

Jane H. Austin; Area Learning Center Coordinator-Greensburg, College Cooperative Southeast; B.A., Hanover College; salary \$35,015 per fiscal year; effective July 1, 2002, through June 30, 2003.

Faye M. Bradshaw; Instructional Designer, Division of Lifelong Learning; M.A., Western Kentucky University; salary \$35,656 per fiscal year; effective July 1, 2002, through June 30, 2003.

Mark E. Cantin; Assistant Director of the Anthropology Lab, Department of Geography, Geology, and Anthropology; M.A., Indiana State University; salary \$33,990 per fiscal year; effective July 1, 2002, through June 30, 2003.

Gary D. Collings; Executive Director of the ISEAS Project; Ed.D., University of Florida; salary \$70,858 per fiscal year; effective July 1, 2002, through June 30, 2003.

Cindy L. Crowder; Counselor/Advisor/Recruiter, School of Technology; M.S., Indiana State University; salary \$32,623, prorated for the period of July 1, 2002, through August 14, 2002.

Rick L. Donnelly; Technology Coordinator, South Central Indiana Education Alliance/CAPE; B.A., Earlham College; salary \$40,000 per fiscal year, prorated for the period of July 15, 2002, through June 30, 2003.

Elizabeth A. Gaither; Interim Director, Upward Bound Program, Upward Bound Math and Science Project, and the Educational Talent Search; B.S., Indiana State University; salary \$42,308 per fiscal year, prorated for the period of July 1, 2002, through December 31, 2002, or until the position of Director has been filled.

Bret T. Hawkins; Marketing Coordinator, South Central Indiana Education Alliance; B.S., Indiana University; salary \$40,000 per fiscal year, prorated the period of June 25, 2002, through June 30, 2003.

Troy C. Hershman; Assistant Athletic Trainer, Department of Athletic Training; M.S., Ball State University; salary \$35,226 per fiscal year; effective July 1, 2002, through June 30, 2003.

Elizabeth N. Hine; Interim Dean and Librarian, Library Services; M.L.S., Indiana University; salary \$89,980 per fiscal year; effective July 1, 2002, through June 30, 2003, or until the position of dean is filled.

Melissa L. Hughes; extension as Interim Director and Program Development Coordinator, Office of Distance Education; M.S., Indiana State University; stipend of \$1,000 per month as compensation for these added responsibilities; effective July 1, 2002, through June 30, 2003.

Dean E. Johnson; Area Learning Center Coordinator-Orange, South Central Indiana Education Alliance; M.S., Purdue University; salary \$33,443 per fiscal year; effective July 1, 2002, through June 30, 2003.



Kristen E. Kauffman; Assistant Athletic Trainer, Department of Athletic Training; M.S., Indiana State University; salary \$25,500 per fiscal year, prorated for the period of July 22, 2002, through June 30, 2003.

Vernon Scott Keller; Assistant Athletic Trainer, Department of Athletic Training; B.S., Indiana State University; salary \$25,978 per fiscal year; effective July 1, 2002, through June 30, 2003.

Jolynn Kuhlman; Interim Associate Dean, School of Graduate Studies, and Associate Professor, Department of Physical Education; Ph.D., University of Tennessee; salary \$74,490 per fiscal year, prorated for the period of effective July 1, 2002, through December 31, 2002.

Lynn B. Lewis; Academic Advisor, Education Student Services; B.A., Mills College; salary \$30,600 per fiscal year; effective July 1, 2002, through June 30, 2003.

William R. Littlejohn; Director, Blumberg Center for Interdisciplinary Studies in Special Education, and Associate Professor of Special Education, Department of Communication Disorders and Special Education; Ed.D., Indiana University; salary \$80,853 per fiscal year; effective July 1, 2002, through June 30, 2003.

Cinda L. Long; Program Coordinator of the ISEAS Project; M.S., Indiana State University; salary \$31,207 per fiscal year; effective July 1, 2002, through June 30, 2003.

Paul W. Mausel; Project Administrator/Materials Developer, Department of Geography, Geology, and Anthropology; Ph.D., University of North Carolina; salary \$8,000 for the period of July 1, 2002, through February 28, 2003.

Jeanette Nickas; Area Marketing Coordinator-Madison, College Cooperative Southeast; B.A., University of Illinois; salary \$32,531 per fiscal year; effective July 1, 2002, through June 30, 2003.

Leslie D. Payne; Area Learning Center Coordinator-Lawrenceburg, College Cooperative Southeast; M.A., Western Michigan University; salary \$34,080 per fiscal year; effective July 1, 2002, through June 30, 2003.

Stephen D. Ray; Regional Director, South Central Indiana Educational Alliance; Ed.S., Indiana State University; salary \$50,639 per fiscal year; effective July 1, 2002, through June 30, 2003; stipend of \$750 per month from June 1, 2002, through June 30, 2003, as compensation for additional duties.

Teresa L. Reynolds; Business Manager, Blumberg Center; special credentials on file; salary \$26,428 per fiscal year; effective July 1, 2002, through June 30, 2003.

Suzann Conklin Romines; Assistant Learning Center Coordinator-Lawrenceburg, College Cooperative Southeast (43 percent time); A.A., Purdue-Union Institute; salary \$12,400 per fiscal year; effective July 1, 2002, through June 30, 2003.

Rebecca J. Sanders; Area Learning Center Coordinator-North Vernon, College Cooperative Southeast; Ph.D., Walden University; salary \$32,988 per fiscal year; effective July 1, 2002, through June 30, 2003.

Roberta L. Shaw; Coordinator of Entrepreneurial and Special Programs, Division of Lifelong Learning; M.B.A., Indiana State University; salary \$39,799 per fiscal year; effective July 1, 2002, through June 30, 2003.

Dennis L. Skelton; Multimedia Developer on NASA Project, Department of Geography, Geology, and Anthropology; Ph.D., Indiana State University; salary \$5,336 for the period of July 1, 2002, through February 28, 2003.

William E. St. Pierre; Regional Director, College Cooperative Southeast; M.P.A., Northern Kentucky University; salary \$59,077 per fiscal year; effective July 1, 2002, through June 30, 2003.

Jerry R. Steuerwald; Coordinator of Technical Services, College Cooperative Southeast; M.A., Ball State University; salary \$41,660 per fiscal year; effective July 1, 2002, through June 30, 2003.

Fareed F. Taha; Assistant Network Engineer, Information Technology; B.S., Indiana State University; salary \$45,000 per fiscal year, prorated for the period of September 1, 2002, through December 20, 2002.

Susan A. Thacker; Executive Assistant of the ISEAS Project; A.S., Butler University; salary \$34,262 per fiscal year; effective July 1, 2002, through June 30, 2003.

Dale L. Varble; Interim Associate Dean, School of Business, and Professor of Marketing, Organizational Department; salary \$102,230 per fiscal year, prorated for the period of July 1, 2002, through December 31, 2002.

Andrew W. Vincent; Distance Education Video Technician, Telecommunications and Networking Services; B.S., Indiana State University; salary \$33,893 per fiscal year; effective July 1, 2002, through June 30, 2003.

Michelle Iva Marie Walls; Area Learning Center Coordinator-Shelbyville, College Cooperative Southeast; M.A., University of South Florida; salary \$33,303 per fiscal year; effective July 1, 2002, through June 30, 2003.

Priscilla Wolfe; Director of the Leadership Development Initiative, Division of Lifelong Learning; Ph.D., Indiana State University; salary \$65,000 per fiscal year; effective July 1, 2002, through June 30, 2003.

2. Change of Status and/or Pay Rate

Anthony Brentlinger; Information Technology; reclassified to pay level 27; salary \$39,636; effective July 1, 2002.

Kenneth D. Coopwood; Ethnic Diversity; continuation of appointment as Interim Special Assistant to the President for Ethnic Diversity; effective July 1, 2002; resignation effective September 13, 2002.

John P. Gedrick; Human Resources, from Assistant Vice President, Human Resources to Executive Director of Human Resources; effective July 1, 2002.

Charles R. Guinn; Division of Printing; performance-based salary adjustment for the 2002-03 fiscal year; salary \$60,966; effective July 1, 2002.

James Jensen; Facilities Management, Director, Operations and Maintenance; salary from \$60,000 to \$63,600 per fiscal year; effective July 1, 2002; additional duties assigned from full-time position eliminated.

Barbara J. Lawrence; Facilities Management, Director, Custodial Special Services; salary from \$64,250 to \$67,850 per fiscal year; effective July 1, 2002; additional duties assigned from full-time position eliminated.

Robert E. Moffett; Information Technology; salary adjustment for completion of his training program in addition to the performance-based salary adjustment for the 2002-03 fiscal year; salary \$56,750 per fiscal year; effective July 1, 2002.

Dennis M. Orenchick; Facilities Management, Superintendent/Grounds Maintenance; salary from \$55,000 to \$58,600 per fiscal year; effective July 1, 2002; additional duties assigned from full-time position eliminated.

Ellen C. Paxton; Director of Development, University Development and School of Business; adjustment in appointment salary from \$57,500 to \$60,000 per fiscal year, prorated from the effective date of August 14, 2002.

C. Christine Salmon; change of status from a regular appointment as Instructional Designer, Office of Distance Education, to a temporary appointment as Associate Project Director, Division of Lifelong Learning; salary \$40,000 per fiscal year, prorated for the period of June 1, 2002, through August 31, 2002.

Mary Beth Seaward; Terre Haute Center for Medical Education; performance-based salary adjustment for the 2002-03 fiscal year; salary \$38,423 per fiscal year; effective July 1, 2002.

David Lee Taylor; from Interim Assistant Director of Public Affairs to Assistant Director of Public Affairs; Associates Degree, Wabash Valley College; salary \$34,815 per fiscal year, prorated from the effective date of August 21, 2002.

Brett E. Townsend; from Programmer/Analyst, Institutional Computing Services to Assistant Database Administrator in Information Technology; A.A.S. Computer Information Systems, Ivy Tech State College; salary \$42,500 per fiscal year, prorated from the effective date of August 5, 2002.

Allen D. Varner; Division of Lifelong Learning; stipend of \$750 per month for additional administrative duties and responsibilities; effective July 1, 2002, through June 30, 2003.

3. Resignations

Byron D. Bond; Lifelong Learning; effective July 31, 2002.

Robert Dibella; Continuing Education; effective August 30, 2002.

Catherine L. Graham; Admissions; effective July 15, 2002.

Lynn B. Lewis; Education Student Services; effective July 31, 2002.

William S. Yanney; Admissions; effective August 22, 2002.

4. Indiana Cooperative Library Services Authority (INCOLSA)

Elizabeth N. Hine; Interim Dean and Librarian, Library Services, appointed as Director to the Indiana Cooperative Library Services Authority representing the Indiana State University Library for a three year term, effective through June 30, 2005.

C. INTERCOLLEGIATE ATHLETICS1. Appointments

Brenda Coldren; Head Softball Coach; M.A., Drake University; three-year contract for the period July 1, 2002 through June 30, 2005; salary \$40,000 per employment period July 1, 2002 through June 30, 2003, prorated from the effective date of July 15, 2002.

David Hutchison; part-time Assistant Football Coach; 8-month position; salary \$6,656 for the employment period of August 1, 2002 through March 31, 2003.

Megan Stephenson; part-time Assistant Volleyball Coach; 9-month position; salary \$13,444 for the employment period of August 1, 2002 through April 30, 2003.

Reappointments

Joseph Catania; part-time Assistant Track Coach; 9-month position; salary \$4,100 for the employment period of September 1, 2002 through May 31, 2003.

Michael Gulliford; part-time Assistant Football Coach; 8 month position; salary \$6,656 for the employment period of August 1, 2002 through March 31, 2003.

D. RESIDENTIAL LIFE1. Appointments

(Compensation includes maintenance in the form of a furnished apartment and board for the period August 1, 2002 through May 13, 2003.)

Christy Brewer; Assistant Hall Director; salary \$7,200.

Andrew Corn; Assistant Hall Director; salary \$7,300.

Pam Costello; Assistant Hall Director; salary \$7,300.

Tammi Dokes; Assistant Hall Director; salary \$7,200.

Chris Drew; Assistant Hall Director; salary \$7,300.

Craig Enyeart; Assistant Hall Director; salary \$7,200.

Kristen Gaully; Assistant Hall Director; salary \$7,200.

Bashar Haddad; Assistant Hall Director; salary \$7,300.

Stacie Hamilton; Assistant Hall Director; salary \$7,300.

Shaun Harkness; Assistant Hall Director; salary \$7,300.

Jodie Hedden; Assistant Hall Director; salary \$7,200

Shawntae Jones; Assistant Hall Director; salary \$7,300.

Benjamin Eric Kappelmann; Assistant Hall Director; salary \$7,300.

Craig Kilgore; Assistant Hall Director; salary \$7,300.

Mylissa Logan; Assistant Hall Director; salary \$7,200.

Bethany Marksberry; Assistant Hall Director; salary \$7,300.

Greg Nunley; Assistant Hall Director; salary \$7,300.

Stephanie Percy; Assistant Hall Director; salary \$7,300.

Kristen Tippen; Assistant Hall Director; salary \$7,300.

E. SUPPORT STAFF REPORT

The Support Staff Personnel Report for the period ending August 22, 2002 is presented in Exhibit A.

INDIANA STATE UNIVERSITY  
 MONTHLY REPORT OF SUPPORT STAFF EMPLOYEES  
 FOR THE PERIOD ENDING AUGUST 22, 2002

**A. APPOINTMENTS**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>RATE</u>	<u>EFFECTIVE DATE</u>
Buntain, Edwina	Insurance	Ofc Asst III	\$17,063	08-12-02
Claytor, Natasha	School of Business	Ofc Asst III	\$17,063	08-19-02
Davis, Michael	Sycamore Housing	Maint Mech II	\$17,921	07-29-02
Firestone, Jim	Facilities Management	Cust Wrkr	\$15,074	07-22-02
Hensley, Robert	Hulman Memorial Student Union	Cust Wrkr II	\$16,244	08-05-02
Hurlow, Tori	Public Safety	Communication's Ofc	\$20,072	08-19-02
Marrs, Tiffany	Technology Service Center	Ofc Asst III	\$17,063	07-22-02
Maryon, William	Hulman Memorial Student Union	Cust Wrkr II	\$16,244	08-05-02
Maxey, William	Hulman Memorial Student Union	Cust Wrkr II	\$16,244	07-29-02
Monday, Sara	Student Life Programs	Ofc Asst II	\$16,244	07-08-02

**B. LEAVING UNIVERSITY EMPLOYMENT**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
Aballi, Nicholas	Information Technology	07-23-02
Chappelow, Yi-Ling	International Affairs Center	08-16-02
Denton, Danielle	School of Nursing	07-30-02
Evans, David	Facilities Management	07-26-02
Hogue, Roy	Facilities Management	08-16-02
McKenzie, Donna	Insurance	08-02-02
Mitchell, Judy	Facilities Management	07-23-02
Ralston, Mary	21 <sup>st</sup> Century Center	08-16-02
Rather, Douglas	Public Safety	08-23-02
Wilson, Levesta	Early Childhood Education Center	07-12-02
Yaraschefski, Jane	Registrar	08-02-02

**B. LEAVING UNIVERSITY EMPLOYMENT (CONTINUED)**

2. Retirement

<u>NAME</u>	<u>DEPARTMENT</u>	<u>YRS OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Peel, William	Facilities Management	9	10-31-02*

\*Disability Retirement

**C. CHANGE IN STATUS OR RATE**

1. Promotion

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Isbell, Donna	Conferences & Workshops Ofc Asst II \$12,995 (.80% fte)	Lifelong Learning Acct Clerk II \$17,862	08-05-02

2. Transfer

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Daffron, Lolita	Controller Property Acct Specialist \$24,570	Environmental Safety Admin Asst I \$24,570	08-12-02
Goetz, Gina	Office of Gift Management Admin Asst I \$19,461	Arts and Sciences Admin Asst I \$19,461	07-29-02
Stone, Theresa	University Marketing Program Admin Asst I \$21,236	Office of Gift Management Admin Asst I \$21,236	08-26-02
Strange, Angela	Facilities Management Ofc Asst III \$17,433	Registrar Data Entry Op II \$17,433	08-26-02

3. Other

<u>NAME</u>	<u>DEPARTMENT/POSITION FROM</u>	<u>DEPARTMENT/POSITION TO</u>	<u>EFFECTIVE DATE</u>
Heaton, Brent	Public Safety Department Public Safety Officer \$22,318	Public Safety Department Public Safety Officer \$25,979	07-01-02*
Rather, Douglas	Public Safety Department Public Safety Officer \$24,523	Public Safety Department Public Safety Officer \$25,979	07-01-02*

\*Police Academy Certification



C. CHANGE IN STATUS OR RATE (CONTINUED)

4. Skill Base Pay – Facilities Management

<u>NAME</u>	<u>FROM</u>	<u>TO</u>	<u>EFFECTIVE DATE</u>
Barushak, John	Cust Wrkr II \$19,344	Cust Wrkr III \$20,027	07-06-02
Bragg, Vikki	Cust Wrkr II \$18,545	Cust Wrkr III \$19,227	07-06-02
Buffo, Darla	Cust Wrkr II \$16,770	Cust Wrkr III \$17,453	07-06-02
Goad, Jimmy	Cust Wrkr II \$18,935	Cust Wrkr III \$19,617	07-06-02
Kmucha, Ray	Cust Wrkr II \$26,130	Cust Wrkr III \$26,442	07-06-02
McKittrick, James	Cust Wrkr \$15,074	Cust Wrkr \$15,464	07-22-02
Puckett, Kathryn	Cust Wrkr II \$20,027	Cust Wrkr III \$20,709	07-06-02
Sears, Lynda	Cust Wrkr II \$17,492	Cust Wrkr III \$18,174	07-06-02

## SECTION IV

SEPTEMBER 6, 2002

### INFORMATION/DISCUSSION ITEMS

A. Emergency Preparedness Plan - Information Only (Dr. Ramey)

Dr. Ramey commented on the emergency preparedness plan and made copies available. The document will be revisited periodically and amended as needed. Many individuals have been involved. Dr. Benjamin felt the plan is an important piece of work. He noted Bob Murray and Bob Schafer were involved in the early work on this report and Tom Ramey and Bill Mercier have been involved in the final report.

B. Grants – Information Only – Attachment 1 (Dr. Pontius)

Dr. Antonak gave a brief update on grant activity through August 31, 2002, and distributed several handouts.

Mark Green then reviewed the Office of Sponsored Programs Annual Report for July 1, 2002 through June 30, 2002.

C. Agreements – Information Only (Dr. Pontius)

(Copies of the standard agreement forms are on file in the Office of the Secretary of the University).

1. Athletic Training Internships

Agreements have been reached with the following agencies to provide athletic training agreements.

St. Clare Sports Medicine, Crawfordsville, Indiana  
St. Margaret Mercy Healthcare Centers, Hammond, Indiana

2. Community Health Internships

Agreements have been reached with the following agencies to provide community health internships.

Hamilton Center, Terre Haute, Indiana  
Vigo County Health Department, Terre Haute, Indiana

3. Driver Education Internships

Agreements have been reached with the following agencies to provide driver education internships.

Evansville Memorial High School, Evansville, Indiana  
Kouts High School/East Porter County Schools, Kouts, Indiana  
The Link (Fayette County School Corporation), Connersville, Indiana  
Rochester High School, Rochester, Indiana  
South Dearborn Community School Corporation, Aurora, Indiana  
Spencer-Owen Community Schools, Spencer, Indiana  
University of Evansville, Evansville, Indiana

4. Brown Flying School, Terre Haute, Indiana

The purpose of this agreement is to provide flight training internships for students enrolled in the Department of Aerospace Technology.

5. Kindred Hospitals of Indianapolis, Indiana

The purpose of this agreement is to provide internships for students enrolled in the Recreation Therapy Program.

6. West Central Community Hospital, Clinton, Indiana

The purpose of this agreement is to provide clinical experiences for nursing students.

7. Department of Veterans Affairs, Albany, NY

The purpose of this agreement is to provide internships for students in the Doctor of Psychology Degree Program.

D. Purchasing Update – Information Only (Mr. Floyd)

1. Purchases Over \$25,000.00 – Low Bid

Blakleys, P0040251, \$25,641.80, carpet/including installation for Hulman Center.  
Bloomington Ford, Inc., P0040771, \$25,791.25, vehicles.  
Cavinder Elevators, P0040774, \$26,830.00, elevator modernization.  
Hubler Chevrolet, P0031764, \$27,089.00, vehicles.  
Mikes Super-Value, P0041488, \$30,000.00, groceries and supplies for ISU childcare.

Anixter, Inc., P0040911, \$30,000, for the period July 1, 2002 through June 30, 2003.

Hannig Construction, Inc., P0040183, \$33,244.00, provide labor and material to install elevator.

Gateway 2000 Major Accounts, Inc., P0040610, \$33,880.00, computers.

Ulrich Chemicals, Inc., P0040840, \$35,400.00, chemicals.

Western Waterproofing Co., Inc., P0041573, \$36,750.00, Rankin Hall – exterior stone.

Jamax Corporation, P0040829, \$40,000.00, trash removal.

Terre Haute SMG, P0040556, \$50,000.00, Indiana Statesman/Student Publications.

Coca Cola Bottling Company, P0040435, \$65,000.00, standing order per ISU/Coca Cola contract.

CDI, Inc., P0041277, \$117,900.00, Holmstedt Hall cadaver lab/locker room.

David R. Snapp and Associates, Inc., P0040219, \$149,500.00, architectural and engineering services.

SCT Software, P0040142, \$184,190.00, Technical Currency Program.

Insight, P0041357, \$220,505.25, Microsoft Campus Agreement 3.1.

2. Contract Renewal

Ameritech Paging, P0040409, \$25,000.00, rental of pagers.

Sun Microsystems, Inc., P0039514, \$25,692.59, computer quote 1023279/1.

Dell Marketing LP, P0041628, \$33,142.50, computers.

GAC/Shepard Poorman, P0041343, \$35,002.95, ISU Magazine Student Publications.

Time Warner Cable, P0040478, \$35,423.40, cable.

INCOLSA Indiana Coop.Library, P0040568, \$50,000.00, OCLC fixed fee pricing.

Cavinder Elevators, P0040888, \$69,300.00, elevator maintenance.

A-Mark Pest Management, Inc., P0040593, \$69,366.00, pigeon & starling control.

Nalco Chemical Company, P0040731, \$70,000, water treatment chiller.

Hewlett Packard, P0040993, \$70,362.84, renewal of maintenance support.

Oracle Corporation, P0041027, \$73,029.00, renewal contract for software maintenance support.

Cisco Systems, Inc., P0041057, \$97,217.98, renewal of hardware maintenance and support.

3. Sole Source

Scott Studios Corporation, P0040667, \$38,729.00, per quote, direct from manufacturer.

E. Vendors Report – Information Only – Attachment 2 (Mr. Floyd)

Mrs. House adjourned the meeting at 3:10 p.m.

SECTION IV

September 6, 2002

GRANTS

Research Grants and Contracts

1. Indiana Department of Education, Fund No. 547665, Proposal No. 03-007  
An agreement in the amount of \$60,000 has been received from Indiana Department of Education for the project entitled, "Joint Special Ed/Elementary Ed Teaching Licensure Project 2002-03," under the direction of Maurice Miller, Communication Disorders, for the project period July 1, 2002 through June 30, 2003
2. Indiana Department of Education, Fund No. 547664, Proposal No 03-006  
An agreement in the amount of \$104,971 has been received from Indiana Department of Education for the project entitled, "Alternative Training for Speech-Language Therapy Providers Project 2002-2003," under the direction of Mark Stimley, Communication Disorders, for the project period July 1, 2002 through June 30, 2003.
3. Indiana Department of Education, Fund No. 547666, Proposal No. 03-008  
An agreement in the amount of \$15,000 has been received from Indiana Department of Education for the project entitled, "School Psychologist Alternate Delivery System for Ed Specialist Degree (Planning Yr) 2002-2003," under the direction of Michael Bahr, Educational and School Psychology, for the project period July 1, 2002 through June 30, 2003.
4. Indiana Department of Transportation, Fund No. 547384, Proposal No. 02-118  
Additional funding in the amount of \$60,000 has been received from Indiana Department of Transportation for the project entitled, "Indiana Department of Transportation Archaeological Services to INDOT Across the State of Indiana," under the direction of Russell Stafford, Anthropology, for the project period September 30, 1999 through April 25, 2003.
5. Arts Illiana, Fund No. 547659, Proposal No. 02-184  
An agreement in the amount of \$1,668 has been received from Arts Illiana for the project entitled, "Summerstage 2002-Support For Minority Actor," under the direction of Arthur Feinsod, Theater, for the project period May 27, 2002 through June 30, 2002.
6. Military Department of Indiana, Fund No. 547649, Proposal No. 02-170

An agreement in the amount of \$66,622 has been received from Military Department of Indiana for the project entitled, "Indiana Bat (*Myotis sodalis*) & Evening Bat (*Nycticeius humeralis*) Mist Netting & Roost Site Study at Camp Atterbury," under the direction of John Whitaker, Life Sciences, for the project period June 15, 2002 through October 15, 2002.

7. Indiana Commission for Higher Education, Fund No. 547667, Proposal No. 02-181

An agreement in the amount of \$32,573 has been received from Indiana Commission for Higher Education for the project entitled, "Consortium Agreement Under the Carl Perkins Act With Ivy Tech-Wabash Valley," under the direction of Robert English, Dean's Office-Technology, for the project period July 1, 2002 through June 30, 2003.

8. National Science Foundation, Fund No. 547650, Proposal No. 02-160

An agreement in the amount of \$5,000 has been received from National Science Foundation for the project entitled, "Program Announcement NSF 98-162 Postdoctoral Research Fellowship in Biological Informatics," under the direction of Michael Sears/George Bakken, Life Sciences/Center for Biodiversity Studies, for the project period September 1, 2002 through August 1, 2004.

9. University of Dayton Research Institute, Fund No. 547540, Proposal No. 03-012

An agreement in the amount of \$5,000 has been received from University of Dayton Research Institute for the project entitled, "Deuterium Magnetic Resonance Spectral Simulations of Poyimide Resins," under the direction of Myong K. Ahn, Chemistry, for the project period June 1, 2002 through June 1, 2003.

10. National Science Foundation, Fund No. 547675, Proposal No. 02-085

An agreement in the amount of \$29,550 has been received from National Science Foundation for the project entitled, "Proteins as Guidance for Regioselective Modification of Steroids and Disaccharides," under the direction of Xiao-Chaun Liu, Chemistry, for the period July 1, 2002 through June 30, 2003.

11. EM Industries, Inc., Fund No. 547677, Proposal No. 02-199

An agreement in the amount of \$9,440 has been received from EM Industries, Inc. for the project entitled, "Photostabilities of Sunscreen Active Ingredients," under the direction of John Allen, Chemistry, for the period July 1, 2002 through June 30, 2003.

12. U.S. Department of Education, Fund No. 547669, Proposal No. 02-177

An agreement in the amount of \$226,105 has been received from U.S. Department of Education for the project entitled, "Ronald E. McNair Post-

baccalaureate Achievement Project,” under the direction of Tony Brewer, Student Academic Services, for the period October 1, 2002 through September 30, 2003.

13. Arts Illiana, Fund No. 547676, Proposal No. 02-178

An agreement in the amount of \$6,545 has been received from Arts Illiana for the project entitled, “Insights and Identities,” under the direction of Kevin McCue, Art, for the period July 1, 2002 through June 30, 2003.

14. U.S. Department of Education, Fund No. 547670, Proposal No. 02-179

An agreement in the amount of \$199,793 has been received from U.S. Department of Education for the project entitled, “Indiana Deafblind Services Project and Project CATS: Context and Travel Situations Matchmaker Grant,” under the direction of Karen Goehl, Blumberg Center, for the period October 1, 2002 through September 30, 2003.

15. U.S. Department of Education, Fund No. 547671, Proposal No. 02-179

An agreement in the amount of \$31,307 has been received from U.S. Department of Education for the project entitled, “Indiana Deafblind Services Project and Project CATS: Context and Travel Situations Matchmaker Grant,” under the direction of Karen Goehl, Blumberg Center, for the period October 1, 2002 through September 30, 2003.

16. Indiana Geographic Information Council, Fund No. 547679, Proposal No. 03-019

An agreement in the amount of \$5,075 has been received from Indiana Geographic Information Council for the project entitled, “Metadata Creation and User Analysis Research,” under the direction of Susan Berta, Geography and Geology, for the period August 5, 2002 through November 29, 2002.

17. National Association of State Park Directors, Fund 547674, Proposal No. 02-195

An agreement in the amount of \$58,750 has been received from National Association of State Park Directors (NASPD) for the project entitled, “The Center for State Park Research,” under the direction of Daniel McLean, Recreation and Sports Management, for the period June 1, 2002 through April 30, 2006.



The following vendors have accumulated purchases from the University for the time period July 1, 2002 through July 31, 2002 (Fiscal Year) in excess of \$100,000:

**Vendors with Purchases Exceeding \$100,000  
July 1, 2002 through July 31, 2002**

<u>Vendor Name</u>	<u>Current YTD Paid</u>	<u>Services Rendered</u>
Gateway 2000 Major Accounts Inc	\$ 124,719	Computer Equipment Purchases
Koch Corporation	133,367	Lincoln Quad Windows Phase II
Terre Haute First National Bank	170,000	VEBA Contributions
Jungclaus Campbell Company Inc.	178,652	Lincoln Quad Renovation Phase II
Cinergy Services Inc	243,152	Electricity Utility Payments
Hannig Construction Inc	272,325	Center for Health Education Construction
PSC Health Systems Inc	310,067	Prescription Drug Payments
Public Employees Retirement Fund	376,907	Employee Retirement Payments
CDI Inc	379,459	New Power Plant Construction and Science Lab I & II
Sycamore Engineering Inc	427,680	Ctr for Health Educ Construction & Science Generator
Ebsco Subscription Services	673,172	Library Subscription Service
J F Molly and Associates Inc	735,482	University Medical Payments